February 28, 2024 Regular Board Meeting
TEWKSBURY TOWNSHIP BOARD OF EDUCATION

The Regular Board Meeting of the Tewksbury Township Board of Education was called to order by Ms. Stein at 7:00 p.m. at Old Turnpike School.

Ms. Stein read the Sunshine Law:

Welcome to a meeting of the Tewksbury Township Board of Education. The New Jersey Open Public Meeting Law was enacted to ensure the right of the public to have advance notice and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of the Act, the Tewksbury Township Board of Education has caused notice of the time and place of this meeting to be published in the Courier News and the Hunterdon Democrat and notice of the meeting has been posted on the Tewksbury Township School District website. www.tewksburyschools.org.

The Board pledged Allegiance to the Flag.

PRESENT: Ms. Carrino, Mr. Charniga, Ms. Fleming, Mrs. Jardinella, Mrs. Munoz, Mrs. Niang, Dr. Simon, Mrs. Wygera, Ms. Stein

ABSENT: None.

ALSO PRESENT: Dr. Jennifer Shouffler-Superintendent, Heather Goguen-Business Administrator

OPPORTUNITY FOR PUBLIC COMMENT: None.

Motion was made by Ms. Stein and seconded by Mrs. Munoz to close the public comment portion of the meeting.

All in Favor: Ms. Carrino, Mr. Charniga, Ms. Fleming, Mrs. Jardinella, Mrs. Munoz, Mrs. Niang, Dr. Simon, Mrs. Wygera, Ms. Stein

PRESENTATION: Dr. Shoufler and the Board celebrated with cake and congratulated the OTS Girls Basketball Team, Spirit Squad, and coaches for winning the B bracket championship.

CORRESPONDENCE: An email was received from a community member.

SUPERINTENDENT'S REPORT: Dr. Shouffler congratulated two Tewksbury students, Claire Mattrey and Daniel Kalachnyuk, for winning the Enthusiastic Reader Award at the county level. The HIB report will be reviewed during the Executive Session. The Board reviewed the Enrollment Reports and the Emergency/Fire Drill Reports.

School	Tewksbury Elementary School		
Month/Year	Jan. 2024	Jan. 2024	Feb. 2024
Date	1/22/24	1/29/2024	2/8/2024 1:50 PM
Drill Description	Shelter in Place (weather)	Fire Drill	Fire Drill

Duration/ Time of Drill	**10 minutes**	**7 minutes**	**3 minutes**
Weather Conditions	**Cold & sunny**	**Cold & Cloudy**	**Sunny & Warm**
Conductor of Drill	**L. Moore**	**L. Moore**	**L. Moore**
Notification Method	**Loud speaker & walkie**	**Pulled station in office**	**Pulled station**

School	**Old Turnpike School**		
Month/Year	**Jan. 2024**	**Jan. 2024**	**Feb 2024**
Date	**01/26/24**	**1/31/24**	**2/12/2024**
Drill Description	**Shelter in Place (weather)**	**Fire drill**	**Fire drill**
Duration/ Time of Drill	**6 min**	**7 min**	**5 min**
Weather Conditions	**Cloudy & rainy**	**Cloudy & rainy**	**Sunny**
Conductor of Drill	**D. Krowl, M. Mitchell**	**D. Krowl, M. Mitchell**	**D. Krowl, M. Mitchell**
Notification Method	**D. Krowl, M. Mitchell**	**PA System**	**PA System**

MINUTES: Motion was made by Ms. Stein and seconded by Mrs. Munoz to approve the following minutes:

- January 3, 2024 Reorganization Meeting and Committee of the Whole Meeting
- January 24, 2024 Ethics Training and Regular Board Meeting
- January 24, 2024 Executive Session

Final Resolution: Motion carried on a roll call vote.
Yes: Ms. Carrino, Mr. Charniga, Ms. Fleming, Mrs. Jardinella, Mrs. Munoz, Mrs. Niang, Dr. Simon, Mrs. Wygera, Ms. Stein

CURRICULUM: Old Turnpike School will be starting spring sports soon. There will also be many clubs continuing and new clubs starting up at both schools. Dr. Shouffler shared data that has been collected on Tewksbury students as they enter Voorhees High School as well as current and former students. The data shows percentages of students taking honors classes and advanced classes in many subjects including world language. The Old Turnpike School Code of Conduct pertaining to student cell phone usage was shared with the Board. Changes were discussed in order to make it easier for the teachers to enforce the measures regarding cell phone usage.

Motion was made by Ms. Stein and seconded by Ms. Carrino to approve the following:

1. Approve the 2024 Extended School Year Program beginning Monday, July 1, 2024, through Thursday, August 1, 2024, 8:30 am to 12:00 noon, Monday through Thursday, at Tewksbury Elementary School. Program will not be in session on July 4, 2024.

Final Resolution: Motion carried on a roll call vote.
Yes: Ms. Carrino, Mr. Charniga, Ms. Fleming, Mrs. Jardinella, Mrs. Munoz, Mrs. Niang, Dr. Simon, Mrs. Wygera, Ms. Stein

POLICY: The following policies were shared with the Board for review and there will be a motion to approve them for first reading at the March 6th meeting:

- P 1140 Educational Equity Policies/Affirmative Action (M) (Revised)
- P 1523 Comprehensive Equity Plan (M) (Revised)
- P 1530 Equal Employment Opportunities (M) (Revised)
- R 1530 Equal Employment Opportunity ComplaintProcedure (M) (Revised)
- P 1550 Equal Employment/Anti-Discrimination Practices (M) (Revised)
- R 2200 Curriculum Content (M) (Revised)
- P 2260 Equity in School and Classroom Practices (M) (Revised)
- R 2260 Equity in School and Classroom Practices Complaint Procedure (M) (Revised)
- P 2411 Guidance Counseling (M) (Revised)
- P 3211 Code of Ethics (Revised)
- P 5570 Sportsmanship (Revised)
- P 5750 Equitable Educational Opportunity (M) (Revised)
- P 5755 Equity in Educational Programs and Services (M) (Abolished)
- P 5841 Secret Societies (Revised)
- P 5842 Equal Access of Student Organizations (Revised)
- P & R 7610 Vandalism (Revised)
- P 9323 Notification of Juvenile Offender Case Disposition (Revised
- P & R 2423 Bilingual Education (M) (Revised)
- P & R 2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised)

Motion was made by Ms. Stein and seconded by Mrs. Munoz to approve the following policy on second reading:

- 0168.01 Live Streaming of Public Board Meetings

Final Resolution: Motion carried on a roll call vote.
Yes: Ms. Carrino, Mr. Charniga, Ms. Fleming, Mrs. Jardinella, Mrs. Munoz, Mrs. Niang, Dr. Simon, Mrs. Wygera, Ms. Stein

FINANCE: Ms. Goguen shared that revenue shortfall and possible adjustments were discussed at the February 14th meeting of the finance committee. At the March 6th meeting Dr. Shouffler and Ms. Goguen will do their budget presentation.

Motion was made by Ms. Stein and seconded by Ms. Carrino to approve the following:

1. Approval of Bills

   BE IT RESOLVED that the Board approve the attached lists of district bills for payment as presented by the School Business Administrator for the period January 25 through February 28, 2024 for a total amount of $1,961,668.89.

2. Acceptance and Approval of Board Secretary's Report for the month of January, 2024.

BE IT RESOLVED that upon review of the Board Secretary's Reports for the month of January, 2024 in consultation with appropriate district officials, the Board of Education certifies that no fund had been over expended in violation of NJAC 6A:23A-16:10(b); and the Board of Education further certifies, based on the Board Secretary's certification, that the total of encumbrances for each line item account does not exceed the line item appropriation in violation of NJAC 6A:23A-16:10(a).

3. Acceptance and Approval of Treasurer's Report for the month of January, 2024.

   BE IT RESOLVED that upon review of the Treasurer's Report for the month of January, 2024 in consultation with appropriate district officials, the Board of Education certifies that no fund had been over expended in violation of NJAC 6A:23A-16:10(b); and the Board Secretary further certifies, based on the Board Treasurer's Report, that the total of encumbrances for each line item account does not exceed the line item appropriation in violation of NJAC 6A:23A-16:10(a).

   The Board Secretary certifies, pursuant to NJAC 6A:23A-16:10(c)(3), that the total of encumbrances for each line item account does not exceed the line item appropriation in violation of NJAC 6A:23A-16:10(a).

4. Approve the attached list of transfers.

5. Approve the following workshop/travel requests for the 2023-2024 school year.

Workshops/Travel Requests

Staff Member	Date	Registration	Other Expenses*	Event/Destination
Michael Wilpiszeski	3/15/24	$75.00	-0-	Implementing a Gifted Multi-Tiered System of Support (MTSS) - Strategies for Identification and Intervention - Morris-Union Jointure Commission, New Providence, NJ
Joelle Capece	3/18/24	$160.00	Mileage = $25.94	High Level Practices-New Jersey Council for Exceptional Children, Ramapo College, Mahwah, NJ
Maura Obercian	3/13/24	$140.00	Mileage = $23.50	Friends of Language Educators NJ Annual Conference- Rutgers University, New Brunswick, NJ
Susan Moyer	5/20/24	$90.00	Mileage = $26.32	ADHD and the Internal Executive Function Skills - Warren County Speech, Language & Hearing Association, Lafayette, NJ
Katherine Royer	5/20/24	$90.00	Mileage = $26.32	ADHD and the Internal Executive Function Skills - Warren County Speech, Language & Hearing Association, Lafayette, NJ
Kara Swan	3/21/24	$175.00	Mileage = $18.99	NJASBO Purchasing Seminar, Whippany, NJ
Connie Wygera	4/19/24	$99.00	Mileage = $38.82	NJSBA Women's Leadership Conference, Princeton Junction, NJ
Fay Perticari	3/18/24	$165.00	-0-	NJ Council for Exceptional Children's Annual Spring Conference, Ramapo College of NJ - Mahwah, NJ
Jennifer Burns	4/26/24	$300.00	Mileage = $22.56	19th Annual NJ Association for Behavior Analysis Conference, Somerset, NJ
Nancy Auld-Morogiello	5/2/24	$279.00	-0-	Bureau of Education & Research - Best Strategies for Success During School Medical Emergencies. 1-day live seminar.
Robin Thompson	3/18/24	$180.00	Mileage = $50.57	High Level Practices, Council for Exceptional Children, Ramapo College, Mahway, NJ

*Mileage will be reimbursed according to board policy.

6. Approve the following donations/grants/activities:

Donations/Grants/Activities			
Requestor/Contact	**School**	**Description**	**Amount of Grant/Donation**
Liz Gentile	TES	PTA Grant for Portable multi-use folding seats to be used as flexible seating options in kindergarten.	$283.56
Nicole Polinger	OTS	PTA Grant for Floor cushions for the students to sit on instead of the risers, and a small cart to house them.	$322.94
n/a	OTS	Donation of fabric scraps by Agentcy to be used in the art classes for student projects.	approximately $20.00
Karen Morrow	TES	The TEA (using an NJEA grant) would like to donate books, rocks, paint, and a sign. This coordinates with the book "Only One You" by Linda Kranz. Students will paint individual "rockfish" to display.	$500.00
Karen Morrow	TES	The TEA would like to host an after school Seussabration activity for K-2 students. This activity will promote literacy with reading books, making crafts, and playing games.	No cost
Juliean Picardo Andria Tibak	TES	TEF Grant for the book series A Little Spot to help with social skills and behaviors in the classroom.	$768.92

7. Approve the following field trip for the 2023-2024 school year:

Field Trips				
Grade	**Destination**	**Date (month/year)**	**Approximate Cost per Student (cost of attendance not paid by district)**	**Coordinating Teacher/Staff**
4	Mayo Performing Arts Center, Morristown, NJ to see the performance of Charlotte's Web.	May, 2024	$10.50	Patsy DelGrande
3	Mayo Performing Arts Center, Morristown, NJ to see the musical performance of Ellis Island-Gateway to a Dream.	March, 2024	$12.00	Amanda Kouzis
3	Echo Hill Park, Flemington, NJ to participate in a program on stream study and adaptations.	May, 2024	$2.91	Lori Nichols
8	8th Grade students will show a summary performance of the 8th Gr. Play, Aladdin, to Tewksbury Elementary School students to encourage sales.	March, 2024	$0	Dee Krowl
6 & 7	Bowling at Oakwood Lanes,	March, 2024	$15.00	Megan Girton

Special Ed.	Washington, NJ for life skills.			
5-8	Readington Middle School, Readington, NJ for Battle of the Book Competition	April, 2024	$0	Alana Magro

8. Accept the Emergent needs and Capital maintenance funding from the School Development Authority in the amount of $11,450 for fiscal year 2024.

Final Resolution: Motion carried on a roll call vote.
Yes: Ms. Carrino, Mr. Charniga, Ms. Fleming, Mrs. Jardinella, Mrs. Munoz, Mrs. Niang, Dr. Simon, Mrs. Wygera, Ms. Stein

TECHNOLOGY: The print server was updated last week as well as the server that houses our personnel software module.

FACILITIES: At the facilities committee meeting on February 20th, the presentation from DCO Energy was reviewed and representatives were available to answer questions. The committee decided not to pursue their proposal since it did not appear to be cost effective. Our buildings and grounds coordinator is working with a vendor to replace the lights and receive rebates directly from JCP&L. Another facilities meeting will be held to discuss the referendum timeline if it is being pursued.

TRANSPORTATION: The new bus should be delivered this week. Cameras will need to be installed so it will be several weeks before it will be in use.

COMMUNICATION: None.

OTHER: Dr. Shouffler thanked those who were able to attend the first Strategic Planning Meeting. There were about 60 community stakeholders in attendance. The presentation can be found on our website. The second meeting will be on March 13th.

LEGISLATIVE REVIEW: None.

OPPORTUNITY FOR PUBLIC COMMENT: Ms. Brandi Harkins, Califon, NJ supports tougher consequences on cell phone usage when students use their phones during the school day. Ms. Harkins would like to receive emails when clubs are being canceled. Ms. Amanda Nafey, Califon, NJ, supports consequences for cell phone usage and would like to know what the teachers think. Ms. Nafey commented on the livestreaming and stated that she did not like the council member calling in to the meeting she attended at Tewksbury Township and does not think it would be a good idea to allow people to call in during board meetings. Mr. Marc Petrognani, agreed that he did not like the council member being allowed to call in to the Township meeting.

Motion was made by Ms. Stein and seconded by Mrs. Munoz to close the public comment portion of the meeting.

All in Favor: Ms. Carrino, Mr. Charniga, Ms. Fleming, Mrs. Jardinella, Mrs. Munoz, Mrs. Niang, Dr. Simon, Mrs. Wygera, Ms. Stein

PERSONNEL: Motion was made by Ms. Stein and seconded by Mrs. Munoz to approve the following:

1. At the recommendation of the Superintendent, approve Tracy Barnes as a Special Education Leave Replacement Teacher, beginning February 29, 2024 through June 30, 2024, at MA Step 1, $63,551.00, prorated. (TES-TCH-SPED-04)

2. At the recommendation of the Superintendent, approve hiring Marlana Loden, CCC-SLP, as an independent contractor for Speech Therapy Services beginning April 9, 2024 through June 30, 2024, for 21 hours per week at an hourly rate of $93.00/hr.

3. At the recommendation of the Superintendent, approve Ava Wentworth as a part time Special Education Paraprofessional beginning February 29, 2024 through June 30, 2024, at Instructional Aide Step 3, $18.05/hour.

4. At the recommendation of the Superintendent, approve Kelly DeMayo as a substitute teacher for the 2023-2024 school year.

5. At the recommendation of the Superintendent, approve Patty Jennings as a home instructor for the 2023-2024 school year at the hourly rate of $63.96 per hour.

6. Approve the following teacher facilitators for the Grade 3-4 Family Mathematics Workshop to be held on March 18, 2024.

Name	Rate
Patsy DelGrande	$64.49 per hour up to 5 hours (3.5 hours of prep time and 1.5 hours of facilitations)
Jaime Levy	$67.03 per hour up to 5 hours (3.5 hours of prep time and 1.5 hours of facilitations)
Pam Nugent	$65.49 per hour up to 5 hours (3.5 hours of prep time and 1.5 hours of facilitations)

7. Approve the following spring honoraria positions for the 2023-2024 school year.

First Name	Last Name	Sport	Compensation
Tom	Lobb	Head Baseball Coach	$4,401
Robert	Lovering	Assistant Baseball Coach	$3,721
Heather	Olla	Head Softball Coach	$4,401
Patty	Jennings	Assistant Softball Coach	$3,721
Cathy	Zisk	Head Track and Field Coach	$4,401
Frederick	deJaager	Assistant Track and Field Coach	$3,721
Daniela	DiGiovanni	Assistant Track and Field Coach (shared)	$1,523
Joelle	Capece	Assistant Track and Field Coach (shared)	$1,523
Joe	Pung	Head Boys Lacrosse Coach	$3,554
Nick	Pung	Assistant Boys Lacrosse Coach	$3,046

8. Approve the following staff members as after school medical aides for lacrosse at the student supervision rate of $40/hour. This will be a shared position and staff members will work on a rotating schedule as needed.

    - Kelly Cullen
    - Dee Krowl
    - Bonnie Mendralla

9. Approve the following staff member as an after school aide for spring track at the student supervision rate of $40/hour.

    - Darcy Harp

10. Approve the following staff members to provide extra supervision on an as needed basis in the event the Assistant Director for the 8th grade play is absent. Position will be from February 29, 2024 through March 20, 2024, at the student supervision rate of $40/hour.

    - Amy Allen
    - Bonnie Mendralla

11. Approve the following staff members for additional after school supervision for the 8th grade play from February 29, 2024 through March 12, 2024, at the student supervision rate of $40/hour. This will be a shared position and staff members will work on a rotating schedule as needed.

    - Amy Allen
    - Tom Lobb
    - Bonnie Mendralla
    - Scott Steinman

Final Resolution: Motion carried on a roll call vote.
Yes: Ms. Carrino, Mr. Charniga, Ms. Fleming, Mrs. Jardinella, Mrs. Munoz, Mrs. Niang, Dr. Simon, Mrs. Wygera, Ms. Stein
Abstain: Ms. Carrino abstained from #3, Mr. Charniga abstained from #9.

OLD BUSINESS: None.

NEW BUSINESS: None

EXECUTIVE SESSION: Motion was made by Ms. Stein and seconded by Mrs. Munoz to enter Executive Session to discuss a student matter. The time was 8:16 p.m.

Motion was made by Ms. Stein and seconded by Ms. Fleming to exit Executive Session. The time was 8:50 p.m.

ADJOURNMENT: Motion was made by Ms. Stein and seconded by Dr. Simon to adjourn the meeting. The time was 8:50 p.m.

Final Resolution: Motion carried on a roll call vote.
Yes: Ms. Carrino, Mr. Charniga, Ms. Fleming, Mrs. Jardinella, Mrs. Munoz, Mrs. Niang, Dr. Simon, Mrs. Wygera, Ms. Stein

Respectfully submitted,

Heather Goguen
Board Secretary