June 12, 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, Mrs. Jardinella, Mrs. Munoz, Mrs. Niang, Dr. Simon, Mrs. Wygera, Ms. Stein
ABSENT: Ms. Fleming
ALSO PRESENT: Dr. Jennifer Shouffler-Superintendent, Heather Goguen-Business Administrator

OPPORTUNITY FOR PUBLIC COMMENT: None.

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

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

PRESENTATION: None.

CORRESPONDENCE: None.

SUPERINTENDENT'S REPORT: The last day of school is Friday, June 14th. There are several celebrations planned for the last few days. Dr. Shouffler thanked the extended school community for all they have done to help the students succeed. The Board reviewed the HIB report hand-out. There is a HIB report on the agenda for review and approval. The Board reviewed the Enrollment Reports and the Emergency/Fire Drill reports.

School	Tewksbury Elementary School		
Month/Year	May 2024	May 2024	June 2024
Date	5/24/2024 9:10 AM	5/30/2024	6/3/2024
Drill Description	Fire Drill	Shelter In Place	Fire Drill
Duration/ Time of Drill	5 Minutes	5 Minutes	7 Minutes

Weather Conditions	Sunny	n/a	Overcast
Conductor of Drill	L. Moore	L. Moore	L. Moore
Notification Method	Pulled Station	Loud Speaker & Walkie	Pulled Station

School	**Old Turnpike School**		
Month/Year	May 2024	May 2024	June 2024
Date	5/24/24	5/30/24	6/3/24
Drill Description	Fire Drill	Shelter In Place	Fire drill
Duration/ Time of Drill	5 minutes	4 minutes	5 minutes
Weather Conditions	Suny	Sunny	Sunny
Conductor of Drill	D. Krowl,D. Bracuti,M.Mitchell	M. Verderamo, D. Bracuti	D. Krowl,D. Bracuti,M. Mitchell
Notification Method	Fire alarm system	PA system & radio	June 2024

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

1. Approve the May 22, 2024 HIB report from the Superintendent.

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

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

- May 8, 2024 Committee of the Whole Meeting
- May 8, 2024 Executive Session
- May 22, 2024 Regular Board Meeting
- May 22, 2024 Executive Session

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

CURRICULUM: Dr. Shouffler reported on the summary of HIB cases in the district. This is done semi-annually. This school year, six cases were reported, one at TES and five at OTS. There were three confirmed HIB cases and three unconfirmed HIB cases. The district will continue to have workshops and trainings for teachers and students to help prevent bullying. Dr. Shouffler reviewed the sports that will be offered at OTS next school year. A climate survey was sent to parents and staff to help define priorities for next school year. The Language Instruction Education Plan is on the agenda for approval.

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

1. Approve the Language Instruction Education Program (LIEP) Three Year Plan for school years 2024-2027.

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

POLICY: None.

FINANCE: Ms. Goguen spoke about some of the motions that are up for approval this evening. **Motion was made by Ms. Stein and seconded by Mrs. Wygera 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 May 23, 2024 through June 12, 2024 for a total amount of $609,850.16.

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

3. BE IT RESOLVED that upon review of the Board Secretary's Reports for the month of May, 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).

4. Acceptance and Approval of Treasurer's Report for the month of May, 2024.

5. BE IT RESOLVED that upon review of the Treasurer's Report for the month of May, 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).

6. Approve the attached list of transfers.

7. Approve the following resolution for transfer to Capital Reserve Account and Maintenance Reserve Account:

   WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and
   WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Tewksbury Township Board of Education wishes to deposit anticipated current year surplus into a Reserve account at year end, and
WHEREAS the Tewksbury Township Board of Education has determined that an amount not to exceed $1,250,000.00 is available for such purpose of transfer;
WHEREAS the Tewksbury Township Board of Education would like to deposit up to $1,250,000 as follows: Capital Reserve - up to $1,000,000 and Maintenance Reserve – up to $250,000, and
NOW THEREFORE BE IT RESOLVED by the Tewksbury Township Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

8. Appoint Wilentz, Goldman, & Spitzer. P.A. as Bond Counsel for the Tewksbury Township School District Board of Education for the 2024-2025 school year.

9. Acknowledge receipt of Report of Vendors for the 2023-2024 school year as per P.L. 2015 Chapter 47.

10. Approve entering into contract with DBA Aveanna Healthcare for nursing services for 2024-2025 School Year effective July 1, 2024 through June 30, 2025 at a rate of $70.00 per hour.

11. Approve placement of student #2939084202 at ECLC of New Jersey for the Extended School Year Program beginning July 1, 2024 through July 30, 2024 at a tuition rate of $13,355.40 plus transportation.

12. Approve placement of student #2939084202 at ECLC of New Jersey for the 2024-2025 School Year beginning September 5, 2024 through June 25, 2025 at a tuition rate of $120,198.60 plus transportation.

13. Approve placement of student #3677617586 at The Midland School for the Extended School Year Program beginning July 8, 2024 through August 16, 2024 at a tuition rate of $19,191.00 plus transportation.

14. Approve placement of student #3677617586 at The Midland School for the 2024-2025 School Year beginning September 5, 2024 through June 13, 2025 at a tuition rate of $115,146.00 plus transportation.

15. Approve the contract between the Educational Services Commission of Morris County Cooperative Pricing System and the Tewksbury Township School District Board of Education for the purchase of work, material and supplies for the 2023-2024 and 2024-2025 school year beginning June 12, 2024 through March 31, 2025.

16. Approve the following workshop/travel requests for the 2024-2025 school year.

Workshops/Travel Requests				
Staff Member	**Date**	**Registration**	**Other Expenses***	**Event/Destination**
Jennifer Shouffler	8/15/24	$75.00	Mileage = $61 Tolls = $20	Bank Street Summer Math Conference, New York, NY

*Mileage will be reimbursed according to board policy.

TECHNOLOGY: Our new IT Specialist will be starting on June 24th. He will spend the first week transitioning with the support of our current technician and the Hunterdon ESC technician. For the 24-25 school year, parents will be able to pay the $35 chromebook insurance fee online through PaySchools, via check, or cash payment. Students will receive the chromebooks on the first day of school. This process should be more efficient.

FACILITIES: There will be a number of smaller projects going on this summer including the following: At TES, roof replacement of the gym, masonry repairs in various sections, replacing water tanks, unit and roof top vents will be adjusted, LED lighting in the cafeteria, acid neutralizers will be added to the boilers, several exterior doors will be repaired. At OTS, masonry repairs on the outside gym wall, valves replaced on boilers, unit vent controls repaired/replaced, outdated lighting replaced with LED, painting of the gym and refinishing the floors, new floors in the main office and Principal's office, dishwasher replaced.

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

1. Approve the alternate method of compliance in accordance with N.J.A.C. 6A:26-6.3 whereby bathrooms are accessible across the hall from Kindergarten classroom 104 and adult supervision to the bathrooms will be provided in a manner that does not infringe upon instructional time.

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

TRANSPORTATION: None.

COMMUNICATION: A reminder was sent to parents to complete the BOE School Climate Survey. Once the responses have been received from parents, students, and staff, the data will be analyzed.

OTHER: The strategic plan action plan was shared with the BOE. This action plan encompasses the goals and objectives recommended by all the stakeholders who participated in the process. This five year plan will be reviewed and approved at the August BOE meeting, with the idea to implement the plan starting with the 24-25 school year.

LEGISLATIVE REVIEW: Governor Murphy recently signed a new legislation which establishes a "New Jersey Educator Review Task Force" for the purpose of examining the educator evaluation process for teachers and principals. The task force will examine the educational value and impacts on teachers of the use of student growth objectives in their annual summative evaluations.

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, Mrs. Jardinella, Mrs. Munoz, Mrs. Niang Dr. Simon, Mrs. Wygera, Ms. Stein
Absent: Ms. Fleming

EXECUTIVE SESSION: Motion was made by Ms. Stein and seconded by Mrs. Munoz to enter Executive Session to discuss student and personnel matters. The time was 7:33 p.m. (Dr. Shouffler and Ms. Goguen left at 7:48 pm and Dr. Shouffler returned at 7:48 pm).

Motion was made by Ms. Stein and seconded by Dr. Simon to exit Executive Session. The time was 7:58 p.m.

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

1. At the recommendation of the Superintendent, approve all certified staff as home instructors for the 2024-2025 school year on an as needed basis, at their hourly rate of pay.

2. At the recommendation of the Superintendent, approve to hire Tracy Barnes as a Special Education Teacher, beginning August 26, 2024 at Step 2 MA $66,224.

3. At the recommendation of the Superintendent, approve Joseph Frankosky as the new teacher mentor for Tracy Barnes, Elementary School Special Education Teacher, beginning August 26, 2024. Upon completion, the mentor will be paid the annual mentor fee of $550.

4. At the recommendation of the Superintendent, approve to hire Kaycie Sconda as a Health/Physical Education Teacher, beginning August 26, 2024 at Step 2 BA+30 $64,024, pending criminal history review. (TES-TCH-PHED-02)

5. At the recommendation of the Superintendent, approve Annie Rose-Mason as the new teacher mentor for Kaycie Sconda, Health and Physical Education Teacher, beginning August 26, 2024. Upon completion, the mentor will be paid the annual mentor fee of $550.

6. At the recommendation of the Superintendent, approve to hire Erin Buttgereit as a Middle School English Language Arts Teacher, beginning August 26, 2024 at Step 2 MA $66,224.00, pending criminal history review. (OTS-TCH-LA-01)

7. At the recommendation of the Superintendent, approve to hire Cathryn Ticchio as a Special Education Leave Replacement Teacher, beginning August 26, 2024 through approximately April 28, 2025, at MA+15 $68,424.00 (prorated), pending criminal history review. (OTS-TCH-MD-01)

8. Approve the following clubs for the 2024-2025 school year.

Advisors	Name of Club	Description	Stipend	Supply Budget
Nicole Amato	ELA Support Homework Helper (Gr. 5-8)	Wednesdays and Thursdays after school for grades 5 through 8 for help with homework.	$3,000 (full year)	$0

Bonnie Mendralla	Math Support Homework Helper (Gr. 5-8)	Wednesdays and Thursdays after school for grades 5 through 8 for help with homework.	$3,000 (full year)	$0

9. At the recommendation of the Superintendent, approve Holden Ackerman as a part time summer Custodian effective approximately June 17, 2024 at a salary of $16.00/hour, up to 32 hours per week, not to exceed ten weeks.

10. At the recommendation of the Superintendent, approve William Weinlein as a part time summer Custodian effective approximately June 17, 2024 at a salary of $16.00/hour, up to 32 hours per week, not to exceed ten weeks.

11. At the recommendation of the Superintendent, approve Kenya Kaszyk as a part time summer Custodian effective approximately June 17, 2024 at a salary of $19.00/hour, up to 32 hours per week, not to exceed ten weeks.

12. At the recommendation of the Superintendent, approve Alejandra Franco as a part time summer Custodian effective approximately June 17, 2024 at a salary of $16.00/hour, up to 32 hours per week, not to exceed ten weeks.

13. At the recommendation of the Superintendent, approve Josephine Mosier as a substitute teacher/aide for the 2024-2025 school year, pending criminal history review.

14. Approve the following athletic honoraria positions for fall, 2024, pending sufficient enrollment.

Name	**Position**	**Stipend**
Cathy Zisk	Head Cross Country Coach	$4,401.00
Tom Lobb	Assistant Cross Country Coach	$3,721.00
Darcy Harp	Girls Volleyball	$4,401.00
Daniela DiGiovanni	Head Girls Soccer Coach	$3,554.00
Rob Lovering	Head Boys Soccer Coach	$4,401.00

15. At the recommendation of the Superintendent, approve Morgan Garner, a student at Centenary University, to fulfill her Clinical Experience (practicum) with Aimee Emge during the first semester 2024-25 and Clinical Internship (student teaching) with Joe Frankosky during the second semester 2024-25.

16. Approve the Superintendent's 2023-2024 Evaluation.

17. Approve the following library volunteers for the 2024-2025 school year.

    - Faith Ross
    - Ellen Siegel

18. Approve the following club at Old Turnpike School for the 2023-2024 school year:

Advisors	Name of Club	Description	Stipend (half year club)	Supply Budget
Nicole Polinger	Gaming Club Grades 5-8	Students will play video games and participate in VR games.	$1,500.00	n/a

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

OLD BUSINESS: Ms. Stein mentioned changing the date of the August 14th Board Retreat to 6:00 p.m. The regular Board Meeting in August is August 21st. Ms. Stein will send a reminder to the BOE about doing the board evaluation.

NEW BUSINESS: None

ADJOURNMENT: Motion was made by Ms. Stein and seconded by Dr. Simon to adjourn the meeting. The time was 8:02 p.m.

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

Respectfully submitted,

Heather Goguen
Board Secretary