TEWKSBURY TOWNSHIP SCHOOL DISTRICT
173 Old Turnpike Road
Califon, New Jersey 07830
Phone: 908-439-2010 Fax: 908-439-2655

REGULAR BOARD MEETING AGENDA
November 13, 2024

7:00 PM REGULAR BOARD MEETING - Open to Public
Old Turnpike School Library

If members of the public wish to attend the meeting virtually, meetings are streamed Live over Youtube via the following link: https://www.youtube.com/live/rVywzsOH93U

During public comment, public participants are invited to address the Board with questions or comments.

District Goals

1. To create a learning environment that promotes creative and independent thinking with a focus on academic excellence and the arts; that is also adaptable to each student.
2. To create a financial framework so that the school district is fiscally responsible while supporting learning environments.
3. To create a welcoming and supportive learning environment to foster a lifelong love of learning for all students; This includes a robust connection to their school and wider community.

Board Goals

1. To support a learning environment that promotes creative and independent thinking with a focus on academic excellence and the arts; that is also adaptable to each student.
2. To create a financial framework so that the school district is fiscally responsible while supporting learning environments.
3. To encourage a welcoming and supportive learning environment to foster a lifelong love of learning for all students; This includes robust connection to their school and wider community.

I. CALL TO ORDER Time:_____

II. SUNSHINE ANNOUNCEMENT

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.

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

Ms. Carrino	Mr. Charniga	Ms. Fleming	Mrs. Jardinella	Mrs. Munoz
Mrs. Niang	Dr. Simon	Mrs. Wygera	Ms. Stein	Dr. Shouffler Ms. Goguen

V. OPPORTUNITY FOR PUBLIC COMMENT

During this portion of the meeting, the in-person public participants are invited to address the Board with questions or comments on actionable agenda items only.

The public is requested to sign the register provided for this purpose and to state their name, address, and direct their comments to the Board President. While all comments will be considered and a response will be forthcoming if and when appropriate, the Board will not respond to the speakers at the time of their appearance.

The public comment period will be a maximum of thirty minutes in length unless there are unusual circumstances. Those appearing will be allocated three minutes to speak and no one will be permitted to speak twice until all those wishing to speak have had a turn. Civility and mutual respect is expected. Speakers should be courteous to Board members, District employees, students, and other members of the public.

Motion to close public comments _____ 2nd_____

All in Favor:
Roll Call:
Ms. Carrino____Mr. Charniga____Ms. Fleming____Mrs. Jardinella____Mrs. Munoz____Mrs. Niang____Dr. Simon____
Mrs. Wygera____Ms. Stein____

VI. PRESENTATION

- OTS Soccer Team recognition
- Student Council Representative

VII. CORRESPONDENCE

VIII. SUPERINTENDENT'S REPORT

- HIB Report
- Enrollment Reports
- Emergency/Fire Drill Reports

School	**Tewksbury Elementary School**	
Month/Year	**Oct. 2024**	**Oct. 2024**
Date	**10/22/2024**	**10/29/2024**

Drill Description	Evacuation Drill	Lockdown
Duration/ Time of Drill	6 minutes	20 minutes
Weather Conditions	Sunny and warm	Cloudy & Warm
Conductor of Drill	L. Moore	Technical Glitch
Notification Method	Loudspeaker and walkie talkies	Phone System

Motion to approve the following:

1. Approve the October 30, 2024 HIB report from the Superintendent.

Motion: _____ 2nd _____
Discussion
Roll Call:
Ms. Carrino____Mr. Charniga____Ms. Fleming____Mrs. Jardinella____Mrs. Munoz____Mrs. Niang____Dr. Simon____ Mrs. Wygera____Ms. Stein____

IX. MINUTES

Motion to approve the following minutes:

- October 9, 2024 Committee of the Whole Meeting
- October 9, 2024 Executive Session
- October 30, 2024 Regular Board Meeting
- October 30, 2024 Executive Session

Motion: _____ 2nd _____
Discussion
Roll Call:
Ms. Carrino____Mr. Charniga____Ms. Fleming____Mrs. Jardinella____Mrs. Munoz____Mrs. Niang____Dr. Simon____ Mrs. Wygera____Ms. Stein____

X. COMMITTEE REPORTS

A. Curriculum

Discussion

- 2025-2026 School Calendar
- EMS Drill

Motion to approve the following:

1. Approve the School Calendar for the school year 2025-2026.

Motion: _____ 2nd _____
Discussion

Roll Call:
Ms. Carrino____Mr. Charniga____Ms. Fleming____Mrs. Jardinella____Mrs. Munoz____Mrs. Niang____Dr. Simon____
Mrs. Wygera____Ms. Stein____

B. Policy
Discussion

C. Finance
Discussion

- 2025-2026 Budget

Motion 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 October 31, 2024 through November 13, 2024 for a total amount of $628,941.29.

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

3. BE IT RESOLVED that upon review of the Board Secretary's Reports for the month of October, 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 October, 2024.

5. BE IT RESOLVED that upon review of the Treasurer's Report for the month of October, 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 workshop/travel requests for the 2024-2025 school year.

Workshops/Travel Requests				
Staff Member	**Date**	**Registration**	**Other Expenses***	**Event/Destination**
Lori Nichols	12/12/24	-0-	Mileage = $14.10	Whole Versus Part: The Role of Small group Literacy Learners, Rutgers University - Center for Literacy Development, New Brunswick, NJ
Chris Shaffer	2/19/25-2/21/25	$200.00	Mileage = $229.36 Tolls/Parking = $67.60	New Jersey Music Educators Association 2025 State Conference, Atlantic City, NJ
Kathy Gould	1/16/25	$75.00	-0-	The Nuts and Bolts of HIB Law - Morris Union Jointure Commission, New Providence, NJ, Virtual
Megan Verderamo	1/16/25	$75.00	-0-	The Nuts and Bolts of HIB Law - Morris Union Jointure Commission, New Providence, NJ, Virtual
Maura Obercian	1/8/25	$279.00	-0-	Responsive Classroom Special Area Teachers One Day Workshop, Virtual
Erin Buttgereit	11/18/24	$300.00	Mileage = $28.20	Literary Essay Writing in Reverse - The College of New Jersey, Ewing, NJ

*Mileage will be reimbursed according to board policy.

8. Approve the following field trips for the 2024-2025 school year:

Grade	Destination	Date (month/year)	Approximate Cost per Student (cost of attendance not paid by district)	Staff Member(s) Coordinating the Trip
5	Junior Achievement USA-BizTown, Edison, NJ	February, 2025	0	B. Mendralla/ J. Shouffler
8	Voorhees High School Orientation	January, 2025	0	K. Gould

9. Approve the following grants from the Tewksbury Education Foundation.

Requestor/Contact	School/ Grade	Description	Amount of Grant/Donation
Camille Bristow	2	Bricks 4 Kidz Program - Interesting Inventions. Students will discuss the difference between an invention and a discovery, learn how inventors solve problems, and how to get their ideas patented.	$840.00
Stephen Strange	2	Purchase 1 Lego Creative Vehicles Set for each 2nd grade classroom to extend the learning and exploration from the Bricks 4 Kids Program.	$164.97
Patsy DelGrande	Assemblies for grades K-2, 3-4 and breakout session for Gr. 4	John Marshall Weather Residency - teachers students about weather forecasting, tools used to forecast, and how the weather show is produced.	$3,975.00

10. Approve the Interlocal Vehicle Sale Agreement with Hunterdon County Educational Services Commission. In accordance with N.J.S.A 40A:65-1, et. seq. and N.J.S.A. 18A:6-51 et. seq., the Tewksbury Township Board of Education enters into an inter-Local Vehicle Sale Agreement with HCESC for the following vehicles:

Vehicle #	**VIN#**	**Description**
Pickup	1GT02ZCG5DZ156964	2013 GMC Sierra 2500HD 4WD Reg Cab 133.7" Work Truck w/Plow
29	4DRBUAAN19B084291	2009 IC BE Conventional Bus
3	4DRBUAANX9B101489	2009 IC BE Conventional Bus

As per this agreement, the Tewksbury Township Board of Education has the right to authorize acceptance, counter or decline for each offer.

11. Approve, in accordance with N.J.S.A 40A:65-1, et. seq. and N.J.S.A. 18A:6-51et. Seq. via active Inter-Local Vehicle Sale Agreement with HCESC, and accept highest bid offers at a sealed-bid opening held on October 31, 2024 at the Hunterdon County Education Services Commision Administrative Office, located at 37 Hoffmans Crossing Road, Califon, New Jersey 07830 at 1:00 pm on the following vehicles:

Vehicle #	VIN #	Brand/ Chasis, Style, Model	Year	Engine	Miles	Brakes	Details	Sealed Bid Offer/Payment
Pickup	1GT02ZCG5DZ156964	GMC Sierra 2500HD 4WD Reg Cab 133.7" Work Truck w/Plow	2013	GM 6.0 Liter Gas V8	32,927	Hydraulic	"Runs and drives, Heavy Rust on frame, missing one strut." Includes Western Plow	$8,000 – Mass Trans.
29	4DRBUAAN19B084291	IC BE Conventional Bus	2009	Maxx Force DT466 Inline-6 Turbo Diesel	132,687	Air	02/2024 Inspection Sticker, Starts/Runs/Drives. ICS in First Row (Integrated Child Safety Seats x 3), "Heater Leaks, Needs front tires."	$3,150 – Maytav Bus Co.
3	4DRBUAANX9B101489	IC BE Conventional Bus	2009	MaxxForce DT466 Inline-6 Turbo Diesel	188,684	Air	08/2024 Inspection Sticker, "Has an electrical issue with injectors, sometimes	$3,150 – Maytav Bus Co.

							will not start. Needs front tires."	

Bid Opening Results are as follows:

Vehicle #	Jersey One Auto	Sheppard Bus	Nelvi Transit	Gara Trans.	Car Country USA	Maytav Bus Co	Mass Trans.	Layla Trans	TOP OFFER
Pickup	$1,031	$1,888	$3,500	$3,701	$2,861	$1,550	$8,000	$1,780	$8,000
29	$607	-	-	$301	$1,087	$3,150	-	$2,750	$3,150
3	$607	-	-	$301	$987	$3,150	-	$1,750	$3,150

12. Bid results were due to the Tewksbury Township School Business Office located at the Old Turnpike School, 173 Old Turnpike Road, Califon, NJ 07830, on Thursday, October 31, 2024 at 1:00 PM for the HVAC Replacement at Old Turnpike School. Heather Goguen, Business Administrator, Craig Ely, Buildings and Grounds Coordinator, and Caitlyn Adames, Architect, were present. The following were the results:

Name of Company	Base Bid	Alternate #1	Alternate #2	Total Bid
Unitemp Mechanical Degrees LLC	$1,164,000	$299,000	$146,000	$1,609,000
H&S Construction & Mechanical	$1,394,000	$339,000	$150,000	$1,883,000
DuMont Mechanical, Inc.	$1,339,380	$247,930	$97,000	$1,684,310
Envirocon, LLC	$1,713,200	($250,000)	$35,000	$1,498,200
Iron Mountain Mechanical, LLC	$1,254,555	$296,425	$120,000	$1,670,980
EACM Corp.	$1,380,000	$290,000	$10,000	$1,680,000
Thassian Mechanical Contracting Inc.	$1,758,000	$310,000	$75,000	$2,143,000

WHEREAS**,** the Board of Education publicly advertised and solicited bids from interested contractors for the HVAC Replacement Project at Old Turnpike School; and

WHEREAS**,** the bids for the project were received, publicly opened and read aloud in the District Administrative Office on October 31, 2024; and

Whereas, the specifications required that certain work be included within the base bid and identified a separate scope of work for Alternate Bids #1 and #2, which required separate bid amounts to be included with each bid to allow for the work of each alternate; and

Whereas, the bid submitted by Envirocon, LLC failed to separate out the work to be included within the base bid and alternates, such that the base bid amount in Envirocon's bid apparently included all work for the project, which constitutes a defect; and

Whereas, the bid submitted by Unitemp Mechanical Degrees, LLC, properly addressed the scope of work for both the base bid and the additional work required of Alternate Bids #1 and #2, such that Unitemp submitted a bid in the total amount of $1,609,000, consisting of a total base bid in the amount of $1,164,000.00, as well as Alternate #1 in the amount of $299,000 and Alternate Bid #2 in the amount of $146,000.00, per the project specifications, inclusive of the bid allowances; and

Whereas, Unitemp Mechanical Degrees, LLC has therefore been deemed to be the lowest responsible and responsive bidder for the project;

NOW, THEREFORE, BE IT:

Resolved, that the Board of Education hereby rejects Envirocon, LLC's bid for the reasons identified above; and be it further

Resolved, that the Board of Education award the contract for the project to Unitemp Mechanical Degrees, LLC, Somerset, NJ, in the total contract amount of $1,609,000.00, inclusive of Alternates #1 and #2 and the bid allowance, subject to the terms and conditions of a contractual agreement pending review by Board counsel, and which the Board President and/or Business Administrator is thereafter authorized to execute on behalf of the Board; and be it further

RESOLVED, that the contract will be funded in part by State and/or Federal grant funds, and therefore the contract award and subsequent project completion shall be contingent upon compliance with all Federal and State procurement requirements and New Jersey grant agreements as may be applicable to this project.

13. Approve the 2025-2026 Budget Development Calendar.

Motion: _____ 2nd _____
Discussion
Roll Call:
Ms. Carrino____Mr. Charniga____Ms. Fleming____Mrs. Jardinella____Mrs. Munoz____Mrs. Niang____Dr. Simon____
Mrs. Wygera____Ms. Stein____

D. Technology
Discussion

E. Facilities
Discussion

F. Transportation

G. Communication
Discussion

H. Other
Discussion
- Board Liaison to the Hunterdon County Vocational School District

Motion to approve the following:

1. Approve _____as the Board Liaison to the Hunterdon County Vocational School District.

2. Adopt, implement, and submit to the county office, the 2024-2025 Memorandum of Agreement Between Education and Law Enforcement Officials.

Motion: _____ 2nd _____
Discussion
Roll Call:
Ms. Carrino____Mr. Charniga____Ms. Fleming____Mrs. Jardinella____Mrs. Munoz____Mrs. Niang____Dr. Simon____
Mrs. Wygera____Ms. Stein____

XI. LEGISLATIVE REVIEW
Discussion

XII. OPPORTUNITY FOR PUBLIC COMMENT

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Motion to close public comments _____ 2nd_____

All in Favor:
Roll Call:
Ms. Carrino____Mr. Charniga____Ms. Fleming____Mrs. Jardinella____Mrs. Munoz____Mrs. Niang____Dr. Simon____
Mrs. Wygera____Ms. Stein____

I. Personnel
Discussion

- Substitute teacher/paraprofessional rates
- Substitute custodian rates

Motion to approve the following:

1. Approve an increase in the daily substitute teacher/paraprofessional rate from $120 to _____ .

2. Approve an increase in the hourly substitute custodial rate from $17.50 to _____ .

3. Approve Colleen Carolonza as a substitute teacher for the 2024-2025 school year, pending criminal history review.

Motion: _____ 2nd _____
Discussion
Roll Call:
Ms. Carrino____Mr. Charniga____Ms. Fleming____Mrs. Jardinella____Mrs. Munoz____Mrs. Niang____Dr. Simon____
Mrs. Wygera____Ms. Stein____

XIII. OLD BUSINESS

XIV. NEW BUSINESS

XV. EXECUTIVE SESSION

Motion _____ 2nd _____ Enter closed session at _____p.m.

WHEREAS, Chapter 231, P.L. 1975, also known as the Sunshine Law, authorizes a public body to meet in executive or private session under certain limited circumstances, and:
WHEREAS, said law required the Board of Education to adopt a resolution at a public meeting before it can meet in such an executive or private session;
NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Township of Tewksbury that it does hereby determine that it is necessary to meet in executive session at this time to discuss personnel and legal matters for approximately thirty minutes. The matters discussed will be made public if and when confidentiality is no longer required and action pursuant to said discussion shall take place only at a public meeting. Action may be taken.

Motion _____ 2nd _____ Enter open session at _____p.m.

XVI. ADJOURNMENT

Motion _____ 2nd _____ Time of Adjournment:_____p.m.

All in Favor:
Roll Call:
Ms. Carrino____Mr. Charniga____Ms. Fleming____Mrs. Jardinella____Mrs. Munoz____Mrs. Niang____Dr. Simon____
Mrs. Wygera____Ms. Stein____