October 30, 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, Dr. Simon, Mrs. Wygera, Ms. Stein

ABSENT: Mrs. Niang

ALSO PRESENT: Dr. Jennifer Shouffler-Superintendent, Heather Goguen-Business Administrator, Megan Verderamo-Supervisor of Instruction and Programs

OPPORTUNITY FOR PUBLIC COMMENT: None.

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

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

PRESENTATION: Megan Verderamo-Supervisor of Instruction and Programs presented the student results from the New Jersey Student Learning Assessments (NJSLA).

CORRESPONDENCE: None.

SUPERINTENDENT'S REPORT: Dr. Shouffler congratulated the OTS soccer team for winning their championship game over Franklin Township, and invited them to be celebrated at the November Board Meeting. There was an unexpected lockdown drill at Tewksbury Elementary School on Tuesday due to an internal telephone issue. All protocols were followed and school business returned to normal after the lockdown. Dr. Shouffler thanked the tech team and custodial team for their help and quick response. The board reviewed the HIB Reports, Enrollment Reports and Emergency/Drill Reports.

School	Tewksbury Elementary School	Old Turnpike School	
Month/Year	Oct. 2024	Oct. 2024	Oct. 2024
Date	10/21/2024 9:17 AM	10/15 1:13 PM	10/22
Drill Description	Fire Drill	Fire Drill	Lockdown
Duration/ Time of Drill	2 minutes	4 minutes	4 minutes
Weather Conditions	Sunny and warm	chilly	sunny
Conductor of Drill	L. Moore	D. Krowl, D. Bracuti, M. Verderamo	D. Krowl, M. Verderamo, Tewksbury Township P.D.
Notification Method	walkie talkies	walkies	walkies and PA system

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

1. Approve the October 9, 2024 HIB report from the Superintendent.

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

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

- September 10, 2024 Committee of the Whole Meeting
- September 10, 2024 Executive Session
- September 24, 2024 Regular Board Meeting

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

CURRICULUM: The first draft of the 2025-2026 school calendar is available for the board to review. Suggestions were to have the 8th gr. graduation on the last day of school in order to engage students in productive learning until the last day of school. Additional drafts can be made before deciding on a final calendar. There were some HIB cases reported recently. Counselors have been meeting with students in different grades to help them understand what is involved in the Harassment, Intimidation, and Bullying process and the difference between peer conflict and bullying. Information has also been sent home to parents.

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

1. Approve the Nursing Services Plan for the 2024-2025 school year.

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

POLICY: None.

FINANCE: The district has the option to participate in a demographic study done by NH/Voorhees, which will be voted on this evening. Ms. Goguen will begin the budgeting process for the 2025-2026 school year. The budget calendar will be approved in November, and administrator submissions are due by December 6th. Ms. Goguen thanked the PTA and the TEF for their grants.

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 September 25, 2024 through October 30, 2024 for a total amount of $1,622,301.23.

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

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

5. BE IT RESOLVED that upon review of the Treasurer's Report for the month of September, 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**
Sheila Donovan	1/10/25	$75.00	-0-	The Nuts and Bolts of HIB Law - Morris Union Jointure Commission, New Providence, NJ, Virtual

Katherine Royer	02/19/25-02/21/25	$149.00	-0-	National Association of School Psychologists 2025 Annual Convention, Virtual
Susan Moyer	01/14/25	$90.00	Mileage = $24.44	Developing Language in the Pre-K Classroom - Morris Union Jointure Commission, New Providence, NJ
Sara Femiano	Flexible - self study option	$249.99	-0-	Powerful Strategies to Create Transformative Change for Stressed, Anxious and Depressed Youth, Virtual
Sara Femiano	11/4/24	$60.00	-0-	School Laws and Students Rights, Rutgers School of Social Work, Virtual
Amy Allen	11/15/24	$225.00	Mileage = $34.78	Writing Instruction for Students with Significant Writing Difficulty - The College of New Jersey, Ewing, NJ
Katherine Royer	12/13/24	$125.00	Mileage = $35.25	New Jersey Association of School Psychologists Winter Conference, Union, NJ

*Mileage will be reimbursed according to board policy.

8. Approve the following grant from the Tewksbury Education Foundation.

Requestor/Contact	School/Grade	Description	Amount of Grant/Donation
Yahna Fiscarelli	OTS Gr. 5	Wonders of the Universe two day science residency plus evening telescope night program for families presented by John Miller of the Pearl Observatory.	$2,800.00

9. Approve the following grant from the Tewksbury Township PTA.

Requestor/Contact	School/Grade	Description	Amount of Grant/Donation
Nicole Kinzel	TES Gr. 3&4	Sensory items for resource room classroom.	$598.75

10. Approve the following fundraiser for the 2024-2025 school year:

Fundraiser	Date	Description	Advisor
Giving Tree	Nov.-Dec. 2024	TES and OTS students donate gifts to children in need	Dee Krowl

11. Approve the proposal from Statistical Forecasting LLC to perform demographic services for the North Hunterdon-Voorhees Regional High School District at a cost of $1,200.00.

12. Approve the contract between Tewksbury Township Schools and Kelly Canzone LCSW LLC, to provide Student Risk Assessment services for the district during the 2024-2025 school year at a fee of $200 per evaluation.

13. Approve to void the following outstanding checks:

General Operating Account

Date	Check Number	Amount
March 27, 2024	18861	$12.69
March 27, 2024	19015	$100.00
April 24, 2024	19057	$135.49
May 22, 2024	19120	$39.20
Payroll Account		
April 30, 2024	59871	$216.80
OTS Student Activity Account		
April 30, 2024	3268	$101.25

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

TECHNOLOGY: None.

FACILITIES: Ms. Goguen stated that the Comprehensive Maintenance Plan and the M-1 are up for approval this evening and will be submitted to the County once approved. There will be a bid opening this week for HVAC work from the ROD grant. Hunterdon ESC is also holding a bid for the sale of our two buses and a truck.

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

1. Approve the Comprehensive Maintenance Plan (CMP) and Form M-1 (Annual Maintenance Budget Amount Worksheet) for the 2025-2026 school year for submission to the County Office.

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

TRANSPORTATION: None.

COMMUNICATION: None.

OTHER: Ms. Stein spoke about the referendum and the decision to acquire a new bond that can be used for facility improvements at a no tax impact. The board is working on a wish list of projects they are hopeful the community will support.

LEGISLATIVE REVIEW: None.

OPPORTUNITY FOR PUBLIC COMMENT: Some members of the public commented on the calendar draft for 2025-2026.

- Ms. Amanda Nafey, Califon, NJ, likes having conferences the same week as teacher convention. It makes it more convenient to arrange child care.
- Mr. Andrew Fingerman, Lebanon, NJ echoes a similar situation and also likes conferences and teacher convention in the same week.
- Ms. Faith Ross, Lebanon, NJ, agrees that having everything in the same week is best.

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, Dr. Simon, Mrs. Wygera, Ms. Stein
Absent: Mrs. Niang

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

1. Approve the following honoraria positions for the 2024-2025 school year:

Name	**Position**	**Stipend**
Kaycie Sconda	Spirit Squad Aide (as needed)	$40/hour
Dee Krowl	Spirit Squad Aide (as needed) - shared position	$40/hour
Daria Bracuti	Spirit Squad Aide (as needed) - shared position	$40/hour
Daria Bracuti	Basketball Scorekeeper/student supervision at games (as needed) - shared position	$40/hour
Deana Timpanaro	Basketball Scorekeeper/student supervision at games (as needed) - shared position	$40/hour
Scott Steinman	Basketball Scorekeeper/student supervision at games (as needed) - shared position	$40/hour
Heather Olla	Alternate Basketball Scorekeeper/student supervision at games (as needed)	$40/hour
Chris Mortenson	Ski Club Chaperone (up to 8 hours/trip)	$40/hour
Yahna Fiscarelli	Ski Club Chaperone (up to 8 hours/trip)	$40/hour
Scott Steinman	Ski Club Chaperone - driver (up to 7 hours/trip)	$40/hour
Sara Femiano	Alternate Ski Club Chaperone (up to 8 hours/trip)	$40/hour
Eileen Callahan	Attend and assist with evening parent-teacher conferences at TES (up to 5 hours)	staff member's hourly rate
Dee Krowl	Attend and assist with evening parent-teacher conferences at OTS (up to 5 hours)	staff member's hourly rate

2. Accept, with regret, the letter of resignation from Robert Goodwin, TES Special Education Paraprofessional, effective November 15, 2024.

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

OLD BUSINESS: None.

NEW BUSINESS: None.

EXECUTIVE SESSION: **Motion was made by Ms. Stein and seconded by Ms. Carrino to enter Executive Session. The time was 8:11 p.m.**

Motion was made by Ms. Stein and seconded by Mrs. Munoz to exit Executive Session. The time was 8:36 p.m.

ADJOURNMENT: Motion was made by Ms. Stein and seconded by Dr. Simon to adjourn the meeting. The time was 8:36 p.m.

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

Respectfully submitted,

Heather Goguen
Board Secretary