October 9, 2024 Committee of the Whole Meeting
TEWKSBURY TOWNSHIP BOARD OF EDUCATION

The Committee of the Whole 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: None.

CORRESPONDENCE: None.

SUPERINTENDENT'S REPORT: Dr. Shouffler stated that the extra curricular sports and clubs are in full swing. Many new clubs have been added, and Dr. Shouffler thanked the teachers, PTA and Whittemore for creating and leading these opportunities for the students to interact, grow, and learn.

MINUTES: The Board is reviewing the following minutes:

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

CURRICULUM: Dr. Shouffler discussed Artificial Intelligence (AI) in a school setting. The BOE will soon be reviewing a policy on AI in schools. The state requires a designated AI coordinator, and Dr. Michael Mitchell has agreed to take on that role. Dr. Mitchell is a leader in The New Jersey Educational Computing Cooperative

(NJECC), a state-wide organization providing professional learning to educators in NJ on topics related to technology. Many educators in the district have attended, or will attend AI workshops, including the workshop on the October 14th professional development day. One of our board members, Mrs. Connie Wygera, attended a training on the topic of AI at the New Jersey School Board Association. A committee consisting of a supervisor, tech manager and 8 representative teachers from both schools has been formed.

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

1. 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
K	Police station/rescue squad	April, 2025	0	Kindergarten Team
K	Fosterfields Farm	May, 2025	$12	Gentile
1	RVCC Planetarium	March, 2025	$10	Saksa
2	Virtual Park Ranger	March, 2025	$0	Bristow
2	Morris County Museum	May, 2025	$12-$14	Nugent
3	MPAC (Let's Go Science)	January, 2025	$10	Kouzis
3	Echo Hill Park	Spring, 2025	>$10	Nichols
4	MPAC (Let's Go Science)	January, 2025	$10	DelGrande
4	Hunterdon County Park System Physics in Nature and Nature Walk	Spring, 2025	$80	DelGrande
5	Bronx Zoo	May, 2025	$100	Mendralla
6	Camp Bernie	November, 2024	$40	Olla
7	Camp Mason	April, 2025	$235	Magro, Zisk, Jennings
7 SE	ShopRite	October, 2024	$0	Ticchio
8	NYC Play (Outsiders)	January, 2025	$100	Krowl
8	Washington DC	May, 2025	$800	Krowl
8	North Hunterdon HS - Bridge Competition (1st 2 trimester STEM Classes - approx. 35 students)	January, 2025	0	Berg
8	North Hunterdon HS - Bridge Testing (last trimester STEM class - approx.	May, 2025	0	Berg

	18 students)			
5-8	Trills & Thrills Dorney Park Music Trip	June, 2025	$145	Polinger
6-8	Vocal Ensemble Silver Tea	December, 2024	0	Polinger

2. Approve the following after school clubs for the 2024-2025 school year:

Name of Club/School	Full or Half Year Club/Dates	Staff Member	Supply Budget Requested	Stipend Amount
OTS Art Club	Half	Sandra Brinkhoff	$1,000	$1,500.00
OTS Lego Club	Half	Elisa DeVita	$300	$1,500.00

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: None.

FINANCE: Dr. Shouffler and Ms. Goguen thanked the Tewksbury Education Foundation for their generous grants which enrich the student's experience in school. OTS will be holding a fundraiser for victims of Hurricane Helene.

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

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

Workshops/Travel Requests				
Staff Member	**Date**	**Registration**	**Other Expenses***	**Event/Destination**
Katherine Royer	10/29/24	-0-	Mileage = $21.06	Mental Health Toolbox for CST Professionals in Somerset - Cornerstone Day School, Franklin Township, NJ
Katherine Royer	10/24/24	-0-	-0-	New Jersey Department of Education K-12 Basic Behavioral Threat Assessment & Management Training, Virtual
Amy Allen	10/16/24	$225.00	Mileage = $34.49	Empowering Education with AI: An Overview of the Role of AI in Student Success and Teacher Support -Secondary Grades 6-12 - The College of New Jersey, Ewing, NJ
Krista Kovalsky	1/14/25	$90.00	Mileage = $25.12	Developing Language in the Pre-K Classroom - Morris Union Jointure Commission, New Providence, NJ

*Mileage will be reimbursed according to board policy.

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

Requestor/Contact	School/ Grade	Description	Amount of Grant/Donation

Becky Chapman	TES Gr. 1	Circus Minimus - a week long residency that fosters collaboration, perseverance, kindness and cooperation.	$3,750.00
Tara Saksa	TES Gr. 1	Star Lab, Moon Meteors and More	$1,700.00
Camille Bristow	TES Gr. 2	Students will be engaged in a variety of activities that show how our earth changes over time -- quickly and slowly.	$3,250.00

3. Approve the following Fundraiser:

Fundraiser	**Description**	**Date**	**Advisor(s)**
OTS Hurricane Helene Relief Fund. Funds raised will be donated to the American Red Cross. https://www.redcross.org/donate/dr/hurricane-helene.html/	Grades 5, 6, 7 & 8 School-wide fundraiser day with games, activities, and special lessons during the school day.	11/1/24	OTS Staff (Patty Jennings -Contact)

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: None.

FACILITIES: Ms. Goguen discussed the M1 and Comprehensive Maintenance Plan, which is the annual analysis of what was spent on maintenance in the prior year, what is budgeted currently, and what will be anticipated for next year. Once approved, the plan is sent to the county office. The district expects spending less in 25-26 than what was spent in 24-25. Ms. Stein updated the board on the referendum committee meetings, stating that administrators prioritized what they would like, and the facilities coordinator gave his input. The committee will work on putting together the list of projects for the referendum.

TRANSPORTATION: Hunterdon County ESC submitted the bus routes for the out of district placements.

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

1. Approve the following Hunterdon County ESC bus routes for out of district students for the 2024-2025 ESY and school year:

Route #	**Student ID #**	**ESY Route Cost**	**ESY Aide Cost**	**Annual Route Cost**	**Annual Aide Cost**
2417	2939084202	$11,517.00	$1,100.00	$99,400.11	$9,150.00
2427	8327372	$7,106.00	$1,650.00	$62,543.91	$14,522.88

2. Approve the following bus evacuation drills:

School	Tewksbury Elementary School	Old Turnpike School
Month/Year	Sept. 2024	Sept. 2024
Date	9/27/24 8:30 a.m.	9/27/24 7:30 a.m.
Drill Description	Bus Emergency Evacuation Drill in lower parking lot - Bus # 1, 2, 5, 6, 8, 9, 12, 14, 18	Bus Emergency Evacuation Drill in front school - Bus # 1, 2, 5, 6, 8, 9, 12, 14, 18
Duration/ Time of Drill	5 minutes	5 minutes
Weather Conditions	Cloudy	Cloudy
Conductor of Drill	B. Hoffman, Jr., L. Moore, Staff	B. Hoffman, Jr., M. Mitchell, Staff
Notification Method	Email, walkie talkies	Email, walkie talkies

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

COMMUNICATION: None.

OTHER: None.

LEGISLATIVE REVIEW: None.

OPPORTUNITY FOR PUBLIC COMMENT: Mr. Eric Schwartz, Califon, NJ, would like members of the public to be part of the AI committee or AI discussion to stay ahead of the curve on AI information.

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: Dr. Shouffler thanked Ms. Nafey for stepping up for the position of musical director. Dr. Shouffler would like to recommend Ms. Carol Webb as an interim supervisor for the special education department since there will be a few weeks between the transition to the new supervisor, Ms. Lopez-Lopez. Ms. Webb is a former director of special services at Hunterdon Central, and has mentored many new supervisors throughout Hunterdon County. Ms. Webb will also be reviewing and evaluating the special education department.

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

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

Name	Position	Stipend

Amanda Nafey	Musical Director	$1,950.00
Kaycie Sconda	After School (Thursdays) Vocal Ensemble Aide	$40/hour as needed

2. At the recommendation of the Superintendent, approve hiring Carol Webb from Specialized Learning Solutions, LLC, as an independent contractor for Special Education Supervision from October 21, 2024 through November 27, 2024, up to three days per week, plus an additional two days of paid staff transition training, at the daily rate of $600.00/day.

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

Name	**Position**	**Stipend**
Chris Mortenson	After School (Wednesdays) TES Math/Art Fusion Club Aide	$40/hour as needed
Dee Krowl	After School (Tuesdays) OTS Theater Club Aide	$40/hour as needed

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

OLD BUSINESS: None.

NEW BUSINESS: Dr. Simon thanked the staff and custodians for a successful middle school dance.

EXECUTIVE SESSION: **Motion was made by Ms. Stein and seconded by Ms. Carrino to enter Executive Session. The time was 7:23 p.m.**

Motion was made by Ms. Stein and seconded by Dr. Simon to exit Executive Session. The time was 7:39 p.m.

Ms. Fleming asked if the Meet the Candidates night will be recorded.

ADJOURNMENT: Motion was made by Ms. Stein and seconded by Dr. Simon to adjourn the meeting. The time was 7:39 p.m.

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

Respectfully submitted,

Heather Goguen
Board Secretary