September 10, 2024 Committee of the Whole 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: Mr. Charniga, Mrs. Jardinella, Mrs. Munoz, Mrs. Niang (arrived 7:04pm), Dr. Simon, Mrs. Wygera, Ms. Stein

ABSENT: Ms. Carrino, Ms. Fleming

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

EXECUTIVE SESSION: **Motion was made by Ms. Stein and seconded by Mrs.Munoz to enter Executive Session. The time was 7:01 p.m.**

Motion was made by Ms. Stein and seconded by Mrs. Munoz to exit Executive Session. The time was 7:32 p.m.

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

PRESENTATION: None.

CORRESPONDENCE: Thank you note to the BOE.

SUPERINTENDENT'S REPORT: Dr. Shouffler expressed her sadness to learn of the school shooting in Georgia and used this as an opportunity to discuss the security measures in our District. Dr. Shouffler stated that we have a close relationship with the Tewksbury Police, who visit our schools on a regular basis. The security plans are updated annually. Security drills are performed regularly with students and staff. Dr. Shouffler thanked Mr. Drew Madlinger, owner of Madlinger Exterior Design, and the Tewksbury Township PTA for beautifying the OTS courtyard.

MINUTES: The Board is reviewing the following minutes:

- August 14, 2024 Board Retreat
- August 21, 2024 Regular Board Meeting
- August 21, 2024 Executive Session

CURRICULUM: None.

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

P 0141	Board Member Number and Term (Revised)
P 0141.1	Board Member Number and Term – Sending District (Revised)
P 0141.2	Board Member Number and Term – Receiving District (Revised)
P 0164.6	Remote Public Board Meetings During a Declared Emergency (M) (Abolished)
P 2200	Curriculum Content (M) (Revised)
P & R 3160	Physical Examination (M) (Revised)
P & R 4160	Physical Examination (M) (Revised)
R 5200	Attendance (M) (Revised)
P 5337	Service Animals (Revised)
P 5350	Student Suicide Prevention (M) (Revised)
P 7231	Gifts From Vendors (M) (Abolished)
P 8420	Emergency and Crisis Situations (M) (Revised)
P & R 8467	Firearms and Weapons (M) (Revised)
P 9181	Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants (Revised)

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

FINANCE: Dr. Shouffler thanked the Tewksbury Education Foundation for the BJ Ward poetry grant. One of our social studies teachers, Cathy Zisk, will be attending workshops on learning how the Tewksbury School District can be a civically engaged district, part of our strategic plan. Ms. Goguen spoke about the current 403b plan providers and the necessity to have a fully executed plan document to show we are in compliance. Ms. Goguen suggests having the plan include 457b plans, Roth 403b's and 457b's, and hiring a third party administrator to make the process of enrolling, transferring, and payout of plans much easier for the district. There is a resolution to replace the hot water heater at OTS.

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

1. Authorize the Business Administrator to negotiate and award emergent contracts in accordance with the provisions of statute 18A:18:A-7, for replacement of hot water heater at Old Turnpike School and approve the transfer out of Capital Reserve for the amount of $69,000 to 12-000-400-780 as follows:

Vendor	$ Amount	Coop #
McCloskey Mechanical	$59,000	#HCESC-SER-20C
Troller Electric	$10,000	#ESNJ 23/24-02

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

Name of Fundraiser	Description	Date	Advisor/Chaperone	Additional Chaperones Needed
7th & 8th Grade Magazine Drive	Discount Magazine & Brochure Sale Fundraiser Drive	Sept. 13 - Oct. 1, 2024	Dee Krowl	-0-

3. Approve the following workshop/travel requests.

Workshops/Travel Requests				
Staff Member	**Date**	**Registration**	**Other Expenses***	**Event/Destination**
Cathy Zisk	10/24/24 & 02/06/25	-0-	-0-	Civics Workshop - Civically Engaged Districts - Rutgers University, New Brunswick, NJ
Karen Morrow	10/18/24	$225.00	-0-	New Jersey International Dyslexia Association Fall Conference, Somerset, NJ
Heather Goguen	10/21/24 - 10/24/24	$550.00	Mileage = $124.08 Tolls/Parking/Taxis = $100.00 Lodging = $405.00 Meals = $177.00	New Jersey School Boards Association Workshop 2024, Atlantic City, NJ
Andrea Stein	10/21/24 - 10/24/24	$550.00	Mileage = $124.55 Tolls/Parking/Taxis = $100.00 Lodging = $405.00 Meals = $177.00	New Jersey School Boards Association Workshop 2024, Atlantic City, NJ
Jennifer Shouffler	10/23/24- 10/24/24	$550.00	Mileage = $124.55 Tolls/Parking/Taxis = $100.00 Lodging = $135.00 Meals = $59.00	New Jersey School Boards Association Workshop 2024, Atlantic City, NJ

*Mileage will be reimbursed according to board policy.

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

Donations/Grants			
Requestor/Contact	**School**	**Description**	**Amount of Grant/Donation**
Nicole Amato	OTS	Grant from the Tewksbury Education Foundation for a fifth grade poetry residency by BJ Ward in the spring of 2025.	$3,000.00

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

TECHNOLOGY: None.

FACILITIES: None.

TRANSPORTATION: None.

COMMUNICATION: None.

OTHER: Dr. Shouffler requested changing the September board meeting to September 24, 2024, due to a conflict. The board agreed to the change.

LEGISLATIVE REVIEW: None.

OPPORTUNITY FOR PUBLIC COMMENT: Mr. Michael Infusino, Lebanon, NJ, spoke about the correlation of screen time and school academic success. Mr. Infusino also had a question about the social studies curriculum.

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

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

PERSONNEL: Dr. Shouffler thanked Ms. Robin Thompson, Supervisor of Special Education, and wished her well in her future endeavors. A musical director is still needed for the 8th grade play.

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

1. Accept, with regret, the letter of resignation from Robin Thompson, Supervisor of Special Services, effective October 18, 2024.

2. At the recommendation of the Superintendent, approve the following substitute teachers/paraprofessionals for the 2024-2025 school year, pending criminal history review.

    - Regan Barnes
    - Autumn Walter
    - Despoina Bunce

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

Name	**Position**	**Stipend**
Amy Allen	Ski Club Advisor(OTS)	$4,630.00
Alana Magro Katrina Moore	Student Council Moderator (OTS)	$1,320.00 (shared)

Alana Magro Patty Jennings Cathy Zisk	7th Grade Trip Coordinator (OTS)	$725.00 (shared)
Dee Krowl	8th Grade Trip Coordinator (OTS)	$725.00
Amanda Kouzis	Odyssey of the Mind Advisor (TES)	$1,950.00
Amanda Kouzis	Odyssey of the Mind Advisor (OTS)	$1,950.00
Dee Krowl	Magazine Drive/8th Grade Fundraiser Coordinator (OTS)	$585.00
Dee Krowl Bonnie Mendrallla	8th Grade Advisor (OTS)	$1,125.00 (shared)
Cathy Pepe	Yearbook Advisor (TES and OTS)	$3,000.00
Nicole Polinger	Show Chorus/Vocal Ensemble Director (OTS)	$1,197.00
Chris Shaffer	Jazz Band Director (OTS)	$1,197.00
Chris Mortenson	Play Director (OTS)	$4,680.00
Erin Buttgereit	Assistant Play Director (OTS)	$2,200.00
	Musical Director (OTS)	$1,950.00
Dee Krowl	Production Manager (OTS)	$1,800.00
Kaycie Sconda	Cross Country Aide (OTS)	$40/hour as needed

4. Rescind the following honoraria positions approved on June 12, 2024.

Name	**Position**	**Stipend**
Daniela DiGiovanni	Head Girls Soccer Coach	$3,554.00
Rob Lovering	Head Boys Soccer Coach	$4,401.00

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

Name	**Position**	**Stipend**
Rob Lovering	Head Co-Ed Soccer Coach	$4,401.00
Daniela DiGiovanni	Assistant Co-Ed Soccer Coach	$3,046.00

6. 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**

Crazy 8s Math Club (TES)	Half	Pam Nugent	$75	$1,500.00
*Gaming Club (OTS) fall/winter	Half	Nicole Polinger	$200	$1,500.00
Gaming Club (OTS) spring	Half	Nicole Polinger	$200	$1,500.00
Safety Patrol (TES)	Full	Camille Bristow Mike Wooby Bonnie Wade-Taffera	$150	$3,000.00 (shared)
Battle of the Books (OTS)	Half	Alana Magro Annie Rose-Mason	TBD (books and fee)	$1,500.00 (shared)
Jewelry Club (OTS)	Full	Nicole Polinger	$300	$3,000.00
Model UN Youth Government (OTS)	Full	Bonnie Mendralla	TBD	$3,000.00
Theatre Club (OTS)	Half	Chris Mortenson	$750	$1,500.00
Yearbook Club TES	Half	Cathy Pepe	$300-cameras and T shirts	$1,500
*Homework Club for Math (OTS)	Full	Bonnie Mendralla	0	$3,000.00
*Homework Club for ELA (OTS)	Full	Nicole Amato	0	$3,000.00
Craft Club	Half	Dee Krowl Bonnie Mendralla	$1,000.00	$1,500.00
*approved 6/12/24				

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

OLD BUSINESS: None.

NEW BUSINESS: Dr. Simon asked if Whittemore will still be running after school classes at TES.

ADJOURNMENT: Motion was made by Ms. Stein and seconded by Mrs. Munoz to adjourn the meeting. The time was 7:54 p.m.

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

Respectfully submitted,

Heather Goguen
Board Secretary