September 24, 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 7:01 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

OPPORTUNITY FOR PUBLIC COMMENT: Ms. Jessica Russo stated that the 7th grade students went to the same field trip last year and would like a different field trip.

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

PRESENTATION: None.

CORRESPONDENCE: The board received a thank you note.

SUPERINTENDENT'S REPORT: Dr. Shouffler expressed how proud she was of the schools and thanked Principal Moore and Principal Mitchell for leading two successful Back to School Night evenings for the families. Dr. Shouffler also thanked the teachers, support staff, and the 8th grade students for helping out. The Board reviewed the Enrollment Reports, HIB Reports and the Emergency/Fire Drill Reports.

School	Tewksbury Elementary School	
Month/Year	Sept. 2024	Sept. 2024
Date	9/5/2024 9:00 AM	9/12/24 2:19 PM
Drill Description	Fire Drill	Drill

Duration/ Time of Drill	5 minutes	5 minutes
Weather Conditions	Sunny and warm	Sunny and warm
Conductor of Drill	L. Moore	L. Moore with Officers AJ, Ralph, Edwardo
Notification Method	N/A	Loudspeaker

School	**Old Turnpike School**	
Month/Year	August 2024	Sept. 2024
Date	8/29/2024 9:16 AM	9/10/24 10:29 AM
Drill Description	Hold, take attendance	Fire Drill
Duration/ Time of Drill	5 minutes	5 minutes
Weather Conditions	rainy	sunny
Conductor of Drill	D. Krowl, M. Verderamo, M. Mitchell	D. Krowl, M. Mitchell , D. Bracuti
Notification Method	PA system	walkies

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

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

Final Resolution: Motion carried on a roll call vote.
Yes: Ms. Carrino, Mr. Charniga, Ms. Fleming, Mrs. Jardinella, Mrs. Munoz, Mrs. Wygera, Dr. Simon, Ms. Stein
Abstentions: Ms. Munoz voted to abstain to the approval of the August 14th minutes.
Absent: Mrs. Niang

CURRICULUM: Dr. Shouffler reviewed the list of field trips for the year and the strategic plan goal to align the field trips to the curriculum. A new trip being added this year for 5th grade is Biztown, an idea from the Junior Achievement Organization, whereby students will learn about job interview preparation and skills. Two field trips are on the agenda for approval this evening, Rachels's Legacy, which is the second part to a presentation students attended last year, and Doyle's farm. The HIB grade self assessment that was completed by the counselors and principals is also up for approval this evening.

Motion was made by Ms. Fleming and seconded by Mr. Charniga to remove Rachel's Legacy from the list of field trips.

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

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

1. Approve the list of 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
2	Doyle's Farm	October	$25	Strange
~~7~~	~~Rachel's Legacy (Clinton Twp MS)~~	~~October~~	~~0~~	~~Gould~~

2. Approve the HIB Grade Reports for Tewksbury Elementary School and Old Turnpike School for school year 2023-2024.

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

POLICY: None.

FINANCE: The North Hunterdon/Voorhees school district is planning to conduct a demographic study and asked if Tewksbury would like to be included at a cost of $1,200. This would include enrollment projections through 2029-2030.

Motion was made by Ms. Stein and seconded by Mrs. Munoz 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 August 22, 2024 through September 24, 2024 for a total amount of $1,144,510.38.

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

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

5. BE IT RESOLVED that upon review of the Treasurer's Report for the month of August, 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**
Karen Morrow	11/26/24	$115.00	Mileage = $13.16	Fundamentals of Intervention Planning & Process Monitoring - Morris Union Jointure Commission, New Providence, NJ
Jaime Levy	11/26/24	$115.00	Mileage = $6.35	Fundamentals of Intervention Planning & Process Monitoring - Morris Union Jointure Commission, New Providence, NJ
Daniela DiGiovannni	11/22/24	$219.00	Mileage = $43.62	Math Practices in Action - The Association of Math Teachers of New Jersey, Brookdale Community College, Lincroft, NJ
Susan Moyer	10/14/24	$90.00	-0-	An Introduction to Gestalt Language Processing - Warren County Speech, Language and Hearing Association, Hackettstown, NJ
Tracy Barnes	10/30/24	$295.00	-0-	Practical Strategies to Incorporate Specially Designed Instruction into Your Co-Teaching - Bureau of Education & Research, Virtual
Nicola Hall	10/30/24	$295.00	-0-	Practical Strategies to Incorporate Specially Designed Instruction into Your Co-Teaching - Bureau of Education & Research, Virtual
Elisabetta DeVita	10/30/24	$295.00	-0-	Practical Strategies to Incorporate Specially Designed Instruction into Your Co-Teaching - Bureau of Education & Research, Virtual
Erin Buttgereit	10/30/24	$295.00	-0-	Practical Strategies to Incorporate Specially Designed Instruction into Your Co-Teaching - Bureau of Education & Research, Virtual
Jill Pecora	10/17/24 & 10/18/24	$265.00	Mileage = $72.38	Art Educators of New Jersey Annual Professional Conference, Princeton, NJ
Aimee Emge	12/5/24	$45.00	Mileage = $43.24	Successful Small Groups - Hands on Phonics - William Paterson University, Wayne, NJ
Mike Wooby	10/21/24 & 10/22/24	$249.00	Mileage = $22.75	New Jersey Association for Health, Physical Education, Recreation & Dance Lake Conference 2024, Blairstown, NJ
Heather Olla	10/15/24 & 10/16/24	$215.00	Mileage = $35.25	NJ Science Convention, Princeton, NJ
Yahna Fiscarelli	10/15/24 & 10/16/24	$215.00	Mileage = $17.20	NJ Science Convention, Princeton, NJ
Heather Goguen (revised)	10/21/24 - 10/25/24	$550.00	Mileage = $124.08 Tolls/Parking/Taxis = $100.00 Lodging = $444.00 Meals = $265.50	New Jersey School Boards Association Workshop 2024, Atlantic City, NJ
Jennifer Shouffler (revised)	10/23/24- 10/24/24	$550.00	Mileage = $124.55 Tolls/Parking/Taxis = $100.00 Lodging = $153.23 Meals = $88.50	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	New Jersey School Boards Association Workshop 2024, Atlantic City, NJ

(revised)			= $100.00 Lodging = $460.74 Meals = $203.50	
Nancy Morogiello	10/14/24	$40.00	-0-	Diving into Type 1 Diabetes and Management at School - Morristown Medical Center, Morristown, NJ

*Mileage will be reimbursed according to board policy.

8. Approve the following events/fundraisers for the 2024-2025 school year.

Name of Event/Fundraiser	Description	Date	Advisor	Chaperones	Hours	Rate
Pie Sale	Grade 8 selling pies for 8th grade fundraiser	November, 2024	Dee Krowl Bonnie Mendralla	0	0	n/a
Trunk or Treat and Haunted Hallway	8th graders sell pizza and host haunted hallway for Trunk or Treat at TES	October, 2024	Dee Krowl Bonnie Mendralla	Dee Krowl Bonnie Mendralla	Up to 3.5 hours Up to 3.5 hours	$40/hour
OTS Food Drive	Collection of canned goods In coordination with the Tewksbury Police Dept., to benefit local food pantries	November, 2024	Dee Krowl Bonnie Mendralla	0	0	n/a
OTS Dance	Dance for grades 5 through 8	October, 2024	Dee Krowl Bonnie Mendralla	Dee Krowl Bonnie Mendralla Amy Allen Rob Lovering Alternate: Cathy Pepe	Up to 4.5 hours Up to 4.5 hours Up to 3.5 hours Up to 3.5 hours	$40/hour $40/hour $40/hour $40/hour
8th Grade Dinner Dance	End of year 8th grade social	June 2025	Dee Krowl Bonnie Mendralla	Dee Krowl Bonnie Mendralla	Up to 5.5 hours Up to 5.5 hours	$40/hour $40/hour

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

TECHNOLOGY: None.

FACILITIES: Ms. Goguen updated the Board on the ROD Grant. Ms. Goguen and Mr. Ely met with the architects and they have most of the information necessary to go out to bid for the OTS HVAC units in the atrium, the roof top unit for the All Purpose Room and upgrades for the cafeteria. The bid opening will be on

October 31st at 1:00pm and the contract will be awarded at the November 13th meeting. Ms. Goguen also reminded the referendum committee that there is a meeting with the architects on October 1st.

TRANSPORTATION: The bus routes are on the agenda for approval this evening. Hunterdon County ESC should be sending their routes shortly. The Hunterdon ESC will be selling two of the district's older buses and the 2013 truck. The bid sale will take place in October. The district will receive 100% of the bid amount and the buyer pays a 10% fee to the ESC.

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

1. Approve the bus routes 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, Mrs. Wygera, Dr. Simon, Ms. Stein
Absent: Mrs. Niang

COMMUNICATION: None.

OTHER: None.

LEGISLATIVE REVIEW: None.

OPPORTUNITY FOR PUBLIC COMMENT: Ms. Amanda Nafey, Califon, NJ asked if there will be a gap between when the Supervisor of Special Services leaves and the new Supervisor begins.

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: Dr. Shouffler spoke about the need for substitute teachers. The supervision of students is covered in-house when we do not have subs but this creates a burden on the teaching staff. Dr. Shouffler would like to have Ms. Lori Lopez-Lopez approved as the new Supervisor of Special Education. Ms. Lopez has a background as a special educator, general educator and certification as a Learning Disabilities Teaching Consultant. An interim will be hired during the transition.

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
Patty Jennings	Girls Basketball Head Coach	$5,247.00
Tom Lobb	Boys Basketball Head Coach	$5,247.00
Darcy Harp	Spirit Squad Head Coach	$5,247.00

2. At the recommendation of the Superintendent, approve Lori Lopez-Lopez as Supervisor of Special Services, beginning on or about December 2, 2024 through June 30, 2024, at the annual salary of $123,500.00 (pro-rated), pending criminal history review.

3. At the recommendation of the Superintendent, approve Christopher Carmucci as a full time Custodian beginning on or about October 1, 2024 through June 30, 2025 at Step 5 $40,205.00 (prorated), pending criminal history review.

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

OLD BUSINESS: None.

NEW BUSINESS: None

EXECUTIVE SESSION: None.

ADJOURNMENT: Motion was made by Ms. Stein and seconded by Ms. Carrino to adjourn the meeting. The time was 7:44 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