December 11, 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, Ms. Heather Goguen-Business Administrator, Ms. Lisa Moore-Principal TES, Dr. Michael Mitchell-Principal OTS.

**OPPORTUNITY FOR PUBLIC COMMENT:** None.

**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:** Dr. Shouffler congratulated and recognized the Governor's Educator of the Year Award Recipients: Ms. Patsy DelGrande-Tewksbury Elementary School Educator of the Year, Ms. Christina Johnson-Tewksbury Elementary School Educational Services Professional of the Year, Ms. Heather Olla-Old Turnpike School Educator of the Year, Ms. Radine Schneider-Old Turnpike School Educational Services Professional of the Year. Their respective Principals, Ms. Lisa Moore and Dr. Michael Mitchell both said a few congratulatory words to recognize the recipients of this prestigious award. Mr. Anthony Ardito, CPA presented the 2023-2024 Audit. NJ School Boards Association Representative Ms. Patricia Rees introduced herself to the board. Dr. Shouffler thanked and presented a gift to the outgoing Board members for their service to the students and community of Tewksbury: Ms. Jillian Carrino, Ms. Karen Fleming, and Mrs. Khadija Niang.

**CORRESPONDENCE:** None.

**SUPERINTENDENT'S REPORT:** The board reviewed the HIB Reports, Enrollment Reports and Emergency/Drill Reports.

| School | Tewksbury Elementary School | | |
|---|---|---|---|
| Month/Year | Nov. 2024 | Nov. 2024 | Dec.2024 |
| Date | 11/12/2024 12:45 PM | 11/25/2024 | 12/4/2024 |
| Drill Description | Lockdown | Fire Drill | Communications Test |
| Duration/ Time of Drill | 20 minutes | 2 minutes | n/a |
| Weather Conditions | Sunny and Cool | Sunny and warm | n/a |
| Conductor of Drill | Technical Glitch | L. Moore | n/a |
| Notification Method | Phone System | walkie talkies | Realtime Parent Contact Information |

| School | Old Turnpike School | | | |
|---|---|---|---|---|
| Month/Year | Nov. 2024 | Nov. 2024 | Dec.2024 | Dec. 2024 |
| Date | 11/13 1:18 PM | 11/22/24 | 12/2/24 | 12/4/2024 |
| Drill Description | Fire Drill | Lockdown | Fire Drill | Communications Test |
| Duration/ Time of Drill | 6 minutes | 4 minutes | 5 minutes | n/a |
| Weather Conditions | chilly | snowy | cold | n/a |
| Conductor of Drill | Bracuti, Krowl, & Mitchell | Sargeant Russo, D. Krowl, M. Mitchell | Bracuti, Mitchell, & Krowl | n/a |
| Notification Method | walkies | walkies | walkies | Realtime Parent Contact Information |

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

- November 13, 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:** Dr. Shouffler received the PSAT scores for Voorhees High School and reported that the Tewksbury students in grade 9 did very well on the test and outperformed their peers on both the ELA and Math sections.

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

1. Approve the following after school club for the 2024-2025 school year:

| Name of Club/School | Full or Half Year Club/Dates | Staff Member | Supply Budget Requested | Stipend Amount |
|---|---|---|---|---|
| Gaming Club - Grades 5-8 | Half (Spring) | Nicole Polinger | $100 (did not purchase any games in the fall) | $1,500.00 |

2. Approve the updated Safe Return to School 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 choral students will be visiting Voorhees High School and will be mentored by older students and will watch their performance. This aligns with the strategic planning goals of supporting the students with their transition to high school. Dr. Shouffler thanked the Tewksbury Education Foundation and the Tewksbury PTA for their generosity in supporting the schools and their programs. Ms. Goguen received the budget information from the administrators and transportation and technology coordinators. The district is finalizing which larger projects should be moved forward for the 2025-2026 school year. A new bus will also need to be purchased for the new school year.

**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 November 14, 2024 through December 11, 2024 for a total amount of $1,454,967.57.

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

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

5. BE IT RESOLVED that upon review of the Treasurer's Report for the month of November, 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 | 03/27/25 | $180.00 | -0- | Literacy with Multilingual Learners - Rutgers University Center for Literacy Development, Virtual |
| Alana Magro | 1/23/25 | $90.00 | Mileage = $16.83 | Improving Writing, revising and Editing Skills Through Increased Student Accountability and Engagement in the Writing Process - Morris Union Jointure Commission, New Providence, NJ |
| Pete Berg | 1/29/25 | $120.00 | Mileage =$16.83 | STEAM Powered Curriculum Fusion: Integrating Innovation into Education or Integrated Content Learning through STEAM - Morris Union Jointure Commission, New Providence, NJ |
| Amanda Kouzis | 12/12/24 | -0- | Mileage = $26.88 | Whole Versus Part: The Role of Small Group Literacy Learners - The Center for Literacy Development - Rutgers University, New Brunswick, NJ |
| Nicola Hall | 12/6/24 | $320.00 | -0- | Wilson Fundations® Level 1 Launch Workshop - Newgrange School of Princeton, Inc., Virtual |
| Sheila Donovan | 12/6/24 | -0- | -0- | Hunterdon County School Counselor Meeting, Flemington, NJ |
| Joelle Capece | 12/6/24 | $295.00 | -0- | Using AI Tools to Improve Special Education Student Learning and Increased Teacher Productivity - Bureau of Education & Research, Virtual |
| Michael Mitchell | 1/29/25-1/31/25 | $590.00 | Mileage = $125.02<br>Tolls/Parking =$60.00<br>Lodging = $234.44<br>Meals = 102.00 | Techspo 2025 - New Jersey Association of School Administrators, Atlantic City, NJ |
| Jarret Magierowski | 12/17/24 | -0- | Mileage=$7.43 | Hunterdon County Technology Leader Meeting, Califon NJ |
| Jarret Magierowski | 1/22/25 | -0- | Mileage=$37.37 | Spring 2025 NJDOE District Test & Technology Coordinator Training |

*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** |
|---|---|---|---|---|
| 6-8 | Voorhees High School - Choral Workshop to have OTS choral students sing with and be mentored by high school students and watch a high school performance. | December, 2024 | -0- | Nicole Polinger |
| 6 | Museum of Natural History, NYC - Science/Social Studies. Ancient Civilization/Artifacts, Astronomy, | March, 2025 | $92.00 | Heather Olla |

| | | | | |
|---|---|---|---|---|
| | Butterflies (pollinators). Museum scavenger hunt of specific exhibits. | | | |

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

| Requestor/Contact | School/ Grade | Description | Amount of Grant/Donation |
|---|---|---|---|
| Jill Pecora | TES - all grades | Professional muralist, Dan Fenelon, will work with teachers and students to create a large-scale mural outside the cafeteria. | $7,000 |

10. Approve the following grants from the Tewksbury PTA.

| Requestor/Contact | School/ Grade | Description | Amount of Grant/Donation |
|---|---|---|---|
| Tara Saksa | TES - 1st and 4th grades | Penguin Pointers Outreach Program - students can learn about animal adaptation through inquiry and discovery of penguins. | $625 |
| Fay Periticari<br>Brianna Cresci<br>Liz Gentile | TES - Kindergarten | Three rotations of dramatic play centers to share to support creative role play. | $366.67 |

11. Approve the following fundraising events for the 2024-2025 school year:

| Fundraiser | Description | Date | Advisor(s) |
|---|---|---|---|
| The Pajama Project | TES- 4th Gr. - service learning project to collect pajamas to donate to the Pajama Project, a non-profit organization supporting children facing adversities. | December, 2024 | Sheila Donovan<br>Patsy DelGrande |
| The Seeing Eye - Pennies for Puppies | TES- 4th Gr. - donation drive to benefit The Seeing Eye, Inc., Morristown, NJ | April, 2025 | Sheila Donovan<br>Bonnie Wade-Taffera |

12. Approve entering into contract with Sweet Consulting, LLC for the 2024-2025 School Year effective December 11, 2024 through June 30, 2025 at a rate of $135.00 per hour for BCBA services, or $65.00 per hour for RBT services up to $1350.00.

13. Approve the joint transportation agreement with Lebanon Township for choice students attending Lebanon Township for the 2024-2025 school year.

14. Approval of 2023-2024 School Audit.

**BE IT RESOLVED** that the Board, upon recommendation of the Chief School Administrator, approve the 2023-2024 Audit Report conducted by Ardito and Co. (ACFR) and Audit Management Program (AMR).

**BE IT RESOLVED** that the Board, upon recommendation of the Chief School Administrator, that the Board Secretary be directed to file the necessary reports with the State Department of Education.

**Recommendations:**

None

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:** None.

**TRANSPORTATION:** None.

**COMMUNICATION:** Ms. Stein appreciates the communication on the Tewksbury Schools Facebook page.

**OTHER:** Ms. Stein gave an update on the referendum committee projects progress. Mrs. Wygera spoke about a county meeting she attended with special education aid and curriculum updates.

**LEGISLATIVE REVIEW:** None.

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

**PERSONNEL:** Dr. Lori Lopez-Lopez, the new Supervisor of Special Education has started and is quickly getting up to speed. There was a meet and greet with Dr. Lopez-Lopez today which was attended by some parents and board members. Dr. Shouffler spoke about the upcoming leave replacements and how fortunate the district is to be able to fill the spots with experienced educators.

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

1. At the recommendation of the Superintendent, approve the leave request from Pam Nugent, Second Grade Teacher, effective January 6, 2025, through February 11, 2025. Ms. Nugent will use her accumulated sick days.

2. At the recommendation of the Superintendent, approve Carol Kasperowitz as a substitute teacher for Pam Nugent, effective January 7, 2025 through February 11, 2025, Tues. - Fri. from 9:00am through 3:00pm at the daily substitute rate.

3. At the recommendation of the Superintendent, approve the leave request from Robert Lovering, Seventh Grade Science Teacher, effective January 13, 2025, through January 31, 2025. Mr. Lovering will use one week of his accumulated sick days followed by NJFLA.

4. At the recommendation of the Superintendent, approve Autumn Walter as a long term substitute teacher for Robert Lovering, effective January 13, 2025, through January 31, 2025 at the daily substitute rate of $140/day for days 1-10 and $175/day thereafter.

5. At the recommendation of the Superintendent, approve Regan Barnes as a full time paraprofessional, effective on or about December 12, through June 30, 2025, at Instructional Aide Step 3, $18.49/hour.

6. At the recommendation of the Superintendent, approve Christopher Caramucci as a substitute teacher/paraprofessional for the 2024-2025 school year.

7. At the recommendation of the Superintendent, approve Joan Condren as a substitute teacher/paraprofessional for the 2024-2025 school year.

8. At the recommendation of the Superintendent, approve Donna Lance as a maternity leave replacement teacher, effective January 2, 2025 through April 17, 2025, Mon.-Thurs. from 9:00am through 3:00pm at MA Step 6, $70,412 (pro-rated).

9. At the recommendation of the Superintendent, approve Theresa Bostock as a substitute custodian for the 2024-2025 school year, pending criminal history review.

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

| Name | Position | Stipend |
|---|---|---|
| Dee Krowl | OTS Winter Concert Chaperone | $40/hour - up to two hours |
| Bonnie Mendralla | OTS Winter Concert Chaperone | $40/hour - up to two hours |
| Deana Timpanaro | OTS Winter Concert Chaperone | $40/hour - up to two hours |
| Amy Allen | OTS 8th Grade NYC/Broadway Trip | $40/hour - up to 4.5 hours |
| Sara Femiano | OTS 8th Grade NYC/Broadway Trip | $40/hour - up to 4.5 hours |
| Dee Krowl | OTS 8th Grade NYC/Broadway Trip | $40/hour - up to 4.5 hours |
| Tom Lobb | OTS 8th Grade NYC/Broadway Trip | $40/hour - up to 4.5 hours |
| Scott Sipos | OTS 8th Grade NYC/Broadway Trip | $40/hour - up to 4.5 hours |
| Scott Steinman | OTS 8th Grade NYC/Broadway Trip | $40/hour - up to 4.5 hours |
| Samantha Wu | OTS 8th Grade NYC/Broadway Trip | $40/hour - up to 4.5 hours |

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:** Ms. Fleming inquired about the Rescue Squad Drill for 8th graders. Dr. Shouffler informed the board that the presentation was not going to work out.

**NEW BUSINESS:** None.

**EXECUTIVE SESSION**: **Motion was made by Ms. Stein and seconded by Mrs. Munoz to enter Executive Session. The time was 7:59 p.m.**

**Motion was made by Ms. Stein and seconded by Mrs. Munoz to exit Executive Session. The time was 8:05 p.m.**

**ADJOURNMENT: Motion was made by Ms. Stein and seconded by Mrs. Munoz to adjourn the meeting. The time was 8:05 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