January 2, 2025 Reorganization and Committee of the Whole Meeting
TEWKSBURY TOWNSHIP BOARD OF EDUCATION

The Reorganization Meeting of the Tewksbury Township Board of Education was called to order by Ms. Goguen at 7:00 p.m. at Old Turnpike School.

Ms. Goguen 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.

REPORT OF THE ANNUAL SCHOOL ELECTION, Board Secretary

Tewksbury Township School District BOE Member Three-Year Term

- Michael Infusino 1,492
- Eric Schwartz 1,330
- Eva Dorcus 1,240

ADMINISTRATION OF OATH OF OFFICE to new Board Members, Ms. Eva Dorcus, Mr. Michael Infusino, and Mr. Eric Schwartz.

PRESENT: Mr. Charniga, Ms. Dorcus, Mr. Infusino, Mrs. Munoz, Mr. Schwartz, Dr. Simon, Ms. Stein, Mrs. Wygera, Mrs. Jardinella

ABSENT: None

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

ELECTION OF THE PRESIDENT: The Board Secretary opened the floor for nominations for President:

Motion was made by Mrs. Wygera and seconded by Mr. Charniga to nominate Susanne Jardinella as President.

Motion was made by Mrs. Munoz and seconded by Ms. Stein to nominate William Simon as President.

RESOLVED, that Susanne Jardinella and William Simon have been nominated for President.

Motion was made by Mrs. Wygera and seconded by Mr. Charniga to close the nomination for President.

All in Favor: Mr. Charniga, Ms. Dorcus, Mr. Infusino, Mrs. Munoz, Mr. Schwartz, Dr. Simon, Ms. Stein, Mrs. Wygera, Mrs. Jardinella

Roll call was taken to appoint Mrs. Jardinella as President.

Final Resolution: Motion carried on a roll call vote.
Yes: Mr. Charniga, Mr. Infusino, Mrs. Jardinella, Mr. Schwartz, Mrs. Wygera
No: Ms. Dorcus, Mrs. Munoz, Dr. Simon, Ms. Stein

The President assumes his/her chair.

ELECTION OF THE VICE PRESIDENT: The Board Secretary opened the floor for nominations for Vice President:

Motion was made by Ms. Stein and seconded by Mrs. Munoz to nominate William Simon as Vice President.

Motion was made by Mr. Charniga and seconded by Mr. Infusino to nominate Connie Wygera as Vice President.

RESOLVED, that William Simon and Connie Wygera have been nominated for Vice President.

Motion was made by Mr. Charniga and seconded by Mr. Infusino to close the nomination for Vice President.

All in Favor: Mr. Charniga, Ms. Dorcus, Mr. Infusino, Mrs. Munoz, Mr. Schwartz, Dr. Simon, Ms. Stein, Mrs. Wygera, Mrs. Jardinella

Roll call was taken to appoint Mrs. Wygera as Vice President.

Final Resolution: Motion carried on a roll call vote.
Yes: Mr. Charniga, Mr. Infusino, Mrs. Jardinella, Mr. Schwartz, Mrs. Wygera
No: Ms. Dorcus, Mrs. Munoz, Dr. Simon, Ms. Stein

The Vice President assumes his/her chair.

ANNUAL APPOINTMENTS

Motion was made by Mrs. Jardinella and seconded by Mrs. Wygera to approve the following:

Appoint Connie Wygera as delegate and Bill Simon as alternate delegate to the Hunterdon County School Board Association- meets monthly.

Appoint Andrea Stein as delegate and Susanne Jardinella as alternate delegate to the N.J. School Board Association- meets two times per year in Trenton.

Appoint Jim Charniga as Representative to ESC- meets monthly.

Effective January 3, 2025 through January 2026, at the next reorganizational meeting: The signers on all Tewksbury Township Board of Education Bank Accounts will be as follows:

General Operating	Business Administrator, Heather Goguen and Board President, Susanne Jardinella
Payroll	Business Administrator, Heather Goguen and Board President, Susanne Jardinella
Payroll Agency	Business Administrator, Heather Goguen and Board President, Susanne Jardinella
Snyder Awards	Business Administrator, Heather Goguen and Board President, Susanne Jardinella
Student Activity Account - TES	Business Administrator, Heather Goguen
Student Activity Account - OTS	Business Administrator, Heather Goguen
Cafeteria	Business Administrator, Heather Goguen
HSAFSA	Business Administrator, Heather Goguen
Capital Reserve	Business Administrator, Heather Goguen
State Unemployment Insurance	Business Administrator, Heather Goguen

Readopt all actions, policies, policy manuals, and contracts entered into by previous boards of education.

Approve the Board Meeting Calendar for January 2025 to January 2026.

Final Resolution: Motion carried on a roll call vote.
Yes: Mr. Charniga, Ms. Dorcus, Mr. Infusino, Mrs. Munoz, Mr. Schwartz, Dr. Simon, Ms. Stein, Mrs. Wygera, Mrs. Jardinella

COMMITTEE OF THE WHOLE MEETING BEGINS

OPPORTUNITY FOR PUBLIC COMMENT: None.

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

All in Favor: Mr. Charniga, Ms. Dorcus, Mr. Infusino, Mrs. Munoz, Mr. Schwartz, Dr. Simon, Ms. Stein, Mrs. Wygera, Mrs. Jardinella

PRESENTATION: None.

CORRESPONDENCE: None.

SUPERINTENDENT'S REPORT: Dr. Shouffler welcomed the new Board Members, Mr. Schwartz, Mr. Infusino, and Ms. Dorcus, and thanked the outgoing President, Ms. Stein, and Vice President, Mrs. Munoz. She welcomed incoming President, Mrs. Jardinella, and Vice President, Mrs. Wygera.

ACTION ITEM:
Motion was made by Mrs. Jardinella and seconded by Mr. Charniga to approve the following:

1. Approve the December 11, 2024 HIB report from the Superintendent.

Final Resolution: Motion carried on a roll call vote.
Yes: Mr. Charniga, Mrs. Munoz, Dr. Simon, Mrs. Wygera, Ms. Stein, Mrs. Jardinella
Abstain: Ms. Dorcus, Mr. Infusino, Mr. Schwartz

MINUTES:

- December 11, 2024 Regular Board Meeting
- December 11, 2024 Executive Session

CURRICULUM: OTS students were surveyed regarding their interest in spring sports. There is enough interest to support a gr. 6-8 baseball team, gr. 5-8 softball team, and gr. 5-8 track team. As of right now, there is not enough student interest in girls' or boys' lacrosse. There will be a meeting on January 7th to encourage more participation. We may be losing some students to out of district club sports.

Dr. Shouffler discussed several challenges with planning the Camp Mason camping trip for our seventh grade students scheduled for April. The challenges include finding staff chaperones (male and female), challenges with parent chaperones, and a concern about overnight trips from a risk/safety perspective. Some staff chaperones who originally had interest and availability to attend, can no longer attend due to personal reasons. Some staff members also expressed concerns about safety and the ability to safely supervise children at night. Sleeping arrangements for Camp Mason involve cabins. We must separate adults and children, which means we are limited by the make-up of the cabins and bed arrangements. There is a proposal from OTS to move the trip to two consecutive daytime trips to Camp Mason instead. Dr. Shouffler also learned from the staff that they have been contacted by several parents who have questions about the sleeping arrangements and some students who do not want to attend the trip due to concerns with staying overnight. 9 students out of 55 are not attending the trip. Students could still be involved in all the programming at Camp Mason if we made this a 2 day trip, leaving school here at 8:30am and then returning at 5:30pm each of the two days. Permission slips had gone out in late October. Parents have made a deposit and that deposit would go towards the two-day trip. The change in plans could then decrease the additional funds that need to be paid. Our society is more and more concerned about safety, especially when it comes to schools and children. We are always more exposed to risk when we take students off ground for field trips and especially staying overnight. Our Risk Manager reminded us of this concern recently. Note that this change would not affect the Washington DC trip at this time since there are different circumstances given hotel rooms and locked doors. Dr. Shouffler asked the Board for their thoughts or questions.

Diner field trip for the 2024-2025 school year was reviewed:

Grade	Destination	Date (month/year)	Approximate Cost per Student (cost of attendance not paid by district)	Staff Member(s) Coordinating the Trip
S.E. Gr. 7	Spinning Wheel Diner, Lebanon, NJ to work on related life skills	January, 2025	cost of meal	Meghan Girton

POLICY: Policy Alert 234 was given to the board for review. The first vote on these policies will be at the next Board meeting. There is a new policy on artificial intelligence use. Dr. Shouffler presented the Board with the AI plan that was created by teachers K-8, administrators, with input from other stakeholders, and thanked all those involved in the process. The district's recommendation is not to use AI tools with students in grades K-4 and only use AI tools with limitations and clear directions from the teachers in grades 5-8.

Policy Alert 234

A Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials – 2023 Revisions

P 5512 Harassment, Intimidation, or Bullying (M) (Revised)
P 5533 Student Smoking (M) (Revised)
R 5533 Student Smoking (Revised)
P & R 7441 Electronic Surveillance In School Buildings and On School Grounds (M) (Revised)
P & R 9320 Cooperation with Law Enforcement Agencies (M) (Revised)

B. General Policy and Regulation Updates

P 2365 Acceptable Use of Generative Artificial Intelligence (AI) (New)
P 5111 Eligibility of Resident/Nonresident Students (M) (Revised)
P 5516 Use of Electronic Communication Devices (Revised)
R 5516 Use of Electronic Communication Devices (New)
P 5701 Academic Integrity (Revised)
P 5710 Student Grievance (Revised)
P 8500 Food Services (M) (Revised)
P 9163 Spectator Code of Conduct for Interscholastic Events (M) (New)

FINANCE: Fundraiser for the 2024-2025 school year.

Fundraiser	Description	Date	Advisor(s)
Canned Food Drive	Mrs. Forsythe's 4th Gr. class will plan, organize and complete a whole school canned food drive for the Open Cupboard Food Pantry.	February, 2025	Mrs. Forsythe

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

1. Approve the following grant from the Tewksbury PTA.

Requestor/Contact	School/ Grade	Description	Amount of Grant/Donation
Jill Pecora	K-4	Refreshments for TES Art Show at Whittemore in January, 2025	$100

Final Resolution: Motion carried on a roll call vote.
Yes: Mr. Charniga, Ms. Dorcus, Mr. Infusino, Mrs. Munoz, Mr. Schwartz, Dr. Simon, Ms. Stein, Mrs. Wygera, Mrs. Jardinella

TECHNOLOGY: None.

FACILITIES: None.

TRANSPORTATION: None.

COMMUNICATIONS: None.

OTHER: None.

LEGISLATIVE REVIEW: None.

OPPORTUNITY FOR PUBLIC COMMENT: Ms. Diane Chase, Lebanon, NJ, requests that staff members be asked if they would consider staying for one overnight at Camp Mason. Ms. Jessica Russo, Lebanon, NJ, would like to have 2 coaches or another staff member be present during sports games.

Motion was made by Mrs. Jardinella and seconded by Dr. Simon to close the public comment portion of the meeting.

All in Favor: Mr. Charniga, Ms. Dorcus, Mr. Infusino, Mrs. Munoz, Mr. Schwartz, Dr. Simon, Ms. Stein, Mrs. Wygera, Mrs. Jardinella

PERSONNEL: Motion was made by Mrs. Jardinella and seconded by Mrs. Munoz to approve the following:

1. At the recommendation of the Superintendent, approve the following substitutes for the 2024-2025 school year, pending criminal history review:

    - Sophia Desire
    - Zoe Fleischer
    - Betty Paolella
    - Kayleigh Walsh

2. Approve the following school nurse chaperone for the OTS 8th Grade NYC/Broadway Trip:

Name	Stipend
Heather Heithoff	Full day sub nurse pay plus additional $40/hour - up to 4.5 hours

3. At the recommendation of the Superintendent, approve Daniela DiGiovanni as Basketball Game Scoreboard Keeper/Student Supervisor at the rate of $40/hour during basketball games at OTS.

Final Resolution: Motion carried on a roll call vote.
Yes: Mr. Charniga, Ms. Dorcus, Mr. Infusino, Mrs. Munoz, Mr. Schwartz, Dr. Simon, Ms. Stein, Mrs. Wygera, Mrs. Jardinella

OLD BUSINESS: None.

NEW BUSINESS: None.

EXECUTIVE SESSION: None.

ADJOURNMENT: Motion was made by Mrs. Jardinella and seconded by Mrs. Munoz to adjourn the meeting. The time was 8:03 p.m.

All in Favor: Mr. Charniga, Ms. Dorcus, Mr. Infusino, Mrs. Munoz, Mr. Schwartz, Dr. Simon, Ms. Stein, Mrs. Wygera, Mrs. Jardinella

Respectfully submitted,

Heather Goguen
Board Secretary