March 26 2025 Regular Board Meeting
TEWKSBURY TOWNSHIP BOARD OF EDUCATION

The Regular Board Meeting of the Tewksbury Township Board of Education was called to order by Mrs. Jardinella at 7:00 p.m. at Old Turnpike School.

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

ABSENT: None.

ALSO PRESENT: Dr. Jennifer Shouffler-Superintendent, Ms. Heather Goguen-Business Administrator (left meeting at 8:11 p.m. and returned at 8:29 p.m.)

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 discussed the bus accident that took place on Friday, March 21st. A large tree unexpectedly fell on the front cab of one of our buses that was transporting students to school. Out of an abundance of caution, all ten students and the bus driver were taken to Hunterdon Medical Center for evaluation. Thankfully, all were released. Dr. Shouffler thanked the staff, students, bystanders, and emergency responders that assisted at the scene, hospital and the school. The board reviewed the HIB Reports, Enrollment Reports and Emergency/Drill Reports.

School	Tewksbury Elementary School			
Month/Year	Feb. 2025	Feb. 2025	March 2025	March 2025
Date	2/19/2025	2/27/2025	3/11/2025	3/18/2025

Drill Description	Hold	Hold	Fire Drill	Evacuation
Duration/Time of Drill	5 minutes	5 minutes	4 Minutes	5 Minutes
Weather Conditions	n/a	n/a	Sunny	Sunny
Conductor of Drill	L. Moore	L. Moore	L. Moore	L. Moore
Notification Method	loudspeaker and walkie talkies	loudspeaker and walkie talkies	loudspeaker and walkie talkies	loudspeaker and walkie talkies

School	Old Turnpike School		
Month/Year	Feb. 2025	March 2025	March 2025
Date	2/28/2025	3/3/2025	3/12/2025
Drill Description	Hold	Fire Drill	Hold
Duration/Time of Drill	3 minutes	5 minutes	7 minutes
Weather Conditions	n/a	cold	n/a
Conductor of Drill	Verderamo, Mitchell, Krowl, Bracuti	Verderamo, Bracuti, Mitchell, & Krowl	Verderamo, TTPD
Notification Method	walkies & PA	Walkies	PA

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

1. Approve the March 12, 2025 HIB report from the Superintendent.

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

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

- February 5, 2025 Special Meeting (Ethics) and Committee of the Whole Meeting
- February 5, 2025 Executive Session
- February 26, 2025 Regular Board Meeting
- February 26, 2025 Executive Session

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

CURRICULUM: The 2024-2025 School Calendar needs to be revised due to the fact that there were three snow days built into the calendar, and only one day was used. After meeting with the Tewksbury Education Association for input, several options are up for discussion. A revised calendar will be shared with the families

and staff. Dr. Shouffler discussed the development of a needs assessment for the required Comprehensive Equity Plan. This plan is required by the NJDOE as a part of the QSAC process. The district's operations, curriculum, personnel, and government practices will be reviewed by the county offices next fall.

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

Approve the revised 2024-2025 School Calendar.

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
Absent: None.

Motion was made by Mrs. Jardinella and seconded by Mrs. 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
4 S.E.	Fourth Grade Special Education Students will visit Old Turnpike School in order to meet future teachers and staff to prepare for their transition to OTS.	April, 2025	-0-	Nicole Kinzel
8	A group of 8th grade students will go to Tewksbury Elementary School to present a preview of the upcoming play Moana, Jr.	March, 2025	-0-	Dee Krowl

2. Conduct a needs assessment and develop a Comprehensive Equity Plan.

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
Absent: None.

POLICY: None.

FINANCE: Ms. Goguen stated that the 2025-2026 budget was submitted to the county office for approval. The public hearing is scheduled for April 30, 2025. During the 2023-2024 school year, students, staff, and the PTA joined together to raise $10,000 for new playground equipment at Tewksbury Elementary School. Under the direction of Ms. Rinehart-Havens and Ms. Obecian, the students, staff, and parent volunteers planned and prepared a grade 3&4 talent show which raised several thousand dollars. The PTA generously donated the remaining funds to achieve a $15,000 total. Principal Moore met with student and PTA representatives to select equipment that complements the existing playground and brings further opportunities for play. The PTA will host a dedication ceremony and community playdate in May.

Motion was made by Mrs. Jardinella and seconded by Mrs. Wygera 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 February 27, 2025 through March 26, 2025 for a total amount of $1,378,025.48.

2. Acceptance and Approval of Board Secretary's Report for the month of February, 2025.

3. BE IT RESOLVED that upon review of the Board Secretary's Reports for the month of February, 2025 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 February, 2025.

5. BE IT RESOLVED that upon review of the Treasurer's Report for the month of February, 2025 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**
Sara Femiano	4/7/25	110.00	Mileage = $38.54	School Social Workers Addressing Prominent Areas of Student Needs - New Jersey Association of School Social Workers, Monroe Township, NJ
Kara Swan	5/8/25	-0-	Mileage = $14.19	CDK End of Year Accounting Meeting, Washington, NJ
Robert Lovering	4/29/25	$295.00	-0-	Using AI Tools to Increase Students' Science Learning and Enhance Teacher Productivity, Bureau of Education & Research, Virtual

*Mileage will be reimbursed according to board policy.

8. Approve the following grants from the Tewksbury PTA.

Requestor/Contact	**School/ Grade**	**Description**	**Amount of Grant/Donation**
Lisa Moore	K-4	New playground equipment at Tewksbury	$15,000.00

		Elementary School - Cosmic Wrap and Superdome	
Dee Krowl	8	Donation to 8th Grade Washington DC Trip	$1,500.00

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

Requestor/Contact	School/ Grade	Description	Amount of Grant/Donation
Heather Olla	6	On-site visit by the Liberty Science Center, presenting the "Straw Rockets" program which is a hands-on activity that allows guests to explore the principles of kinematics and Newton's Laws of Motion.	$1,050.00

10. Approve the following donation from the Tewksbury/Lebanon PBA.

Requestor/Contact	School/ Grade	Description	Amount of Grant/Donation
Dee Krowl	8	Donation to 8th Grade Washington DC Trip	$250.00

11. Approve the Child Study Team Shared Services Agreement between Tewksbury Township School District Board of Education and the Califon School District Board of Education for the 2025-2026 school year.

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
Absent: None.

TECHNOLOGY: None.

FACILITIES: Ms. Goguen gave an update on the ROD (Regular Operating District) Grant which will be used for HVAC upgrades at OTS and in the Board Office. The plans are nearly complete for the referendum, and the architect anticipates being able to submit them to the state by next Friday, April 4th.

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

1. Approve the contract with the YMCA of Bucks and Hunterdon Counties to provide before and after care school programs for the 2025-2026 school year for a fee of $8,000 payable to the Tewksbury Township School District.

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
Absent: None.

TRANSPORTATION: None.

COMMUNICATION: None.

OTHER: None.

LEGISLATIVE REVIEW: None.

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

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

1. Approve the medical leave of absence request from Liz Gentile, Kindergarten Teacher, effective March 24, 2025 through the end of the 2024-2025 school year. Ms. Gentile will use her accumulated sick days.

2. At the recommendation of the Superintendent, approve Margaret (Peggy) Zabroski as a full time Special Education Paraprofessional beginning April 3, 2025 through June 30, 2025 at Instructional Aide, Step 8, $20.18/hour.

3. Approve the following chaperone:

Name of Event/ Fundraiser	Description	Date	Chaperones	Hours	Rate
Battle of the Books	Battle of the Books Competition at Readington Middle School.	April, 2025	Patty Jennings	2.75 hours	$40/hour

4. Approve the following substitute teachers for the 2024-2025 school year, pending criminal history review.

    - Janet Wadler
    - Sandra Somers

5. At the recommendation of the Superintendent, approve Regina DeStefano as a long term substitute teacher effective March 27, 2025, through June 30, 2025. Ms. DeStefano will work approximately 3 days per week during this time period, at the long term substitute rate of $175/day.

6. Approve payment to the following paraprofessionals for attending professional development on Monday, March 10, 2025.

Staff Member	# of hours	Amount
Regan Barnes	2	$18.29/hour
Kristen Evans	2	$20.28/hour
Darcy Harp	2	$22.03/hour
Christina Johnson	2	$21.26/hour
Tara Prunty	2	$19.48/hour
Mary Raefski	2	$21.26/hour
Lauren Sanford	2	$18.82/hour
Nelly Smith	2	$18.82/hour

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
Absent: None.

OLD BUSINESS: None.

NEW BUSINESS:

EXECUTIVE SESSION: **Motion was made by Mrs. Jardinella and seconded by Ms. Stein to enter Executive Session. The time was 7:52 p.m.**

Motion was made by Mrs. Jardinella and seconded by Mrs. Wygera to exit Executive Session. The time was 8:29 p.m.

ADJOURNMENT: Motion was made by Mrs. Jardinella and seconded by Mrs. Wygera to adjourn the meeting. The time was 8:29 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