March 12, 2025 Committee of the Whole Meeting
TEWKSBURY TOWNSHIP BOARD OF EDUCATION

The Committee of the Whole 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 (arrived 7:01pm), Mr. Infusino, Mr. Schwartz, Dr. Simon (left at 8:38pm), Ms. Stein, Mrs. Wygera, Mrs. Jardinella

ABSENT: Mrs. Munoz

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

OPPORTUNITY FOR PUBLIC COMMENT: None.

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

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

PRESENTATION: The 2025-2026 Budget was presented by Ms. Heather Goguen and Dr. Jennifer Shouffler. Mr. Shaun Van Doren from the Tewksbury Historical Society spoke about Tewksbury's upcoming 270th and 275th anniversary.

CORRESPONDENCE: Email from Tewksbury Township Historian.

SUPERINTENDENT'S REPORT: Dr. Shouffler congratulated Ms. Kouzis and the OTS Odyssey of the Mind team for winning second place and advancing to the State Finals. Dr. Shouffler also congratulated OTS student, Nadia Migliaccio, who was the Tewksbury Unsung Hero Award winner. This award is given to 16 students from Hunterdon County who are recognized for making their school and community a better place.

MINUTES: The Board reviewed 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

CURRICULUM: Dr. Shouffler would like to purchase a new Algebra textbook for the 8th grade honors program. This textbook is also used at Voorhees H.S. and will help support cohesive curriculum articulation as students transition to high school. Dr. Shouffler spoke about the grade one math team collaborating in their Professional Learning Community over several months to create a research lesson through a practice called Lesson Study, with a goal to better understand how to teach Subtraction in Comparison Problems. Grade four students recently held a science fair. The students and families had a great time at this event that will hopefully become an annual school-community tradition.

Motion was made by Mrs. Jardinella and seconded by Dr. Simon 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
5-8	Readington Middle School for Battle of the Books Competition	April, 2025	-0-	Anne Rose-Mason
7 SE	LifeTown, Livingston, NJ - A 53,000 square foot facility offering a myriad of opportunities for recreation, education and therapeutic play aimed at providing a comprehensive slate of programming for individuals with special abilities	April, 2025	$35.00	Meghan Girton

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

POLICY: Motion was made by Mrs. Wygera and seconded by Mr. Charniga to approve the following policies on second reading:

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)

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

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

1. Adoption of Tentative 2025-2026 Budget:

   Resolved, that the Tewksbury Township Board of Education adopts the following tentative budget for the 2025-2026 school year and authorizes the Board Secretary to submit to the Hunterdon County Department of Education County Superintendent for approval in accordance with the statutory deadline and to make all necessary adjustments to the budget to comply with State regulations.

2025-2026	General Fund	Special Revenues	Debt Service	Total
Total Expenditures	$16,965,664	$150,194	$763,759	$17,879,617
Less Anticipated Revenue	$3,418,072	$150,194	$0	$3,568,266
Taxes To Be Raised	$13,581,054	$0	$763,759	$14,344,813

WHEREAS, the tentative 2025-2026 budget was constructed consistent with the School Funding Reform Act of 2008, under which a district could apply for some tax levy adjustments to cover extraordinary conditions such as, for health benefit cost increase above two (2) percent; an enrollment adjustment, and banked cap, the results which could increase local taxes above the two (2) percent cap; and

WHEREAS, the tentative 2025-2026 budget was constructed with an eligible maximum adjustment for health care cost in the amount of $297,963 which will not be used in 2025-2026 and will be eligible in the next two budget years as banked cap; and

BE IT RESOLVED, that the Tewksbury Township Board of Education, in the County of Hunterdon, New Jersey, approves the following capital projects and architect fees and withdrawal of $523,506 from the Capital Reserve account to provide funding for the following projects/equipment for the 2025-2026 school year:

Name of Project	**School**	**$ Amount**
Partial roof replacement	Elementary	$122,000
Access Points replacement	Elementary	$25,000
Camera Replacement	Elementary and Old Turnpike	$97,000
Exterior Speaker System	Elementary and Old Turnpike	$50,000
Fencing Basketball Area	Elementary School	$16,880
Door repair and key replacement	Elementary School	$13,135
Hot water heater replacement	Old Turnpike School	$21,335
Water well tank replacement	Old Turnpike School	$178,156
Total Cost		**$523,506**

Total costs for these projects are $523,506, which represent expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards.

And to advertise said tentative budget in the Hunterdon County Democrat or Courier News in accordance with the form suggested by the State Department of Education and according to law.

BE IT FURTHER RESOLVED, that a public hearing be held at Old Turnpike School, Tewksbury Township, New Jersey on April 30, 2025 at 7:00 pm, for the purpose of conducting a public hearing on the budget for the 2025-2026 School Year.

WHEREAS, the Tewksbury Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of $150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of $20,000 for all staff and board members.

BE IT FURTHER RESOLVED that the Board of Education establish the maximum dollar limit of $47,890 for professional services for the 2025-2026 school year and confirms $67,207 was established as the 2024-2025 school district maximum of which $50,463 has been spent to date.

WHEREAS, the tentative budget includes the following appropriations:

Legal	$24,000
Audit Fees	$18,890
Architect	$5,000
Total	$47,890

2. Approve the following workshops for the 2024-2025 school year.

Workshops/Travel Requests				
Staff Member	**Date**	**Registration**	**Other Expenses***	**Event/Destination**
Eva Dorcus	4/11/25	$119.00	Mileage = $42.58	New Jersey School Boards Association Equity Expo Conference 2025, Princeton Junction, NJ
Nicole Amato	4/3/25	$75.00	Mileage = $9.35	Hunterdon County Librarians Association Late Winter Workshop, Flemington, NJ
Megan Verderamo	3/26/25	-0-	Mileage = $7.42	The Science of Reading - Bridging the Gap - Hunterdon County ESC, Califon, NJ

*Mileage will be reimbursed according to board policy.

3. Approve the following grants from the Tewksbury PTA.

Requestor/Contact	School/ Grade	Description	Amount of Grant/Donation
Dee Krowl	OTS-8	Purchase of 8th Gr. Play T-Shirts for the 8th Grade students.	$550.00

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

TECHNOLOGY: None.

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

1. Approve the Laura Bishop Communications proposal for Bond Referendum Communications.

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

TRANSPORTATION: None.

COMMUNICATION: None.

OTHER: A recently conducted demographic study was shared with the board. This study suggests a slight increase in enrollment over the next five years.

LEGISLATIVE REVIEW: None.

OPPORTUNITY FOR PUBLIC COMMENT: Dr. Oliver Wenson, Califon, NJ, the father of a current preschooler stated that his younger daughter was denied admittance into the program. Ms. Jesssica Russo, Lebanon, NJ, would like to see the school hold a colonial fair or other historical program. Ms. Brandy Harkins, Califon, NJ, stated that her daughter has done some research on Oldwick.

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

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

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

1. Approve the following honoraria position for the Spring After School Theatre Club.

Name	Club	Stipend

Amy Horensky	TES Theatre Club 1:1 after school Aide on the following dates: 4/8, 4/15, 4/29, 5/6, 5/13, 5/20	$40/hr. as needed

2. Approve an additional two hours (due to arriving at 5:30 a.m. at OTS) for the Washington DC Trip Chaperones in May, 2025.

Name	Position	Stipend
Amy Allen Rick deJaager Sara Femiano Dee Krowl Tom Lobb Bonnie Mendralla Scott Sipos Scott Steinman Heather Heithoff	Washington DC Overnight Chaperone	Day 1 - 2 hours @$40/hour (not to exceed 2 hours)

3. Approve the following honoraria position Camp Mason Nurse for the 2024-2025 school year:

Name	Position	Stipend
Carrie Lindower	Nurse - Camp Mason Overnight Chaperone	Day 1 - $250 + $276 for overnight Day 2 - $250 for the school day + $40/hour (not to exceed 7 hours)

4. Accept, with regret, the letter of resignation from Deana Timpanaro, Paraprofessional, effective April 2, 2025.

Final Resolution: Motion carried on a roll call vote.
Yes: Mr. Charniga, Mr. Infusino,Mr. Schwartz, Dr. Simon, Ms. Stein, Mrs. Wygera, Mrs. Jardinella
Abstain: Ms. Dorcus, Mrs. Munoz
Absent: None.

OLD BUSINESS: None.

NEW BUSINESS: Mr. Schwartz would like our Board to engage/collaborate with the North Hunterdon/Voorhees School Board.

EXECUTIVE SESSION: **Motion was made by Mrs. Jardinella and seconded by Ms. Stein to enter Executive Session. The time was 8:20 p.m.**

Dr. Simon exited the meeting at 8:38 p.m.

Motion was made by Mrs. Jardinella and seconded by Mr. Infusino to exit Executive Session. The time was 8:47 p.m.

ADJOURNMENT: Motion was made by Mrs. Jardinella and seconded by Mr. Schwartz to adjourn the meeting. The time was 8:47 p.m.

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

Respectfully submitted,

Heather Goguen
Board Secretary