April 30, 2025 Regular Board 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 6:00 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. Infusino, Mrs. Munoz, Mr. Schwartz, Dr. Simon, Ms. Stein, Mrs. Wygera, Mrs. Jardinella

ABSENT: Mr. Charniga, Ms. Dorcus

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

EXECUTIVE SESSION: **Motion was made by Mrs. Jardinella and seconded by Mrs. Wygera to enter Executive Session. The time was 6:00 p.m.**

Motion was made by Mrs. Jardinella and seconded by Mrs. Wygera to exit Executive Session. The time was 7:00 p.m.

Motion was made by Mrs. Jardinella and seconded by Mrs. Wygera to enter the open session of the Regular Board Meeting. The time was 7:00 p.m.

PRESENT: Ms. Dorcus (arrived at 6:59 p.m.), Mr. Infusino, Mrs. Munoz, Mr. Schwartz, Dr. Simon, Ms. Stein, Mrs. Wygera, Mrs. Jardinella,

ABSENT: Mr. Charniga

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

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.

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

PRESENTATION: None.

CORRESPONDENCE: None.

SUPERINTENDENT'S REPORT: The Board reviewed the HIB Report, Enrollment Reports, Emergency/Fire Drill Reports.

School	Tewksbury Elementary School		Old Turnpike School
Month/Year	April 2025	April 2025	April 2025
Date	4/8/2025 9:01 AM	4/15/2025	4/15/2025
Drill Description	Hold	Fire Drill	Fire Drill
Duration/ Time of Drill	2 Minutes	3 Minutes	4 minutes
Weather Conditions	Sunny and cold	Overcast and warmish	sunny
Conductor of Drill	E. Callahan	L. Moore	Verderamo, Bracuti, & Krowl
Notification Method	loudspeaker	loudspeaker and walkie talkies	Walkies

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

- March 12, 2025 Committee of the Whole Meeting
- March 12, 2025 Executive Session
- March 26, 2025 Regular Board Meeting
- March 26, 2025 Executive Session

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

CURRICULUM: 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
4	4th Grade students will visit Old Turnpike School to familiarize themselves for the transition to 5th grade.	May, 2025 3 days (1 day per class)	-0-	P. DelGrande A.Forsythe B. Wade-Taffera

2. Approve the following assemblies/presentations:

Grade	Assembly/Presentation	Date (month/year)	Cost	Staff Member(s) Coordinating the Assembly
4	Black Bear Outreach Program. A specialist from the NJDEP Fish and Wildlife will speak to students about black bears in NJ. The presentation will include safety tips, facts and show and tell items.	May, 2025	-0-	A. Forsythe
5-8	Janet Wadler - Artist in Residence with work with the OTS After School Art Club	May, 2025	$100	S. Brinkhoff

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

POLICY: None.

FINANCE: Mrs. Goguen stated that the final budget for the 2025-2026 budget is being voted on for approval this evening. The only changes were minor in terms of transfers out of Capital Reserve and Maintenance Reserve, which were discussed at the last meeting. Dr. Shouffler thanked the Somerset Hills Garden Club for the donation of a grant to be used for the Tewksbury Elementary School garden.

PUBLIC HEARING REGARDING 2024-2025 BUDGET

WHEREAS pursuant to N.J.S.A. 18A:22-13, the Board is required to conduct a public hearing for the 2025-2026 budget; and

WHEREAS on March 12, 2025 the Board of Education adopted a preliminary budget for the operation of the Tewksbury Township School District during the 2025-2026 school year and submitted it to the County Superintendent of Schools for approval, and

WHEREAS, having received that approval, the budget and notice of a public hearing were advertised in the Star Ledger and Courier News. Now,

THEREFORE, be it resolved that the Board hereby opens the public hearing on the 2025-2026 Budget.

- Discussion
- Public Comments - Mr. Robert Becker asked about the percentage the tax levy was going up. Ms. Goguen replied 2%.

Motion was made by Mrs. Jardinella and seconded by Mrs. Wygera to close the public hearing.

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

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

1. Adoption of 2025-2026 Budget:

   Resolved, that the Tewksbury Township Board of Education adopts the following budget for the 2025-2026 school year as approved by the Hunterdon County Department of Education County Superintendent.

2025-2026	General Fund	Special Revenues	Debt Service	Total
Total Expenditures	$16,985,649	$150,194	$763,759	$17,899,602
Less Anticipated Revenue	$3,133,994	$150,194	$0	$3,284,188
Taxes To Be Raised	$13,851,655	$0	$763,759	$14,615,414

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 $468,491

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
Upgrades to security system	Elementary and Old Turnpike	$147,000
Hot water heater replacement	Old Turnpike School	$21,335
Water well tank replacement	Old Turnpike School	$178,156
Total Cost		**$468,491**

Total costs for these projects are $468,491, 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 RESOLVED, that the Tewksbury Township Board of Education, in the County of Hunterdon, New Jersey, approves the following maintenance projects and withdrawal of $75,000 from the Maintenance Reserve account to provide funding for the following projects/equipment for the 2025-2026 school year:

Name of Project	**School**	**$Amount**
Refinishing of Gym floor	Old Turnpike School	$75,000

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. 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 March 27, 2025 through April 30, 2025 for a total amount of $1,339,287.87.

3. Acceptance and Approval of Board Secretary's Report for the month of March, 2025.

4. BE IT RESOLVED that upon review of the Board Secretary's Reports for the month of March, 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).

5. Acceptance and Approval of Treasurer's Report for the month of March, 2025.

6. BE IT RESOLVED that upon review of the Treasurer's Report for the month of March, 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).

7. Approve the attached list of transfers.

8. Approve the following workshop/travel requests for the 2024-2025 school year.

Workshops/Travel Requests				
Staff Member	**Date**	**Registration**	**Other Expenses***	**Event/Destination**
Jarret Magierowski	5/22/25	-0-	Mileage=$7.52	Hunterdon County Technology Leader Meeting, Califon NJ
Jennifer Shouffler	5/15-5/16/25	$-0-	Hotel=$200.00 Tolls&Mileage=$149.94 Food=$102.00	NJASA-Superintendent's Leadership Conference, Atlantic City, NJ

*Mileage will be reimbursed according to board policy.

9. Approve the following grant from the Garden Club of Somerset Hills:

Requestor/ Contact	School/ Grade	Description	Amount of Grant/Donation
Karen Morrow	TES	The Garden Club of Somerset Hills awarded Tewksbury Elementary School with a grant to rejuvenate and add to the school's garden space. Items to be included are a raised bed planter, potting/work table, and planting supplies.	$1,000.00

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

TECHNOLOGY: None.

FACILITIES: Maschio's Food Service will be keeping the lunch prices the same for the 2025-2026 school year. There will be a Food Advisory Committee Meeting on May 12th at both schools. A selection of students and parents will be invited and Ms. Goguen extended the invitation to the Board members. Ms. Goguen provided the Board with the Custodial Training Manual and mentioned that she and Mr. Ely went over the manual with the custodial staff on the Professional Development Day earlier in the week. Ms. Goguen stated that the Preliminary Eligibility Cost approval letters for the 5 applications submitted to the state for the referendum projects have been received and are being reviewed by the Architect. If all goes well, the final approval letters should be received from the state within 30 days and

then the district will be able to gear up for the referendum. The good news is that all of the projects to be included in Question 1 and Question 2 were approved as being eligible for debt service aid. Dr. Shouffler and Ms. Goguen will be meeting with the communications firm next week to begin the process of publicizing for the referendum.

TRANSPORTATION: Ms. Goguen heard from the insurance adjuster regarding the bus and was informed that the bus could be picked up and salvaged, but the adjuster did not have any other updates on what the assessed value will be for the totaled bus.

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

1. Approve the Tewksbury Police Department's request to use one school bus and bus driver to transport cadets attending the Tewksbury Junior Police Academy to visit the Port Authority Facilities at Newark Airport, Newark, NJ, in June, 2025.

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

COMMUNICATION: None.

OTHER: Mrs. Dorcus spoke about North Hunterdon/Voorhees Strategic Planning. Ms. Dorcus attended the NJSBA Equity Conference and discussed special ed inclusion and student-run conflict resolution (mentioning that Tewksbury already does these). Students can be part of the decision-making with their IEPs (older students).

LEGISLATIVE REVIEW: None.

OPPORTUNITY FOR PUBLIC COMMENT: None.

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

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

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

1. Approve the following chaperones for the TES Art Show.

Chaperone	Name of Event	Date	Hours	Rate
Jill Pecora	TES Art Show	May, 2025	Up to 3 hours	$40/hour
Eileen Callahan	TES Art Show	May, 2025	Up to 3 hours	$40/hour

2. At the recommendation of the Superintendent, approve to hire Jonathan Neuhs as a Health/Physical Education Teacher, beginning August 25, 2025 through June 30, 2026 at Step 4 MA $69,628.

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

OLD BUSINESS: None.

NEW BUSINESS: None.

EXECUTIVE SESSION: **Motion was made by Mrs. Jardinella and seconded by Dr. Simon to enter Executive Session. The time was 7:30 p.m.**

Motion was made by Mrs. Jardinella and seconded by Mrs. Stein to exit Executive Session. The time was 8:21 p.m.

ADJOURNMENT: Motion was made by Mrs. Jardinella and seconded by Mrs. Wygera to adjourn the meeting. The time was 8:21 p.m.

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

Respectfully submitted,

Heather Goguen
Board Secretary