May 28, 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 (exited meeting at 8:31pm, returned at 8:33pm), Dr. Simon, Ms. Stein (arrived 8:41pm), Mrs. Wygera (exited meeting at 8:31pm, returned at 8:34pm), Mrs. Jardinella

ABSENT: None.

ALSO PRESENT: Dr. Jennifer Shouffler-Superintendent, Ms. Heather Goguen-Business Administrator (both left meeting at 9:17 p.m.)

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

PRESENTATION: None.

CORRESPONDENCE: None.

SUPERINTENDENT'S REPORT: Dr. Shouffler congratulated the students that received the Hunterdon County Librarians Association Enthusiastic Reader Award at their ceremony last week. Dr. Shouffler thanked Ms. Polinger and Mr. Shaffer for their wonderful band, strings, and choral performances at the OTS spring concert last week. Prior to the concert, OTS held a spring showcase of student work for their special areas such as art, PE, technology and world language. This new event was very successful and hopefully will continue next year. The Board reviewed the HIB Report, Enrollment Reports, Emergency/Fire Drill Reports.

School	Tewksbury Elementary School	
Month/Year	May 2025	May 2025

Date	**5/1/2025 9:15 AM**	**5/19/2025 2:45 PM**
Drill Description	**Fire Drill**	**Shelter in Place**
Duration/ Time of Drill	**3 Minutes**	**4 Minutes**
Weather Conditions	**Sunny**	**n/a**
Conductor of Drill	**L. Moore**	**L. Moore**
Notification Method	**loudspeaker and walkie talkies**	**loudspeaker and walkie talkies**

School	**Old Turnpike School**	
Month/Year	**April 2025**	**May 2025**
Date	**4/30/2025**	**5/19/2025**
Drill Description	**Evacuation**	**Fire Drill**
Duration/ Time of Drill	**5 minutes**	**4 minutes**
Weather Conditions	**Sunny**	**Sunny**
Conductor of Drill	**Bracuti, Mitchell, & Krowl**	**Bracuti, Mitchell, & Krowl**
Notification Method	**Walkies**	**Walkies**

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

1. Approve the May 14, 2025 HIB report from the Superintendent.

2. Approve the 2023-2024 School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act.

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

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

- April 9, 2025 Committee of the Whole Meeting
- April 9, 2025 Executive Session
- April 30, 2025 Regular Board Meeting
- April 30, 2025 Executive Session 1
- April 30, 2025 Executive Session 2

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

Abstained from April 30th minutes: Mr. Charniga, Ms. Dorcus
Absent: Ms. Stein

CURRICULUM: Dr. Shouffler shared information with the Board about a new program, LEADS, in conjunction with the Tewksbury Township Police Department. This is a hands-on program which will be taught in the 5th grade and should meet many of the NJ health standards. Our honors algebra teacher, Mr. DeJaager, and Dr. Shouffler would like to strengthen the algebra program and have ordered a new textbook for next school year. They are proposing a summer learning packet for all rising algebra students to complete.

Motion was made by Mrs. Jardinella and seconded by Mr. Infusino 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	Music/Vocal Ensemble will perform at Little Brook Nursing Home for the WW2 Veterans on D-Day anniversary	June, 2025	-0-	Nicole Polinger

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

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

1. Approve the following Regulation on second reading:

    - Regulation #4281.01 Custodian/Student Interaction

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

FINANCE: Motion was made by Mrs. Jardinella 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 May 1, 2025 through May 28, 2025 for a total amount of $1,566,819.45.

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

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

5. BE IT RESOLVED that upon review of the Treasurer's Report for the month of April, 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**
Megan Verderamo	7/29/25- 7/31/25	$350.00	Mileage = $73.18	Strategies for Multilingual Inclusive Classrooms - Rutgers Center for Literacy Development, New Brunswick, NJ
Jennifer Shouffler	9/24-9/26/25	-0-	Lodging = $456.49 Mileage= $44.18 Meals=$170.00	Hunterdon County Superintendent Conference, Shawnee Inn, PA

*Mileage will be reimbursed according to board policy.

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

TECHNOLOGY: None.

FACILITIES: Ms. Goguen stated that the district received their Final Eligible Cost Letters from the state for the referendum projects. The district is now set with all projects being eligible for debt service aid.

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

1. Approve the alternate method of compliance in accordance with N.J.A.C. 6A:26-6.3 whereby bathrooms are accessible across the hall from Kindergarten classroom 104 and adult supervision to the bathrooms will be provided in a manner that does not infringe upon instructional time.

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

TRANSPORTATION: None.

COMMUNICATION: None.

OTHER: The NJ School Boards Convention was discussed. Mr. Infusino informed the board that his son became ill from eating the food from the cafeteria.

LEGISLATIVE REVIEW: None.

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

1. Appoint Heather Goguen as Board Secretary for the 2025-2026 school year.

2. Appoint Paula Hatch as Cash Account Reconciliation Specialist for the 2025-2026 school year.

3. Approve the annual appointment of Peapack Gladstone Bank as the District's Official Depository for the 2025-2026 school year.

4. Approve the annual appointment of the Courier News to be the District's official legal newspaper and the Star Ledger to be the District's official Alternate newspaper for the 2025-2026 school year, including digital format.

5. Authorize the Board Secretary to pay bills between Board Meetings and that all bills paid will be presented for Board approval at the next scheduled meeting for the 2025-2026 school year.

6. Approve the annual appointment of School Business Administrator, as Investment Officer for the district for the 2025-2026 school year.

7. Appoint School Business Administrator as Custodian of Records for the 2025-2026 school year.

8. Approve the Coordinator of Buildings and Grounds as Integrated Pest Management Coordinator, Indoor Air Quality Designee and AHERA Coordinator for the 2025-2026 school year.

9. Approve the Coordinator of Buildings and Grounds as the Right to Know Officer for the 2025-2026 school year.

10. Approve the following Tax Shelter Annuity Companies for the 2025-2026 school year:

Fidelity Investments	Vanguard	Valic
AXA Equitable	Lincoln Financial	Metropolitan Life

11. Approve the following companies offering disability insurance to district employees for the 2025-2026 school year:

Unum	Colonial	Prudential

12. Approve School Alliance Insurance Fund as the district's insurance carrier for the 2025-2026 school year.

13. Approve participation of the district with Horizon Blue Cross Blue Shield of NJ for medical and prescription benefits and with Delta Dental of NJ for dental benefits for the 2025-2026 school year.

14. Approve the following appointments for the 2025-2026 school year without competitive bidding as "Professional Services" in accordance with the Public School Contracts Law, N.J.S.A. 18A:18(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession:

Provider	**Service**	**Est Amt. Not to Exceed**
Schenck, Price, Smith and King, LLP	Legal	$25,000 ($195/hr-attny; $135/paralegal)
Ardito and Company, LLP	Auditor	$19,000
Parette Somjen	Architect	$200,000
Wilentz, Goldman, & Spitzer. P.A.	Bond Counsel	$15,000

15. Approve the following Extraordinary Unspecifiable Services exempt from competitive bids and awarded through the RFP process including technical criteria, management criteria, and cost criteria for the 2025-2026 school year:

Provider	**Service**	**Est Amt. Not to Exceed**
Phoenix Financial Advisors	Financial Advisory Services	$3,000
Centric	Broker of Record (Health and Dental benefits)	$30,000
CBIZ	Broker of Record	$26,950

16. Approve R and L Payroll Services as the service provider for payroll functions, effective July 1, 2025 through June 30, 2026.

17. Approve CDK Systems as the computer service provider for board office administrative and accounting functions, effective July 1, 2025 through June 30, 2026.

18. Approve Realtime Information Systems as the computer service provider for student record functions, effective July 1, 2025 through June 30, 2026.

19. Approve Payschools as the Point of Sale system for food service, effective July 1, 2025 through June 30, 2026.

20. Adopt Robert's Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint board president and board secretary to act as parliamentarians for the 2025-2026 school year.

21. Approve the submission of the 2025-2028 Comprehensive Equity Plan to the Executive County Superintendent.

22. Adopt the Uniform Minimum Chart of Accounts for New Jersey Public Schools for the 2025-2026 school year.

23. Be it resolved that the Tewksbury Township Board of Education appoints the School Business Administrator, Heather Goguen, pursuant to N.J.A.C. 5:34-5.5, as purchasing agent of the board of education, and as such, establishes and sets the bid threshold amount of $44,000 for the board of education, and furthermore, the board authorizes the School Business Administrator to award contracts, in full accordance with N.J.S.A. 18A:18A-3(a), for those purchases that do not exceed in the aggregate the newly established bid threshold amount and to approve competitive quotations for amounts more than $6,600 for the 2025-2026 school year.

24. Approve the School Business Administrator, to make all necessary final transfers for the 2024-2025 school year budget in order to balance the budget for June 30, 2025.

25. Appoint the School Business Administrator, as Public Agency Compliance Officer for purchasing and liaison official with the authority to recommend the appropriate corrections to the district's contracting procedures as required by the NJ Division of Contract Compliance and Equal Opportunity Office for the 2025-2026 school year.

26. Approve the bonding of the School Business Administrator as Board Secretary per state law for the 2025-2026 school year.

27. Approve re-establishment of the petty cash fund in the amount of $500, naming the School Business Administrator as custodian for the 2025-2026 school year.

Location	**Amount**	**Maximum Single Expenditure**	**Responsible Administrator**
Board Office	$500	$75	Business Administrator

28. Approve the Standard Operating Procedures Manual for the 2025-2026 school year.

29. Approve the Purchasing Procedures Manual for the 2025-2026 school year.

30. Authorize the Board Secretary to advertise for and receive bids for supplies, equipment and services for the 2025-2026 school year when required by the Public School Contracts Law.

31. Approve the following resolution authorizing the procurement of goods and services through the New Jersey state purchasing agency for the 2025-2026 school year:

    WHEREAS, Title 18A:18A-10 provides that, "A Board of Education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and,

    WHEREAS, the Tewksbury Township School District has the need, on a timely basis, to procure goods and services utilizing state contracts, and,

    WHEREAS, the Tewksbury Township School Board of Education desires to authorize its purchasing agent to make any and all purchases necessary to meet the needs of the school district throughout the school year,

    NOW THEREFORE BE IT RESOLVED, that the Tewksbury Township Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing all state contracted vendors.

32. Authorize the renewal of cooperative agreements between the Tewksbury Township School District and the following for the 2025-2026 school year.:

    - Somerset County Cooperative Program (SOCCP)
    - The Educational Services Commission of New Jersey (ESCNJ)
    - Morris County Cooperative Pricing Council (MCCPC)
    - Hunterdon County Educational Services (HCESC)

33. Approve the contract between the Educational Services Commission of Morris County Cooperative Pricing System and the Tewksbury Township School District Board of Education for the purchase of work, material and supplies for the 2025-2026 school year.

34. Approve the contract between the Tewksbury School District and Frontline Education for the period July 1, 2025 through June 30, 2026 for the Absence, Substitute Management System, and Teacher Evaluation, and IEP Direct System.

35. Approve Rullo & Jullet Associates, Inc. as the district's Right To Know and PEOSH Hazard communication consultant for the 2025-2026 school year.

36. Approve Yudichak Environmental Services, LLC as our wastewater treatment plant operator for the 2025-2026 school year.

37. Approve McGowan LLC. as our well water compliance management for the 2025-2026 school year.

38. Approve Ahera Consultants Incorporated for asbestos and indoor air quality services for the 2025-2026 school year.

39. Approve Accurate Pest Control for Integrated Pest Management Services for the 2025-2026 school year.

40. Approve the Superintendent to hire additional personnel as needed for the 2025-2026 school year with subsequent approval at the next Board Meeting.

41. Approve all teachers to serve on the I&RS committee on an as needed basis for the 2025-2026 school year.

42. Approve all certified staff as home instructors for the 2025-2026 school year on an as needed basis, at their hourly rate of pay.

43. Authorize the Superintendent to declare miscellaneous items no longer needed as surplus and to dispose of those items if and when necessary for the 2025-2026 school year.

44. Approve the benefit year for New Jersey earned sick leave as July 1, 2025 to June 30, 2026.

45. Approve the Tewksbury Township School District Board of Education and the Educational Services Commission of Morris County - Professional Support Agreement for the 2025-2026 school year.

46. Approve the shared transportation services agreement between the Tewksbury Township Board of Education and the Readington Township Board of Education for the 2025-2026 school year.

47. Approve the Resolution for Participation in Coordinated Transportation Agreement between the Tewksbury Township Board of Education and the Hunterdon County Educational Services Commission (HCESC) for the 2025-2026 school year beginning July 1, 2025 through June 30, 2026.

48. Approve the contract between the Hunterdon County Educational Services Commission Board of Education and the Tewksbury Township School District Board of Education to provide Technology Services for the 2025-2026 school year beginning July 1, 2025 through June 30, 2026.

49. Approve Strauss Esmay Associates, LLP as the policy alert and support system (PASS) for the 2025-2026 school year beginning July 1, 2025 through June 30, 2026.

50. Approve the annual appointment of Green Brook Family Medicine to be the District's Medical Inspector for the 2025-2026 school year.

51. Approve entering into contract with Glasberg Behavioral Consulting Services, LLC for Board Certified Behavior Analyst services for 2025-2026 School Year beginning September 1, 2025 through June 30, 2026 for up to 600 hours at a rate of $175.00 per hour.

52. Approve entering into contract with Therapeutic Intervention, Inc. for Occupational Therapy Evaluations for 2025-2026 School Year beginning July 1, 2025 through June 30, 2026 at a rate of $440.00 per evaluations.

53. Approve entering into contract with Therapeutic Intervention, Inc. for School Based Occupational Therapy Services for 2025-2026 School Year beginning July 1, 2025 through June 30, 2026 at a rate of $106.00 per hour.

54. Approve entering into contract with Therapeutic Intervention, Inc. for Physical Therapy Evaluations for 2025-2026 School Year beginning July 1, 2025 through June 30, 2026 at a rate of $440.00 per evaluations.

55. Approve entering into contract with Therapeutic Intervention, Inc. for School Based Physical Therapy Services for 2025-2026 School Year beginning July 1, 2025 through June 30, 2026 at a rate of $106.00 per hour.

56. Approve entering into contract with Garden State AAC Specialists for Augmentative and Alternative Communication System Evaluations for 2025-2026 School Year beginning July 1, 2025 through June 30, 2026 based on the 2025-2026 rate schedule.

57. Approve entering into contract with J and B Therapy, LLC for Speech Therapy Services at an hourly rate of $95.50 and for Speech Language Evaluations at a rate of $439.00 per evaluations beginning July 1, 2025 through June 30, 2026.

58. Approve entering into contract with Marlana Hamfeldt Loden, S.L.P. as Speech Therapist and related services at an hourly rate of $95.00 for a minimum of 21 hours a week beginning September 2, 2025 through June 30, 2026.

59. Approve entering into contract with Educational Services Commission of Morris County for the provision of Child Study Team services for 2025-2026 School Year beginning July 1, 2025 through June 30, 2026 based on 2025-2026 approved rate schedule for the Commision.

60. Approve entering into contract with the Institute of Neurology at a rate of $975.00 per neurological evaluation for the 2025-2026 School Year beginning July 1, 2025 through June 30, 2026.

61. Approve entering into contract with Kenyon Learning and Consulting LLC based on 2025-2026 approved rate schedule beginning July 1, 2025 through June 30, 2026.

62. Approve entering into contract with Cross County Clinical for the provision of Child Study Team services for 2025-2026 School Year beginning July 1, 2025 through June 30, 2026 based on 2025-2026 approved rate schedule for Cross County Clinical.

62. Approve placement of student #2939084202 at ECLC of New Jersey for the Extended School Year Program beginning July 1, 2025 through July 29, 2025 at a tuition rate of $13,833.40 plus transportation.

63. Approve placement of student #2939084202 at ECLC of New Jersey for the 2025-2026 School Year beginning September 4, 2025 through June 26, 2026 at a tuition rate of $124,500.60 plus transportation.

64. Approve Califon student #8689570923 to attend Tewksbury's summer Extended School Year elementary school program - with transportation for a fee to Califon of $2,621.24 plus $363.09.

65. Approve Califon student #3949224075 to attend Tewksbury's summer Extended School Year elementary school program - with transportation for a fee to Califon of $2,621.24 plus $363.09

66. Approve entering into contract with Hunterdon County Educational Services Commission for Public School Services for 2025-2026 School Year beginning July 1, 2025 through June 30, 2026 based on 2025-2026 approved rate schedule for the Commision.

67. Approve entering into contract with Hunterdon County Educational Services Commission for the provisions of Child Study Team services for 2025-2026 School Year beginning July 1, 2025 through June 30, 2026 based on 2025-2026 approved rate schedule for the Commision.

68. Approve Maschio's Food Service, Inc. as the Food Service Management Company for the 2025-2026 school year with a management fee of $15,000 and a subsidy not to exceed $10,000.

69. Approve School Lunch Prices for 2025-2026 as follows:

Adult/Student Lunch	Current Price (24-25)	Recommended Price (25-26)
Student Regular Lunch	$6.25	$6.25
Adult Regular Lunch	$7.00	$7.00

70. Approve the tuition rates for the 2025-2026 school year as calculated in the NJDOE budget software:

Grade Level	**Cost**
Kindergarten	$29,185
Grades 1-5	$30,882
Grades 6-8	$33,855

71. Approve Board Secretary Tax Request Authorization: Township of Tewksbury. Resolved, that the amount of taxes hereby certified as $13,851,655.00 for the General Fund is the amount required by the Tewksbury Township Board of Education to meet its obligations during the 2025-2026 school year from the Township of Tewksbury and, be it further Resolved, that the amount of taxes hereby certified as $763,759.00 for the Debt Service Fund is the amount required by the Tewksbury Township Board of Education to meet its debt obligations during the 2025-2026

school year from the Township of Tewksbury, and, be it further Resolved, that the Tewksbury of Township is required to deposit the funds with the district as indicated herein:

Month	General Fund	Debt Service	Total Amount Due
July 2025	$2,244,963.00	$190,940.00	$2,435,903.00
September 2023	$2,244,963.00	$190,940.00	$2,435,903.00
November 2023	$2,244,962.00	$190,940.00	$2,435,902.00
January 2024	$2,244,963.00	$190,939.00	$2,435,902.00
March 2024	$2,435,902.00	$0.00	$2,435,902.00
May 2024	$2,435,902.00	$0.00	$2,435,902.00
TOTAL	**$13,851,655.00**	**$763,759.00**	**$14,615,414.00**

Final Resolution: Motion carried on a roll call vote.
Yes: Mr. Charniga, Ms. Dorcus, Mr. Infusino, Mrs. Munoz, Mr. Schwartz, Dr. Simon, Mrs. Wygera, Mrs. Jardinella
Absent: Ms. Stein
Abstain: Dr. Simon Abstained from #56

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, Mrs. Wygera, Mrs. Jardinella
Absent: Ms. Stein

PERSONNEL: Dr. Shouffler wished Ms. Johnson well in her future endeavors. Dr. Shouffler congratulated Mr. Steinman on his retirement and thanked him for his many years of service and kind letter.

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

1. Accept, with regret, the letter of resignation from Christina Johnson, Paraprofessional, effective June 30, 2025.

2. Approve the following stipends for teachers/chaperones for the 2024-2025 school year:

Staff Member	Event	Date	Hours	Stipend
Nicole Amato	Rising Fifth Grade Parent Night	June, 2025	Up to 3 hours	$40/hour
Yahna Fiscarelli	Rising Fifth Grade Parent Night	June, 2025	Up to 3 hours	$40/hour
Kathy Gould	Rising Fifth Grade Parent Night	June, 2025	Up to 3 hours	$40/hour
Bonnie Mendralla	Rising Fifth Grade Parent Night	June, 2025	Up to 3 hours	$40/hour
Monica Scala	OTS Dorney Park Trip	June, 2025	Up to 6 hours	$40/hour

3. Rescind the following stipend for teacher/chaperone for the 2024-2025 school year:

Staff Member	Event	Date	Hours	Stipend
Bonnie Mendralla	OTS Dorney Park Trip	June, 2025	Up to 6 hours	$40/hour

4. At the recommendation of the Superintendent, approve Grace Hoelzel as a substitute teacher for the 2024-2025 school year, pending criminal history review.

5. Approve the following substitutes for the 2025/2026 school year:

Darraugh Barnes	Sophia Desire	Ruth Kalamarides	Linda Searles
Corinne Blair	Regina DeStefano	Carol Kasperowitz	Yvette Shangold (nurse)
Theresa Bostock (custodian)	Candace Dodge	Donna Lance	Sandra Somers
Olivia Brennan	Samantha Edmund	Carrie Lindower (nurse)	Laura Soulages
Desi Bunce	Lysa Fritz	Nathan Moore	Lisa VanDoren
Pat Ciak	Heither Heithoff (nurse)	Betty Paoella	Janet Wadler
Robert Cline (bus driver)	Frank Henderson (bus driver)	Lori Prussack (nurse)	Kayleigh Walsh
Sharon Dec	Grace Hoelzel	Gennifer Puppe	Autumn Walter
Joan Condren	Tom Holmes (custodian)	Donna Reilly	William Weinlein
Kelly DeMayo	Amy Horensky	Kelly Scardelli	

6. At the recommendation of the Superintendent, approve the following staff for Summer 2025 Curriculum Writing.

Name	Curriculum	Hours	Hourly Rate

Nicole Amato	Update Grade 5 English Language Arts and ELA Aspire Curriculum	Up to 5	$40/hour
Erin Buttgereit	Update Grade 6 English Language Arts and ELA Aspire Curriculum	Up to 5	$40/hour
Alana Magro	Update Grade 7 English Language Arts and ELA Aspire Curriculum	Up to 5	$40/hour
Alana Magro	Update Grade 8 English Language Arts and ELA Aspire Curriculum	Up to 5	$40/hour
Bonnie Mendralla	Refine Grade 5 Mathematics Curriculum	Up to 10	$40/hour
Daniela DiGiovanni	Refine Grade 6 Mathematics Curriculum	Up to 10	$40/hour
Rick deJaager	Update Grade 8 Algebra Honors Curriculum to align with new Textbook	Up to 15	$40/hour
Bonnie Mendralla	Refine Grade 5 Social Studies Curriculum and expand connections to Civics	Up to 5	$40/hour
Cathy Zisk	Refine Grade 7 Social Studies Curriculum and expand connections to Civics	Up to 5	$40/hour

7. At the recommendation of the Superintendent, approve the following staff for summer Extended School Year from June 30, 2025 through July 31, 2025 Mon.-Thurs. (no class July 3rd)

Name	Position	Step	Hours	Rate
Jennifer Burns	SP ED Teacher	BA+30, step 15	4.25	$68.62
Joe Frankosky	SP ED Teacher	BA+15, step 9	4.25	$53.13
Elisa DeVita	SP ED Teacher	MA, step 9	4.25	$55.44
Julieen Picardo	SP ED Teacher	MA, step 11	4.25	$59.19
Tracy Barnes	SP ED Teacher	MA, step 3	4.25	$48.16
Krista Kovalsky	SP ED Teacher - Tutor	MA +15, step 15	up to 20	$70.92
Pam Nugent	SP Ed Teacher - Tutor	BA+30, step 15	up to 20	$68.62
Amy Horensky	SP ED Instructional Aide	Aide step 6	4	$20.09
Kristen Evans	SP ED Instructional Aide	Aide step 9	4	$21.09
Lauren Sanford	SP ED Instructional Aide	Aide step 5	4	$19.78
Daria Bracuti	SP ED Instructional Aide	Aide step 3	4	$19.16
Sara Medenilla	Nurse	MA+30, step 13	4.25	$64.87
Lori Prussack	Substitute Nurse	n/a	as needed	$34.87
Fay Perticari	Substitute Teacher/Aide	MA, step 6	as needed	$50.73
Monica Scala	Substitute Teacher/Aide	Aide step 8	as needed	$20.74
Darcy Harp	Substitute SP ED Instructional Aide	Aide step 13	as needed	$22.58
Mary Raefski	Substitute Teacher/Aide	Aide step 12	as needed	$22.19

8. At the recommendation of the Superintendent, approve the following staff for summer 2025 Child Study Team work.

Name	Position	Step	Hours	Rate

Sara Femiano	School Social Worker	Step 15 MA+30	up to 40	$71.69
Katherine Royer	School Psychologist	Step 4 MA+30	up to 40	$50.11
Joelle Capece	Special Education Teacher to attend Summer CST Meetings	n/a	up to 15	$40.00
Joseph Frankosky	General Education/Special Education Teacher to attend Summer CST Meetings	n/a	up to 15	$40.00
Krista Kovalsky	General Education/Special Education Teacher to attend Summer CST Meetings	n/a	up to 15	$40.00
Pam Nugent	General Education/Special Education Teacher to attend Summer CST Meetings	n/a	up to 15	$40.00
Juliean Picardo	General Education/Special Education Teacher to attend Summer CST Meetings	n/a	up to 15	$40.00
Fay Perticari	General Education Teacher to attend Summer CST Meetings	n/a	up to 15	$40.00
Patrice DelGrande	General Education Teacher to attend Summer CST Meetings	n/a	up to 15	$40.00

9. Approve the summer hours for the following teachers:

Name	Description	Step	Hours	Rate
Brianna Cresci, Kindergarten Teacher	Kindergarten Playdate in August, 2025	Step 5 BA	Up to 3 hours, including 1 hour of prep time	$46.49/hour
Liz Gentile, Kindergarten Teacher	Kindergarten Playdate in August, 2025	Step 15 MA	Up to 3 hours, including 1 hour of prep time	$70.15/hour
Fay Perticari, Kindergarten Teacher	Kindergarten Playdate in August, 2025	Step 6 MA	Up to 3 hours, including 1 hour of prep time	$50.73/hour

10. Approve the following honoraria positions for the 2025-2026 school year.

Name	Position	Stipend
Heather Olla	Athletic Director	$5,382.00
Cathy Zisk	Cross Country Head Coach	$4,401.00
Tom Lobb	Cross Country Assistant Coach	$3,721.00
Heather Olla	Cross Country Assistant Coach	$3,721.00
Rob Lovering	Co-Ed Soccer Head Coach	$4,401.00
Daniela DiGiovanni	Co-Ed Soccer Assistant Coach	$3,721.00
Darcy Harp	Volleyball Head Coach	$4,401.00
Maura Obercian	Volleyball Assistant Coach	$2,198.00

11. Accept, with best wishes, the letter of retirement from Scott Steinman, 8th Grade ELA teacher, effective November 1, 2025.

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

OLD BUSINESS: Mr. Schwartz asked for a list of vendors, description and expense. Mrs. Wygera stated that she has been asked about rankings and previous communications on the website.

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

1. Approve June 13th, the last day of school, to be an early dismissal for all students and staff.

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

NEW BUSINESS: Mrs. Jardinella mentioned that some schools provide a list of approved online colleges for teacher continuing education credits and would like Tewksbury to provide a similar list.

EXECUTIVE SESSION: **Motion was made by Mrs. Jardinella and seconded by Dr. Simon to enter Executive Session. The time was 8:31 p.m.**

Motion was made by Mrs. Jardinella and seconded by Mrs. Wygera to exit Executive Session. The time was 10:16 p.m.

ADJOURNMENT: Motion was made by Mrs. Jardinella and seconded by Mrs. Wygera to adjourn the meeting. The time was 10:16 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