TEWKSBURY TOWNSHIP SCHOOL DISTRICT
173 Old Turnpike Road
Califon, New Jersey 07830
Phone: 908-439-2010 Fax: 908-439-2655

REGULAR BOARD MEETING AGENDA
August 20, 2025

7:00 PM REGULAR BOARD MEETING - Open to Public
Old Turnpike School Library

If members of the public wish to attend the meeting virtually, meetings are streamed Live over Youtube via the following link: https://www.youtube.com/live/kVMw5GnUxto

During public comment, public participants are invited to address the Board with questions or comments.

District Goals

1. To create a learning environment that promotes creative and independent thinking with a focus on academic excellence; that is also adaptable to each student.
2. To create a financial framework so that the school district is fiscally responsible while supporting learning environments.
3. To create a welcoming and supportive learning environment to foster a lifelong love of learning for all students; This includes a robust connection to their school and wider community.

Board Goals

1. To support a learning environment that promotes creative and independent thinking with a focus on academic excellence; that is also adaptable to each student.
2. To create a financial framework so that the school district is fiscally responsible while supporting learning environments.
3. To encourage a welcoming and supportive learning environment to foster a lifelong love of learning for all students; This includes robust connection to their school and wider community.

I. CALL TO ORDER Time:_____

II. SUNSHINE ANNOUNCEMENT

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.

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

Mr. Charniga	Ms. Dorcus	Mr. Infusino	Mrs. Jardinella	Mrs. Munoz
Mr. Schwartz	Dr. Simon	Ms. Stein	Mrs. Wygera	Dr. Shouffler _____ Ms. Goguen

V. OPPORTUNITY FOR PUBLIC COMMENT

During this portion of the meeting, the in-person public participants are invited to address the Board with questions or comments on actionable agenda items only. If your comment pertains to personnel, individual employees or students, negotiations or legal matters, we ask that you see the superintendent separately as the Board does not generally discuss these issues in public.

The public is requested to sign the register provided for this purpose and to state their name, address, and direct their comments to the Board President. While all comments will be considered and a response will be forthcoming if and when appropriate, the Board will not respond to the speakers at the time of their appearance.

The public comment period will be a maximum of thirty minutes in length unless there are unusual circumstances. Those appearing will be allocated three minutes to speak and no one will be permitted to speak twice until all those wishing to speak have had a turn. Civility and mutual respect is expected. Speakers should be courteous to Board members, District employees, students, and other members of the public.

Motion to close public comments _____ 2nd_____

All in Favor:
Roll Call:
Mr. Charniga____Ms. Dorcus____Mr. Infusino____Mrs. Munoz____Mr. Schwartz____Dr. Simon____Ms. Stein____
Mrs. Wygera____Mrs. Jardinella____

VI. PRESENTATION

- 2025-2026 School Schedules - Ms. Moore and Dr. Mitchell
- Grades 5-8 ELA Honors Pilot Program - Ms. Verderamo, Ms. Magro, Ms. Buttgereit and Ms. Amato

VII. CORRESPONDENCE

- Email from parent
- Email from teacher

VIII. SUPERINTENDENT'S REPORT

- HIB Report
- Enrollment Reports

- Emergency/Fire Drill Reports

School	Tewksbury Elementary School	
Month/Year	July 2025	July 2025
Date	7/9/25 10:00 AM	7/24/25 11:45 AM
Drill Description	Fire drill- ESY program	Evacuation drill- ESY program
Duration/ Time of Drill	5 minutes	5 minutes
Weather Conditions	overcast	sunny
Conductor of Drill	Lori Lopez-Lopez	Lori Lopez-Lopez
Notification Method	alarm	building intercom speakers

IX. MINUTES

1. **Motion to approve the following minutes:**

    - June 11, 2025 Regular Board Meeting
    - June 11, 2025 Executive Session
    - July 8, 2025 Special Board Meeting

Motion: _____ 2nd _____
Discussion
Roll Call:
Mr. Charniga____Ms. Dorcus____Mr. Infusino____Mrs. Munoz____Mr. Schwartz____Dr. Simon____Ms. Stein____ Mrs. Wygera____Mrs. Jardinella____

X. COMMITTEE REPORTS

A. Curriculum

Discussion

- Preschool
- New NJSLA

1. Approve adoption of the 2025-2026 Mentoring Plan.
2. Approve adoption of the 2025-2026 District PDP Plan.
3. Approve the updated Old Turnpike School Code of Conduct and Student Handbook for the 2025-2026 school year.
4. Approve the updated Tewksbury Elementary School Code of Conduct and Student Handbook for the 2025-2026 school year.
5. Approve Lisa Moore as the Affirmative Action Officer.
6. Approve Megan Verderamo as the District Anti-Bullying Coordinator.

7. Approve Sheila Donovan as the Tewksbury Elementary School HIB Specialist.
8. Approve Katherine Gould as the Old Turnpike School HIB Specialist.
9. Approve Megan Verderamo as the School Safety Specialist.
10. Approve Megan Verderamo as the District Testing Coordinator.
11. Approve Megan Verderamo as Title IX Coordinator.
12. Approve Megan Verderamo as the Homeless Liaison.
13. Approve Sheila Donovan as the Tewksbury Elementary School Testing Coordinator.
14. Approve Katherine Gould as the Old Turnpike School Testing Coordinator.
15. Approve Sheila Donovan as the Tewksbury Elementary School 504 Plan Coordinator.
16. Approve Katherine Gould as the Old Turnpike School 504 Plan Coordinator.
17. Approve Lori Lopez-Lopez as the District 504 Plan Coordinator.
18. Approve the use of the Charlotte Danielson 2013 Teacher Evaluation Model and Frontline Professional Growth Evaluation Tool.
19. Approve the use of the Kim Marshall Evaluation Rubric for the Administrator Evaluation.
20. Approve the following members of the School Improvement Panel (ScIP):
    - Tewksbury Elementary School
        - Lisa Moore-Principal
        - Megan Verderamo- Supervisor of Instruction and Programs
        - Camille Bristow-Teacher
        - Nicole Kinzel-Teacher
        - Fay Perticari-Teacher

    - Old Turnpike School
        - Michael Mitchell-Principal
        - Megan Verderamo- Supervisor of Instruction and Programs
        - Alana Magro - Teacher
        - Katrina Moore - Teacher
        - Cathy Zisk - Teacher

21. Approve the following members of the 2025-2026 TES School Safety/Climate Team:
    - Lisa Moore-Principal
    - Megan Verderamo-Supervisor of Instruction and Programs
    - Alyssa Forsythe-Teacher
    - Andria Tibak-Teacher
    - Annie Rose-Mason-Parent
    - Tara Saksa-Parent
    - Nicola Hall-Teacher
    - Sheila Donovan-School Guidance Counselor

22. Approve the following members of the 2025-2026 OTS School Safety/Climate Team:
    - Michael Mitchell-Principal
    - Tom Lobb-Teacher
    - Katherine Gould-School Guidance Counselor/Anti-Bullying Specialist
    - Sara Medenilla-School Nurse

- Megan Verderamo-Supervisor of Instruction and Programs
- Bonnie Mendralla-Teacher
- Jennifer Puppe-Parent

23. Approve the following members of the Data Quality Team:
    - Megan Verderamo-Supervisor of Instruction and Programs
    - Jennifer Shouffler-Superintendent
    - Jarret Magierowski-Network and Database Support Technician

24. Approve revisions to curriculum documents completed during summer and re-approve all district curriculum documents.

    - Revisions include: Grades 5-6 Mathematics, Grade 8 Algebra Honors, Grades 5-8 English Language Arts Honors, Grade 5 and Grade 7 Social Studies.

25. Approve the submission of the Student Safety Data System Report for the 2024-2025 school year to the NJ Department of Education.

26. In accordance with N.J.S.A. 18A:17-43.4 approve the establishment of a Threat Assessment Team for the 2025-2026 school year with the following members:

Tewksbury Elementary School	**Old Turnpike School**
Lori Lopez-Lopez -Supervisor of Instruction and Programs	Lori Lopez-Lopez -Supervisor of Instruction and Programs
Sheila Donovan-School Guidance Counselor	Katherine Gould-School Guidance Counselor
Steven Strange-Teacher	Thomas Lobb-Teacher
One of the following Tewksbury Police Department Members: Chief Tim Hanft Ptl. Ralph Hroncich	One of the following Tewksbury Police Department Members: Chief Tim Hanft Ptl. Ralph Hroncich

27. Approve the following field trips for the 2025-2026 school year:

Grade	**Destination**	**Brief Description**	**Date (month/ year)**	**Approximate Cost per Student (cost of attendance not paid by district)**	**Staff Member(s) Coordinat- ing the Trip**
8	Historic Hunterdon County Courthouse, Flemington, NJ	9/11 Memorial - to learn and pay respect to the people and families who helped and who were part of 9/11	9/11/25	-0-	S. Sipos

Motion: _____ 2nd _____
Discussion
Roll Call:
Mr. Charniga____Ms. Dorcus____Mr. Infusino____Mrs. Munoz____Mr. Schwartz____Dr. Simon____Ms. Stein____
Mrs. Wygera____Mrs. Jardinella____

B. Policy
Discussion

Motion to approve the following:

1. Approve the following policies on first reading:

P 0173	Duties of Public School Accountant (Revised)
P 0174	Legal Services (M) (Revised)
P 0177	Professional Services (M) (Revised)
P & R 1570	Internal Controls (M) (Revised)
P 1620	Administrative Employment Contracts (M) (Revised)
P & R 6111	Special Education Medicaid Initiative (SEMI) Program (M) (Revised)
P 6220	Budget Preparation (M) (Revised)
R 6220	Budget Preparation (Revised)
P 0141.3	Board Member Number and Term – Regional School District (New)
P 0141.4	Board Member Number and Term – County Vocational School District (New)
P 0143	Board Member Election and Appointment (Revised)
P 1636.01	Notification of Promotion, New Job, and Transfer Opportunities (New)
P 1648.15	Recordkeeping for Healthcare Settings In School Buildings – Covid-19 (M) (Abolished)
P 2422	Statutory Curricular Requirements (M) (Revised)
P & R 5117	Interdistrict Public School Choice (Revised)
P 5339.01	Student Sun Protection (M) (New)

Motion: _____ 2nd _____
Discussion
Roll Call:
Mr. Charniga____Ms. Dorcus____Mr. Infusino____Mrs. Munoz____Mr. Schwartz____Dr. Simon____Ms. Stein____
Mrs. Wygera____Mrs. Jardinella____

C. Finance
Discussion

Motion 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 June 12, 2025 through June 30, 2025 for a total amount of $1,241,248.15, and for the period of July 1, 2025 through August 20, 2025 for a total amount of $2,649,830.84.

2. Acceptance and Approval of Board Secretary's Report for the month of June, 2025 and July, 2025.
   BE IT RESOLVED that upon review of the Board Secretary's Reports for the month of June, 2025 and July, 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).

3. Acceptance and Approval of Treasurer's Report for the month of June, 2025 and July, 2025.
   BE IT RESOLVED that upon review of the Treasurer's Report for the month of June, 2025 and 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).

4. Approve the attached list of transfers for the month of June, 2025 and July, 2025.

5. Approve the following workshop/travel requests for the 2025-2026 school year.

Workshops/Travel Requests				
Staff Member	**Date**	**Registration**	**Other Expenses***	**Event/Destination**
Heather Olla	10/21/25	$205.00	Mileage =$35.25	New Jersey Science Convention, Princeton NJ
Samantha Wu	10/21/25	$205.00	Mileage =$21.99	New Jersey Science Convention, Princeton NJ
Nancy Morogiello	10/22/25	$275.00	-0-	34th Annual School Nurse Conference, Somerset, NJ

*Mileage will be reimbursed according to board policy.

6. Approve the submission of the ESEA application for FY 2026 and accept the grant award upon subsequent approval for the FY2026 ESEA application. Grant allocations:

Title IA	$11,990
Title IIA	$6,712
Title III (through consortium)	$484
Title IV	$10,000

7. Approve the submission of the IDEA application for FY 2026 and accept the grant award upon subsequent approval for the FY2026 IDEA application. Grant allocations:

Basic	$113,373
Preschool	$7,967

8. Approve the submission of the REAP application for FY 2026 and accept the grant award upon subsequent approval for the FY2026 REAP application for REAP grant allocations in the amount of $58,364.

9. Approve contract allowances #1 and #2 with Unitemp Mechanical Degree, LLC for the Old Turnpike HVAC Replacement project as follows:

#1	Cleaning of existing ductwork for XAHU A 100 which will be reused for TRU-1. Completed upon removal of the AHU and prior to installation of RTU-1.	$4,895.00
#2	Natural Gas Valve - installation of natural gas isolation valve for the RTU systems	$5,480.70

Both allowances are within the approved original contract allowance sum of $167,000.00. $156,624.30 remains within the allowance sum after these two allowances.

10. Approve the increase for Bid Threshold for School Business Administrator/Board Secretary, Heather Goguen.

WHEREAS, Heather Goguen, School Business Administrator/Board Secretary, possesses a Qualified Purchasing Agent (QPA) Certificate; and

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7 and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent, from $44,000.00 to $53,000.00, effective July 1, 2025.

NOW, THEREFORE BE IT RESOLVED, that the Tewksbury Township Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a), establishes and sets the bid threshold amount of $53,000.00 for the school district, and further authorizes the School Business Administrator/Board Secretary, the Qualified Purchasing Agent, 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 of the newly established bid threshold amount; and

BE IT FURTHER RESOLVED, for contracts in the aggregate that are less than the bid threshold but fifteen percent (15%) or more of the bid threshold amount, the School Business Administrator/Board Secretary shall award contracts after soliciting a least two competitive quotations; and

BE IT FURTHER RESOLVED, the School Business Administrator/Board Secretary pursuant to N.J.S.A. 18A:18A-37(c), is authorized to award contracts that are in the aggregate less than fifteen (15%) percent of the bid threshold without soliciting competitive quotations.

11. Approve the renewal of insurance coverage for the period of July 1, 2025 – June 30, 2026 school year in accordance with the following:

Coverage	Insurer	Cost
Worker's Compensation	SAIF	$69,529
Supplemental Worker's Compensation	SAIF	$4,131
Package (includes Property, Boiler & Machinery, General and Auto Liability, Environmental Impairment Liability)	SAIF	$124,447
Student Accident	BMI	$3,453
School Leaders' Prof Liability	SAIF	$23,022
Excess Liability	SAIF	$8,210
Bond – Goguen	Selective	$634.80

12. Approve the Joint transportation agreement with Califon School District for the 2025-2026 school year. Tewksbury Township School District will transport 10 school choice students residing in Califon for the annual fee of $1,177 per student. Tewksbury Township School District will also transport Califon students for sports and field trips at an hourly rate of $100/hour.

13. Approve the acceptance of FY25 Non-Public Transportation Aid in the amount of $26,619.

14. Approve the acceptance of FY25 Extraordinary Aid in the amount of $183,730.

15. Approve the Aid In Lieu Processing agreement with Hunterdon County Educational Services Commission for the 2025-2026 school year at a rate of 5.5% of Aid In Lieu payments or amount equal to one Aid In Lieu payment, whichever is greater.

Motion: _____ 2nd _____
Discussion
Roll Call:

Mr. Charniga____Ms. Dorcus____Mr. Infusino____Mrs. Munoz____Mr. Schwartz____Dr. Simon____Ms. Stein____
Mrs. Wygera____Mrs. Jardinella____

D. Technology
Discussion

E. Facilities
Discussion
- Summer project updates

F. Transportation
Discussion
- Bus Passes

G. Communication
Discussion

H. Other
Discussion

Motion to approve the following:

1. Approve the District and Superintendent Goals for the 2025-2026 school year.

2. Approve the Board Goals for the 2025-2026 school year.

Motion: _____ 2nd _____
Discussion
Roll Call:
Mr. Charniga____Ms. Dorcus____Mr. Infusino____Mrs. Munoz____Mr. Schwartz____Dr. Simon____Ms. Stein____
Mrs. Wygera____Mrs. Jardinella____

XI. LEGISLATIVE REVIEW
Discussion

XII. OPPORTUNITY FOR PUBLIC COMMENT

During this portion of the meeting, the in-person public participants are invited to address the Board with questions or comments on non-agenda items. If your comment pertains to personnel, individual employees or students, negotiations or legal matters, we ask that you see the superintendent separately as the Board does not generally discuss these issues in public. The public is requested to sign the register provided for this purpose and to state their name, address, and direct their comments to the Board President. While all comments will be considered and a response will be forthcoming if and when appropriate, the Board will not respond to the speakers at the time of their appearance.

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be permitted to speak twice until all those wishing to speak have had a turn. Civility and mutual respect is expected. Speakers should be courteous to Board members, District employees, students, and other members of the public.

Motion to close public comments _____ 2nd_____

All in Favor:
Roll Call:
Mr. Charniga____Ms. Dorcus____Mr. Infusino____Mrs. Munoz____Mr. Schwartz____Dr. Simon____Ms. Stein____
Mrs. Wygera____Mrs. Jardinella____

I. Personnel
Discussion

Motion to approve the following:

1. Approve the building change for the following teacher for the 2025-2026 school year:

    - Krista Kovalsky - moving from Tewksbury Elementary School to Old Turnpike School

2. Approve the updated job description for the 10-month school secretary.

3. Approve the updated job description for the Supervisor of Instruction and Programs.

4. Approve the following TES library volunteers for the 2025-2026 school year.

    - Faith Ross
    - Ellen Siegel

5. Approve Sydney Smith, a student at Centenary University, to perform her Clinical Experience (Practicum) during the Fall 2025 semester, and her Clinical Internship (student teaching) during the Spring 2026 semester. The cooperating TES teachers will be Becky Chapman as the General Education Teacher and Nicole Kinzel as the Special Education Teacher.

6. At the recommendation of the Superintendent, approve Elizabeth Palladino as a full time Paraprofessional for the 2025-2026 school year effective August 25, 2026 through June 30, 2026 at Step 12, $22.19 per hour.

7. At the recommendation of the Superintendent, approve Lauriene Taylor as a full time Paraprofessional for the 2025-2026 school year effective August 25, 2026 through June 30, 2026 at Step 8, $20.74 per hour.

8. At the recommendation of the Superintendent, approve the following substitute teachers/paraprofessionals for the 2025-2026 school year.
    - Callie Triano
    - Sally Warner

9. Approve the additional hours for summer 2025 Child Study Team work.

Name	Position	Step	Hours	Rate
Katherine Royer	School Psychologist	Step 4 MA+30	up to 10	$50.11

10. Approve Elissa DeVita to attend the 5th Grade Back to School Night in September, 2025. Rate will be $40/hour for up to one hour.

Motion: _____ 2nd _____
Discussion
Roll Call:
Mr. Charniga____Ms. Dorcus____Mr. Infusino____Mrs. Munoz____Mr. Schwartz____Dr. Simon____Ms. Stein____
Mrs. Wygera____Mrs. Jardinella____

XIII. OLD BUSINESS

XIV. NEW BUSINESS

XV. EXECUTIVE SESSION

Motion _____ 2nd _____ Enter closed session at _____p.m.

WHEREAS, Chapter 231, P.L. 1975, also known as the Sunshine Law, authorizes a public body to meet in executive or private session under certain limited circumstances, and:
WHEREAS, said law required the Board of Education to adopt a resolution at a public meeting before it can meet in such an executive or private session;
NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Township of Tewksbury that it does hereby determine that it is necessary to meet in executive session at this time to discuss personnel and legal matters for approximately thirty minutes. The matters discussed will be made public if and when confidentiality is no longer required and action pursuant to said discussion shall take place only at a public meeting. Action may be taken.

Motion _____ 2nd _____ Enter open session at _____p.m.

XVI. ADJOURNMENT

Motion _____ 2nd _____ Time of Adjournment:_____p.m.

All in Favor:
Roll Call:
Mr. Charniga____Ms. Dorcus____Mr. Infusino____Mrs. Munoz____Mr. Schwartz____Dr. Simon____Ms. Stein____
Mrs. Wygera____Mrs. Jardinella____