

June 11, 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 7:01 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

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, Ms. Stein, Mrs. Wygera, Mrs. Jardinella

PRESENTATION: Renee Janowicz-Laura Bishop Communications, and Caitlyn Adames and Bill Bannister-Parette Somjen Architects gave a presentation on the referendum. Superintendents Kari McGann-Flemington-Raritan School District, Jonathan Hart-Readington School District, and Corrine Steinmetz-Hunterdon County Educational Services Commission, attended the meeting to announce Dr. Jennifer Shouffler as the 2025 Hunterdon County Superintendent of the Year.

WHEREAS, Jennifer Shouffler has served the county of Hunterdon and the families of Tewksbury as a Superintendent since 2019; and

WHEREAS, Jennifer Shouffler has supported the activities of the Association on local, regional, state, and national levels; and

WHEREAS, Jennifer Shouffler has been generous in sharing her expertise in the advancement of academic programs and championed systemic improvements in special education, curriculum development, communication strategies, and community engagement, and other notable accomplishments; and

WHEREAS, Jennifer Shouffler has been a champion of district-wide strategic planning initiatives culminating in a comprehensive five-year plan; and

WHEREAS, Jennifer Shouffler has been held in high regard nad as an unfailing partner by her colleagues for these and other qualities, and has demonstrated the highest levels of professionalism and leadership;

NOW, THEREFORE, BE IT RESOLVED that the Hunterdon County Association of School Administrators has selected Jennifer Shouffler as the 2025 Hunterdon County Superintendent of the Year and expresses its sincere and grateful appreciation to Jennifer Shouffler for her exceptional service and dedication to the children of Hunterdon County.

Greg Hobaugh, President
Seth Cohen, Secretary
Rick Falkenstein, Past President
Anthony Suozzo, Treasurer
Michele Cone, Selection Chair
Kari McGann, NJASA Executive Committee Representative

CORRESPONDENCE: Emails from parents.

SUPERINTENDENT’S REPORT: Dr. Shouffler thanked the school and broader community for their kind words in response to receiving the award as Hunterdon County Superintendent of the Year. Dr. Shouffler also thanked the community for contributing to a successful 2024-2025 school year. The Board reviewed the HIB Report, Enrollment Reports, Emergency/Fire Drill Reports.

School	Tewksbury Elementary School		
Month/Year	May 2025	June 2025	June 2025
Date	5/27/2025 8:25 a.m.	6/3/2025 9:47:00a.m.	6/5/2025 2:15 PM
Drill Description	Bus Emergency Evacuation Drill - in lower parking lot of school, Bus #1,2,5,6,8,9,12,14	Evacuation	Fire Drill
Duration/ Time of Drill	5 minutes	7 minutes	3 minutes
Weather Conditions	Sunny	Sunny	Sunny
Conductor of Drill	Bob Hoffman, L. Moore, Staff & Bus Drivers	L. Moore	L. Moore
Notification Method	Walkies	loudspeaker and walkie talkies	alarm, walkies

School	Old Turnpike School			
Month/Year	May 2025	May 2025	June 2025	June 2025

Date	5/27/2025 7:25 a.m.	5/30/2025	6/2/2025	6/6/2025
Drill Description	Bus Emergency Evacuation Drill - in front of school, Bus #1,2,5,6,8,9,12,14	Shelter in Place	Fire Drill	Evacuation
Duration/ Time of Drill	5 minutes	1 minute 30 seconds	3 minutes 14 seconds	5 minutes
Weather Conditions	Sunny	indoors	Sunny	Sunny
Conductor of Drill	Bob Hoffman, M. Mitchell, Staff & Bus Drivers	Verderamo, Bracuti & Medenilla	Mitchell, Verderamo, Bracuti & Krowl	Verderamo, Bracuti, Mitchell, & Krowl
Notification Method	Walkies	Walkies	Walkies	Walkies

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

1. Approve the Administrative Organizational Chart for the 2025-2026 school year.
2. Approve the 2025-2026 Virtual Learning Plan.
3. Approve the May 28, 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. Munoz to approve the following minutes:

- May 14, 2025 Committee of the Whole Meeting
- May 14, 2025 Executive Session
- May 28, 2025 Regular Board Meeting
- May 28, 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

Abstain: Ms. Stein abstained from the May 28, 2025 Regular Board Meeting

CURRICULUM: None.

POLICY: None.

FINANCE: Mrs. Goguen reviewed some of the motions up for approval this evening and explained the need for the Capital Reserve transfer and the vendor resolutions. Ms. Goguen stated that there is still time to register for the Board Member Convention in Atlantic City in October if any other board members are interested in attending.

Motion was made by Mrs. Jardinella and seconded by Dr. Simon 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 29, 2025 through June 11, 2025 for a total amount of \$587,387.21.

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

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

5. BE IT RESOLVED that upon review of the Treasurer's Report for the month of May, 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 resolution for transfer to Capital Reserve Account:

WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Tewksbury Township Board of Education wishes to deposit anticipated current year surplus into a Reserve account at year end, and

WHEREAS the Tewksbury Township Board of Education has determined that an amount not to exceed \$1,750,000.00 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Tewksbury Township Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

8. Acknowledge receipt of Report of Vendors for the 2024-2025 school year as per P.L. 2015 Chapter 47.
9. Approve Troller Electric for LED replacement light upgrades throughout the district utilizing Co-op HCESC-SER-21B at an amount not to exceed \$69,000 and ESCNJ 23/24-02 for Electrical Services – time and material at an amount not to exceed \$17,500 for the 2024-2025 school year.
10. Approve H.A.DeHart for replacement bus utilizing Bus Bid Co-op HCESC-VEH-22-10 at an amount of \$186,069.86 and bus parts utilizing Bus Parts & Repairs #HCESC-Trans-24-05 at an amount not to exceed \$19,000 for the 2024-2025 school year.
11. Approve A.M.E. for HVAC repairs in the district utilizing Co-op #65MCESCCPS-ESCNJ 20/21-50 4/23/21-4/22/24 Extended to 4/22/25 Extended to 6/30/25 in the amount not to exceed \$79,000 for the 2024-2025 school year.
12. Approve McCloskey Mechanical Contractors for boiler services utilizing Co-op #HCESC-SER-21C in an amount not to exceed \$80,000 and utilizing HVAC services #HCESC-SER-24-16 in an amount not to exceed \$12,000 for the 2024-2025 school year.
13. Approve School Specialty utilizing Co-op # FURNITURE - ESCNJ/AEPA-22A 6/3/22 - 6/2/23; Extended to 6/2/24; Extended to 6/2/25 in an amount not to exceed \$18,000 and bid # CLASSROOM SUPPLIES - ESCNJ 23/24-01 7/1/23 - 6/30/25; Extended to 6/30/26 in an amount not to exceed \$47,000 for the 2024-2025 school year.
14. Approve the purchase and installation of Motorola SLR Repeaters under New Jersey state contract #83909 at a cost of \$11,651.60. Tewksbury Township will contribute half of the cost.
15. Approve the following workshop/travel requests for the 2025-2026 school year.

Workshops/Travel Requests				
Staff Member	Date	Registration	Other Expenses*	Event/Destination
Heather Goguen	10/21/25 to 10/23/25	\$440.00	Mileage =\$130.66 Tolls/Parking =\$100.00 Lodging = Up to \$350.00 Meals =\$170.00	New Jersey School Boards Association Workshop 2025, Atlantic City, NJ
Jennifer Shouffler	10/21/25 to 10/23/25	\$440.00	Mileage =\$94.94 Tolls/Parking =\$100.00 Lodging =Up to \$350.00 Meals =\$170.00	New Jersey School Boards Association Workshop 2025, Atlantic City, NJ
Sue Jardinella	10/21/25 to 10/23/25	\$440.00	Mileage =\$125.96	New Jersey School Boards Association Workshop 2025, Atlantic City, NJ

			Tolls/Parking =\$100.00 Lodging =Up to \$350.00 Meals =\$170.00	
Connie Wygera	10/21/25 to 10/23/25	\$440.00	Mileage =\$123.14 Tolls/Parking =\$100.00 Lodging =Up to \$350.00 Meals =\$170.00	New Jersey School Boards Association Workshop 2025, Atlantic City, NJ
Andrea Stein	10/21/25 to 10/23/25	\$440.00	Mileage =\$125.02 Tolls/Parking =\$100.00 Lodging =Up to \$350.00 Meals =\$170.00	New Jersey School Boards Association Workshop 2025, Atlantic City, NJ
Jennifer Shouffler	8/5/25, 8/6/25	-0-	Train, Subway = \$100.00	Math Leadership Conference- Presenter. Bank Street College, NY, NY

*Mileage will be reimbursed according to board policy.

16. Approve placement of student #8327593 at The Summit Speech School for the Extended School Year Program beginning July 1, 2025 through August 12, 2025 at a tuition rate of \$11,745.00 plus transportation.

17. Approve placement of student #8327593 at The Summit Speech School for the 2025-2026 School Year beginning September 3, 2025 through June 17, 2026 at a tuition rate of \$70,470.00 plus transportation.

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

Workshops/Travel Requests				
Staff Member	Date	Registration	Other Expenses*	Event/Destination
Michael Infusino	10/21/25 to 10/23/25	\$440.00	Mileage =\$126.00 Tolls/Parking =\$100.00 Lodging =Up to \$350.00 Meals =\$170.00	New Jersey School Boards Association Workshop 2025, Atlantic City, NJ

*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, Ms. Stein
Mrs. Wygera, Mrs. Jardinella

TECHNOLOGY: For approval this evening is a list of outdated technology items that are considered unsellable and need to be recycled. Mrs. Wygera asked if any of the items could be taken apart and put back together. Mr. Schwartz asked if the devices are being cleared of data.

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

1. Approve the disposal of the attached list of Technology items which are no longer in use.

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

FACILITIES: None.

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

1. Approve the use of one school bus and school bus driver to drive the incoming kindergarteners around the school parking lot at the kindergarten play date in August, 2025.

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

COMMUNICATION: None.

OTHER: Regionalization Study.

LEGISLATIVE REVIEW: None.

OPPORTUNITY FOR PUBLIC COMMENT: Ms. Lindsay Smith-Califon, NJ, Ms. Jessica Shalhoub-Califon, NJ, and Ms. Jing Stanley-Milford, NJ requested to have three sections of third grade instead of two sections.

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. Munoz to approve the following:

1. At the recommendation of the Superintendent, approve to hire Jeanna Woodell as a Speech Language Pathologist consultant for the summer Extended School Year from June 30, 2025 through July 31, 2025 Mon.-Thurs. (no class July 3rd), 4.25 hours per day at \$60/hour, pending criminal history review.
2. At the recommendation of the Superintendent, approve to hire Cynthia Oszmianski as a School Bus Driver for the 2025-2026 school year beginning August 27, 2025 through June 30, 2026, at the rate of \$30/hour, pending criminal history review.
3. At the recommendation of the Superintendent, approve to hire Maxwell Mazuca as a Custodian for the 2025-2026 school year beginning July 1, 2025 through June 30, 2026 at Step 5, \$40,915.00, pending criminal history review.
4. Rescind the May 28, 2025 motion that accepted the letter of retirement from Scott Steinman, 8th Grade ELA teacher, effective November 1, 2025.
5. Approve the stipend for following chaperone for the 2024-2025 school year:

Staff Member	Event	Date	Hours	Stipend
Kaycie Sconda	8th Grade Social at Stanton Ridge Country Club	June, 2025	Up to 4 hours	\$40/hour

6. Approve Amy Horensky as a Bus Attendant for the summer Extended School Year Program from June 30, 2025 through July 31, 2025 Mon.-Thurs. (no class July 3rd) at the student supervision rate of \$40/hour for up to 2 hours per day.
7. Approve Daria Bracuti as an alternate Bus Attendant for the summer Extended School Year Program from June 30, 2025 through July 31, 2025 Mon.-Thurs. (no class July 3rd) at the student supervision rate of \$40/hour for up to 2 hours per day.

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

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 8:30 p.m.

Motion was made by Mrs. Jardinella and seconded by Mrs. Munoz to exit Executive Session. The time was 9:51 p.m.

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

1. Approve the Superintendent's evaluation for the 2024-2025 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

ADJOURNMENT: Motion was made by Mrs. Jardinella and seconded by Mrs. Munoz to adjourn the meeting. The time was 9:52 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