September 10, 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, 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: None.

CORRESPONDENCE: None.

SUPERINTENDENT'S REPORT: Dr. Shouffler expressed how nice it was to see the students and staff return to school.

MINUTES: The Board reviewed the following minutes:

- August 13, 2025 Board Retreat
- August 13, 2025 Executive Session
- August 20, 2025 Regular Board Meeting

CURRICULUM: Dr. Shouffler spoke about the different after school clubs that will be offered through the school this year through the PTA, Whittemore, TES and OTS. There is a change to the school calendar due to a miscount on the number of days. The last day of school will be June 17th instead of June 18th. 8th grade graduation will be on the last day, which may change if more snow days are needed. The proposed field trips for

the school year will be discussed at the next board meeting. Due to low enrollment, the YMCA before-care program at Tewksbury Elementary School may need to be paused. They will remain open through October 10th, but if enrollment does not pick up, the program is not sustainable. Hopefully some more families will register.

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

1. Approve the revised school calendar for school year 2025-2026 reflecting the last day of school as June 17, 2026.

2. 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
5-8	Trills & Thrills Music Festival-Six Flags, Jackson, NJ	Chorus and Band students perform in a music festival with other schools and then move on to the park.	April, 2026	Approximately $140	Nicole Polinger

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

POLICY: The board is reviewing the new/revised policies and they will be on the next agenda for approval on second 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)

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

1. Rescind the following motion which was on approved on August 20, 2025:

   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.

2. Approve the Joint transportation agreement with Califon School District for the 2025-2026 school year. Tewksbury Township School District will transport 11 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.

3. Rescind the following motion which was on approved on August 20, 2025:

   Approve placement of student #8326650 at the North Hunterdon-Voorhees Regional High School District Board of Education, for the 2025-2026 School Year effective August 22, 2025 through June 15, 2026 plus transportation.

4. Approve placement of student #8326650 at the North Hunterdon-Voorhees Regional High School District Board of Education, for the 2025-2026 School Year effective August 22, 2025 through June 15, 2026 at a tuition rate of $66,569.00 including transportation.

5. Rescind the following motion which was on approved on August 20, 2025:

   Approve placement of student #8327012 at the Bethlehem Township Board of Education for the 2025-2026 School Year effective August 21, 2025 through June 30, 2026 at a tuition rate of $37,175.00 plus transportation.

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

Workshops/Travel Requests				
Staff Member	**Date**	**Registration**	**Other Expenses***	**Event/Destination**
Cathy Zisk	10/24/25 and 02/11/26	-0-	-0-	Civically Engaged District Project, Rutgers University, New Brunswick, NJ
Alana Magro	3/6/26	$285.00	Mileage = $34.31	Reading and Writing Nature, The College of New Jersey, Ewing, NJ
Rob Lovering	10/21/25	$205.00	Mileage =$35.63	New Jersey Science Convention, Princeton NJ
Heather Goguen	10/14/25,11/12/25,12/2/25, 2/12/26, 3/31/26 &4/21/26	$870.00	Mileage = $173.16	New Jersey Association of School Business Officials Professional Development - Monthly Sessions, Whippany, NJ

Jaime Levy	11/17/25	$125.00	Mileage=$6.35	Best Practices in Gifted and Talented Instruction, Morris-Union Jointure, New Providence, NJ
Susan Moyer	10/13/25	$100.00	-0-	Current EBP Approaches to Intervention for Preschoolers with Speech and Language Disorders, Warren County Speech-Language Hearing Association, Hackettstown, NJ
Amanda Kouzis	10/13/25	$100.00	9.40	Current EBP Approaches to Intervention for Preschoolers with Speech and Language Disorders, Warren County Speech-Language Hearing Association, Hackettstown, NJ
Karen Morrow	10/17/25	250.00	-0-	New Jersey International Dyslexia Association Fall Conference, Somerset, NJ

*Mileage will be reimbursed according to board policy.

7. Approve the following fundraisers/events for the 2025-2026 school year:

Name of Event/ Fundraiser	Description	Date	Advisor	Chaperones	Hours	Rate
Magazine Drive	Grade 8 Magazine/ Brochure Drive	9/19/25 - 10/3/25	Dee Krowl	0	0	n/a

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: Mr. Charniga abstained from #3 and #4.

TECHNOLOGY: None.

FACILITIES: None.

TRANSPORTATION: There was a minor bus accident last Monday afternoon. Fortunately, no one was hurt, and there was minimal damage to the bus. 2025-2026 Bus routes will be approved at the next board meeting.

COMMUNICATION: None.

OTHER: Dr. Shouffler and Dr. Mitchell met on the issue of parking lot safety during after-school dismissal at OTS. Dr. Mitchell shared a video with families explicitly showing the proper directions to follow. Some of the painted arrows may be changed to avoid confusion, and Police Chief Hanft has been apprised of the issues. Chief Hanft will try to have a police presence on site for the next few weeks to encourage proper pick-up protocol.

Referendum update **-** Several events, such as the Seniors Club Meeting, TEF Meet and Greet, and Town Council Meeting, have offered opportunities to present information on the referendum to the community stakeholders. There are also upcoming events such as back to school nights and the Harvest Festival which will be attended by BOE members. Dr. Shouffler thanked Mrs. Jardinella, Mrs. Wygera, Dr. Simon and Ms. Stein for presenting. Our public relations firm will continue to work with the communications committee, and will offer a virtual forum to the public for the community to learn about the referendum.

LEGISLATIVE REVIEW: None.

OPPORTUNITY FOR PUBLIC COMMENT: Ms. Jennifer Flood, Califon, NJ, suggested bundling clubs according to interest and to encourage students to join clubs that support the creative areas, public speaking, and engineering/math interests. Ms. Jessica Russo, Lebanon, NJ, spoke about the gifted and talented program and dyslexia, and would like broader inclusivity of middle school and OTS staff.

Motion was made by Mrs. Jardinella and seconded by Ms. Stein 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: Dr. Shouffler expressed her best wishes and thanks to Craig Ely, our Building and Grounds Coordinator, who will be leaving to pursue another opportunity. The district is in the process of interviewing candidates for his replacement.

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

1. Accept the letter of resignation from Craig Ely, Coordinator of Buildings and Grounds, effective November 7, 2025.

2. At the recommendation of the Superintendent, approve to hire Mariz Desouza as a Special Education Teacher, beginning on or about October 27, 2025 through June 30, 2026 at Step 3 BA, $64,628, prorated, pending criminal history review.

3. At the recommendation of the Superintendent, approve the following substitute teachers/paraprofessionals for the 2025-2026 school year, pending criminal history review.

    - Daniella Everhart
    - Zoe Fleischer
    - Morgan Garner

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

5. Approve the following staff members for time spent on legal matters during the summer, 2025.

Staff ID #	# of Hours	Rate
2463	.5	$40/hour
2730	.5	$40/hour
6293	1	$40/hour
6539	.5	$40/hour
6362	.5	$40/hour
6764	.5	$40/hour
6220	.5	$40/hour

6847	.5	$40/hour
6319	5	$40/hour
6688	3.5	$40/hour

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

Name	Position	Stipend
Erin Buttgereit	Assistant Play Director	$2,200.00
Yahna Fiscarelli	Odyssey of the Mind TES & OTS	$3,900.00
Dee Krowl	8th Grade Trip Coordinator	$725.00
Dee Krowl	Production Manager	$1,800.00
Dee Krowl	8th Grade Magazine Drive	$585.00
Dee Krowl	8th Grade Advisor (shared)	$562.50
Bonnie Mendralla	8th Grade Advisor (shared)	$562.50
Bonnie Mendralla	Yearbook Advisor (shared)	$1,500.00
Bonnie Mendralla	Ski Club Advisor (shared)	$2,315.00
Chris Mortenson	Yearbook Advisor (shared)	$1,500.00
Chris Mortenson	Ski Club Advisor (shared)	$2,315.00
Chris Mortenson	Play Director	$4,680.00
Nicole Polinger	Show Chorus/Vocal Ensemble Dir.	$1,197.00
Chris Shaffer	Jazz Band	$1,197.00
Cathy Zisk	7th Grade Trip Coordinator	$725.00
Alana Magro	Student Council Moderator (shared)	$440.00
Patty Jennings	Student Council Moderator (shared)	$440.00
Katrina Moore	Student Council Moderator (shared)	$440.00

7. Approve the following after school clubs for the 2025-2026 school year. Approval contingent upon a minimum enrollment of 10 students per club.

Name	Name of Club	Session 1 (Sept.-Jan.)	Session 2 (Jan.-May)	Supply Budget Requested	Stipend Amount

Nicole Amato	OTS Homework Club - ELA	✓	✓	0	$3,000.00
Sandy Brinkhoff	OTS Art Club	✓		0	$1,500.00
Elisa DeVita	OTS Lego Club	✓		0	$1,500.00
Yahna Fiscarelli	OTS Cinema Club	✓		0	$1,500.00
Darcy Harp	Recreational Sports Club		✓	0	$1,500.00
Dee Krowl Nicole Polinger	OTS Craft/Jewelry Club	✓	✓	0	$3,000.00 (shared)
Bonnie Mendralla	OTS Homework Club - Math	✓	✓	0	$3,000.00
Chris Mortenson	OTS Theater Club	✓		0	$1,500.00
Nicole Polinger	OTS Gaming Club	✓	✓	0	$3,000.00
Alana Magro Annie Rose-Mason	OTS Battle of the Books	Every other Thursday from November-May		Books $300 Competition Fee $50 T-shirt $75	$1,500.00 (shared)
Len Yacullo, Director of IT and Special Projects River Crossing YMCA	OTS Model UN and Youth/Government	✓	✓	0	0
Bonnie Wade-Taffera Alyssa Forsythe	TES Safety Patrol	✓	✓	$150.00	$3,000.00 (shared)

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: Mrs. Jardinella mentioned that Mrs. Russo brought up the topic of dyslexia. There are 22 kinds of dyslexia and would like the district to do a better job with it.

NEW BUSINESS: Mr. Schwartz discussed revenue ideas.

EXECUTIVE SESSION: **Motion was made by Mrs. Jardinella and seconded by Mrs. Wygera to enter Executive Session. The time was 8:18 p.m.**

Motion was made by Mrs. Jardinella and seconded by Mrs. Munoz to exit Executive Session. The time was 8:50 p.m.

ADJOURNMENT: Motion was made by Mrs. Jardinella and seconded by Mrs. Munoz to adjourn the meeting. The time was 8:51 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