

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

COMMITTEE OF THE WHOLE MEETING AGENDA
March 18, 2026

7:00 PM COMMITTEE OF THE WHOLE 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://youtube.com/live/VMsMpYkL784?feature=share>

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. Notice of the meeting has been posted on the Tewksbury Township School District website. www.tewksburyschools.org. In addition, in accordance with S4654/A5878, signed into law by Governor Murphy in July 2025, the New Jersey Department of State is required to maintain a centralized, publicly accessible directory of legal notice hyperlinks submitted by public entities across the State that can be accessed: <https://www.nj.gov/state/statewide-legal-notices-list.shtml>.

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

Ms. Dorcus	Mrs. Flood	Mr. Infusino	Mrs. Munoz	Ms. Ross
Ms. Russo	Mr. Schwartz	Mrs. Wygera	Dr. Simon	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:

Yes: Ms. Dorcus _____ Mrs. Flood _____ Mr. Infusino _____ Mrs. Munoz _____ Ms. Ross _____ Ms. Russo _____

Mr. Schwartz _____ Mrs. Wygera _____ Dr. Simon _____

VI. PRESENTATION

- Unsung Hero Award presented to Mikayla Scholl - 8th grade
- Dr. Jennifer Shouffler - Strategic Plan Update

VII. CORRESPONDENCE

VIII. SUPERINTENDENT’S REPORT

- Bus Evacuation Drills
- HIB Report

Bus Evacuation Drills		
School	Tewksbury Elementary School	Old Turnpike School
Month/Year	March 2026	March 2026
Date	3/11/2026	3/11/2026
Drill Description	Bus Evacuation Drill in lower parking lot of Tewksbury Elementary School, Bus Routes # 1, 2, 5, 6, 8, 9, 12, 14	Bus Evacuation Drill in front of Old Turnpike School Bus Routes # 1, 2, 5, 6, 8, 9, 12, 14
Duration/ Time of Drill	3 minutes, 8:30 a.m.	3 minutes, 7:30 a.m
Weather Conditions	Overcast & Temperate	Sunny
Conductor of Drill	Bob Hoffman, bus drivers, arrival staff	Bob Hoffman, Dr. Mitchell, & bus drivers
Notification Method	Radios	Walkies

Motion to approve the following:

1. Approve the February 25, 2026 HIB report from the Superintendent.

Motion: _____ 2nd _____

Discussion

Roll Call:

Ms. Dorcus ___ Mrs. Flood ___ Mr. Infusino ___ Mrs. Munoz ___ Ms. Ross ___ Ms. Russo ___ Mr. Schwartz ___
Mrs. Wygera ___ Dr. Simon ___

IX. MINUTES

- February 4, 2026 Special Ethics Meeting and Committee of the Whole Meeting
- February 25, 2026 Regular Board Meeting
- February 25, 2026 Executive Session

X. COMMITTEE REPORTS

A. Curriculum

Discussion

- 2025-2026 School Calendar
- 2026-2027 School Calendar
- Field trip to 1776 Performance
- 270th Anniversary Booklet

Motion to approve the following:

1. Approve the following field trip for the 2025-2026 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 Special Ed.	Old Turnpike School visit for the rising 5th graders in the resource room in order to acclimate the students to the school and staff.	April 2026	-0-	N. Kinzel S. Femiano

Motion: _____ 2nd _____

Discussion

Roll Call:

Ms. Dorcus ___ Mrs. Flood ___ Mr. Infusino ___ Mrs. Munoz ___ Ms. Ross ___ Ms. Russo ___ Mr. Schwartz ___
Mrs. Wygera ___ Dr. Simon ___

B. Policy

Discussion

C. Finance

Discussion

- 2026-2027 Budget

Motion to approve the following:

1. Approve the following grant from the Tewksbury PTA:

Requestor/Contact	School/Grade	Description	Amount of Grant/Donation
Eileen Callahan	TES-K	59 T-shirts for incoming kindergarten for den days	Not to exceed \$600.00

2. Accept the donation of a like-new Fender drum set, including the bench, from Mr. & Mrs. Rodrigues, parents of former district students. Value \$300.00.
3. Approve the fee of \$175 per cocurricular activity per student and the fee of \$250 per sport per student for the 2026-2027 school year and thereafter.
4. Approve the Interlocal Vehicle Sale Agreement with Hunterdon County Educational Services Commission.

RESOLVED, that the Tewksbury Township Board of Education approve, upon recommendation of the Superintendent, approve the following resolution regarding the Authorized for Sale/Disposal of Vehicles:

WHEREAS, the Tewksbury Township Board of Education reaffirmed its membership in the Hunterdon County Educational Services Commission (“HCESC”) Cooperative Purchasing System for the 2025/2026 school year; and

WHEREAS, the Tewksbury Township Board of Education has one (1) vehicle, which is no longer of service to the District and/or which have outlived its useful life;

SO IT BE RESOLVED that, in accordance with N.J.S.A. 40A:65-1, et. seq. And N.J.S.A. 18A:6-51, et. seq., the Tewksbury Township Board of Education enter into an Inter-Local Vehicle Sale Agreement with the HCESC for the following vehicles:

<u>Bus #</u>	<u>VIN #</u>	<u>Brand/Chassis, Style,</u> <u>Model</u>	<u>YEAR</u>	<u># Pass</u>	<u>ENGINE</u>	<u>MILES</u>	<u>BRAKES</u>
7	4DRBUAAN8AB244347	IC/CE	2010	54	MAXXFORCE DT225	155,447	Air Drum

BE IT FURTHER RESOLVED that, as per this agreement, the Tewksbury Township Board of Education will retain 100% of the top bids received, while the buyer will pay HCESC a 10% commission, which will handle all legal advertisements, bid documentation, promotion, and coordination of the sale of above-listed vehicles; and

BE IT FINALLY RESOLVED that any offers to purchase subject vehicles will be presented by the HCESC to the Tewksbury Township School Business Administrator, who will have the right to authorize acceptance, counter, or decline each offer.

Motion: _____ 2nd _____

Discussion

Roll Call:

Ms. Dorcus ___ Mrs. Flood ___ Mr. Infusino ___ Mrs. Munoz ___ Ms. Ross ___ Ms. Russo ___ Mr. Schwartz ___
Mrs. Wygera ___ Dr. Simon ___

D. Technology

Discussion

- Website Committee Report
- Student Technology Use Committee Report

E. Facilities

Discussion

Motion to approve the following:

1. Approve the State Application for Interior Renovations and Art Room Renovations at Old Turnpike School.

Whereas, the Board of Education at the Township of Tewksbury in the County of Hunterdon, NJ (the “Board”) would like to proceed with a school facilities project consisting generally of Renovations to the All Purpose Room, Art Room, Technology (STEAM) and Science Rooms/Labs for the Interior Renovations at Old Turnpike School:

Whereas, the Board now seeks to take steps in order to proceed with the Projects, State Project #5180-030-25-1000 and Project #5180-030-25-3000:

Therefore Be It Resolved, in accordance with the requirement of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves all plans prepared in connection with the Project and the Board further authorizes the submission of the same to their County Superintendent of Schools and the New Jersey Department of Education for approval by Parette Somjen Architects. This project is designated “DOE Debt Service Aid (N.J.S.A. 18A:7G-9)” and the Board is seeking state funding.

Therefore Be It Further Resolved, that the Board hereby authorizes, if necessary, the amendment to its Long Range Facilities Plan in order to reflect the proposed Projects.

Therefore Be It Further Resolved, that the Board hereby authorizes the generation of a check for the DOE Final Review fee to be submitted to the Department of Education in the amount totaling \$2,954.75 (Art Room) and \$18,521.00 (Interior Renovations).

Therefore Be It Further Resolved, that the School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determination of the Board set forth in this resolution, including the submission of information to the New Jersey Department of Education as applicable to the proposed Project.

Motion: _____ 2nd _____

Discussion

Roll Call:

Ms. Dorcus ___ Mrs. Flood ___ Mr. Infusino ___ Mrs. Munoz ___ Ms. Ross ___ Ms. Russo ___ Mr. Schwartz ___
 Mrs. Wygera ___ Dr. Simon ___

F. Transportation
 Discussion

G. Communication

Discussion

H. Other

Discussion

XI. LEGISLATIVE REVIEW

Discussion

XII. OPPORTUNITY FOR PUBLIC COMMENT

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Motion to close public comments _____ 2nd _____

All in Favor:

Roll Call:

Yes: Ms. Dorcus ___ Mrs. Flood ___ Mr. Infusino ___ Mrs. Munoz ___ Ms. Ross ___ Ms. Russo ___
Mr. Schwartz ___ Mrs. Wygera ___ Dr. Simon ___

I. Personnel

Discussion

Motion to approve the following:

1. Accept the letter of retirement from Dr. Jennifer Shouffler, Superintendent of Schools, effective June 30, 2026.
2. Accept the letter of resignation from Dr. Lori Lopez-Lopez, Supervisor of Special Services, effective May 21, 2026.
3. Accept the letter of resignation from Ms. Lisa Buhl, Special Education Teacher, effective May 11, 2026.
4. Approve Amanda Villamar, a student in the School Psy.D. Program at Rutgers University Graduate School of Applied and Professional Psychology, to perform her year and a half School

Psychologist practicum. This practicum would be under the supervision of Katherine Royer, School Psychologist. Phase 1: March 2026-June 2026 (4 hours per week), Phase 2: September 2026-June 2027 (two days per week).

5. At the recommendation of the Superintendent, approve the following substitute teachers for the 2025-2026 school year:

- Wenjing Feng
- Sophia Charleston

6. Approve the Chaperones for the 8th Grade Trip to Washington, DC, in May, 2026.

Name	Position	Stipend
Rick deJaager	Washington DC Overnight Chaperone	Day 1 - \$40/hour (not to exceed 2 hours) plus \$276 for overnight Day 2 - \$276 for overnight Day 3 \$40/hour (not to exceed 7 hours)
Patty Jennings	Washington DC Overnight Chaperone	Day 1 - \$40/hour (not to exceed 2 hours) plus \$276 for overnight Day 2 - \$276 for overnight Day 3 \$40/hour (not to exceed 7 hours)
Dee Krowl	Washington DC Overnight Chaperone	Day 1 - \$40/hour (not to exceed 2 hours) plus \$276 for overnight Day 2 - \$276 for overnight Day 3 \$40/hour (not to exceed 7 hours)
Bonnie Mendralla	Washington DC Overnight Chaperone	Day 1 - \$40/hour (not to exceed 2 hours) plus \$276 for overnight Day 2 - \$276 for overnight Day 3 \$40/hour (not to exceed 7 hours)
Scott Sipos	Washington DC Overnight Chaperone	Day 1 - \$40/hour (not to exceed 2 hours) plus \$276 for overnight Day 2 - \$276 for overnight Day 3 \$40/hour (not to exceed 7 hours)
Scott Steinman	Washington DC Overnight Chaperone	Day 1 - \$40/hour (not to exceed 2 hours) plus \$276 for overnight Day 2 - \$276 for overnight Day 3 \$40/hour (not to exceed 7 hours)
Krista Kovalsky 1:1 Aide	Washington DC Overnight Chaperone	Day 1 - \$40/hour (not to exceed 2 hours) plus \$276 for overnight Day 2 - \$276 for overnight Day 3 \$40/hour (not to exceed 7 hours)
Kaycie Sconda	Washington DC Overnight Chaperone	Day 1 - \$40/hour (not to exceed 2 hours)

1:1 Aide		plus \$276 for overnight Day 2 - \$276 for overnight Day 3 \$40/hour (not to exceed 7 hours)
Heather Heithoff Nurse	Washington DC Overnight Chaperone	Day 1 - \$250 for the school day + \$40/hour (not to exceed 2 hours) + \$276 for overnight Day 2 - \$250 + \$276 for overnight Day 3 - \$250 for the school day + \$40/hour (not to exceed 7 hours)

7. Approve the Chaperones for the 7th Grade Trip to Philadelphia, in May, 2026.

Name	Position	Stipend
Patty Jennings	Philadelphia Trip Chaperone	\$40/hour (not to exceed 8 hours)
Rob Lovering	Philadelphia Trip Chaperone	\$40/hour (not to exceed 8 hours)
Alana Magro	Philadelphia Trip Chaperone	\$40/hour (not to exceed 8 hours)
Cathy Zisk	Philadelphia Trip Chaperone	\$40/hour (not to exceed 8 hours)
Heather Heithoff Nurse	Philadelphia Trip Chaperone	\$250 for the school day + \$40/hour (not to exceed 8 hours)

8. Approve the Chaperones for the 5th Grade Trip to Bronx Zoo, in May, 2026.

Name	Position	Stipend
Yahna Fiscarelli	Bronx Zoo Trip Chaperone	\$40/hour (not to exceed 3 hours)
Dee Krowl	Bronx Zoo Trip Chaperone	\$40/hour (not to exceed 3 hours)
Bonnie Mendralla	Bronx Zoo Trip Chaperone	\$40/hour (not to exceed 3 hours)
Scott Steinman	Bronx Zoo Trip Chaperone	\$40/hour (not to exceed 3 hours)
Heather Heithoff Nurse	Bronx Zoo Trip Chaperone	\$250 for the school day + \$40/hour (not to exceed 3 hours)

9. Rescind the following honoraria position for the 2025-2026 school year.

Name	Position	Stipend
Rob Lovering	Assistant Coach - Track	\$3,721.00

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

Name	Position	Stipend
Daniela DiGiovanni	Assistant Coach - Track	\$3,721.00

Motion: _____ 2nd _____

Discussion

Roll Call:

Ms. Dorcus ___ Mrs. Flood ___ Mr. Infusino ___ Mrs. Munoz ___ Ms. Ross ___ Ms. Russo ___ Mr. Schwartz ___
Mrs. Wygera ___ Dr. Simon ___

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:

Yes: Ms. Dorcus ___ Mrs. Flood ___ Mr. Infusino ___ Mrs. Munoz ___ Ms. Ross ___ Ms. Russo ___
Mr. Schwartz ___ Mrs. Wygera ___ Dr. Simon ___