February 25, 2026 Regular Board Meeting
TEWKSBURY TOWNSHIP BOARD OF EDUCATION

The Regular Board Meeting of the Tewksbury Township Board of Education was called to order by Dr. Simon at 7:00 p.m. at Old Turnpike School.

Dr. Simon 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. Effective March 1, 2026 onwards, all legal notices and board meeting dates shall only be posted on the district website in conformity with revised state code.

The Board pledged Allegiance to the Flag.

ROLL CALL

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

PRESENT: Ms. Dorcus, Mrs. Flood (left at 9:17pm, returned at 9:18pm), Mr. Infusino, Mrs. Munoz, Ms. Ross (arrived at 7:01pm), Ms. Russo, Mr. Schwartz, Mrs. Wygera, Dr. Simon

ABSENT: None.

ALSO PRESENT: Dr. Jennifer Shouffler-Superintendent, Ms. Heather Goguen-Business Administrator

OPPORTUNITY FOR PUBLIC COMMENT: None.

Motion was made by Dr. Simon and seconded by Mrs. Munoz to close the public comment portion of the meeting.

All in Favor: Ms. Dorcus, Mrs. Flood, Mr. Infusino, Mrs. Munoz, Ms. Ross, Ms. Russo, Mr. Schwartz, Mrs. Wygera, Dr. Simon

PRESENTATION: The OTS Boys Basketball team were recognized by the board for winning the championship. Dr. Shouffler also thanked the spirit squad and the girls basketball team for an outstanding season. Dr. Lopez-Lopez, Supervisor of Special Services, gave a presentation on the special education department.

CORRESPONDENCE: None.

SUPERINTENDENT'S REPORT: Dr. Shouffler discussed the current school enrollment numbers and the enrollment for the upcoming school year. The Board reviewed the HIB Report, Enrollment Reports, Emergency/Fire Drill Reports.

School	Tewksbury Elementary School		
Month/Year	Jan. 2026	Feb. 2026	Feb. 2026
Date	1/23/26	2/2/2026	2/11/2026 2:17 PM
Drill Description	Hold	Lockdown	Fire
Duration/ Time of Drill	5 minutes	7 minutes	3 minutes
Weather Conditions	Sunny & cold	Sunny & cold	Overcast & Temperate
Conductor of Drill	Principal Moore & Staff	Principal Moore, M Verderamo, S Donovan, TTPD	Principal Moore & Staff
Notification Method	building intercom speakers & walkies	building intercom speakers & walkies	Alarm

School	Old Turnpike School	
Month/Year	Feb. 2026	Feb. 2026
Date	2/12/2026	2/19/2026
Drill Description	Fire Drill	Secure
Duration/ Time of Drill	3 minutes	2 minutes
Weather Conditions	Cold	N/A indoors
Conductor of Drill	Verderamo, Mitchell. Lopez-Lopez, Bracuti, & Krowl	Verderamo, Mitchell, & Bracuti
Notification Method	Walkies & alarm	Walkies & PA

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

- January 6, 2026 Reorganization Meeting and Committee of the Whole Meeting
- January 6, 2026 Executive Session
- January 21, 2026 Regular Board Meeting

Final Resolution: Motion carried on a roll call vote.
Yes: Ms. Dorcus, Mrs. Flood, Mr. Infusino, Mrs. Munoz, Ms. Ross, Ms. Russo, Mr. Schwartz, Mrs. Wygera, Dr. Simon
Absent: None.

CURRICULUM: The district is looking into an upcoming field trip for the 7th grade to see 1776 at The Papermill Playhouse. They are currently on the waitlist.

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

1. Approve the following field trips 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
6	Sterling Hill Mining Museum and Andover Diner	March, 2026	$19 for Museum $20 for lunch	Heather Olla
PreK	Tewksbury Public Library - story time and read aloud	April, 2026 June, 2026	$0	Amanda Kouzis
8	Tewksbury Elementary School - show a preview of the 8th grade play to TES students	March, 2026	$0	Dee Krowl

Final Resolution: Motion carried on a roll call vote.
Yes: Ms. Dorcus, Mrs. Flood, Mr. Infusino, Mrs. Munoz, Ms. Ross, Ms. Russo, Mr. Schwartz, Mrs. Wygera, Dr. Simon
Absent: None.

POLICY: None.

FINANCE: Ms. Goguen shared a chart showing the estimated amount of revenue for extracurricular and sports for the 26-27 school year if there was a charge implemented for these activities. Ms. Goguen also gave an update on the budget. The health benefits will be increasing by 23.5%. Ms. Goguen shared a handout of the estimated impacts for taxes. The district is still waiting for the state aid numbers to be released, which should be around March 12th. The initial budget will need to be approved at the March 25th meeting. Ms. Goguen reminded the board members to complete their financial disclosure forms and mandatory training.

Motion was made by Dr. Simon 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 January 22, 2026 through February 25, 2026 for a total amount of $2,189,893.95.

2. Acceptance and Approval of Board Secretary's Report for the month of January, 2026.

   BE IT RESOLVED that upon review of the Board Secretary's Reports for the month of January, 2026 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 January, 2026.

   BE IT RESOLVED that upon review of the Treasurer's Report for the month of January, 2026 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).

4. Approve the attached list of transfers.

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	3/10/26 -3/11/26	$175.00	Mileage = $125.00	Middle School Athletic Director Outreach Annual Workshop - Directors of Athletics Association of New Jersey, Atlantic City, NJ
Sue Moyer	5/12/26	$100.00	Mileage = $31.96	Treatment of Childhood Apraxia: A Practical Guide, Warren County Speech-Language Hearing Assn., Lafayette, NJ
Kara Swan	3/31/26	$195.00	Mileage = $19.18	Purchasing Review/Update - NJASBO, Whippany, NJ
Annie Rose-Mason	3/19/26	$75.00	Mileage = $18.80	Hunterdon County Librarians Association Winter Workshop, Flemington, NJ
Sara Femiano	3/11/26	-0-	Mileage = $55.93	Advancing Affirmative Clinical Social Work, Monmouth University School of Social Work, West Long Branch, NJ
Erin Buttgereit	3/10/26	-0-	Mileage = $7.38	Infusing Civics into the K-5 Curriculum, Rutgers University, Piscataway, NJ

*Mileage will be reimbursed according to board policy.

6. Approve the annual tuition of $9,000 for the 2026-2027 Preschool Program.

7. Approve the following Hunterdon County ESC bus route for out of district students for the 2025-2026 school year beginning February 24, 2026 through June 30, 2026:

Route #	Student ID #	Annual Prorated Route Cost	Annual Prorated Aide Cost
Q2655	5942219612	$18,318.81	$4,830.00

8. Approve the following grant from the Tewksbury Education Foundation:

Requestor/Contact	School/	Description	Amount of

	Grade		Grant/Donation
Heather Olla	OTS-6th	Colonial America Basket Weaving on site at OTS presented by Hunterdon County Division of Parks and Recreation.	$693.00

Final Resolution: Motion carried on a roll call vote.
Yes: Ms. Dorcus, Mrs. Flood, Mr. Infusino, Mrs. Munoz, Ms. Ross, Ms. Russo, Mr. Schwartz, Mrs. Wygera, Dr. Simon
Absent: None.

TECHNOLOGY: None.

FACILITIES: The first referendum projects are going out to bid for both the exterior doors replacement and some of the HVAC upgrades for both buildings. The bid opening will be on March 20th. There is a request for proposal advertised for the food service contract. Proposals are due March 24th.

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

1. Approve the contract with the YMCA of Bucks and Hunterdon Counties to provide before and after care school programs for the 2026-2027 school year for a fee of $9,000 payable to the Tewksbury Township School District.

Final Resolution: Motion carried on a roll call vote.
Yes: Ms. Dorcus, Mrs. Flood, Mr. Infusino, Mrs. Munoz, Ms. Ross, Ms. Russo, Mr. Schwartz, Mrs. Wygera, Dr. Simon
Absent: None.

TRANSPORTATION: The district will be looking to sell one bus in the near future.

COMMUNICATION: None.

OTHER: None.

LEGISLATIVE REVIEW: None.

OPPORTUNITY FOR PUBLIC COMMENT: Mr. Guy Citron, Califon, NJ, would like there to be a forum about procedures regarding ICE. Ms. Raquel Torres, Lebanon, NJ, asked what procedures and protocols were in place regarding ICE.

Motion was made by Dr. Simon and seconded by Mrs. Munoz to close the public comment portion of the meeting.

All in Favor: Ms. Dorcus, Mrs. Flood, Mr. Infusino, Mrs. Munoz, Ms. Ross, Ms. Russo, Mr. Schwartz, Mrs. Wygera, Dr. Simon

PERSONNEL: Dr. Shouffler thanked Mr. Steinman, and wished him well in his upcoming retirement. There will be an AI presentation led by Dr. Mitchell on March 2nd.

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

1. Accept the letter of retirement from Scott Steinman, Old Turnpike School ELA teacher, effective June 30, 2026.

2. Approve the following teacher presenters for the Virtual AI Night to be held on March 2, 2026.

Name	Rate
Nicola Hall	$40.00 per hour up to 4 hours (three hours of prep time and one hour of presenting)
Samantha Wu	$40.00 per hour up to 4 hours (three hours of prep time and one hour of presenting)

3. Approve the following chaperones for the Tewksbury Elementary School Spring Fling to be held on April 23, 2026.

Name	Rate
Tracy Barnes	$40.00 per hour up to 3 hours (includes setup, running station activities, and breakdown)
Eileen Callahan	$40.00 per hour up to 3 hours (includes setup, running station activities, and breakdown)
Alyssa Forsythe	$40.00 per hour up to 3 hours (includes setup, running station activities, and breakdown)
Nicola Hall	$40.00 per hour up to 3 hours (includes setup, running station activities, and breakdown)
Maura Obercian	$40.00 per hour up to 3 hours (includes setup, running station activities, and breakdown)
Kristen Rinehart	$40.00 per hour up to 3 hours (includes setup, running station activities, and breakdown)
Katherine Royer	$40.00 per hour up to 3 hours (includes setup, running station activities, and breakdown)
Bonnie Taffera	$40.00 per hour up to 3 hours (includes setup, running station activities, and breakdown)

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

Staff Member	Position	Stipend
Krista Kovalsky	After School Track Aide for practices and Track Meets	$40/hour as needed
Darcy Harp	After School Track Aide for practices and Track Meets (alternate)	$40/hour as needed
Chris Mortenson	After School Track Aide for practices and Track Meets (alternate)	$40/hour as needed

5. Approve the following chaperones for the OTS dance on March 2, 2026.

Staff Member	Event	Date	Stipend

Dee Krowl	OTS Gr. 5-8 Dance	March, 2026	$40/hour up to 3 hours
Bonnie Mendralla	OTS Gr. 5-8 Dance	March, 2026	$40/hour up to 3 hours
Kaycie Sconda	OTS Gr. 5-8 Dance	March, 2026	$40/hour up to 2 hours

6. Approve the following after school 1:1 aides for the TES Seussabration on March 3, 2026.

Staff Member	**Event**	**Date**	**Stipend**
Regan Barnes	TES Seussabration	March, 2026	$40/hour up to 1 hour
Monica Scala	TES Seussabration	March, 2026	$40/hour up to 1 hour

7. Approve the leave request from Patrice DelGrande, 4th Grade Teacher, effective April 21, 2026 through June 22, 2026.

Final Resolution: Motion carried on a roll call vote.
Yes: Ms. Dorcus, Mrs. Flood, Mr. Infusino, Mrs. Munoz, Ms. Ross, Ms. Russo, Mr. Schwartz, Mrs. Wygera, Dr. Simon
Absent: None.

OLD BUSINESS: Mr. Schwartz spoke about the school calendar and suggested matching the high school with a half day prior to Labor Day. This will be discussed further at the next meeting. Mrs. Wygera spoke about a school safety officer. The township and the district do not have the funds at this time.

NEW BUSINESS: Mrs. Wygera spoke about the 250th anniversary of the country. The Presidential award for scholarships is available for high school students. There is a great deal of information about the anniversary on state and federal sites. Mrs. Flood spoke about the DAR essay contest for middle schoolers. Mrs. Flood also spoke about the possibility of generating revenue by creating a library by topic that people could download.

EXECUTIVE SESSION: **Motion was made by Dr. Simon and seconded by Mrs. Munoz to enter Executive Session. The time was 8:38.p.m.**

Motion was made by Dr. Simon and seconded by Mrs. Munoz to exit Executive Session. The time was 10:05 p.m.

ADJOURNMENT: Motion was made by Dr. Simon and seconded by Mrs. Munoz to adjourn the meeting. The time was 10:05 p.m.

All in Favor: Ms. Dorcus, Mrs. Flood, Mr. Infusino, Mrs. Munoz, Ms. Ross, Ms. Russo, Mr. Schwartz, Mrs. Wygera, Dr. Simon

Respectfully submitted,

Heather Goguen
Board Secretary