March 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. 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 here: https://www.nj.gov/state/statewide-legal-notices-list.shtml.

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, Mr. Infusino, Mrs. Munoz, Ms. Ross, Ms. Russo, Mr. Schwartz, Mrs. Wygera, Dr. Simon

ABSENT: None.

ALSO PRESENT: Dr. Jennifer Shouffler-Superintendent, Ms. Heather Goguen-Business Administrator (left meeting at 7:52 p.m.)

OPPORTUNITY FOR PUBLIC COMMENT: None.

Motion was made by Dr. Simon and seconded by Ms. Ross 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 2026-2027 budget was presented by Dr. Shouffler and Ms. Goguen.

CORRESPONDENCE: None.

SUPERINTENDENT'S REPORT: Dr. Shouffler informed the Board that the county office administrators came to the board office last Friday to complete the QSAC evaluation. The district did very well in all areas, however, we are still waiting to hear about our points for student growth on the standardized tests in order to learn

the final score. The county made some minor recommendations for the future, but commended the district for their performance. The Board reviewed the HIB Report, Enrollment Reports, Emergency/Fire Drill Reports.

School	Tewksbury Elementary School	Old Turnpike School
Month/Year	March 2026	March 2026
Date	3/10/2026 2:07 PM	3/9/2026
Drill Description	Fire Drill	Fire Drill
Duration/ Time of Drill	3 minutes	3 minutes
Weather Conditions	Sunny	Sunny, warm
Conductor of Drill	Principal Moore & Staff	M. Verderamo, D. Krowl
Notification Method	Alarm	Walkies/Alarm

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

1. Approve the March 18, 2026 HIB report from the Superintendent.

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.

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

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

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

1. Approve the changes to the 2026-2027 school calendar.

2. Approve the changes to the 2025-2026 school calendar.

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 stated that the RFP for the food service contract was due on March 24th. The district received one proposal from Maschio's Food Service. There will be a resolution to hire Maschio's on the next board agenda. Ms. Goguen shared the CST agreement with Califon with the Board.

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

1. Adoption of Tentative 2026-2027 Budget:

   Resolved, that the Tewksbury Township Board of Education adopts the following tentative budget for the 2026-2027 school year and authorizes the Board Secretary to submit to the Hunterdon County Department of Education County Superintendent for approval in accordance with the statutory deadline and to make all necessary adjustments to the budget to comply with State regulations.

2026-2027	General Fund	Special Revenues	Debt Service	Total
Total Expenditures	$17,235,793	$150,194	$1,684,278	$19,070,265
Less Anticipated Revenue	$3,107,105	$150,194	$572,654	$3,829,953
Taxes To Be Raised	$14,128,688	$0	$1,111,624	$15,240,312

WHEREAS, the tentative 2026-2027 budget was constructed consistent with the School Funding Reform Act of 2008, under which a district could apply for some tax levy adjustments to cover extraordinary conditions such as, for health benefit cost increase above two (2) percent; an enrollment adjustment, and banked cap, the results which could increase local taxes above the two (2) percent cap; and

WHEREAS, the tentative 2026-2027 budget was constructed with an eligible maximum adjustment for health care cost in the amount of $377,255 which will not be used in 2026-2027 and will be eligible in the next two budget years as banked cap; and

BE IT RESOLVED, that the Tewksbury Township Board of Education, in the County of Hunterdon, New Jersey, approves the following capital projects and architect fees and withdrawal of $395,798 from the Capital Reserve account to provide funding for the following projects/equipment for the 2026-2027 school year:

Name of Project	School	$ Amount
Partial roof replacement	Elementary	$350,000
Upgrades to security system	Elementary and Old Turnpike	$45,798
Total Cost		**$395,798**

Total costs for these projects are $395,798, which represent expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards.

And to advertise said tentative budget in the Courier News, on the district website and in accordance with the form suggested by the State Department of Education and according to law on a centralized, publicly accessible directory of legal notice hyperlinks submitted by public entities across the State that can be accessed here: https://www.nj.gov/state/statewide-legal-notices-list.shtml.

BE IT FURTHER RESOLVED, that a public hearing be held at Old Turnpike School, Tewksbury Township, New Jersey on April 29, 2026 at 7:00 pm, for the purpose of conducting a public hearing on the budget for the 2026-2027 School Year.

WHEREAS, the Tewksbury Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of $150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of $20,000 for all staff and board members.

BE IT FURTHER RESOLVED that the Board of Education establish the maximum dollar limit of $54,500 for professional services for the 2026-2027 school year and confirms $62,649 was established as the 2025-2026 school district maximum of which $31,817 has been spent to date.

WHEREAS, the tentative budget includes the following appropriations:

Legal	$30,000
Audit Fees	$19,500
Architect	$5,000
Total	**$54,500**

2. 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 February 26, 2026 through March 25, 2026 for a total amount of $1,603,216.93.

3. Acceptance and Approval of Board Secretary's Report for the month of February, 2026.

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

4. Acceptance and Approval of Treasurer's Report for the month of February, 2026.

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

5. Approve the attached list of transfers.

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

Workshops/Travel Requests				
Staff Member	**Date**	**Registration**	**Other Expenses***	**Event/Destination**
Katherine Royer	5/8/26	-0-	Mileage = $27.54	Hearing Loss 101 - Auditory Processing Disorders - Summit Speech School, New Providence, NJ

*Mileage will be reimbursed according to board policy.

7. Approve the following donation from the Tewksbury PTA:

Requestor/Contact	School/ Grade	Description	Amount of Grant/Donation
Dee Krowl	OTS-8th	Donation for the 8th grade trip to Washington, D.C.	$1,500.00

8. Approve the Child Study Team Shared Services Agreement between Tewksbury Township School District Board of Education and Califon District Board of Education for the 2026-2027 school year.

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
No: Mr. Infusino and Mrs. Wygera to #1 Adoption of Tentative 2026-2027 Budget
Absent: None.

TECHNOLOGY: None.

FACILITIES: For approval this evening, are two referendum projects that were bid--the HVAC upgrades and the exterior doors replacement project. A change order from Unitemp was also received for the ROD grant HVAC project. This change is a reduction in the overall cost of the project and will appear on the next agenda.

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

Motion to approve the following:

1. Bid results were due to the Tewksbury Township School Business Office located at the Old Turnpike School, 173 Old Turnpike Road, Califon, NJ 07830, on Friday, March 20, 2026 at 1:00 PM for the HVAC Upgrades at Old Turnpike School and Tewksbury Elementary School. Heather Goguen, Business Administrator, Greg Ogden, Buildings and Grounds Coordinator, and Caitlyn Adames, Architect, were present. The following were the results:

Name of Company	Base Bid	Alternate Bid #1 5 Year Warranty	Alternate Bid #2 HVAC Unit	Totals
DuMont Mechanical, Inc.	$2,096,000.00	$180,000.00	-$16,750.00	$2,259,250.00
Envirocon, LLC	$2,164,800.00	$30,000.00	-$30,000.00	$2,164,800.00
Iron Mountain Mechanical, LLC	$2,258,555.00	$67,855.00	$0.00	$2,326,410.00
Reiner Group, Inc.	$1,849,500.00	$22,500.00	$18,000.00	$1,890,000.00

WHEREAS, the Board of Education publicly advertised and solicited bids from Interested contractors for the HVAC Replacement Project at Old Turnpike School and Tewksbury Elementary School, and

WHEREAS, the bids for the project we received, publicly opened and read aloud on March 20, 2026; and

RESOLVED, that the Board of Education award the contract for the project to Reiner Group Inc., Fair Lawn, NJ, in the total contract amount of $1,890,000.00, inclusive of Alternates #1 and #2 and the bid allowance, subject to the terms and conditions of a Contractual agreement pending review by Board counsel, and which the Board President And/or Business Administrator is thereafter authorized to execute on behalf of the Board.

2. Bid results were due to the Tewksbury Township School Business Office located at the Old Turnpike School, 173 Old Turnpike Road, Califon, NJ 07830, on Friday, March 20, 2026 at

1:30 PM for the Exterior Doors Replacement Project at Old Turnpike School and Tewksbury Elementary School. Heather Goguen, Business Administrator, Greg Ogden, Buildings and Grounds Coordinator, and Caitlyn Adames, Architect, were present. The following were the results:

Name of Company	Base Bid
C&M Door Controls, Inc.	$540,000.00
D&E Window and Door, LLC	$640,396.00
West Craft	$830,700.00

WHEREAS, the Board of Education publicly advertised and solicited bids from Interested contractors for the Exterior Doors Replacement Project at Old Turnpike School and Tewksbury Elementary School, and

WHEREAS, the bids for the project we received, publicly opened and read aloud on March 20, 2026; and

RESOLVED, that the Board of Education award the contract for the project to C& M Door Controls Inc., Fair Lawn, NJ, in the total contract amount of $540,00.00, inclusive of the bid allowance, subject to the terms and conditions of a Contractual agreement pending review by Board counsel, and which the Board President And/or Business Administrator is thereafter authorized to execute on behalf of the Board.

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: Ms. Goguen stated that the 2010 bus will be included in the next sealed bid opening through the Hunterdon County ESC on May 21st. Mr. Rob Nussbaum, who has been doing the bids for years stated that $1,000 seems to be the rate for older buses.

COMMUNICATION: None.

OTHER: None.

LEGISLATIVE REVIEW: None.

OPPORTUNITY FOR PUBLIC COMMENT: Ms. Karen Fleming, Califon, NJ is disappointed about the fees for extracurricular activities, and does not want to see an increase in class sizes. Ms. Fleming would like the district to search for a combined Superintendent/Principal for the open position.

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

1. At the recommendation of the Superintendent, approve Pam Hoy as a part time summer IT support technician effective on or about June 18, 2026, at a salary of $19/hour, up to 32 hours per week, not to exceed ten weeks.

2. At the recommendation of the Superintendent, approve Robert Lovering as a part time summer custodian effective on or about June 18, 2026, at a salary of $19/hour, up to 32 hours per week, not to exceed ten weeks.

3. At the recommendation of the Superintendent, approve Tom Lobb as a part time summer custodian effective on or about June 18, 2026, at a salary of $19/hour, up to 32 hours per week, not to exceed ten weeks.

4. At the recommendation of the Superintendent, approve to hire Carissa Plut as an Elementary School Leave Replacement Teacher effective April 20, 2026 through June 20, 2026, at Step 1 BA $63,628 prorated.

5. Approve Madison Lagola as a substitute teacher for the 2025-2026 school year.

6. Approve the following chaperones for the 2025-2026 school year:

Name	Position	Stipend
Chris Mortenson	Battle of the Books, April, 2026 - Readington Middle School	$40/hour, (not to exceed 4 hours)

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: None.

NEW BUSINESS: None.

EXECUTIVE SESSION: **Motion was made by Dr. Simon and seconded by Mrs. Munoz to enter Executive Session. The time was 7:43 p.m.**

Motion was made by Dr. Simon and seconded by Mrs. Munoz to exit Executive Session. The time was 8:16 p.m.

ADJOURNMENT: Motion was made by Dr. Simon and seconded by Mrs. Munoz to adjourn the meeting. The time was 8:16 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