April 15, 2026 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 Dr. Simon at 7:02 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: 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 (arrived at 7:10pm), Mr. Schwartz, Mrs. Wygera, Dr. Simon

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: None.

CORRESPONDENCE: A thank you note was received from Camp Mason.

SUPERINTENDENT'S REPORT: Dr. Shouffler reviewed the kindergarten enrollment numbers with the Board and asked for input on class size. There are 40 kindergarteners fully registered.

MINUTES:

- March 18, 2026 Committee of the Whole Meeting
- March 18, 2026 Executive Session

- March 25, 2026 Regular Board Meeting
- March 25, 2026 Executive Session

CURRICULUM: Dr. Shouffler opened the discussion for extracurricular fees and shared a write-up of protocols for student activity fees planned for next school year.

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
4	4th graders visit Old Turnpike School to help facilitate the transition to middle school.	May 2026 (3 dates)	-0-	Bonnie Mendralla

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 budget for next school year has been approved by the county office. There will be a public hearing on April 29th.

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

1. Approve Change Order #1 with Unitemp for Old Turnpike School HVAC upgrades (DOE Project # 5180-030-23-G5T1, SDA Grant # G5-6906) in the amount of a reduction of $150,029.30 for a total contract cost for the project equaling $1,458,970.70.

2. Approve Maschio's Food Service Company to provide food management services to the district. Acknowledge the one proposal for the Food Service Management Program, which was received on March 24, 2026 by 10:00 AM. The Tewksbury Board of Education advertised a Request for Proposal for Food Service Management Program in February 2026 and only received one proposal, which was from Maschio's Food Service Company.

3. Approve a rate of $350.00 per school clearance assessment with High Focus Treatment Centers for 2025-2026 School Year beginning April 15, 2026 through June 30, 2026 on a need basis.

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: None.

TRANSPORTATION: The bid opening for the sale of the school bus will be on May 21st.

COMMUNICATION: None.

OTHER: None.

LEGISLATIVE REVIEW: None.

OPPORTUNITY FOR PUBLIC COMMENT: Mr. Phil Stein, Califon, NJ inquired about charging fees for sports and extracurricular activities. He asked if this was a last resort and if the board has looked into getting sponsorships.

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
Absent: None.

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

1. Approve the following Camp Mason Nurse for the 2025-2026 school year:

Name	Position	Date	Stipend
Carrie Lindower	Nurse - Camp Mason Overnight Chaperone	March/April, 2026	Day 1 - $250 + $276 for overnight Day 2 - $250 for the school day + $40/hour (not to exceed 7 hours)

2. Approve the following stipends for teachers/chaperones for the 2025-2026 school year:

Staff Member	Event	Date	Hours	Stipend
Nicole Amato	Rising Fifth Grade Parent Night	May, 2026	Up to 3 hours	$40/hour
Yahna Fiscarelli	Rising Fifth Grade Parent Night	May, 2026	Up to 3 hours	$40/hour
Kathy Gould	Rising Fifth Grade Parent Night	May, 2026	Up to 3 hours	$40/hour
Bonnie Mendralla	Rising Fifth Grade Parent Night	May, 2026	Up to 3 hours	$40/hour

3. Accept the letter of resignation from Regan Barnes, Paraprofessional, effective May 15, 2026.

4. Rescind the following motion which was approved on January 6, 2026:

Approve the maternity leave request for Elisabetta DeVita, Middle School Special Education Teacher, effective approximately April 13, 2026 with a return date on or about October 5, 2026.

5. Approve the maternity leave request for Elisabetta DeVita, Middle School Special Education Teacher, effective March 23, 2026 with a return date on or about September 25, 2026.

6. Rescind the following motion which was approved on March 25, 2026:

   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.

7. At the recommendation of the Superintendent, approve to hire Carissa Plut as an Elementary School Leave Replacement Teacher effective April 17, 2026 through June 30, 2026 at Step 1 BA $63,628 prorated. Ms. Plut will also shadow the current teacher on April 14 and April 16, 2026, at the substitute pay rate of $140/day.

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 having an information session/flier regarding finances and continuing to have the finance committee to oversee additional financial opportunities.

NEW BUSINESS: None.

EXECUTIVE SESSION: **Motion was made by Dr. Simon and seconded by Ms. Ross to enter Executive Session. The time was 7:58 p.m.**

Motion was made by Dr. Simon and seconded by Ms. Ross to exit Executive Session. The time was 8:42 p.m.

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

At the recommendation of the Superintendent, approve hiring Carol Webb/Specialized Learning Solutions, LLC, as an independent contractor for special education supervision from May 19, 2026 through September 1, 2026, up to three days per week, at the daily rate of $600.00/day.

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.

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

Advertise for an Interim Superintendent from July 1, 2026 through August 31, 2026, with an option to extend the position.

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.

ADJOURNMENT: Motion was made by Dr. Simon and seconded by Ms. Dorcus to adjourn the meeting. The time was 8:53 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