April 29, 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 6:31 p.m. at Old Turnpike School.

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.

EXECUTIVE SESSION #1: **Motion was made by Dr. Simon and seconded by Mrs. Munoz to enter Executive Session. The time was 6:32 p.m.**

Motion was made by Dr. Simon and seconded by Mrs. Wygera to exit Executive Session. The time was 7:07 p.m.

The Regular Board Meeting of the Tewksbury Township Board of Education was called to order by Dr. Simon at 7:07 p.m. at Old Turnpike School.

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

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.

OPPORTUNITY FOR PUBLIC COMMENT: Ms. Karen Fleming, Califon, NJ, believes the fee of $250 for extracurricular activities is too high.

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: Dr. Shouffler congratulated the Old Turnpike School Battle of the Books Team on their championship run. The team and their coaches, Mrs. Rose-Mason and Mrs. Magro, were celebrated with a cake.

CORRESPONDENCE: An email was received from a parent.

SUPERINTENDENT'S REPORT: Dr. Shouffler reported on the HIB self assessment for school year 2024-2025. TES scored 76/78 points and OTS 75/78. The state encourages schools to find areas to continue to improve such as training for staff and volunteers. The Board reviewed the HIB Report, Enrollment Reports, Emergency/Fire Drill Reports.

School	Tewksbury Elementary School		
Month/Year	March 2026	April 2026	April 2026
Date	3/23/2026	4/1/2026	4/2/2026
Drill Description	Shelter in Place	Fire	Secure
Duration/ Time of Drill	4 minutes	3 minutes	3 minutes
Weather Conditions	Overcast	Sunny	Overcast
Conductor of Drill	Principal Moore (with Officers Forbes and Pappanicticiu on site)	Principal Moore (with Officers Forbes and Pappanicticiu on site)	Principal Moore & Staff
Notification Method	building intercom speakers & walkies	building intercom speakers & walkies	building intercom & speakers & walkies

School	Old Turnpike School		
Month/Year	March 2026	April 2026	April 2026
Date	3/31/26	4/1/26	4/2/2026

Drill Description	Shelter	Fire Drill	Secure
Duration/ Time of Drill	4 minutes	4 minutes	3 minutes
Weather Conditions	Sunny	Sunny	Rainy
Conductor of Drill	M. Verderamo, D. Krowl, S. Medenilla	M. Verderamo, D. Krowl	M. Mitchell, M. Verderamo, D. Krowl
Notification Method	Walkies	Walkies	Walkies, PA

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

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: Dr. Shouffler gave an update on the chromebook committee meeting. Dr. Shouffler met with the teachers in both schools to discuss chromebook use and misuse. The teachers are in favor of not sending the chromebooks home with 5th grade students next year, unless it is for a special need. They also suggested reducing the hours for other grades, with a waiver signed by parents if they needed the chromebooks turned on outside of the designated hours.

POLICY: Dr. Shouffler discussed Policy #5516-Use of Electronic Communication and Recording Devices. In the current policy/regulation, it is stipulated that cell phones are not allowed on field trips. Staff members running upcoming trips have requested to allow the students to take their cell phones so that they can take pictures on the trips. It was decided to not allow cell phones on the upcoming 5th grade trip, however there was a motion to change the regulation for future trips to allow the Principal's discretion.

1. **Motion was made by Dr. Simon and seconded by Ms. Ross to approve the change to the following Regulation on first reading:**

    - Regulation #5516-Use of Electronic Communication and Recording Devices

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.

2. **Motion was made by Dr. Simon and seconded by Ms. Ross to approve the following Policy on first reading:**

    P2436 Activity Participation Fee Program

Final Resolution: Motion carried on a roll call vote.
Yes: Ms. Dorcus, Mrs. Munoz, Ms. Ross, Ms. Russo, Mr. Schwartz, Mrs. Wygera, Dr. Simon
No: Mrs. Flood
Abstain: Mr. Infusino
Absent: None.

FINANCE: Mr. Schwartz gave a Budget Committee update and reviewed a flier that he drafted. A few board members wanted some minor corrections prior to the flier being distributed. Dr. Simon discussed the difficulty of building the budget for the 2026-2027 school year. Ms. Ross stated that the 2% increase is low in comparison to other districts. Mrs. Munoz stated that part of the decision was due to the referendum. Ms. Ross agreed and stated that 0% was not possible.

PUBLIC HEARING REGARDING 2026-2027 BUDGET

WHEREAS pursuant to N.J.S.A. 18A:22-13, the Board is required to conduct a public hearing for the 2026-2027 budget; and

WHEREAS on March 25, 2026 the Board of Education adopted a preliminary budget for the operation of the Tewksbury Township School District during the 2026-2027 school year and submitted it to the County Superintendent of Schools for approval, and

WHEREAS, having received that approval, the budget was posted 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. Now,

THEREFORE, be it resolved that the Board hereby opens the public hearing on the 2026-2027 Budget.

- Discussion
- Public Comments
- Motion to close public hearing and adopt the 2026-2027 Budget.

PUBLIC COMMENTS ON BUDGET HEARING: Ms. Karen Fleming, Califon, NJ, thanked the board. Ms. Fleming suggested that the position of Interim Superintendent could be part time for the summer. Ms. Jessica Shalhoub, Califon, NJ, asked when the Board will be transparent about what position changes will be made.

Motion was made by Dr. Simon and seconded by Mrs. Wygera to close the public hearing.

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

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

2. Adoption of 2026-2027 Budget:

Resolved, that the Tewksbury Township Board of Education adopts the following budget for the 2026-2027 school year as approved by the Hunterdon County Department of Education County Superintendent.

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.

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 final budget includes the following appropriations:

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

3. 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 March 26, 2026 through April 29, 2026 for a total amount of $1,568,832.85.

4. Acceptance and Approval of Board Secretary's Report for the month of April, 2026.

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

5. Acceptance and Approval of Treasurer's Report for the month of April, 2026.

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

6. Approve the attached list of transfers.

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

Workshops/Travel Requests				
Staff Member	**Date**	**Registration**	**Other Expenses***	**Event/Destination**
Jarret Magierowski	05/29/26	-0-	Mileage=$7.52	Hunterdon & Warren County Tech. Leader Meeting, Califon NJ

*Mileage will be reimbursed according to board policy.

8. Approve the following donation from the Tewksbury PTA:

Requestor/Contact	**School/ Grade**	**Description**	**Amount of Donation**
Alyssa Forsythe	TES-4th	Donation of funds for hiring an ice cream truck for the 4th Grade Move Up Celebration.	$480

9. Accept the following grant from The Burns & McDonnell Foundation:

Requestor/Contact	**School/ Grade**	**Description**	**Amount of Grant/Donation**
Kristen Rinehart Havens	TES	The Burns & McDonnell Foundation is awarding a one-time grant of $ 4,400 to Tewksbury Elementary School to be used towards STEM initiatives. TES will purchase the Ari Classroom Kit of 18 Bots to expand hands-on robotics and coding instruction for	$4,400

		K–4 students.	

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 to #2: Mr. Infusino
Abstain to #2: Mrs. Wygera
Absent: None.

TECHNOLOGY: None.

FACILITIES: None.

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

1. Approve the Tewksbury Township Police Department's request to hire one school bus and bus driver to transport cadets attending the Tewksbury Junior Police Academy to visit Ellis Island and the Statue of Liberty on or about June 26, 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.

COMMUNICATION: None.

OTHER: None.

LEGISLATIVE REVIEW: None.

OPPORTUNITY FOR PUBLIC COMMENT: Ms. Jessica Shalhoub, Califon, NJ asked if the board meeting could be recorded and posted on the website. Ms. Lyndsay Smith, Califon, NJ, asked about additional communication regarding the referendum and the website. Ms. has a news group with her children, The Tewks News Team and would like more communication, and also suggested perhaps utilizing the Tewksbury Times.

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 Dr. Michael Mitchell for all of the good work he has done for Old Turnpike School during the past seven years, and wished him well in his retirement from the District and in the next step in his career.

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

1. Accept the letter of retirement from Dr. Michael Mitchell, Principal-Old Turnpike School, effective July 31, 2026.

2. At the recommendation of the Superintendent, approve Nicola Hall as the new teacher mentor for Carissa Plut, Elementary School Leave Replacement Teacher, beginning April 17, 2026. Upon completion, the mentor will be paid the prorated portion of the annual mentor fee of $550.

3. Approve the following Chaperones for the 2025-2026 school year:

Name	Event	Date	Stipend
Dee Krowl	OTS Spring Concert	December, 2025	$40/hour (not to exceed 2 hours)
Bonnie Mendralla	OTS Spring Concert	December, 2025	$40/hour (not to exceed 2 hours)

4. *Rescind the following motion which was approved on March 18, 2026:*

   Approve the following chaperone 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)

5. Approve the following chaperone for the 8th Grade Trip to Washington, DC, in May, 2026.

Name	Position	Stipend
Tom Lobb	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)

6. Approve the additional chaperone for the 5th Grade Trip to Bronx Zoo, in May, 2026.

Name	Position	Stipend
Chris Mortenson	Bronx Zoo Trip Chaperone	$40/hour (not to exceed 3 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.

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

7. Approve changing the decision to hire an Interim Superintendent to hiring an Interim Chief School Administrator/Principal.

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 #2: **Motion was made by Dr. Simon and seconded by Mrs. Munoz to enter Executive Session. The time was 8:23 p.m.** Ms. Goguen and Dr. Shouffler exited the session at 8:27 p.m.

Motion was made by Dr. Simon and seconded by Mrs. Munoz to exit Executive Session. The time was 10:17 p.m.

ADJOURNMENT: Motion was made by Dr. Simon and seconded by Mrs. Munoz to adjourn the meeting. The time was 10:17 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