June 10, 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, Mr. Infusino, Mrs. Munoz, Ms. Ross, Ms. Russo, Mr. Schwartz, Mrs. Wygera, Dr. Simon

ABSENT: Mrs. Flood

ALSO PRESENT: Dr. Jennifer Shouffler-Superintendent

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

PRESENTATION: None.

CORRESPONDENCE: None.

SUPERINTENDENT'S REPORT: Dr. Shouffler spoke about her tenure as the Superintendent for the past seven years, and thanked the administrators, staff and current and previous Boards for all of their support. Dr.

Shouffler stated that she will spend the remainder of the month ensuring a smooth transition. The Board reviewed the HIB Summary Report for January-June, 2026, Enrollment Reports, Emergency/Fire Drill Reports.

School	Tewksbury Elementary School
Month/Year	May 2026
Date	5/20/2026
Drill Description	Evacuation
Duration/ Time of Drill	11 minutes
Weather Conditions	sunny
Conductor of Drill	Principal Moore & Staff
Notification Method	building intercom & speakers & walkies

School	Old Turnpike School		
Month/Year	May 2026	June 2026	June 2026
Date	5/26/26	6/2/26	6/3/26
Drill Description	Evacuation Drill	Fire Drill	Hold
Duration/ Time of Drill	7 minutes	3 minutes	7 minutes
Weather Conditions	Sunny	Sunny	N/A indoors
Conductor of Drill	Mitchell, Verderamo, Krowl	Verderamo, Mitchell, Bracuti & Krowl	Verderamo, Bracuti, Mitchell, & Krowl
Notification Method	PA, Walkie	Walkies/Alarm	Walkies/PA

Motion was made by Dr. Simon and seconded by Mrs. Wygera to approve the HIB Summary Report for January-June 2026, and the Emergency Drill Report.

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

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

- May 13, 2026 Committee of the Whole Meeting
- May 13, 2026 Executive Session
- May 18, 2026 Special Board Meeting
- May 18, 2026 Executive Session
- May 27, 2026 Regular Board Meeting
- May 27, 2026 Executive Session

Final Resolution: Motion carried on a roll call vote.
Yes: Ms. Dorcus, Mr. Infusino, Mrs. Munoz, Ms. Ross, Ms. Russo, Mr. Schwartz, Mrs. Wygera, Dr. Simon
Absent: Mrs. Flood

CURRICULUM: Dr. Shouffler discussed reasons the ski club wishes to switch from Mountain Creek to Blue Mountain. Blue Mountain appears to offer a similar cost structure while providing greater convenience, flexibility, and a potentially better experience for students and staff.

POLICY: The Board decided to table Policy #0168 Recording of Board Meetings (Revised), and P0168.01 Live Streaming of Board Meetings/Video Recordings of Public Board Meetings (Revised) in order to receive more guidance and further update the policies.

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

P 1230	Superintendent's Duties (M) (Revised)
P 2200	Curriculum (M) (Revised)
R 2200	Curriculum Content (M) (Abolished)
P 2411	Career Education and Academic Counseling (M) (Revised)
R 2411	Guidance Counseling (M) (Abolished)
P 0162	Notice of Board Meetings (Revised)
P 0162.01	Legal Notices (M) (New)
P 1643	Family Leave (M) (Revised)
P 2260	Equity in School and Classroom Practices (M) (Revised)
R 2460.30	Additional/Compensatory Special Education and Related Services (M) (Abolished)
P & R 5111.13	Eligibility of Resident/Nonresident Students – Choice School District (M) (New)
P 5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M) (Revised)
P 6112	Reimbursement of Federal and Other Grant Expenditures (M) (Revised)
R 6115.01	Federal Awards/Funds Internal Controls - Allowability of Costs (M) (Revised)
P 6115.02	Federal Awards/Funds Internal Controls - Mandatory Disclosures (M) (Revised)
P 6311	Contracts for Goods or Services Funded by Federal Grants (M) (Revised)

Final Resolution: Motion carried on a roll call vote.
Yes: Ms. Dorcus, Mr. Infusino, Mrs. Munoz, Ms. Ross, Ms. Russo, Mr. Schwartz, Mrs. Wygera, Dr. Simon
Absent: Mrs. Flood

FINANCE: 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 May 28, 2026 through June 10, 2026 for a total amount of $568,021.71.

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

BE IT RESOLVED that upon review of the Board Secretary's Reports for the month of May, 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) and that there are sufficient funds available to meet the district's financial obligation.

3. Acceptance and Approval of Treasurer's Report for the month of May, 2026.

   BE IT RESOLVED that upon review of the Treasurer's Report for the month of May, 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) and that there are sufficient funds available to meet the district's financial obligation.

4. Approve the attached list of transfers.

5. Approve the following resolution for transfer to Capital Reserve Account:

   WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and
   WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and
   WHEREAS, the Tewksbury Township Board of Education wishes to deposit anticipated current year surplus into a Reserve account at year end, and
   WHEREAS the Tewksbury Township Board of Education has determined that an amount not to exceed $1,850,000.00 is available for such purpose of transfer;
   NOW THEREFORE BE IT RESOLVED by the Tewksbury Township Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

6. Approve Califon student #6625911761 to attend Tewksbury's summer Extended School Year elementary school program - with transportation for a fee to Califon of $2,895.41 plus $399.38.

7. Approve Califon student #3949224075 to attend Tewksbury's summer Extended School Year elementary school program - with transportation for a fee to Califon of $2,895.41 plus $399.38.

8. Approve Califon student #8689570923 to attend Tewksbury's summer Extended School Year tutoring program at a rate of $72.88 per hour for a total of 10 hours.

9. Approve placement of student #8327265 at Hunterdon Preparatory School for the 2026-2027 School Year beginning September 2, 2026 through June 10, 2027 at a tuition rate of $67,761.00 plus transportation.

10. Approve the renewal of membership with the School Alliance Insurance Fund for the period of July 1, 2026 – July 1, 2029.
    Whereas, the Tewksbury Township School District, hereafter referred to as "Educational Facility" is a member of the School Alliance Insurance Fund, hereinafter referred to as "Fund"; and
    Whereas, the Educational Facility is afforded the following types of coverages: Worker's Compensation, Supplemental Indemnity – Worker's Compensation, Package (Property, Boiler & Machinery, General and Auto Liability, Environmental Impairment Liability), Excess Liability (AL/GL), School Leaders Professional Liability, and Excess Liability
    Whereas, the Educational Facility desires to renew said membership;
    Now, therefore, be it resolved, as follows:
    1. The Educational Facility agrees to renew its membership in the Fund for a period of three years beginning July 1, 2026 and ending July 1, 2029 at 12:01 a.m. eastern standard time, and to be subject to the coverages, operating procedures, bylaws, and other organizational and operational documents of the Fund presently existing or as from time to time amended by the Fund and/or the Department of Banking and Insurance.
    2. The Educational Facility's Business Official, Heather Goguen, is hereby appointed as the Educational Facility's Fund Commissioner and is authorized to execute the renewal Indemnity and Trust Agreement thereby evidencing annexed hereto and made a part hereof and to deliver same to the Fund the Educational Facility's renewal of its membership.

11. Approve the renewal of insurance coverage for the period of July 1, 2026 – June 30, 2027 school year in accordance with the following:

Coverage	Insurer	Cost
Worker's Compensation	SAIF	$62,493
Supplemental Worker's Compensation	SAIF	$4,470
Package (includes Property, Boiler & Machinery, General and Auto Liability, Environmental Impairment Liability)	SAIF	$100,674
Student Accident	BMI	$3,750
School Leaders' Prof Liability	SAIF	$19,091
Excess Liability	SAIF	$8,000
Bond – Goguen	Selective	$588

12. Approve to void the following outstanding checks:

General Operating Account		
Date	Check Number	Amount
June 15, 2025	20552	$8.50
September 2, 2025	20833	$14.94
Payroll Account		
June 13, 2025	60073	$924.38
October 15, 2025	60104	$63.06
January 15, 2026	60139	$56.82
OTS Student Activities Account		
June 10, 2025	3431	$100.00
October 1, 2025	3441	$740.00

Final Resolution: Motion carried on a roll call vote.
Yes: Ms. Dorcus, Mr. Infusino, Mrs. Munoz, Ms. Ross, Ms. Russo, Mr. Schwartz, Mrs. Wygera, Dr. Simon
Absent: Mrs. Flood

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

1. Approve the disposal of the attached list of Technology items which are no longer in use.

Final Resolution: Motion carried on a roll call vote.
Yes: Ms. Dorcus, Mr. Infusino, Mrs. Munoz, Ms. Ross, Ms. Russo, Mr. Schwartz, Mrs. Wygera, Dr. Simon
Absent: Mrs. Flood

FACILITIES: Dr. Shouffler was approached by Haytown Nursery School about renting space at Old Turnpike School for approximately two months while they are waiting for their new location to be available. Dr. Shouffler advised that along with other obstacles, approval would be needed from the Commissioner of Education. The Board discussed the request and agreed that it would not be feasible at this time.

TRANSPORTATION: None.

COMMUNICATION: None.

OTHER: Dr. Shouffler reported to the Board that the district passed the New Jersey Quality Single Accountability Continuum (NJQSAC) in all areas, scoring perfectly in most indicators.

LEGISLATIVE REVIEW: None.

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

PERSONNEL: Dr. Shouffler gave some background information on Ruthann Champagne, the candidate up for approval this evening as the new Supervisor of Special Services.

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

1. At the recommendation of the Superintendent, approve Ruthann Champagne as the Supervisor of Special Services for the 2026-2027 school year effective August 18, 2026 through June 30, 2027, at a salary of $119,000.00, prorated.

2. At the recommendation of the Superintendent, approve hiring Pedro Garrido as an independent contractor for superintendent transition for an hourly rate of $93.75 not to exceed 20 hours.

3. At the recommendation of the Superintendent, approve moving Amanda Kouzis to work at Tewksbury Elementary School for the preschool program, and Old Turnpike School for ELA Intervention.

4. Approve the following after school clubs for the 2026-2027 school year, contingent upon a minimum enrollment of 10 students per club.

Name	Name of Club	Session 1 (Sept.-Jan.)	Session 2 (Jan.-May)	Supply Budget Requested	Stipend Amount
Krista Kovalsky	OTS Lego Club	✓	✓	0	$3,000.00
Bonnie Mendralla	OTS Homework and Organization Club	✓	✓	0	$3,000.00
Yahna Fiscarelli	OTS Homework and Organization Club	✓	✓	0	$3,000.00
Alana Magro Annie Rose-Mason	OTS Battle of the Books	Every other Thursday from November-May		Books $300 Competition Fee $50 T-shirt $75	$1,500.00 (shared)
Bonnie Wade-Taffera Alyssa Forsythe	TES Safety Patrol	✓	✓	$250.00 for Supplies such as rain gear, end of year party	$3,000.00 (shared)
Dee Krowl Bonnie Mendralla	Craft Club/Jewelry Making	✓	✓	$500 for supplies	$3,000 (shared)

Darcy Harp	Dance Club		✓		$1,500
Darcy Harp	Recreational Sports Club		✓		$1,500
Chris Mortenson	Theater Club	✓	✓	$300	$3,000.00

5. Approve the summer hours for the following staff members:

Name	Description	Step	Hours	Rate
Monica Scala	1:1 Aide for Kindergarten Playdate in August, 2026	Instructional Aide Step 13	Up to 3 hours	$23.17/hour
Laurie Taylor	1:1 Aide for Kindergarten Playdate in August, 2026	Instructional Aide Step 9	Up to 3 hours	$21.70/hour

6. Approve the updated job descriptions for the following positions:

   - Supervisor of Instruction and Programs
   - Child Study Team Secretary

7. At the recommendation of the Superintendent, approve the following staff for Summer 2026 Curriculum Writing.

Name	Curriculum	Hours	Hourly Rate
Nicole Amato	Update Grades 5-8 English Language Arts Honors Program	Up to 5	$40/hour
Alana Magro	Update Grades 5-8 English Language Arts Honors Program	Up to 5	$40/hour
Heather Olla	Update Grades 5-8 English Language Arts Honors Program	Up to 5	$40/hour
Nicole Amato	Update Grades 5-8 English Language Arts Program	Up to 5	$40/hour
Alana Magro	Update Grades 5-8 English Language Arts Program	Up to 5	$40/hour
Heather Olla	Update Grades 5-8 English Language Arts Program	Up to 5	$40/hour

8. *At the recommendation of the Superintendent, rescind the following motion which was approved on May 27, 2026:*

   At the recommendation of the Superintendent, approve the following staff for summer Extended School Year from June 29, 2026 through July 31, 2026 Mon.-Thurs. (no class July 2nd)

Name	Position	Step	Hours	Rate
Kovalsky, Krista	SP ED Teacher - Tutor	Step 15 MA +15	up to 20	$72.88
Olla, Heather	SP ED Teacher - Tutor	Step 15 MA +15	up to 20	$72.88

9. At the recommendation of the Superintendent, approve the following staff for summer Extended School Year from June 29, 2026 through July 31, 2026 Mon.-Thurs. (no class July 2nd)

Name	Position	Step	Hours	Rate
Kovalsky, Krista	SP ED Teacher - Tutor	Step 15 MA +15	up to 40	$72.88

10. Approve the following Chaperones for the 2026-2027 school year:

Name	Event	Date	Stipend
Dee Krowl	Ski Club	Jan-Feb., 2027 (5 trips total)	$40/hour (not to exceed 8 hours per trip)
Yahna Fiscarelli	Ski Club	Jan-Feb., 2027 (5 trips total)	$40/hour (not to exceed 8 hours per trip)

11. At the recommendation of the Superintendent, approve Marlena Holston as a Part Time (3/5) Teacher of Art, effective August 27, 2026 through June 30, 2027, at BA Step 1, $66,444, prorated.

12. At the recommendation of the Superintendent, approve Amy Brown as a full time Teacher of Art, effective August 27, 2026 through June 30, 2027, at MA Step 8, $79,267.

Final Resolution: Motion carried on a roll call vote.
Yes: Ms. Dorcus, Mr. Infusino, Mrs. Munoz, Ms. Ross, Ms. Russo, Mr. Schwartz, Mrs. Wygera, Dr. Simon
No: Mr. Infusino voted No to #1 and #7 above. Mrs. Wygera voted No to #4 and #10 above.
Absent: Mrs. Flood

OLD BUSINESS: None.

NEW BUSINESS: None.

EXECUTIVE SESSION: None.

ADJOURNMENT: Motion was made by Dr. Simon and seconded by Mrs. Munoz to adjourn the meeting. The time was 7:42 p.m.

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

Respectfully submitted,

Heather Goguen
Board Secretary