

TEWKSBURY TOWNSHIP SCHOOL DISTRICT
173 Old Turnpike Road
Califon, New Jersey 07830
Phone: 908-439-2010 Fax: 908-439-2655

REGULAR BOARD MEETING AGENDA
August 17, 2022

7:00 PM REGULAR BOARD MEETING - Open to Public

Old Turnpike School Library
or

[Click Here to Join Zoom Meeting](#)

or

join via telephone:

Meeting ID: 833 6574 4464

Passcode: 364911

One tap mobile

+1 646 558 8656 US (New York)

Find your local number: <https://us02web.zoom.us/j/83365744464>

During public comment, the in-person public participants are invited to address the Board with questions or comments.

District Goals

1. Identify students' learning needs due to the disruption of the pandemic and support students' academic growth.
2. Address students' social-emotional learning needs through various support programs.

Board Goals

1. Support programs and provide resources in our schools that address student learning and social-emotional needs due to the pandemic.
2. Continue to improve the quality of education in the district while remaining fiscally responsible.

I. CALL TO ORDER Time: _____

II. SUNSHINE ANNOUNCEMENT

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.

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

Ms. Carrino	Mr. Davidson	Mr. Deo	Ms. Fleming	Ms. Jardinella
Ms. Munoz	Ms. Niang	Dr. Simon	Ms. Stein	Dr. Shouffler
				Ms. Goguen

V. OPPORTUNITY FOR PUBLIC COMMENT

During this portion of the meeting, the in-person public participants are invited to address the Board with questions or comments on actionable agenda items only.

The public is requested to sign the register provided for this purpose and to state their name, address, and direct their comments to the Board President. While all comments will be considered and a response will be forthcoming if and when appropriate, the Board will not respond to the speakers at the time of their appearance.

The public comment period will be a maximum of thirty minutes in length unless there are unusual circumstances. Those appearing will be allocated three minutes to speak and no one will be permitted to speak twice until all those wishing to speak have had a turn. Civility and mutual respect is expected. Speakers should be courteous to Board members, District employees, students, and other members of the public.

Motion to close public comments _____ **Seconded** _____

VI. PRESENTATION

- OTS as Emergency Shelter - Chief Barlow
- Revisions to School Schedules and Curriculum - Dr. Jennifer Shouffler

VII. CORRESPONDENCE

- Email from parent on bus stop
- Email from parent on curriculum

VIII. SUPERINTENDENT’S REPORT

- NJ Department of Health Updates
- HIB Report - There were no HIB cases for the month of July, 2022
- Enrollment Reports
- Emergency/Fire Drill Reports

School	Tewksbury Elementary School	
Month/Year	July, 2022	July, 2022
Date	7/27/22 10:05am	7/28/22 12:30pm
Drill Description	Fire drill	School Security Drill- Lockout drill
Duration of Drill	5 minutes	2 minutes
Weather Conditions	Sunny and warm	Nice
Conductor of Drill	D.Grover M. Verderamo	M. Verderamo
Notification Method	Pulled station	PA system

IX. MINUTES

1. Motion to approve the following Minutes:

- June 1, 2022 Committee of the Whole Meeting
- June 1, 2022 Executive Session
- June 20, 2022 Regular Board Meeting
- June 20, 2022 Executive Session

Motion: _____ 2nd _____

Discussion

Roll Call:

Ms. Carrino ___ Mr. Davidson ___ Ms. Fleming ___ Ms. Jardinella ___ Ms. Munoz ___ Ms. Niang ___ Dr. Simon ___ Ms. Stein ___ Mr. Deo ___

X. COMMITTEE REPORTS

A. Curriculum

Discussion

- Presentations on Curriculum Updates in Fall
- Start Strong Assessment and MAP/NWEA
- School Calendar

Motion to approve the following for the 2022-2023 school year:

1. Approve Michael Mitchell as the Affirmative Action Officer.
2. Approve Megan Verderamo as the District HIB Specialist and the Anti-Bullying Coordinator.
3. Approve Sheila Donovan as the Tewksbury Elementary School HIB Coordinator.
4. Approve Mary Cutri-French as the Old Turnpike School HIB Coordinator.
5. Approve Megan Verderamo as the School Safety Specialist.
6. Approve Megan Verderamo as the District Testing Coordinator.
7. Approve Megan Verderamo as Title IX Coordinator.
8. Approve Sheila Donovan as the Tewksbury Elementary School Testing Coordinator.

9. Approve Mary Cutri-French as the Old Turnpike School Testing Coordinator.
10. Approve Sheila Donovan as the Tewksbury Elementary School 504 Plan Coordinator.
11. Approve Mary Cutri-French as the Old Turnpike School 504 Plan Coordinator.
12. Approve the use of the Charlotte Danielson 2013 Teacher Evaluation Model and Frontline Professional Growth Evaluation Tool.
13. Approve the use of the Kim Marshall Evaluation Rubric for the Administrator Evaluation.
14. Approve the adoption of the 2022-2023 Mentoring Plan.
15. Approve the adoption of the 2022-2023 Professional Development Plan.
16. Approve the following members of the District Safety Team:
 - Jennifer Shouffler - Superintendent
 - Megan Verderamo - Supervisor of Instruction and Programs
 - Lisa Moore - Principal, Tewksbury Elementary School
 - Michael Mitchell - Principal, Old Turnpike School
 - Heather Goguen - School Business Administrator
 - Brian Jesby - Coordinator of Buildings and Grounds
 - Tom Holmes - Assistant Coordinator of Buildings and Grounds
 - Dale Grover- Custodian
 - Bob Hoffman, Jr. - Coordinator of Transportation
 - Kelly Cullen - School Nurse, Old Turnpike School
 - Nancy Morogiello - School Nurse, Tewksbury Elementary School
 - Tom Lobb-Teacher
 - Eileen Callahan - Principal's Secretary, Tewksbury Elementary School
 - Dee Krowl - Principal's Secretary, Old Turnpike School
 - Detective Tim Hanft - Tewksbury Township Police Department
17. Approve the following members of the School Improvement Panel (SciP):
 - Tewksbury Elementary School
 - Lisa Moore-Principal
 - Kristen Rinehart-Teacher
 - Tara Saksa- Teacher
 - Old Turnpike School
 - Michael Mitchell-Principal
 - Katrina Moore-Spanish Teacher
 - Cathy Zisk- Social Studies Teacher
18. Approve the following members of the Data Quality Team:
 - Jennifer Shouffler-Superintendent
 - Kirsli Spinks-Network and Database Support Technician
 - Matt Hama-Database SIS Administrator
19. Approve revisions to curriculum documents completed during summer and re-approve all district curriculum documents. Revisions include Health/PE K-8, Technology K-8, Social Studies K-8, and 21st Century Learning K-8.

Motion: _____ 2nd _____

Discussion

Roll Call:

Ms. Carrino ___ Mr. Davidson ___ Ms. Fleming ___ Ms. Jardinella ___ Ms. Munoz ___ Ms. Niang ___ Dr. Simon ___ Ms. Stein ___ Mr. Deo ___

B. Policy

Discussion

- Update on Strauss Esmay- Website and Accounts.

Motion to approve the following:

1. Approve the revised 2022-23 Old Turnpike School Student Handbook.
2. Approve the revised 2022-23 Tewksbury Elementary School Handbook.

Motion: _____ 2nd _____

Discussion

Roll Call:

Ms. Carrino ___ Mr. Davidson ___ Ms. Fleming ___ Ms. Jardinella ___ Ms. Munoz ___ Ms. Niang ___ Dr. Simon ___ Ms. Stein ___ Mr. Deo ___

C. Finance

Discussion

Motion 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 June 21, 2022 through June 30, 2022 for a total amount of \$561,716.85 and July 1, 2022 through August 18, 2022 for a total amount of \$882,665.76

2. Acceptance and Approval of Board Secretary's Report for the month of June, 2022.
3. BE IT RESOLVED that upon review of the Board Secretary's Reports for the month of June, 2022 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 June, 2022.
5. **BE IT RESOLVED** that upon review of the Treasurer's Report for the month of June, 2022 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 entering into contract with Glasberg Behavioral Consulting Services, LLC for Board Certified Behavior Analyst services for 2022-2023 School Year beginning September 1, 2022 through June 30, 2023 for up to 400 hours at a rate of \$165.00 per hour.
8. Approve the revised Califon CST Shared Services Agreement for the 2022-2023 school year.
9. Approve Change Order #1 with Top Line Construction for the Old Turnpike School paving project in the amount of \$2,886.00. The change includes:

Credits

- Pipe material change from Type K copper to polyethylene for the proposed waterline from utility room to shed. Please note that the Owner has independently purchased the ground hydrant associated with this waterline installation.
- Removal of Add Alternate #1 – Install Thirteen (13) Site Bollards from the scope of work in the amount of \$8,875.

Additions

- Concrete flatwork and associated site work at Locations #1, #2, #3 and #4.
10. Approve FY22 NP Transportation Aid in the amount of \$16,530.
 11. Approve FY22 Extraordinary Aid in the amount of \$269,023.
 12. Approve the emergent project of the Tewksbury Elementary School stage replacement at a cost not to exceed \$75,000 in account 12-000-400-450, with AllRisk completing the demolition and Direct Flooring installing the new floor. Insurance will cover the majority of the costs, minus the deductible of \$2,500.
 13. Approve Carol Webb as a consultant to provide mentoring services to Robin Thompson in her role of Supervisor of Special Education for the 2022-2023 school year.
 14. Approve the following Old Turnpike School Fundraiser:

Name of Fundraiser	Description	Date	Grades Participating	Advisor
Brochure and	Magazine subscription sales and brochure item	9/16/22 -	5-8	Dee Krowl, Bonnie Mendralla

Magazine Drive	sales to benefit the 8th grade class trips/events.	9/30/22		
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15. Approve the following workshop/travel requests for the 2022-2023 school year.

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator make the findings and approve attendance and travel for the following workshops/meetings:

- that travel is directly related to and within the scope of the employee or Board member’s duties or responsibilities; and for employees, the school district’s professional development plan;
- that travel is critical to the instructional needs of the district or furthers the efficient operation of the district;
- that the travel is in compliance with state and federal travel payment guidelines; and
- that the travel is in compliance with the District policy on travel.

Staff Member	Date	Registration	Other Expenses	Event/Destination
Samantha Wu	10/18/22	\$180.00	mileage*	2022 NJ Science Convention, Princeton, NJ
Heather Goguen	10/13/22	\$125.00	mileage*	NJ Association of School Business Officials (NJASBO), Whippany, NJ - School Security
Heather Goguen	11/17/22	\$125.00	mileage*	NJASBO, Whippany, NJ - Fiscal Procurement & ESSER Findings
Heather Goguen	1/19/23	\$125.00	mileage*	NJASBO, Whippany, NJ - Employment Issues
Heather Goguen	3/21/23	\$125.00	mileage*	NJASBO, Whippany, NJ - Purchasing
Heather Goguen	4/18/23	\$125.00	mileage*	NJASBO, Whippany, NJ - Audit Review
Jennifer Shouffler	10/6-7/22	-0-	\$206.00 Hotel mileage*	Hunterdon County Superintendent’s Convention, Shawnee, PA

*Mileage will be reimbursed according to board policy.

Motion: _____ 2nd _____

Discussion

Roll Call:

Ms. Carrino ___ Mr. Davidson ___ Ms. Fleming ___ Ms. Jardinella ___ Ms. Munoz ___ Ms. Niang ___ Dr. Simon ___ Ms. Stein ___ Mr. Deo ___

D. Technology

Discussion

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

Motion: _____ 2nd _____

Discussion

Roll Call:

Ms. Carrino ___ Mr. Davidson ___ Ms. Fleming ___ Ms. Jardinella ___ Ms. Munoz ___ Ms. Niang ___ Dr. Simon ___ Ms. Stein ___ Mr. Deo ___

E. Facilities

Discussion

- School Security
- TES water update and OTS water update

F. Transportation

Discussion

- Letter from Tewksbury Township Police Chief Barlow

Motion to approve the following:

1. Approve a bus safety talk and parking lot ride at the Tewksbury Elementary School Welcome Event for the new kindergarten students in August, 2022.

Motion: _____ 2nd _____

Discussion

Roll Call:

Ms. Carrino ___ Mr. Davidson ___ Ms. Fleming ___ Ms. Jardinella ___ Ms. Munoz ___ Ms. Niang ___ Dr. Simon ___ Ms. Stein ___ Mr. Deo ___

G. Communications

Discussion

H. Other

Discussion

XI. LEGISLATIVE REVIEW

Discussion

- Threat Assessment Team

XII. OPPORTUNITY FOR PUBLIC COMMENT

During this portion of the meeting, the in-person public participants are invited to address the Board with questions or comments on non-agenda items.

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The public comment period will be a maximum of thirty minutes in length unless there are unusual circumstances. Those appearing will be allocated three minutes to speak and no one will be permitted to speak twice until all those wishing to speak have had a turn. Civility and mutual respect is expected. Speakers should be courteous to Board members, District employees, students, and other members of the public.

Motion to close public comments _____ **Seconded** _____

I. Personnel

Discussion

Motion to approve the following:

1. Resolved, that the Board of Education hereby ratifies the Memorandum of Agreement with the Tewksbury Administrator Association, for the contract period July 1, 2022 through June 30, 2027 which is on file in the office of the School Business Administrator/Board Secretary.
2. Approve submission to the Executive County Superintendent of the (5) superintendent merit goals - (2) qualitative goals at the rate of \$3,819.85 each and (3) quantitative goals at the rate of \$5,088.04 3 each. The Board hereby approves the aforementioned merit bonus for the 2021-2022 school year subject to approval by the Executive County Superintendent of Schools that the quantitative and qualitative merit criteria for each of the Board assessed objectives have been satisfied for the payment of such merit bonus.
3. At the recommendation of the Superintendent, approve Ralph Cardillo as a Middle School Science Teacher for the 2022-2023 school year at MA Step 8, \$69,765.00, effective August 29, 2022, pending criminal history review. (OTS-TCH-05-02)
4. Accept, with regret, the resignation of Cassidy Cain, 5th Grade Math Teacher, effective June 29, 2022. (OTS-TCH-05-03)
5. Rescind the following motion which was approved at the 6/20/22 Board Meeting: *Accept, with regret, the resignation of Mildred Grant, School Bus Driver, effective June 30, 2022. (DIST-BUSD-03)*
6. Approve Mildred Grant as a School Bus Driver for the 2022-2023 school year at the hourly rate of \$30/hour.
7. Approve the updated job description for Principal.
8. Approve Kara Swan, OTS school secretary, to work up to an additional 12 hours during the 2022-2023 school year at her hourly rate.
9. Approve Kara Swan OTS early morning student monitor for the 2022-2023 school year at the daily stipend rate of \$11.65 per day.
10. Approve Janet Wadler as the new teacher mentor for Jessica Mukherjee - TES/OTS Physical Education and Health Teacher. Upon completion, the Tewksbury Township Board of Education will then issue a check to the mentor for \$550.00.
11. Approve the revised Administrative Organizational Chart.
12. Approve the following partner teachers for the new staff member:

New Staff Member	Partner Teacher
Michael Wilpiseski (6th Grade ELA)	Scott Steinman

Ralph Cardillo (7th Grade Science)	Smantha Wu
Alana Magro (7th Grade ELA)	Rick deJaager

13. Approve the following club and advisors for the 2022-2023 school year:

Advisors	Name of Club	Description	Stipend	Supply Budget
Tracy Barnes Monica Scala	Art Club	Grade 1-4 Art Club. Create art projects that will foster the love of art and enrich social, emotional learning. 1x per week. Half year club.	\$1,500 (shared)	\$100.00
Amy Allen	OTS Yearbook Club	Gr. 5-8 students take an active role in planning and creating their middle school yearbook - from taking pictures to organizing the layout of the final product. 1x per week. Half year club.	\$1,500	Digital Cameras for Students
Kristen Rinehart	OTS Yearbook Club	Gr. 3-4 students take an active role in planning and creating their elementary school yearbook - from taking pictures to organizing the layout of the final product. 1x per week. Half year club.	\$1,500	Digital Cameras for Students

14. Approve payment of the additional hours worked for the following:

Name	Position	Step	Additional Hours Worked	Rate
Piesla, Alexandria	Summer Support - Grades 1 & 2	BA Step 8	.75	45.60
Picardo, Juliean	Summer ESY -Gen. Ed. Teacher	BA+15 Step 8	1	46.37

15. Rescind the following motion which was approved at the 6/20/22 meeting: *Accept, with regret, the resignation of Ron Jeff, School Bus Driver, effective July 6, 2022. (DIST-BUSD-05)*

16. Accept, with regret, the letter of retirement from Ron Jeff, *School Bus Driver, effective June 30, 2022. (DIST-BUSD-05)*

17. Approve the building location changes for the following staff members:

	Moved from	Moved to
Megan Erb	Tewksbury Elementary School	Old Turnpike School
Radine Schneider	Tewksbury Elementary School	Old Turnpike School
Kristen DiYanni	Tewksbury Elementary School	Old Turnpike School

Darcy Harp	Tewksbury Elementary School	Old Turnpike School
Yahna Fiscarelli	Tewksbury Elementary School	Old Turnpike School
Nicole Amato	Tewksbury Elementary School	Old Turnpike School
Joelle Capece	Tewksbury Elementary School	Old Turnpike School
Amanda Kouzis	Old Turnpike School	Tewksbury Elementary School
Becky Palmer	Old Turnpike School	Tewksbury Elementary School

18. Approve Cathy Zisk to facilitate training of new staff on August 24, 2022, in the Danielson Model of evaluation. Up to (3) hours at the rate of \$40/hour.

Motion: _____ 2nd _____

Discussion

Roll Call:

Ms. Carrino ___ Mr. Davidson ___ Ms. Fleming ___ Ms. Jardinella ___ Ms. Munoz ___ Ms. Niang ___ Dr. Simon ___ Ms. Stein ___ Mr. Deo ___

XIII. OLD BUSINESS

XIV. NEW BUSINESS

XV. EXECUTIVE SESSION

Motion _____ 2nd _____ Enter closed session at _____ p.m.

WHEREAS, Chapter 231, P.L. 1975, also known as the Sunshine Law, authorizes a public body to meet in executive or private session under certain limited circumstances, and:

WHEREAS, said law required the Board of Education to adopt a resolution at a public meeting before it can meet in such an executive or private session;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Township of Tewksbury that it does hereby determine that it is necessary to meet in executive session at this time to discuss personnel and legal matters for approximately thirty minutes. The matters discussed will be made public if and when confidentiality is no longer required and action pursuant to said discussion shall take place only at a public meeting. Action may be taken.

Motion _____ 2nd _____ Enter open session at _____ p.m.

XVI. ADJOURNMENT

Motion _____ 2nd _____ Time of Adjournment: _____ p.m.

All in Favor:

Roll Call:

Ms. Carrino ___ Mr. Davidson ___ Ms. Fleming ___ Ms. Jardinella ___ Ms. Munoz ___ Ms. Niang ___ Dr. Simon ___ Ms. Stein ___ Mr. Deo ___