

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

COMMITTEE OF THE WHOLE MEETING AGENDA
June 12, 2023

7:00 P.M. COMMITTEE OF THE WHOLE MEETING
Open to Public
Old Turnpike School Library

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

District Goals

1. To meet the learning needs of students by improving intervention strategies and programs.
2. To continue to address students' social-emotional learning needs through programs and activities.

Board Goals

1. Support programs and provide resources in our schools that address intervention strategies and continued social-emotional learning.
2. Continue to improve the quality of education in the district while remaining fiscally responsible.
3. Encourage engagement with all stakeholders - students, teachers, parents, and the community, while reflecting the community's values and culture.

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. Charniga	Mr. Davidson	Ms. Fleming	Ms. Jardinella
Ms. Munoz	Ms. Niang	Dr. Simon	Ms. Stein	<u>Dr. Shouffler</u> 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 _____ 2nd _____

All in Favor:

Roll Call:

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

VI. PRESENTATION

- OTS School Schedule 2023-2024- Dr. Mitchell

VII. CORRESPONDENCE

VIII. SUPERINTENDENT’S REPORT

- QSAC Passing Results for 2023
- HIB Report
- Enrollment Reports
- Emergency/Fire Drill Reports

School	Tewksbury Elementary School	Old Turnpike School
Month/Year	May 2023	May 2023
Date	5/12/2023	5/24/23
Drill Description	Shelter Drill	Unplanned Hold in Place
Duration/ Time of Drill	6 minutes	2 minutes
Weather Conditions	n/a	sunny
Conductor of Drill	M. Verderamo, L. Moore	Mitchell/Krowl

Notification Method	Loudspeaker	PA system
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IX. MINUTES

Motion to approve the following minutes:

- May 10, 2023 Committee of the Whole Meeting
- May 10, 2023 Executive Session
- May 24, 2023 Regular Board Meeting
- May 24, 2023 Executive Session

Motion: _____ 2nd _____

Discussion

Roll Call:

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

X. COMMITTEE REPORTS

A. Curriculum

Discussion

- HIB Cases-Summary for 2022-2023
- School Doctor
- YMCA Summer Rec

B. Policy

Discussion

C. Finance

Discussion

- Bond Interest

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 May 25, 2023 through June 12, 2023 for a total amount of \$649,798.60.

2. Acceptance and Approval of Board Secretary’s Report for the month of May, 2023.

3. BE IT RESOLVED that upon review of the Board Secretary’s Reports for the month of April, 2023 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 May, 2023.
5. **BE IT RESOLVED** that upon review of the Treasurer’s Report for the month of May, 2023 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 Maschio’s Food Service, Inc. as the Food Service Management Company for the 2023-2024 school year with a management fee of \$15,000 and a subsidy not to exceed \$10,000.
8. Approve School Lunch Prices for 2023-2024 as follows:

Adult/Student Lunch	Current Price (22-23)	Recommended Price (23-24)
Student Regular Lunch	\$6.25	\$6.25
Adult Lunch	\$7.00	\$7.00

9. 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 Capital Reserve account at year end, and

WHEREAS the Tewksbury Township Board of Education has determined that an amount not to exceed \$800,000.00 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.

BE IT RESOLVED, that the Board approve the following resolution:

Approval to Transfer Current Year Surplus to Capital Reserve Account

10. Acknowledge receipt of Report of Vendors for the 2022-2023 school year as per P.L. 2015 Chapter 47.
11. Approve the submission of the ESEA application for the FY 2024, and accept the grant award upon subsequent approval for the FY 2024 ESEA application. Grant allocations:
 - Title I A \$13,595.00
 - Title IIA \$ 7,232.00
 - Title IV \$10,000.00
12. Approve the submission of the IDEA application for the FY 2024, and accept the grant award upon subsequent approval for the FY 2024 IDEA application. Grant allocations:
 - Basic \$XXXX
13. Approve placement of student #2939084202 at ECLC of New Jersey for the 2023 Extended School Year Program beginning July 5, 2023 through August 5, 2023 at a tuition rate of \$12,044.60 plus transportation.
14. Approve placement of student #2939084202 at ECLC of New Jersey for the 2023-2024 School Year beginning September 5, 2023 through June 30, 2024 at a tuition rate of \$108,401.40 plus transportation.
15. Approve placement of student #6150315175 at the Calais School for the 2023-2024 School Year beginning September 5, 2023 through June 30, 2024 at a tuition rate of \$93,794.40 plus transportation.
16. Approve placement of student #3677617586 at The Midland School for the 2023 Extended School Year Program beginning July 5, 2023 through August 15, 2023 at a tuition rate of \$18,201.00 plus transportation.
17. Approve placement of student #3677617586 at The Midland School for the 2023-2024 School Year beginning September 7, 2023 through June 30, 2024 at a tuition rate of \$109,206.00 plus transportation.
18. Approve entering into contract with Loving Care Agency, Inc. d/b/a Avenana Healthcare for nursing services for student #5412800533 for the Extended School Year Program and the 2023-2024 School Year beginning July 1, 2023 through June 30, 2024 at an hourly rate of \$70.00.

19. *Rescind the following motion which was approved at the March 22, 2023 Board Meeting:*

Approve the Shared Services contract between the Tewksbury Township School District and the Califon School District, for Tewksbury to provide a Library/Media Specialist for the 2023-2024 school year.

Motion: _____ 2nd _____

Discussion

Roll Call:

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

D. Technology

Discussion

- Website options and school branding

E. Facilities

Discussion

- Summer projects planned

Motion to approve the following:

1. Reject Capital Paving & Contracting bid results for the Paving Project for Tewksbury Elementary School for 2C-AA#3 Repave Roadway Section at Fairmont Rd. East for a cost of \$79,439 and 2E-AA#4 Repave Roadway Area on Drawings C1.02 & C2.02 for a cost of \$135,369. These results were previously tabled on March 22, 2023 until further information could be received.
2. Approve payment of 50% of expenses to Repave Roadway Section at Fairmont Rd. East and Roadway Area to Tewksbury Elementary School to Tewksbury Township when the project is completed at a cost not to exceed \$61,000.
3. Approve the Tewksbury Township Police Department to use Tewksbury Elementary School for training purposes in conjunction with Priority of Life Training and Consulting. August dates TBD.
4. Approve the donation of \$2,571.00 from the Tewksbury Township PTA for a gaga pit at Old Turnpike School.

Motion: _____ 2nd _____

Discussion

Roll Call:

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

F. Transportation

Discussion

Motion to approve the following:

1. Rescind the following motion which was approved at the May 10, 2023 Board Meeting:

Approve the use of one small school bus and bus driver to transport cadets attending the Tewksbury Junior Police Academy on the following dates:

<i>Date</i>	<i>Time</i>	<i>Destination</i>
June 21, 2023	8:00 a.m. - 3:00 p.m.	Met Life Stadium, East Rutherford, NJ
June 23, 2023	8:00 a.m. - 2:00 p.m.	Camp Bernie, Port Murray, NJ

2. Approve the use of one small school bus and bus driver to transport cadets attending the Tewksbury Junior Police Academy on the following dates:

Date	Time	Destination
June 22, 2023	9:00 a.m. -5:00 p.m.	NJ Transit PD Training Facility, Orange, NJ
June 23, 2023	8:00 a.m. - 2:00 p.m.	Camp Bernie, Port Murray, NJ

Motion: _____ 2nd _____

Discussion

Roll Call:

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

G. Communications

Discussion

- Climate Survey

H. Other

Discussion

XI. LEGISLATIVE REVIEW

XII. REORGANIZATION APPOINTMENTS

Motion to approve the following:

1. Approve the annual appointment of _____ to be the District’s Medical Inspector for the 2023-2024 school year.
2. Approve the shared transportation services agreement between the Readington Township Board of Education and the Tewksbury Township Board of Education for the 2023-2024 school year.

Motion: _____ 2nd _____

Discussion

Roll Call:

Ms. Carrino _____ Mr. Charniga _____ Mr. Davidson _____ Ms. Fleming _____ Ms. Jardinella _____ Ms. Munoz _____ Ms. Niang _____
Dr. Simon _____ Ms. Stein _____

XIII. 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.

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 _____ **2nd** _____

All in Favor:

Roll Call:

Ms. Carrino _____ Mr. Charniga _____ Mr. Davidson _____ Ms. Fleming _____ Ms. Jardinella _____ Ms. Munoz _____ Ms. Niang _____
Dr. Simon _____ Ms. Stein _____

I. Personnel

Discussion

- New Hires

PUBLIC HEARING REGARDING SUPERINTENDENT CONTRACT

The Board hereby opens the public hearing on the Superintendent contract.

- Discussion
- Public Comments
- Motion to close public hearing and approve the revised Superintendent contract.

Motion to approve the following:

1. WHEREAS, the Board has determined to amend the term of its current contract with Superintendent of Schools Jennifer Shouffler, Ed.D; and

WHEREAS, the Board gave notice of its intention to amend the Superintendent’s contract as required by N.J.S.A. 18A: 11-11; and

WHEREAS, the Hunterdon County Executive Superintendent of Schools has approved the amended contract.

NOW, THEREFORE, BE IT RESOLVED that, pursuant to N.J.S.A. 18A:7-8, 18A:17-15 and N.J.A.C. 6A:23A-3.1 et. seq., the Board hereby approves the revised contract of employment for Dr. Shouffler, which runs from July 1, 2022 through June 30, 2027.

2. At the recommendation of the Superintendent, approve Brianna Cresci as a full time Elementary School Teacher beginning August 28, 2023 through June 30, 2024 at Step 3 BA \$60,151.00.
3. At the recommendation of the Superintendent, approve Robert Lovering as a full time Middle School Science Teacher beginning August 28, 2023 through June 30, 2024 at Step 4 BA \$60,751.00.
4. At the recommendation of the Superintendent, approve Roxanne Reynolds as a full time Custodian beginning on or about June 27, 2023 through June 30, 2023 at Step 7 \$40,220.00.
5. At the recommendation of the Superintendent, approve Roxanne Reynolds as a full time Custodian beginning July 1, 2023 through June 30, 2024 at Step 7 \$40,825.00.
6. At the recommendation of the Superintendent, approve the following substitutes for the 2023-2024 school year:

Andrioli, Maryann	Henderson, Frank (Bus Driver)	Scala, Monica (Staff)
Barnes, Darraugh	Holl-Zusman, Elizabeth	Scardelli, Kelly
Blair, Corinne	Kalamarides, Ruth	Searles, Linda
Callahan, Eileen (Staff)	Kasperowitz, Carol	Shangold, Yvette (Nurse)
Ciak, Pat	Lance, Donna	Simcox, Barbara (Staff)
Cline, Robert (Bus Driver)	Lindower, Carrie (Nurse)	Soulages, Laura
Dec, Sharon	McCarthy, Henry	Swan, Kara (Staff)
DeStefano, Regina	Pepe, Cathy (Staff)	Van Doren, Lisa
DiYanni, Kristen (Staff)	Piccolo-Torsky, Judith (Nurse)	Van Epps, Constance (Staff)
Dodge, Candace	Prussack, Lori (Nurse)	Werber, Tristan (Nurse)
Edmund, Samantha	Puppe, Gennifer	Wernicki, Caroline
Everhart, Daniella	Reilly, Donna	Wernicki, John
Fritz, Lysa	Rinehart, Mackenzie	Yarton, Caroline (Nurse)
Goodwin, Robert (Staff)	Rinehart, Madison	

Heithoff, Heather (Nurse)	Russell, Amanda	
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7. At the recommendation of the Superintendent, approve Monica Scala as a Substitute Special Education Aide for the 2023 Extended School Year Program beginning June 26, 2023 through July 27, 2023 at Step 7 at \$19.32 per hour on an as needed basis.
8. At the recommendation of the Superintendent, approve the following summer staff effective on or about June 19, 2023 through August 25, 2023.

Name	Position	Hourly Rate	Hours
Conor Dec (returning)	IT Support Technician	\$18.00	Up to 32 hours per week
Pam Hoy (returning)	IT Support Technician	\$18.00	Up to 32 hours per week
Camryn Valenta	IT Support Technician	\$14.50	Up to 32 hours per week
Trey Verderamo	Summer Custodian	\$14.50	Up to 32 hours per week
Holden Ackerman	Summer Custodian	\$14.50	Up to 32 hours per week
Sebastian Fojtu	Summer Custodian	\$14.50	Up to 32 hours per week
Ian Barno	Summer Custodian	\$14.50	Up to 32 hours per week

9. Approve the following lateral moves for staff effective August 28, 2023:

Name	Moving From	Moving To
Joelle Capece	Step 7 BA + 15	Step 8 BA + 30

10. At the recommendation of the Superintendent, approve the following staff for Summer 2023 Curriculum Writing.

Name	Curriculum	Hourly Rate	Hours
Cathy Zisk	Gr. 6 Refine the Social Studies Units of Study	\$40/hour	Up to 10
Michael Wilpiseski	ELA Enrichment Grades 5-8 (ELA Aspire)	\$40/hour	Up to 20

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

Name	Description	Compensation	Hours
Brianni Cresci	Kindergarten Playdate in August, 2023	\$41.95/hour	Up to 3 hours, including 1 hour of prep time

Tracy Barnes	Kindergarten Playdate in August, 2023	\$18.67/hour	Up to 2 hours
Tara Prunty	Kindergarten Playdate in August, 2023	\$18.67/hour	Up to 2 hours

12. Rescind the following motion for the Extended School Year Program which was approved at the May 24, 2023 meeting:

Capece, Joelle	SP ED Teacher - Tutor	Step 8 BA +30	up to 30	\$47.91
Olla, Heather	SP ED Teacher - Tutor	Step 15 MA +15	up to 30	\$67.79
Allen, Amy	SP ED Teacher - Tutor	Step 15 MA +30	up to 30	\$68.56

13. At the recommendation of the Superintendent, approve the following staff for Extended School Year Program from June 26, 2023 through July 27, 2023.

Name	Position	Step	Hours	Compensation
Capece, Joelle	SP ED Teacher - Tutor	Step 8 BA +30	up to 25 hrs. including 5 hrs. of prep	\$48.68
Olla, Heather	SP ED Teacher - Tutor	Step 15 MA +15	up to 37.5 hrs. including 7.5 hrs. of prep	\$67.79
Allen, Amy	SP ED Teacher - Tutor	Step 15 MA +30	up to 12.5 hrs. including 2.5 hrs. of prep	\$68.56

14. At the recommendation of the Superintendent, approve Katherine Provel as a Substitute Extended School Year Speech Language Therapist beginning June 26, 2023 through July 27, 2023 at Step 4 MA \$45.44 per hour on an as needed basis.

15. Approve the following honoraria positions for the 2023-2024 school year:

Name	Position	Stipend
Amy Allen	Ski Club Advisor	\$4,630.00
Dee Krowl	Student Council Moderator (shared position)	\$660.00
Bonnie Mendralla	Student Council Moderator (shared position)	\$660.00
Allison Caruso	7th Grade Trip Coordinator (shared position)	\$362.50
Dee Krowl	7th Grade Trip Coordinator (shared position)	\$362.50
Dee Krowl	8th Grade Trip Coordinator	\$725.00
Amanda Kouzis	Odyssey of the Mind Advisor (TES&OTS)	\$3,900.00
Dee Krowl	Magazine Drive/8th Gr. Fundraiser Coordinator	\$585.00
Dee Krowl	8th Grade Advisor (shared position)	\$562.50
Bonnie Mendralla	8th Grade Advisor (shared position)	\$562.50

Amy Allen	Yearbook Advisor - OTS	\$1,500.00
Kristen Rinehart	Yearbook Advisor - TES	\$1,500.00
Nicole Polinger	Show Chorus/Vocal Ensemble	\$1,197.00
Chris Shaffer	Jazz Band	\$1,197.00
Heather Olla	Athletic Director (full year position)	\$5,382.00
Cathy Zisk	Cross Country Head Coach	\$4,401.00
Tom Lobb	Cross Country Assistant Coach	\$3,721.00

16. Approve the following club and advisors for the 2023-2024 school year:

Advisors	Name of Club	Description	Stipend	Supply Budget
Camille Bristow Mike Wooby	TES Safety Patrol (4th Grade)	Provide upper class role models to teach younger students about safety following the AAA safety patrol program for the state of NJ. This will be a full year club.	\$3,000.00 (full year club, shared position)	Not to exceed \$150.00
Nicole Amato	ELA Homework Helper (Gr. 5-8)	Thursdays after school on a rolling basis as needed for grades 5 through 8 for help with homework	\$3,000 (full year)	\$0
Bonnie Mendralla	Math Homework Helper (Gr. 5-8)	Wednesdays after school on a rolling basis as needed for grades 5 through 8 for help with homework	\$3,000 (full year)	\$0
Pam Nugent	Crazy 8s Math Club (Gr. 3-4)	After school weekly club using activities and supplies through Crazy 8s organization, dedicated to putting the fun and discovery back into learning math.	\$1,500 (half year) Sept.-Jan.	\$125.00
Pam Nugent	Crazy 8s Math Club (Gr. 1-2)	After school weekly club using activities and supplies through Crazy 8s organization, dedicated to putting the fun and discovery back into learning math.	\$1,500 (half year) Feb.-June	\$125.00

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

Name	Moved from	Moved to
Jeanette Pill	Tewksbury Elementary School	Old Turnpike School
Kelly Takayama	Old Turnpike School	Tewksbury Elementary School

19. Approve the revised job description for School Psychologist.

Motion: _____ 2nd _____

Discussion

Roll Call:

Ms. Carrino _____ Mr. Charniga _____ Mr. Davidson _____ Ms. Fleming _____ Ms. Jardinella _____ Ms. Munoz _____ Ms. Niang _____
Dr. Simon _____ Ms. Stein _____

XIV. OLD BUSINESS

XV. NEW BUSINESS

XVI. 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.

I. Personnel (continued)

Motion to approve the following:

20. Approve the Superintendent’s 2022-2023 Evaluation.

Motion: _____ 2nd _____

Discussion

Roll Call:

Ms. Carrino _____ Mr. Charniga _____ Mr. Davidson _____ Ms. Fleming _____ Ms. Jardinella _____ Ms. Munoz _____ Ms. Niang _____
Dr. Simon _____ Ms. Stein _____

XVII. ADJOURNMENT

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

All in Favor:

Roll Call:

Ms. Carrino _____ Mr. Charniga _____ Mr. Davidson _____ Ms. Fleming _____ Ms. Jardinella _____ Ms. Munoz _____ Ms. Niang _____
Dr. Simon _____ Ms. Stein _____