

**JEFFERSON TOWNSHIP BOARD OF EDUCATION**  
**Regular Meeting Agenda**  
**Monday, July 21, 2025 7:00 PM (Closed Session) – 7:30 PM (Regular Session)**  
**Jefferson Township Media Center**

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**District Vision Statement**

*The district will be a leader in academic excellence while developing healthy, well-rounded, resourceful students who are positive, contributing members of local and global communities.*

- A. \_\_\_\_\_, called the meeting to order at \_\_\_\_\_ PM, and read the Open Meeting Statement, below:

In accordance with the Open Meeting Law, the Jefferson Township Board of Education has caused notice of this meeting to be published by having the date, time and place thereof, posted in the Jefferson Township Municipal Building, with copies of such notice delivered or mailed or electronically mailed to the following:

*DAILY RECORD, NJ HERALD* and posted on the  
Jefferson Township Board of Education website ([www.Jefftp.org](http://www.Jefftp.org));

and a copy of said notice delivered to the Municipal Clerk of the Township of Jefferson and the Jefferson Township Library.

- B. Pledge of Allegiance.

C. **ROLL CALL:**

_____ Mr. Brown	_____ Mr. Natale	_____ Mr. Stewart
_____ Mrs. Grater	_____ Mrs. Perez	_____ Mrs. Wildermuth, <i>Vice President</i>
_____ Mrs. Mallimo-Orna	_____ Mrs. Small	_____ Mrs. Poulas, <i>President</i>

D. **CLOSED SESSION**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Board of Education adopt the following resolution:

_____ Mr. Brown	_____ Mr. Natale	_____ Mr. Stewart
_____ Mrs. Grater	_____ Mrs. Perez	_____ Mrs. Wildermuth, <i>Vice President</i>
_____ Mrs. Mallimo-Orna	_____ Mrs. Small	_____ Mrs. Poulas, <i>President</i>

BE IT RESOLVED, by the Jefferson Township Board of Education on this 21st day of July, 2025 at \_\_\_\_\_ PM, as follows:

1. The Board shall recess to closed session in accordance with the Open Public Meetings Law, N.J.S.A. 10:4-12b (1), (2), (6), (7) and (8). The general nature of the discussion will involve matters confidential by law, any investigations or tactics or techniques to protect persons or litigation, anticipated litigation and attorney-client matters.
2. These matters will be disclosed to the public as soon as the need for confidentiality no longer applies.
3. This resolution shall take effect immediately.

Motion to close Executive Session by \_\_\_\_\_, seconded by \_\_\_\_\_, that the meeting is called to public session at \_\_\_\_\_ PM.

_____ Mr. Brown	_____ Mr. Natale	_____ Mr. Stewart
_____ Mrs. Grater	_____ Mrs. Perez	_____ Mrs. Wildermuth, <i>Vice President</i>
_____ Mrs. Mallimo-Orna	_____ Mrs. Small	_____ Mrs. Poulas, <i>President</i>

**E. SUPERINTENDENT'S REPORT**

- Good News and Progress Report

**F. PRESENTATIONS**

- Spring NJGPA Results – Dr. Roger A. Jinks, Jr., Assistant Superintendent

**G. COMMENTS FROM THE AUDIENCE (on agenda action items only, if applicable)**

Public participation shall be governed by the following rules (per Bylaw 0167):

1. The Public participation period shall be for thirty minutes or fewer;
2. A participant must be recognized by the presiding officer and must preface comments by an announcement of his or her name, place of residence, and group affiliation, if appropriate;
3. Each statement made by a participant shall be limited to three minutes duration;
4. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
5. Participants may not yield their time to another individual;
6. All statements shall be directed to the presiding officer;
7. The presiding officer may:
  - a) Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, abusive, obscene, or irrelevant;
  - b) Request any individual to leave the meeting when that person does not observed reasonable decorum;
  - c) Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
  - d) Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action; and
  - e) Waive these rules when necessary for the protection of privacy or the efficient administration of the Board's business.

*Please note that "Comments from the Audience" is not a time for dialogue – it is an opportunity for you to share a comment with the Board of Education. In addition, by law, administrators and Board of Education members are not permitted to publicly discuss personnel matters, student discipline, or other issues requiring confidentiality. While we may not respond to your comments, all input shared with the Board of Education is taken very seriously, and will be discussed at future deliberations by the Board of Education and its Committees.*

**H. COMMITTEE REPORTS**

**I. MINUTES OF MEETINGS**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Executive Session minutes (1) of the June 16, 2025 meeting be approved as submitted:

_____ Mr. Brown	_____ Mr. Natale	_____ Mr. Stewart
_____ Mrs. Grater	_____ Mrs. Perez	_____ Mrs. Wildermuth, <i>Vice President</i>
_____ Mrs. Mallimo-Orna	_____ Mrs. Small	_____ Mrs. Poulas, <i>President</i>

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Executive Session minutes (2) of the June 16, 2025 meeting be approved as submitted:

_____ Mr. Brown	_____ Mr. Natale	_____ Mr. Stewart
_____ Mrs. Grater	_____ Mrs. Perez	_____ Mrs. Wildermuth, <i>Vice President</i>
_____ Mrs. Mallimo-Orna	_____ Mrs. Small	_____ Mrs. Poulas, <i>President</i>

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Regular Meeting minutes of the June 16, 2025 meeting be approved as submitted:

_____ Mr. Brown	_____ Mr. Natale	_____ Mr. Stewart
_____ Mrs. Grater	_____ Mrs. Perez	_____ Mrs. Wildermuth, <i>Vice President</i>
_____ Mrs. Mallimo-Orna	_____ Mrs. Small	_____ Mrs. Poulas, <i>President</i>

## **J. FINANCE AND BUILDING NEEDS**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions J.1 through J.14, as described below:

_____ Mr. Brown	_____ Mr. Natale	_____ Mr. Stewart
_____ Mrs. Grater	_____ Mrs. Perez	_____ Mrs. Wildermuth, <i>Vice President</i>
_____ Mrs. Mallimo-Orna	_____ Mrs. Small	_____ Mrs. Poulas, <i>President</i>

**J.1** Motion to approve the purchase order list dated June 2025 in the amount of \$284,751.94.

**J.2** Motion to approve the vendors' bills list for release, on or after July 22, 2025, in the amount of \$1,344,343.21.

**J.3** Motion to approve the check register as of June 2025 in the amount of \$6,307,132.74.

Fund	Amount
General Fund (10)	\$5,888,745.65
Special Revenue Fund (20)	\$418,387.09
Total	\$6,307,132.74

**J.4** Motion to approve the funds transfers in the 2024-2025 Fiscal Year, dated June 30, 2025, in the amount of \$350,949.85.

**J.5** Motion to approve the certification by the Board Secretary that the Account Balance Report, pursuant to N.J.S.A. 18A:17-9, as of June 30, 2025, no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11(a).

**J.6** Motion to certify, in accordance with N.J.A.C. 6A:23-2.11(c), as of May 31, 2025, after review of the Board Secretary's and Treasurer's Monthly Financial Reports, and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.11(b), and sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

**J.7** Motion to approve Resolution to Increase the Bid Threshold, as described below:

*WHEREAS*, Jefferson Township Board of Education, School Business Administrator/Board Secretary, possesses a Qualified Purchasing Agent (QPA) certificate;

*WHEREAS*, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7 and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent, from \$44,000 to \$53,000, effective July 1, 2025;

*NOW, THEREFORE BE IT RESOLVED*, the Jefferson Township Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a), establishes and sets the bid threshold amount of \$53,000 for the school district, and further authorizes the School Business Administrator/Board Secretary, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed the aggregate of the newly established bid threshold amount. Furthermore, for contracts in the aggregate that are less than the bid threshold but fifteen (15%) or more of the amount, the School Business Administrator/Board Secretary shall award contracts after soliciting at least two competitive quotations.

The School Business Administrator/Board Secretary, pursuant to N.J.S.A. 18A:18A-37 (c), is authorized to award contracts that are in the aggregate less than fifteen (15%) percent of the bid threshold without soliciting competitive quotations.

- J.8** Motion to approve the Application for the Individual with Disabilities Education Act (IDEA) Funds for school year 2025-2026, in the total amount of \$712,893, allocated as follows:

Basic	\$ 680,291
Preschool	\$ 32,602

- J.9** Motion to accept the Funding for Optimal Comprehensive Universal Screeners (FOCUS) Grant in the amount of \$6,910.00.

- J.10** Motion to approve sale of three (3), 54-passenger school buses, per the Interlocal Vehicle Sale Agreement between the Hunterdon County Educational Services Commission and the Jefferson Township Board of Education, for a total of \$25,000.

- J.11** Motion to accept the following donation in accordance with Policy 7230, Gifts, Grants, and Donations:

Item/Purpose	Grantor	Amount/Approximate Value
Weber Baby Grand Piano/JTHS Music Department	Dave & Sharon Gray	\$5,000.00

- J.12** Motion to approve the disposal of obsolete equipment, in accordance with Policy 7300, Disposition of Property, as shown below:

School/Department	Equipment Description Model and/or Serial Number	Tag number
White Rock Music Department	Kranich & Bach Upright Piano/Serial # 93075	N/A
White Rock Music Department	Yamaha Electric Piano, Model # PSR-6300	N/A

- J.13** *PLACEHOLDER* Motion to approve resolution authorizing applications to be made to the Commissioner of Education for approval of educational plans and school facilities projects, any required major amendment to the Long Range Facilities Plan and other related actions in accordance with the educational facilities construction and financing act. The Board President, the Superintendent of Schools, the Business Administrator/Board Secretary, the Project Architect, and other appropriate representatives of the Board (the “Board Representatives”) are hereby authorized to submit the educational plans for school facilities projects consisting of renovations, alterations and improvements at all the school district schools and facilities, including acquisition and installation of furnishings and equipment and site work (the “Projects”), hereby approved in forms prepared by Parette Somjen

Architects, LLC, (the “Project Architect”), together with such other information as may be required, to the State Department of Education for approval and to make application to the Commissioner of Education for approval of the educational plans and the Projects and, if necessary, any required major amendment to the long-range facilities plan, in accordance with the requirements of the Educational Facilities Construction and Financing Act, N.J.S.A. 18A:7G-1 *et seq.* (P.L. 2000, Ch. 72, effective July 18, 2000, as amended and supplemented) (the “Act”) and N.J.A.C. 6A:26-2.1(f), 6A:26-2.3, 6A:26-3.1 and 6A:26-3.2.

**J.14** Motion to accept and approve the following resolution in accordance with Travel and Work Related Expenses N.J.A.C. 6A:23B:

*WHEREAS*, the employees listed in Appendix A, are attending the named professional development seminar at such identified venues;

*WHEREAS*, the attendance at stated function was previously approved by the Superintendent, or designee, as work related and within the scope of the work responsibilities of the attendee;

*WHEREAS*, the attendance at the function was approved as promoting delivery of instruction or furthering efficient operation of the school district and fiscally prudent; and

*WHEREAS*, the travel and related expenses particular to attendance at this function are in accordance with the state travel guidelines established by the Department of Treasury in NJOMB circular letter;

*NOW THEREFORE BE IT RESOLVED*, the Board finds the travel and related expense and the expenses particular to attendance at this previously approved function is necessary/unavoidable, and

*BE IT FURTHER RESOLVED*, the expense is justified and therefore reimbursable. (*Appendix A*)

**K. PERSONNEL**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions K.1 through K., as described below:

_____ Mr. Brown	_____ Mr. Natale	_____ Mr. Stewart
_____ Mrs. Grater	_____ Mrs. Perez	_____ Mrs. Wildermuth, <i>Vice President</i>
_____ Mrs. Mallimo-Orna	_____ Mrs. Small	_____ Mrs. Poulas, <i>President</i>

**K.1** Motion to take action on personnel matters, as listed below, and appoint and submit to the Executive County Superintendent applications for emergent hiring and the applicant’s attestation that he/she has not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18A:6-7.1 *et. Seq.*, N.J.S.A. 18A:39-17 *et. seq.*, or N.J.S.A. 18A:6-4.13 *et. seq.* for those employees listed below: (All appointments are contingent upon receipt of proper teaching certification and all salary placements are pending receipt of college transcripts verifying degree status and letter stating years of service in other districts.)

A. PERSONNEL								
Name	Nature of Action	Position/Control Number	Deg/ Step	Salary	Loc.	Date Effective	Date Termin.	Discussion

† Appointed at 2024-2025 present salaries and step on guide indicated until such time as negotiations have been completed.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions L.1 through L.14, as described below:

_____Mr. Brown	_____Mr. Natale	_____Mr. Stewart
_____Mrs. Grater	_____Mrs. Perez	_____Mrs. Wildermuth, <i>Vice President</i>
_____Mrs. Mallimo-Orna	_____Mrs. Small	_____Mrs. Poulas, <i>President</i>

- L.1** Motion to accept the New Jersey Quality Single Accountability Continuum (NJQSAC) Scores outlined below:
- Instruction and Program = 89%
  - Fiscal Management = 100%
  - Governance = 100%
  - Operations = 100%
  - Personnel = 100%

- L.2** Motion to affirm Superintendent's report on incidents of Harassment, Intimidation and Bullying findings reported for May 12, 2025 through June 16, 2025.

- L.3** Motion to approve The Commission for the Blind and Visually Impaired Request for Services for the 2025-2026 Academic School Year

Student	Level of Service	Cost
5014103581	Level 1	\$2,541.00
7409690315	Level 1	\$2,541.00

- L.4** Motion to approve student placements, professional services, and related services per IEP, for the 2024-2025 school year, as indicated below:

Student	School	Tuition	Effective
2594100598	Morris School District	\$18,273.00	9/1/24-6/30/25

- L.5** Motion to rescind student placements, professional services, and related services per IEP, for the 2025-2026 school year, as indicated below:

Student	School	Tuition	Effective
8280944990	East Mountain School	\$70,137.00	7/1/25
8061739885	ECLC	\$82,334.00	7/1/25

- L.6** Motion to approve student placements, professional services, and related services per IEP, for the 2025-2026 school year, as indicated below:

Student	School	Tuition	Effective
8061739885	ECLC	\$74,100.60	9/1/25-6/30/26

- L.7** Motion to approve the following day field trips:

School, Group/Activity	Location
Academy for Environmental Science, Grades 9, 11, & 12	Landing, NJ
Academy for Environmental Science, Grades 10 & 11	Oxford, NJ
JTHS English, Grade 11	Madison, NJ

- L.8** Motion to approve the following overnight field trips:

School, Group/Activity	Location
Academy for Environmental Science, Grade 9	Sandyston, NJ

- L.9** Motion to approve the following contracted services:

Name	Rate Not to Exceed	Location	Date Effective	Date Terminated

- L.10** Motion to Approve the District Wellness Report for the 2024-2025 school year.

- L.11** Motion to approve the Emergency Virtual or Remote Instruction Program Plan for the 2025-2026 school year.

- L.12** Motion to approve the following evaluation tools for certificated personnel for the 2025-2026 school year:

Position	Evaluation Tool
Superintendent	New Jersey School Board Association
Assistant Superintendent	JTPS Evaluation Tool
Principal, Assistant Principal & Director	NJ Principal Evaluation for Professional Learning (NJPEPL)
School Business Administrator	JTPS Evaluation Tool
Director of Special Services	Special Services, Johnson County & Surrounding Schools
Supervisor	JTPS Evaluation Tool
Teacher	Danielson (2011)
Library/Media Specialist	Danielson (2nd Edition)
School Counselor	National School Counselors Association
School Nurse	Danielson (2nd Edition)
School Psychologist	Danielson (2nd Edition)
School Transition Coordinator	CMSSD Teacher Development & Evaluation System
Social Worker	Danielson (2nd Edition)
Behavior Analyst/Specialist	Danielson (2011)
Therapeutic Specialists <ul style="list-style-type: none"> <li>• Athletic Trainer</li> <li>• Learning Disabilities Teacher Consultant</li> <li>• Occupational Therapist</li> <li>• Physical Therapist</li> <li>• Speech/Language Therapist</li> </ul>	Danielson (2nd Edition)

**L.13** Motion to approve the revised curriculum for the 2025-2026 school year, as aligned to the New Jersey Student Learning Standards (NJSLS).

- |  |                     |                     |
|--|---------------------|---------------------|
| a. American Sign Language 1 CP             | g. French 2 CH & H  | r. Spanish 5 CP     |
| b. American Sign Language 2 CP             | h. French 3 CP & H  | s. Spanish Grade K  |
| c. American Sign Language 3 CP             | i. French 4 CP      | t. Spanish Grade 1  |
| d. English as a Second Language Grades 3-5 | j. French 4 H       | u. Spanish Grade 2  |
| e. English as a Second Language Grades 6-8 | k. French Grade 8   | v. Spanish Grade 3  |
| f. French 1 CP                             | l. Human Behavior   | w. Spanish Grade 4  |
|  | m. Life Skills Lab  | x. Spanish Grade 5  |
|  | n. Spanish 1 CP     | y. Spanish Grade 6  |
|  | o. Spanish 2 CP & H | z. Spanish Grade 7  |
|  | p. Spanish 3 CP & H | aa. Spanish Grade 8 |
|  | q. Spanish 4 CP     | bb. Study Skills    |

**KEY:**

AP - Advanced Placement  
 CP - College Preparation  
 H - Honors

**L.14** Motion to approve the new course for Jefferson Township High School for the 2025-2026 SY:

- Visions Federal Credit Union Academic Internship Honors

**M. POLICY**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve motions M.1 and M.2, as described below:

_____ Mr. Brown	_____ Mr. Natale	_____ Mr. Stewart
_____ Mrs. Grater	_____ Mrs. Perez	_____ Mrs. Wildermuth, <i>Vice President</i>
_____ Mrs. Mallimo-Orna	_____ Mrs. Small	_____ Mrs. Poulas, <i>President</i>

**M.1** Motion to approve the First Reading of the following Bylaws, Policies and Regulations (*available on district website for review*):

File Code	Title	Action
2624 R	Grading System	RV
5111 P	Eligibility of Resident/Non-Resident Students	RV
5514.01 P	Open Campus Lunch	RV
5530 R	Substance Abuse	RV
5600 R	Student Discipline-Code of Conduct	RV
5860 P	Safety Patrol	RV
5860 R	Rules for Safety Patrol Members	RV
9180 R	School Volunteers	RV

FILE CODE KEY: B - Bylaw P - Policy M - Mandate R - Regulation  
 ACTION KEY: N - New RV - Revised A - Abolish

**M.2** Motion to approve the Second Reading of the following Bylaws, Policies and Regulations (*available on district website for review*):

File Code	Title	Action
2340 R	Field Trips	Revised
2361 R	Acceptable Use of Computer Networks, Computers, and Resources	Revised
2412 P	Home Instruction Due to Health Condition	Revised
2412 R	Home Instruction Due to Health Condition	Revised
2414 P	Programs and Services for Students in High Poverty and in High Need School Districts	Abolished



File Code	Title	Action
2414 R	Programs and Services for Students in High Poverty and in High Need School Districts	Abolished
2415.52 P	Cozy Lake School Title I School Parent and Family Engagement	Abolished
5200 R	Attendance	Revised
5410 P	Promotion and Retention	Revised
5410 R	Promotion and Retention	Revised
8130 P	School Organization	Revised
8600 P	Transportation	Revised

FILE CODE KEY: B - Bylaw P - Policy M - Mandate R - Regulation  
ACTION KEY: N – New RV – Revised A - Abolish

## N. **RECOGNITION OF REPORTS**

Upon the recommendation of the Superintendent, the Board recognizes the reports listed below:

- Harassment, Intimidation and Bullying Incidents (HIB) for the period of June 16, 2025 through July 21, 2025:

School	Incidents Reported	Confirmed Incidents	Unconfirmed Incidents
Ellen T. Briggs			
Arthur Stanlick			
Cozy Lake	1		1
White Rock			
Jefferson Twp. Middle School	3		3
Jefferson Twp. High School			

- Enrollment as of June 20, 2025:

	June 2024	June 2025
Grades PreK	252	297
Grades K-5	1,046	1,031
Grades 6-8	568	550
Grades 9-12	819	787
TOTAL	2,685	2,665
Tuition students received	3	2
Out-of-district placement	19	17

## O. **COMMUNICATIONS**

## P. **PUBLIC COMMENTS** *(Public participation shall be governed by Bylaw 0167, as outlined in Agenda Section G).*

## Q. **OLD BUSINESS**

## R. **NEW BUSINESS**

## S. **CLOSED SESSION**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Board of Education adopt the following resolution:

BE IT RESOLVED, by the Jefferson Township Board of Education on this 21st day of July, 2025, at \_\_\_\_\_ PM, as follows:

- The Board shall recess to closed session in accordance with the Open Public Meetings Law, N.J.S.A. 10:4-12b (1), (2), (6), (7,) and (8). The general nature of the discussion will involve matters confidential by law, any investigations or tactics or techniques to protect persons or litigation, anticipated litigation and attorney-client matters.

2. These matters will be disclosed to the public as soon as the need for confidentiality no longer applies.
3. This resolution shall take effect immediately.

The meeting was called to public session at \_\_\_\_\_ PM.

**T. ADJOURN**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adjourn the meeting at \_\_\_\_\_ PM.

_____ Mr. Brown	_____ Mr. Natale	_____ Mr. Stewart
_____ Mrs. Grater	_____ Mrs. Perez	_____ Mrs. Wildermuth, <i>Vice President</i>
_____ Mrs. Mallimo-Orna	_____ Mrs. Small	_____ Mrs. Poulas, <i>President</i>

## Appendix A

Name	Event Date	Location	Seminar/Function	Registration Fee \$	Transportation Fee \$	Lodging cost per night	Meal cost per day	# of Travel Days	Mileage @ \$0.47/mi	Misc. Fees (including parking/ tolls/misc fees)	Total Expense