

JEFFERSON TOWNSHIP BOARD OF EDUCATION**Regular Meeting Agenda****Tuesday, February 21, 2012 – 7:00 PM (Executive Session) 8:00 PM (Regular Session)****Jefferson Township High School Media Center**

- 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, AIM Newspaper, and the *JEFFERSON PATCH*;

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: | <u>Present</u> | <u>Absent</u> |
|---|----------------|---------------|
| Mrs. Castiglione | _____ | _____ |
| Mr. Cuccio | _____ | _____ |
| Mr. Feldmann | _____ | _____ |
| Mrs. Poulas | _____ | _____ |
| Mrs. Scott | _____ | _____ |
| Mr. Stewart | _____ | _____ |
| Mrs. Van Ness | _____ | _____ |
| Mr. Millar, Vice President | _____ | _____ |
| Mr. Smith, President | _____ | _____ |
| Veronica Kot, <i>Student Representative</i> | _____ | _____ |
| David Swerzenski, <i>Student Representative</i> | _____ | _____ |

D. 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 February, 2012 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 public property, 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.

E. SUPERINTENDENT'S REPORT*Good News and Progress in Our Schools***F. PRESENTATIONS**

- Professional Learning Communities SMART Goals Update

G. COMMENTS FROM THE AUDIENCE (on agenda action items only, if applicable)**H. STUDENT REPRESENTATIVES****I. COMMITTEE REPORTS****J. MINUTES OF MEETINGS**

Motion by _____, seconded by _____, that the minutes of the following meetings be approved as submitted:

January 17, 2012 Regular Meeting Minutes January 17, 2012 Executive Session Minutes
January 23, 2012 Special Meeting and Community Forum Minutes

K. FINANCE AND BUILDING NEEDS COMMITTEE

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions K.1 through K.10, as described below:

K.1 Motion to approve the **purchase order** list dated January 2012 in the amount of **\$440,673.79.**

K.2 Motion to approve the **check journal** as of January 2012 in the amount of **\$4,355,228.06.**

| Fund | Amount |
|-----------------------|------------------------|
| General (10) | \$ 4,141,441.99 |
| US Jobs Grant (18) | \$ 63,903.08 |
| Special Revenue (20) | \$ 113,412.99 |
| Capital Projects (30) | \$ 36,470.00 |
| Debt Service (40) | \$ 0 |
| Total | \$ 4,355,288.06 |

K.3 Motion to certify, in accordance with NJAC 6A:23-2.11(c), that as of December 31, 2011, after review of the submitted 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 NJAC 6A:23-2.11(b), and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

K.4 Motion to approve the funds **transfers** in the 2011-2012 Fiscal Year, dated January 2012 in the amount of **\$11, 688.29.**

K.5 Motion that the Board of Education approve the **certification** by the Board Secretary, pursuant to NJSA 18A:17-9, that as of January 31, 2012, no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of NJAC 6A:23-2.11(a).

- K.6** Motion to approve a Trip Transportation Agreement with the **Jefferson Child Care & Education Center**, from July 1, 2012 to June 30, 2013, to provide vehicles and drivers to be used for field trips, assessing a fee of \$44 per hour for the use of the Jefferson Township School District buses.
- K.7** Motion to accept the following **donation** in accordance with Policy # 7230, Gifts, Grants and Donations.

| Purpose | Amount |
|---|-------------|
| Boys and Girls Volleyball Booster Club Associations - Floor Sleeves | \$ 3,885.94 |

- K.8** Motion to approve the proposal submitted by Fox Architectural Design to design, prepare construction documents and oversee bidding and contract administration to replace portions of the High School Roof, at a cost of \$4,800 for Phase I: Existing and Design, Phase II: Construction Documents at a cost of \$5,700, Phase III: Bidding at a cost of \$1,450, and Phase IV: Contract Administration at a cost of \$5,300, and Alternate A: Add Roof Section at a cost of \$1,800, for a grand total of \$19, 050.
- K.9** Motion to authorize Fox Architects to submit an application to the State as an Other Capital Project (no state Funding) for the replacement of sections of the high school roof. This project is already contained in the District's Long Range Facilities Plans (LRFP), Section 10 – Details System Action Plan.
- K.10** Motion to accept and approve the following resolution in accordance with Travel and Work Related Expenses NJAC 6A:23B:

WHEREAS, The employees listed in Attachment A, are attending the named professional development seminars and or/workshops at such identified venues, and

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; and

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; be it

RESOLVED, That the Board finds the travel and related expense and the expenses particular to attendance at this approved function is justified and therefore reimbursable. *(copy attached)*.

L. PERSONNEL COMMITTEE

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions L.1 and L.2, as described below:

- L.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).

| PERSONNEL | | | | | | | | |
|--|-----------------------------|--|-----------------|---------------|---------------|-----------------------|---------------------|--|
| Name | Nature of Action | Position/Control Number | Deg/Step | Salary | Loc. | Date Effective | Date Termin. | Discussion |
| A. Administrative | | | | | | | | |
| | | | | | | | | |
| B. Instructional | | | | | | | | |
| Michael Harris | Resignation | Elementary Teacher 10.50.50.AHH | | | Cozy Lake | 2/9/12 | 2/9/12 | |
| Jennifer Cimaglia | Appoint | Bedside Instruction | | \$40/hr | District | 2/13/12 | 6/30/12 | |
| Darlene McBride | Appoint | Bedside Instruction | | \$40/hr | District | 2/1/12 | 6/30/12 | |
| Kimberly Volz* 11-120-100-101-29 | Appoint | Elementary Teacher Long-Term Sub 10.50.50.AHF | BA Step 1 | \$233.58/day | Cozy Lake | 3/23/12 | 6/22/12 | Replacing DW |
| Jaclyn Lindabury* 11-140-100-101-29 | Appoint | Language Arts Teacher Long-Term Sub 10.70.70.AOO | BA Step 1 | \$233.58/day | Middle School | 3/9/12 | 6/22/12 | Replacing SC |
| Lisa Mastracci-Hoeh 11-120-100-101-29 | Appoint | Reading Specialist Long-Term Sub 10.30.30.AJT | BA Step 1 | \$233.58/day | Briggs | 3/9/12 | 6/22/12 | Replacing RW |
| CH | Medical Leave | Special Ed. Teacher 10.30.30.AUA | | | Briggs | 1/17/12 | 1/28/12 | Utilizing 9 sick days |
| CS | Medical Leave | Elementary Teacher 10.30.30.AGX | | | Briggs | 1/24/12 | 2/9/12 | Utilizing 12 sick days |
| SS | Maternity Leave | Teacher of Math 10.70.70.AAI | | | Middle School | 4/16/12 | 6/22/12 | Utilizing 33 sick days and 16 unpaid days |
| KK | Maternity Leave | Health/Physical Ed. 10.80.80.ATM | | | High School | 9/1/12 | 6/30/13 | One-year family leave |
| ML | Maternity Leave | Elementary Teacher 10.50.50.AUC | | | Cozy Lake | 5/14/12 | 11/23/12 | Utilizing 29 sick days and 53 unpaid days |
| RW | Adjusted Maternity Leave | Reading Teacher 10.30.30.AJT | | | Briggs | 3/12/12 | 6/23/12 | Utilizing 15 sick and 52.5 unpaid days |

(*) Requires mentoring

| C. Non-Instructional | | | | | | | | |
|---------------------------------------|--------------------------------|---|-----------------|---------------|----------------|-----------------------|---------------------|--|
| Name | Nature of Action | Position/Control Number | Deg/Step | Salary | Loc. | Date Effective | Date Termin. | Discussion |
| Sandra Snyder | Retirement | Administrative Assistant 12.90.92.AEJ | | | Central Office | 1/24/12 | 2/27/12 | Retiring after 7 years in district |
| Tracy Orlandoni | Resignation | Special Ed. Aide 09.60.60.BJK | | | Milton | 1/25/12 | 2/16/12 | |
| Jennifer Valdofsky | Resignation | Special Ed. Aide 09.30.30.BJP | | | Briggs | 1/23/12 | 2/17/12 | |
| Stephanie McCormack | Resignation | Special Ed. Aide 09.30.30.BCW | | | Briggs | 1/23/12 | 3/31/12 | |
| Jaclyn Lindabury | Position Transfer | Special Ed. Aide 09.70.70.BLX | | | Middle School | | | Transferred to Long-Term Sub |
| Pamela Agnes | Position Transfer | Bus Aide 10.90.90.BJG | | | District | 1/30/12 | 1/30/12 | Transferred to Bus Driver |
| Radhika Ganta 11-204-100-106 | Appoint | Special Ed. Aide 09.70.70.BMI | Step 1 | \$18.76/hr | Middle School | 1/23/12 | 6/30/12 | Replacement 3.5 hrs/day w/o benefits |
| Katherine Hannan 11-213-100-106 | Appoint | Special Ed. Aide 09.70.70.BCO | Step 1 | \$18.76/hr | Middle School | 1/23/12 | 6/30/12 | Replacement 3.5 hrs/day w/o benefits |
| Pamela Agnes 11-000-270-160 | Appoint | Bus Driver 10.90.90.BFB | Step 1 | \$20.76/hr | District | 1/30/12 | 6/30/12 | Replacing SM |
| Diane McClellan 11-000-270-107 | Appoint | Bus Aide 09.09.09.BJG | Step 1 | \$18.40/hr | District | 2/10/12 | 6/30/12 | Replacing PA 3 hrs 49 minutes/day w/o benefits |
| Michelle Faasse 11-230-100-106 | Transfer and Program Change | Special Ed. Aide 09.10.10.BBU | Step 2 | 19.06/hr | Briggs | 2/9/12 | 6/30/12 | Transferred from Stanlick |
| Deanna Galfo 11-204-100-106 | Appoint | Special Ed. Aide 09.30.30.BJP | Step 1 | \$18.76/hr | Briggs | 2/22/12 | 6/30/12 | Pending fingerprinting Replacing JV 3.5 hrs/day w/o benefits |
| Barbara Schmitt 11-212-100-106 | Appoint | Special Ed. Aide 09.30.30.BJM | Step 1 | \$18.76/hr | Briggs | 2/29/12 | 6/30/12 | Pending fingerprinting New position 3.5 hrs/day w/o benefits |
| Antoinette Cubberly 11-209-100-106 | Appoint | Special Ed. Aide 09.30.30.BCW | Step 1 | \$18.76/hr | Briggs | 3/30/12 | 6/30/12 | Replacing SM 3.5 hrs/day w/o benefits |
| Regina Oelkers 11-214-100-106 | Appoint | Special Ed. Aide 09.40.40.BJK | Step 1 | \$18.76/hr | Milton | 2/16/12 | 6/30/12 | Replacing TO 3 hrs/day w/o benefits |

| Name | Nature of Action | Position/Control Number | Deg/Step | Salary | Loc. | Date Effective | Date Termin. | Discussion |
|------|------------------|---------------------------|----------|--------|-------------|----------------|--------------|---|
| BF | Medical Leave | Custodian 12.40.42.AKT | | | White Rock | 1/10/12 | 1/28/12 | Utilizing 14 sick days |
| RS | Medical Leave | Custodian 12.70.72.ALL | | | High School | 1/10/12 | 3/31/12 | Utilizing 40 sick days and 18 unpaid days |
| JV | Medical Leave | Custodian 12.80.82.AKI | | | High School | 1/3/12 | 1/23/12 | Utilizing 14 sick days |
| JB | Worker's Comp | Custodian 12.30.32.AKS | | | Briggs | 1/18/12 | 1/28/12 | Utilizing 8 worker's comp days |

D. Substitutes/Other

| | | | | | | | | |
|---------------------|------------|----------------------|--|------------|----------|---------|---------|------------------------|
| Patricia DeLisi | Re-Appoint | Substitute Teacher | | \$80/diem | District | 2/6/12 | 6/30/12 | |
| Kathleen Dunn | Appoint | Substitute Teacher | | \$80/diem | District | 2/21/12 | 6/30/12 | |
| Frances Ferucci | Appoint | Substitute Teacher | | \$80/diem | District | 2/6/12 | 6/30/12 | |
| Erin Fuchs | Appoint | Substitute Teacher | | \$80/diem | District | 2/9/12 | 6/30/12 | |
| Katherine Hannan | Appoint | Substitute Teacher | | \$80/diem | District | 1/23/12 | 6/30/12 | |
| Sarah Satterfield | Appoint | Substitute Teacher | | \$80/diem | District | 2/22/12 | 6/30/12 | |
| Christina LaMonica | Appoint | Substitute Teacher | | \$80/diem | District | 1/25/12 | 6/30/12 | |
| Tonia Kirkham | Appoint | Substitute Teacher | | \$80/diem | District | 1/27/12 | 6/30/12 | |
| Lezet Shabani | Appoint | Substitute Teacher | | \$80/diem | District | 2/22/12 | 6/30/12 | |
| Katherine Hannan | Appoint | Substitute Aide | | \$10/hr | District | 1/23/12 | 6/30/12 | |
| Deborah Flood | Appoint | Substitute Aide | | \$10/hr | District | 2/2/12 | 6/30/12 | |
| Lisa Kasica | Appoint | Substitute Aide | | \$10/hr | District | 2/7/12 | 6/30/12 | |
| Christina LaMonica | Appoint | Substitute Aide | | \$10/hr | District | 1/25/12 | 6/30/12 | |
| Deborah Flood | Appoint | Substitute Aide | | \$10/hr | District | 2/3/12 | 6/30/12 | |
| Jennifer Lopresti | Appoint | Substitute Aide | | \$10/hr | District | 2/3/12 | 6/30/12 | |
| David Dunn | Appoint | Substitute Aide | | \$10/hr | District | 2/21/12 | 6/30/12 | |
| Antoinette Cubberly | Appoint | Substitute Aide | | \$10/hr | District | 3/30/12 | 6/30/12 | |
| Karin Monaco | Appoint | Substitute Custodian | | \$12.50/hr | District | 2/7/12 | 6/30/12 | |
| Alberto Coballes | Appoint | Substitute Custodian | | \$12.50/hr | District | 2/22/12 | 6/30/12 | Pending fingerprinting |

E. Student Teacher

| Name | College | Subject | Location | Date Effective | Date Termin. | Discussion |
|-------------|-----------------------------|----------------|----------|----------------|--------------|------------|
| Ryan Zavata | William Paterson University | Social Studies | JTMS | 2/2/12 | 5/10/12 | |

F. Extra Duty Pay

| Name | Nature of Action | Position | Step | Salary | Loc. | Date Effective | Date Termin. | Discussion |
|------------------------|------------------|---|---------|-----------|---------------|----------------|--------------|------------|
| Jennifer O'Malley-Dorr | Appoint | Spring Musical: Musical Choreographer | Level 3 | \$2085.00 | Middle School | 2/2/12 | 6/30/12 | |

| Presenter | Nature of Action | Workshop | Salary | Date | # of Hours |
|--------------------|------------------|--|---------|----------|------------|
| Joanne Martino | Appoint | Harassment, Intimidation and Bullying | \$55/hr | 10/10/11 | 3.5 hours |
| Lindsay Corter | Appoint | Graphic Organizers | \$55/hr | 1/16/12 | 1.75 hours |
| Maria Kucinski | Appoint | Interactive Bulletin Board | \$55/hr | 1/16/12 | 3.5 hours |
| Jessica Hoertel | Appoint | Digital Storytelling | \$55/hr | 1/16/12 | 3.5 hours |
| Christine Stewart | Appoint | Differentiated Instruction | \$55/hr | 1/16/12 | 1.75 hours |
| Wendy Towers | Appoint | Differentiated Instruction | \$55/hr | 1/16/12 | 1.75 hours |
| Nancy Harris | Appoint | Closure & Do-Nows | \$55/hr | 1/16/12 | .5 hours |
| Vincent Stasio | Appoint | Closure & Do-Nows | \$55/hr | 1/16/12 | .5 hours |
| Louis Migliacci | Appoint | Podcasting | \$55/hr | 1/16/12 | 3.5 hours |
| Rebecca Reichel | Appoint | Skype | \$55/hr | 1/16/12 | 2 hours |
| Rebecca Wetzel | Appoint | Running Records | \$55/hr | 1/16/12 | 1.5 hours |
| Sharon Bock | Appoint | Storyjumper | \$55/hr | 1/16/12 | 2 hours |
| Sherry Brzostowski | Appoint | Glogging in the Classroom | \$55/hr | 1/16/12 | 3 hours |
| Suzanne Rodgers | Appoint | Academic Supports in the Classroom | \$55/hr | 1/16/12 | 3 hours |
| Niemah Scherlacher | Appoint | Academic Supports in the Classroom | \$55/hr | 1/16/12 | 3 hours |
| Danielle Castiglia | Appoint | Crisis Prevention/Verbal Interventions | \$55/hr | 1/16/12 | 6 hours |

H. 2011-12 School Year Coaching Staff**SPRING**

| Name | Nature of Action | Position | Step | Salary | Loc. | Date Effective | Date Termin. | Discussion |
|---------------|------------------|---------------------|------|-----------|------|----------------|--------------|-----------------------|
| Lauren Dexter | Rescind | B/G Assistant Track | | | JTHS | 9/1/11 | 6/30/12 | |
| Kyla Kelly | Appoint | B/G Assistant Track | 3 | \$4595.30 | JTHS | 9/1/11 | 6/30/12 | 7 years of experience |
| Thomas Villa | Appoint | B/G Assistant Track | 1 | \$3538.47 | JTHS | 9/1/11 | 6/30/12 | |

| Name | Nature of Action | Position | Step | Salary | Loc. | Date Effective | Date Termin. | Discussion |
|-------------------|------------------|--------------------------------|------|-----------|------|----------------|--------------|-------------------------------------|
| Kelli Costa** | Appoint | Assistant Softball | 1 | \$1769.24 | JTHS | 9/1/11 | 6/30/12 | |
| Melissa Kanouse** | Appoint | Assistant Softball | 1 | \$1769.24 | JTHS | 9/1/11 | 6/30/12 | |
| William Koch | Appoint | Boys' Lacrosse Volunteer Coach | N/A | N/A | JTHS | 9/1/11 | 6/30/12 | Volunteer |
| Benjamin Master | Appoint | Softball Coaching Aide | N/A | N/A | JTHS | 9/1/11 | 6/30/12 | Volunteer Pending fingerprinting |
| John Kanouse | Appoint | Softball Coaching Aide | N/A | N/A | JTHS | 9/1/11 | 6/30/12 | Volunteer Pending fingerprinting |
| Jonathan Koert | Appoint | Softball Coaching Aide | N/A | N/A | JTHS | 9/1/11 | 6/30/12 | Volunteer Pending fingerprinting |
| Joseph Santillo | Appoint | Baseball Coaching Aide | N/A | N/A | JTHS | 9/1/11 | 6/30/12 | Volunteer Pending fingerprinting |

(**) Out of district coach

L.2 Motion to approve Supervisor's Summer 2011 Course Reimbursements as indicated below:

| Name | College | Class | Approval | Credits | Amount |
|----------------|----------|--|----------|---------|-----------|
| Douglas Walker | NJ Excel | Organizational Leadership for Educational Change | 1 | 6 | \$1344.00 |
| Douglas Walker | NJ Excel | Leading Educational Change and Improvement | 1 | 6 | \$1344.00 |
| Douglas Walker | NJ Excel | Driving Educational Change and Improvement | 2 | 4 | \$896.00 |
| Douglas Walker | NJ Excel | Examining and Applying School Leadership | 1 | 4 | \$896.00 |

M. EDUCATION, SPECIAL EDUCATION AND TECHNOLOGY COMMITTEE

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions M.1 through M.6, as described below:

M.1 Motion to rescind student placements and professional services for the 2011-2012 school year, as indicated below:

| Student | School | Tuition | Effective |
|---------|-------------------------|-----------|-----------|
| M/20-6 | Lakeland Andover School | \$ 21,725 | 2/8/12 |

M.2 Motion to approve student placements and professional services for the 2011-2012 school year, as indicated below:

| Student | School | Tuition | Effective |
|---------|---------------------------------------|--------------|-----------------|
| M/15-1 | East Mountain School @ Carrier Clinic | \$ 29,582.12 | 2/9/12-6/30/12 |
| M/18-1 | Shephard Prep High School | \$ 21,171.64 | 2/15/12-6/30/12 |

M.3 Motion to approve the following day field trips:

| School/Group/Activity | Location | Date(s) |
|---|---|--|
| JTHS Debate Team - Debate Tournament | West Morris High School, Chester, NJ | February 24, 2012 |
| JTHS Academic Bowl Team - Academic Bowl Competition | Lenape Valley High School, Stanhope, NJ | February 27, 28, 29, and March 1, 2012 |
| JTHS Band - North Warren Jazz Festival | Blairtown, NJ | April 18, 2012 |
| White Rock Autism Class - Jefferson Township Library and Municipal Building | Lake Hopatcong, NJ | May 7, 2012 |
| White Rock Autism Class - Lakeland Bank, A&P, Mario's Pizza | Oak Ridge, NJ | May 9, 2012 |
| White Rock Autism Class - Skylands Medical | Lake Hopatcong, NJ | May 11, 2012 |

M.4 Motion to approve the following overnight field trips:

| School/Group/Activity | Location | Date(s) |
|--|---|----------------------------------|
| JTHS DECA- NJ State DECA Competition | Crowne Plaza, Cherry Hill, NJ | February 26 to February 28, 2012 |
| JTHS FIRST Robotics Competition | Hatboro-Horsham High School, Horshman, PA | March 1 to March 4, 2012 |
| JTHS Cheerleaders - NJ State Cheerleading Competition | Trenton Marriott, Trenton, NJ | March 3 to March 4, 2012 |
| JTHS Future Business Leaders of America (FBLA) - FBLA State Conference | Hilton Hotel, East Brunswick, NJ | March 15 to March 16, 2012 |

M.5 Motion to approve the 2012-2013 District Calendar (*see attached*).**M.6 Motion to Recognize and Accept the Harassment, Intimidation and Bullying Incidences (HIB) January 13, 2012 through February 17, 2012.**

RESOLVED, THAT UPON THE RECOMMENDATION OF THE Superintendent, the Jefferson Township Board of Education recognizes the Harassment, Intimidation, and Bullying incidences reported from January 13, 2012 through February 17, 2012 as summarized below:

| <u>School</u> | <u>Incidents Reported</u> | <u>Confirmed Incidents of HIB</u> |
|---------------|---------------------------|-----------------------------------|
| Milton | 0 | 0 |
| Briggs | 0 | 0 |
| Cozy Lake | 0 | 0 |
| Stanlick | 0 | 0 |
| White Rock | 3 | 0 |
| Middle School | 15 | 2 |
| High School | 2 | 1 |

BE IT FURTHER RESOLVED, that the Jefferson Township Board of Education approves the remedial and disciplinary action taken by the building principals.

M.7 Enrollment as of 1/31/12:

| | Jan. 11 | Jan. 12 |
|----------------------------|----------------|----------------|
| Milton | 180 | 168 |
| Cozy Lake | 245 | 256 |
| Arthur Stanlick | 383 | 375 |
| E.T. Briggs | 391 | 367 |
| White Rock | 427 | 416 |
| Total Elementary | 1,626 | 1,582 |
| JTMS | 810 | 836 |
| JTHS | 1,118 | 1,054 |
| GRAND TOTAL | 3,554 | 3,472 |
| Tuition students received | 2 | 1 |
| Out-of-district placement | 41 | 41 |
| Students -Home Instruction | 15 | 13 |

N. POLICY COMMITTEE

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

- N.1** Motion to approve **RESOLUTION P.L. 2011, CHAPTER 202** to eliminate the vote on the annual budget and to move the Election of School Board Members to the General Election in November.

WHEREAS, Public Law 2011, Chapter 202, Laws of 2012 provides that a local school district may adopt a resolution to eliminate the vote on its annual school budget that is within the statutory cap imposed by the State of New Jersey, and

WHEREAS, the above legislation provides that the above action would require districts to hold their annual election for school board members in November during the regular general election, and

WHEREAS, the Jefferson Township Board of Education has determined that the statutory restrictions on the local levy tax increase for annual school appropriations is appropriate and sufficient to control and maintain a thorough and efficient education for the children of Jefferson Township, and

WHEREAS, the Jefferson Township Board of Education, consistent with the budgetary restriction expressed above, believes that dispensing with annual school budget votes will save taxpayer dollars, and

WHEREAS, the Jefferson Township Board of Education believes that the school board member elections in November will attract a far greater number of voters than typically vote in April elections, and

WHEREAS, the Jefferson Township Board of Education believes that the elimination of the vote on the school budget and the movement of the board member election to November is in the best interest of the Jefferson Township community, and

WHEREAS, the Jefferson Township Board of Education understands that this decision shall remain in effect for a minimum of four years,

NOW THEREFORE BE IT RESOLVED, that the Jefferson Township Board of Education does hereby determine that it will eliminate the vote on its annual school budget which shall be within the statutory cap and become effective for the 2012-2013 budget, and

BE IT FURTHER RESOLVED, that the Jefferson Township Board of Education does hereby determine that the election will occur at the annual general election in November, 2012.

N.2. Motion to approve the **First Reading** of the following *(copy available for review)*

| File Code | Document | Title | Description of Action |
|-----------|------------|-----------------|-------------------------------|
| 5530r | Regulation | Substance Abuse | Replace 5530r Substance Abuse |

O. **COMMUNICATIONS**

P. **OLD BUSINESS**

Q. **NEW BUSINESS**

R. **PUBLIC COMMENTS**

S. **BOARD MEMBER COMMENTS**

T. **ADJOURN**

| Name | Event Date | Location | Function Description (i.e. Seminar Subject) | Transportation | Registration Fee \$ | Travel/ Miles | Lodging Cost/ day/person (not to exceed) | # Nights | Meal Cost per day (not to exceed) | # Meal Days | Total Expenses/person daily costs (does not include mileage, parking and tolls) |
|----------------------|------------|--------------------|---|----------------|---------------------|---------------|---|----------|-----------------------------------|-------------|---|
| Arias, Annie | Mar. 5&6 | Long Branch, NJ | New Jersey Association for Health, Physical Education, Recreation and Dance Convention | Own | \$ - | 0 | \$ - | 0 | \$ - | 0 | \$ - |
| Arnowitz, Sherry | Apr. 27 | Livingston, NJ | All Students Can Succeed! Effective Intervention for Behavioral & Social Challenges | Own | \$ 80.00 | 32 | \$ - | 0 | \$ - | 0 | \$ 80.00 |
| Barile, Patricia | Mar. 5 | Long Branch, NJ | New Jersey Association for Health, Physical Education, Recreation and Dance Convention | Own | \$ 85.00 | 78 | \$ - | 0 | \$ - | 0 | \$ 85.00 |
| Bavosa, Sherry | Mar. 13 | Montclair, NJ | New Jersey Educational Computing Cooperative Spring Conference | Own | \$ - | 32 | \$ - | 0 | \$ - | 0 | \$ - |
| Boyle, Nancy | Mar. 23 | East Brunswick, NJ | Common Core Writing Success | Own | \$ 225.00 | 0 | \$ - | 0 | \$ - | 0 | \$ 225.00 |
| Carney, E. Angela | Mar. 24 | New Brunswick, NJ | New Jersey State School Nurses Association 2012 Conference | Own | \$ 205.00 | 62 | \$ - | 0 | \$ - | 0 | \$ 205.00 |
| Carney, Kelly | Mar. 13 | Montclair, NJ | New Jersey Educational Computing Cooperative Spring Conference | Own | \$ - | 80 | \$ - | 0 | \$ - | 0 | \$ - |
| Castiglia, Danielle | Apr. 27 | Livingston, NJ | All Students Can Succeed! Effective Intervention for Behavioral and Social Challenges | Own | \$ 80.00 | 32 | \$ - | 0 | \$ - | 0 | \$ 80.00 |
| Ciliento, Sharon | Mar. 2 | Wayne, NJ | New Jersey Middle School Association Workshop 2012 | Own | \$ 40.00 | 60 | \$ - | 0 | \$ - | 0 | \$ 40.00 |
| Curry, Megan | Apr. 18 | Morris Plains, NJ | Primary Teacher Workshop (K-4) – Utilizing Story Books | Own | \$ - | 0 | \$ - | 0 | \$ - | 0 | \$ - |
| Daggett, Eileen | Mar. 30 | Mahwah, NJ | New Jersey Council for Exceptional Children Conference | Own | \$ 80.00 | 56 | \$ - | 0 | \$ - | 0 | \$ 80.00 |
| Daggett, Eileen | Apr. 27 | Monroe Twp., NJ | Teacher Effectiveness Evaluation System | Own | \$ - | 160 | \$ - | 0 | \$ - | 0 | \$ - |
| Daly, Kelly | Mar. 13 | Montclair, NJ | New Jersey Educational Computing Cooperative Spring Conference | Own | \$ - | 80 | \$ - | 0 | \$ - | 0 | \$ - |
| D'Ambrosio, Kathleen | Mar. 2 | Wayne, NJ | New Jersey Middle School Association Workshop 2012 | Own | \$ 40.00 | 60 | \$ - | 0 | \$ - | 0 | \$ 40.00 |
| DeGraw, Gail | Mar. 23 | Totowa, NJ | Transforming Learning, Transforming Lives | Own | \$ 65.00 | 15 | \$ - | 0 | \$ - | 0 | \$ 65.00 |
| DiColo, John | Mar. 11-15 | Atlantic City, NJ | Director of Athletics Association of New Jersey | Own | \$ 350.00 | 300 | \$ - | 0 | \$ - | 0 | \$ 350.00 |
| Dunbar, Maria | Mar. 19 | Morristown, NJ | The Anti-Bullying Vaccine | Own | \$ 95.00 | 68 | \$ - | 0 | \$ - | 0 | \$ 95.00 |
| Escolano, Jennifer | Feb. 16 | Kinnelon, NJ | Evidence Based Strategies for Treating Anxiety/Depression Triggered School Refusal Coordinated Interventions for School Professionals | Own | \$ - | 0 | \$ - | 0 | \$ - | 0 | \$ - |
| Fernandez, George | Mar. 22 | Ocean, NJ | EPA/AHERA New Jersey/New York State 1 Day Asbestos Supervisor Refresher Course | Own | \$ 160.00 | 152 | \$ - | 0 | \$ - | 0 | \$ 160.00 |
| Fernandez, George | Apr. 3&4 | Atlantic City, NJ | Annual New Jersey School Buildings and Grounds Association Conference and Expo | Own | \$ 100.00 | 588 | \$ - | 0 | \$ - | 0 | \$ 100.00 |
| Grady, Eileen | Mar. 13 | Montclair, NJ | New Jersey Educational Computing Cooperative Conference: Maximizing Possibilities of a Connected World | Own | \$ 110.00 | 33 | \$ - | 0 | \$ - | 0 | \$ 110.00 |
| Hulbert, Joyce | Mar. 23 | Totowa, NJ | Transforming Learning, Transforming Lives | Own | \$ 65.00 | 15 | \$ - | 0 | \$ - | 0 | \$ 65.00 |
| King, Janet | Mar. 2 | Wayne, NJ | New Jersey Middle School Association Workshop 2012 | Own | \$ 40.00 | 25 | \$ - | 0 | \$ - | 0 | \$ 40.00 |
| Knutelsky, Robin | Feb. 7 | Trenton, NJ | State "Model" Curriculum Kick-off Event | Own | \$ - | 153 | \$ - | 0 | \$ - | 0 | \$ - |
| Knutelsky, Robin | Mar. 8 | Parsippany, NJ | Using College Board Assessment Data and Framework for Teaching Proficiency System | Own | \$ 25.00 | 43 | \$ - | 0 | \$ - | 0 | \$ 25.00 |

| Name | Event Date | Location | Function Description (i.e. Seminar Subject) | Transportation | Registration Fee \$ | Travel/ Miles | Lodging Cost/ day/person (not to exceed) | # Nights | Meal Cost per day (not to exceed) | # Meal Days | Total Expenses/person daily costs (does not include mileage, parking and tolls) |
|---------------------|-------------------|--------------------|---|----------------|---------------------|------------------|--|-------------|---|-------------------|--|
| Knutelsky, Robin | Apr. 27 | Monroe Twsp., NJ | Teacher Effectiveness Evaluation System | Own | \$ 147.00 | 160 | \$ - | 0 | \$ - | 0 | \$ 147.00 |
| Kucinski, Maria | Mar. 2 | Wayne, NJ | New Jersey Middle School Association Workshop 2012 | Own | \$ 40.00 | 40 | \$ - | 0 | \$ - | 0 | \$ 40.00 |
| Kwiecinski, Melissa | Mar. 23 | Totowa, NJ | Transforming Learning, Transforming Lives | Own | \$ 65.00 | 15 | \$ - | 0 | \$ - | 0 | \$ 65.00 |
| Latham, Ginger | Mar. 21 | Union, NJ | Learning Forward | Own | \$ - | 40 | \$ - | 0 | \$ - | 0 | \$ - |
| Lucas, Joan | Feb. 24&25 | East Brunswick, NJ | New Jersey Music Educators Association Conference | Own | \$ 150.00 | 0 | \$ - | 0 | \$ - | 0 | \$ 150.00 |
| Materia, Joseph | Mar. 26 | Parsippany, NJ | Management Skills for First-Time Supervisors | Own | \$ 179.00 | 52 | \$ - | 0 | \$ - | 0 | \$ 179.00 |
| Mattessich, Joseph | Mar.1 -3 | Allentown, NJ | Nike Coach of the Year Clinic | Own | \$ 85.00 | 218 | \$ 83.00 | 2 | \$ 127.5 | 1 | \$ 378.50 |
| McNulty, Sean | Feb. 2 | New Brunswick, NJ | We the People | Own | \$ - | 0 | \$ - | 0 | \$ - | 0 | \$ - |
| Meehan, Denise | Mar. 12 -13 | Monroe Twsp., NJ | Using NJSMART to Better Understand Student and District Performance | Own | \$ 150.00 | 300 | \$ - | 0 | \$ - | 0 | \$ 150.00 |
| Mundi, Karl | Mar. 12 -13 | Monroe Twsp., NJ | Using NJSMART to Better Understand Student and District Performance | Own | \$ 150.00 | 300 | \$ - | 0 | \$ - | 0 | \$ 150.00 |
| Mundi, Karl | Mar. 30 | Monroe, NJ | New Jersey Principals and Supervisors Association Legislative Conference | Own | \$ - | 150 | \$ - | 0 | \$ - | 0 | \$ - |
| Petric, Marius | Feb. 7 | Trenton, NJ | State "Model" Curriculum Kick-off Event | Own | \$ - | 153 | \$ - | 0 | \$ - | 0 | \$ - |
| Petric, Marius | Mar. 8 | Parsippany, NJ | Using College Board Assessment Data and Framework for Teaching Proficiency System | Own | \$ 25.00 | 43 | \$ - | 0 | \$ - | 0 | \$ 25.00 |
| Petric, Marius | Apr. 27 | Monroe Twp., NJ | Teacher Effectiveness Evaluation System | Own | \$ 147.00 | 160 | \$ - | 0 | \$ - | 0 | \$ 147.00 |
| Riedel, Barbara | Apr. 19&20 | Long Branch, NJ | New Jersey Speech-Language-Hearing Association Convention | Own | \$ - | 0 | \$ - | 0 | \$ - | 0 | \$ - |
| Russo, Cara | Mar. 13 | Montclair, NJ | Maximizing the Possibilities of a Connected World | Own | \$ - | 46 | \$ - | 0 | \$ - | 0 | \$ - |
| Russo, Cara | Mar. 30 | Mahwah, NJ | New Jersey Council for Exceptional Children Conference | Own | \$ 80.00 | 56 | \$ - | 0 | \$ - | 0 | \$ 80.00 |
| Russo, Cara | Apr. 27 | Monroe Twp., NJ | Teacher Effectiveness Evaluation System | Own | \$ 147.00 | 160 | \$ - | 0 | \$ - | 0 | \$ 147.00 |
| Sanchez, Yolanda | Apr. 27 | Livingston, NJ | All Students Can Succeed! Effective Intervention for Behavioral and Social Challenges | Own | \$ 80.00 | 14 | \$ - | 0 | \$ - | 0 | \$ 80.00 |
| Schwarz, Mark | Feb. 3 | Monroe Twsp., NJ | New Jersey Social Studies Supervisor's Association – Winter Meeting | Own | \$ - | 0 | \$ - | 0 | \$ - | 0 | \$ - |
| Schwarz, Mark | Feb. 7 | Trenton, NJ | State "Model" Curriculum Kick-off Event | Own | \$ - | 153 | \$ - | 0 | \$ - | 0 | \$ - |
| Thornton, Mary | Mar. 8 | Parsippany, NJ | Using College Board Assessment Data and Framework for Teaching Proficiency System | Own | \$ - | 34 | \$ - | 0 | \$ - | 0 | \$ - |
| Thornton, Mary | Apr. 27 | Monroe Twp., NJ | Teacher Effectiveness Evaluation System | Own | \$ 147.00 | 160 | \$ - | 0 | \$ - | 0 | \$ 147.00 |
| VanderBok, Karen | Mar. 20 & Apr. 19 | Morris Plains, NJ | Using CBI to Teach Recreation Skills | Own | \$ 22.00 | 0 | \$ - | 0 | \$ - | 0 | \$ 22.00 |
| Walker, Douglas | Mar. 13 | Montclair, NJ | New Jersey Educational Computing Cooperative Spring Conference | Own | \$ - | 54 | \$ - | 0 | \$ - | 0 | \$ - |

2012

| July | | | | | 2012 |
|------|----|----|----|----|------|
| M | T | W | T | F | |
| 2 | 3 | 4 | 5 | 6 | |
| 9 | 10 | 11 | 12 | 13 | |
| 16 | 17 | 18 | 19 | 20 | |
| 23 | 24 | 25 | 26 | 27 | |
| 30 | 31 | | | | |

| August | | | | | 2012 |
|--------|----|----|----|----|------|
| M | T | W | T | F | |
| | | 1 | 2 | 3 | |
| 6 | 7 | 8 | 9 | 10 | |
| 13 | 14 | 15 | 16 | 17 | |
| 20 | 21 | 22 | 23 | 24 | |
| 27 | 28 | 29 | 30 | 31 | |

| September | | | | | 2012 |
|-----------|----|----|----|----|------|
| M | T | W | T | F | |
| 3 | 4 | 5 | 6 | 7 | |
| 10 | 11 | 12 | 13 | 14 | |
| 17 | 18 | 19 | 20 | 21 | |
| 24 | 25 | 26 | 27 | 28 | |

| October | | | | | 2012 |
|---------|----|----|----|----|------|
| M | T | W | T | F | |
| 1 | 2 | 3 | 4 | 5 | |
| 8 | 9 | 10 | 11 | 12 | |
| 15 | 16 | 17 | 18 | 19 | |
| 22 | 23 | 24 | 25 | 26 | |
| 29 | 30 | 31 | | | |

| November | | | | | 2012 |
|----------|----|----|----|----|------|
| M | T | W | T | F | |
| | | | 1 | 2 | |
| 5 | 6 | 7 | 8 | 9 | |
| 12 | 13 | 14 | 15 | 16 | |
| 19 | 20 | 21 | 22 | 23 | |
| 26 | 27 | 28 | 29 | 30 | |

| December | | | | | 2012 |
|----------|----|----|----|----|------|
| M | T | W | T | F | |
| 3 | 4 | 5 | 6 | 7 | |
| 10 | 11 | 12 | 13 | 14 | |
| 17 | 18 | 19 | 20 | 21 | |
| 24 | 25 | 26 | 27 | 28 | |
| 31 | | | | | |

10 – Month School Calendar

| | | |
|-----------|-------------------------------------|-----------------------------------|
| August | 28 th – 30 th | New Staff Orientation (Tentative) |
| September | 3 th | Labor Day |
| | 4 th | All Staff Orientation |
| | 5 th | 1 st Day of School |
| | 17 th | Rosh Hashanah |
| | 26 th | Yom Kippur |
| October | 8 th | Columbus Day |
| November | 8 th – 9 th | NJEA Convention |
| | 21 st | Early Dismissal |
| | 22 nd – 23 rd | Thanksgiving |
| December | 21 st | Early Dismissal |
| | 24 th – 31 st | Winter Recess |
| January | 1 st | New Year's Day |
| | 21 st | Martin Luther King Day |
| February | 18 th | Presidents' Day |
| March | 29 th | Good Friday |
| April | 1 st – 5 th | Spring Break |
| May | 27 th | Memorial Day |
| June | 21 st | Last Day of School - *Tentative |

Emergency closing days may be made up as follows:

1st April 1st – 5th, beginning with 5th, 4th, etc.2nd June 24th – 28th, beginning with 24th, 26th, etc.

Employees making vacation arrangements during the above dates do so at their own risk.



| Student Days | | | | | |
|---|----|------------------------|------------|----|--|
| September | 16 | Total = 185 Days | February | 19 | |
| October | 22 | | March | 20 | |
| November | 18 | | April | 17 | |
| December | 15 | | May | 22 | |
| January | 21 | | June | 15 | |
| Sub-total= | 92 | | Sub-total= | 93 | |
| Key | | | | | |
| Indicates when schools are closed for staff and students. | | | | | |
| Indicates when schools are closed for students only. | | | | | |
| Indicates early dismissal. | | | | | |

2013

| January | | | | | 2013 |
|---------|----|----|----|----|------|
| M | T | W | T | F | |
| | 1 | 2 | 3 | 4 | |
| 7 | 8 | 9 | 10 | 11 | |
| 14 | 15 | 16 | 17 | 18 | |
| 21 | 22 | 23 | 24 | 25 | |
| 28 | 29 | 30 | 31 | | |

| February | | | | | 2013 |
|----------|----|----|----|----|------|
| M | T | W | T | F | |
| | | | | 1 | |
| 4 | 5 | 6 | 7 | 8 | |
| 11 | 12 | 13 | 14 | 15 | |
| 18 | 19 | 20 | 21 | 22 | |
| 25 | 26 | 27 | 28 | | |

| March | | | | | 2013 |
|-------|----|----|----|----|------|
| M | T | W | T | F | |
| | | | | 1 | |
| 4 | 5 | 6 | 7 | 8 | |
| 11 | 12 | 13 | 14 | 15 | |
| 18 | 19 | 20 | 21 | 22 | |
| 25 | 26 | 27 | 28 | 29 | |

| April | | | | | 2013 |
|-------|----|----|----|----|------|
| M | T | W | T | F | |
| 1 | 2 | 3 | 4 | 5 | |
| 8 | 9 | 10 | 11 | 12 | |
| 15 | 16 | 17 | 18 | 19 | |
| 22 | 23 | 24 | 25 | 26 | |
| 29 | 30 | | | | |

| May | | | | | 2013 |
|-----|----|----|----|----|------|
| M | T | W | T | F | |
| | | 1 | 2 | 3 | |
| 6 | 7 | 8 | 9 | 10 | |
| 13 | 14 | 15 | 16 | 17 | |
| 20 | 21 | 22 | 23 | 24 | |
| 27 | 28 | 29 | 30 | 31 | |

| June | | | | | 2013 |
|------|----|----|----|----|------|
| M | T | W | T | F | |
| 3 | 4 | 5 | 6 | 7 | |
| 10 | 11 | 12 | 13 | 14 | |
| 17 | 18 | 19 | 20 | 21 | |
| 24 | 25 | 26 | 27 | 28 | |