

**JEFFERSON TOWNSHIP BOARD OF EDUCATION****Regular Meeting Minutes****Monday, November 21, 2016 6:30 PM (Closed Session) – 7:30 PM (Regular Session)****Jefferson Township High School Media Center**

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- A.** Mr. Smith, called the meeting to order at 7:30 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* and posted on the  
Jefferson Township Board of Education website ([www.Jefftwp.org](http://www.Jefftwp.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:**

	<u>Present</u>	<u>Absent</u>
Mr. Cuccio ( <i>arrived @ 6:38</i> )	<u>X</u>	_____
Mrs. Gould	<u>X</u>	_____
Mrs. Poulas	<u>X</u>	_____
Mr. Quigley	<u>X</u>	_____
Mrs. Senatore	<u>X</u>	_____
Mr. Stewart	<u>X</u>	_____
Mrs. Van Ness	<u>X</u>	_____
Mr. Millar, Vice President	<u>X</u>	_____
Mr. Smith, President	<u>X</u>	_____
Miss Alyssa Feldmann, <i>Student Representative</i> ( <i>arrived @ 7:35</i> )	<u>X</u>	_____
Miss Samantha Novak, <i>Student Representative</i> ( <i>arrived @ 7:35</i> )	<u>X</u>	_____

**D. CLOSED SESSION**

Motion by Mrs. Van Ness, seconded by Mrs. Poulas, that the Board of Education adopt the following resolution:

BE IT RESOLVED, by the Jefferson Township Board of Education on this 21<sup>st</sup> day of November, 2016 at 6:33 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 student residency.
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 7:13 PM.

**E. SUPERINTENDENT'S REPORT**

- Dr. Tierney reported on the Good News and Progress in Our Schools

**F. PRESENTATIONS**

- Mr. John Mooney of auditing firm Nisivoccia LLP presented the Annual Comprehensive Annual Financial Report for 2015-2016.
- Mrs. Jeanne Howe, Assistant Superintendent presented the Class of 2016 Pathways to Graduation Data.

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

None

**H. STUDENT REPRESENTATIVES**

- **Student Representative Novak** reported the high school student body is actively working to organize the media center for greater utilization. She also noted upcoming events such as the tricky tray, Olde English Feast and Madrigal.
- **Student Representative Feldmann** reported on the success of the high school football team, upcoming winter sports, the play *Pygmalion* and the National Honor Society Induction Ceremony.

**I. COMMITTEE REPORTS**

- **Building Needs and Finance Committee** – Mr. Cuccio reported the Committee met on November 1 and discussed the changes in facilities department staffing and provided updates on various projects. He reviewed other initiatives such as alarms, Energy Savings Improvement Program (ESIP) Status. Mr. Cuccio also highlighted the Annual financial Audit as well as the Shared Services Agreement with Sparta for Ice Hockey.
- **Education Committee** – Mrs. Poulas reported the Committee met on November 14<sup>th</sup> and discussed the following topics: unified sports, revised school calendar, SY 16-17, 2016 graduation pathway data collection, approval of day and overnight field trips, STEM and PARCC Evidence Statement Analysis reports.
- **Policy and Personnel Committee** – Mrs. Van Ness noted the Committee met on November 7<sup>th</sup> and reviewed the following: Policy updates, Job descriptions, and the swim team coach/athlete ratio.

**J. MINUTES OF MEETINGS**

Motion by Mr. Stewart, seconded by Mrs. Poulas, that the minutes of the following meetings be approved as submitted:

October 17, 2016 Regular Meeting Minutes

October 17, 2016 Executive Session Minutes

MOTION: Mr. Stewart	SECOND: Mrs. Poulas			
Name	Ayes	Nays	Abstain	Absent
Mr. Cuccio			X	
Mrs. Gould	X			
Mr. Millar	X			
Mrs. Poulas	X			
Mr. Quigley	X			
Mrs. Senatore	X			
Mr. Smith	X			
Mr. Stewart	X			
Mrs. Van Ness			X	

**K. FINANCE AND BUILDING NEEDS COMMITTEE**

Motion by Mr. Cuccio, seconded by Mrs. Poulas, to accept the recommendation of the Superintendent to approve and adopt motions K.1 through K.14, as described below:

- K.1** Motion to approve and adopt the July 1, 2015 through June 30, 2016 **Comprehensive Annual Financial Report**, which contains no audit recommendations. *(copy available for review)*

**K.2** Motion to approve the **purchase order** list dated October 2016 in the amount of **\$437,283.83**.

**K.3** Motion to approve the **check journal** as of October 2016 in the amount of **\$5,045,722.38**.

<b>Fund</b>	<b>Amount</b>
General Fund (10)	\$ 2,095.00
General Current Expense (11)	\$ 4,904,236.27
Capital Outlay (12)	\$ 18,559.00
Special Revenue Funds (20)	\$ 120,832.11
<b>Total</b>	<b>\$ 5,045,722.38</b>

**K.4** Motion to approve the funds **transfers** in the 2016-2017 Fiscal Year, dated October 2016 in the amount of **\$135,619.10**.

**K.5** Motion that the Board of Education approve the **certification(s)** by the Board Secretary, pursuant to N.J.S.A. 18A:17-9, that as of September 30, 2016 and October 31, 2016, 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).

**K.6** Motion to certify, in accordance with N.J.A.C. 6A:23-2.11(c), that as of September 30, 2016, 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 that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

**K.7** Motion to approve the disposal of **obsolete equipment**, as shown below, in accordance with Policy #7300, Disposition of Property, as listed below:

<b><u>School/Department</u></b>	<b><u>Bar Code/Serial No.</u></b>	<b><u>Equipment Description</u></b>
Facilities	B121	2001 Dodge Pick up
High School	617, 622 & 636	Televisions

**K.8** Motion to approve the disposal of **obsolete equipment**, as shown below, in accordance with Policy #7300, Disposition of Property, and to authorize the Business Administrator to seek sealed bids for the sale of equipment listed below:

<b><u>School/Department</u></b>	<b><u>Bar Code/Serial No.</u></b>	<b><u>Equipment Description</u></b>
Facilities	30722-30215	Groundmaster 345 Toro
Facilities	61	Toro Reel Mower
Facilities	64	John Deer F1145 Tractor
Facilities	2402/613	John Deer 320

**K.9** Motion to accept the following **donation** from the Morris County Municipal Utilities Authority, awarded to the Jefferson Township High School Environmental Club, in accordance with Policy # 7230, Gifts, Grants and Donations.

<b><u>Item/Purpose</u></b>	<b><u>Amount</u></b>
Garbage/Recycling Containers	\$ 1,871.98

**K.10** Motion to approve and accept the agreement between the Jefferson Township Board of Education and Sparta Township Board of Education to share services for coaching and transportation for a joint ice hockey team as per agreement. *(See attached)*

**K.11** Motion to adopt a Resolution to participate in the **Educational Data Services, Inc.** Cooperative Pricing System (Ed-Data) to purchase supplies and goods and services for the 2017-2018 school year from its authorized vendors. (Hosted via the Educational Services Commission of Morris County)

- K.12** Motion to approve the purchase of **postage meter equipment** from Neopost, at a cost of \$3,150.25.
- K.13** Motion to approve the appointment of **Scarinci Hollenback** to serve as special counsel for construction, facilities, public procurement and other contract matters through December 31, 2016, in accordance with their proposal to provide legal services.
- K.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 Attachment A, are attending the named professional development seminar 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 previously approved function is necessary/unavoidable, be it further

**RESOLVED**, That the expense is justified and therefore reimbursable (*Appendix A*).

MOTION: Mr. Cuccio	SECOND: Mrs. Poulas			
<b>Name</b>	<b>Ayes</b>	<b>Nays</b>	<b>Abstain</b>	<b>Absent</b>
Mr. Cuccio	X			
Mrs. Gould	X			
Mr. Millar	X			
Mrs. Poulas	X			
Mr. Quigley	X			
Mrs. Senatore	X			
Mr. Smith	X			
Mr. Stewart	X			
Mrs. Van Ness	X			

## **L. PERSONNEL COMMITTEE**

Motion by Mrs. Van Ness, seconded by Mrs. Poulas, to accept the recommendation of the Superintendent to approve and adopt motions L.1 through L.6, 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).

<b>PERSONNEL</b>								
<b>A. ADMINISTRATIVE</b>								
<b>Name</b>	<b>Nature of Action</b>	<b>Position/Control Number</b>	<b>Deg/Step</b>	<b>Salary**</b>	<b>Loc.</b>	<b>Date Effective</b>	<b>Date Termin.</b>	<b>Discussion</b>

**B. INSTRUCTIONAL**

Name	Nature of Action	Position/Control Number	Deg/Step	Salary**	Loc.	Date Effective	Date Termin.	Discussion
Kimberly S. Moss 11-240-100-101-00	Appoint	Teacher of ESL 10-30-30/aju	MA+15 Step 12	\$60,103	Briggs	1/23/17	6/30/17	Upon release from district
Emily Nimmo 11-120-100-101-00	Appoint	Teacher of Physical Education & Health 10-10-10/aoa	BA Step 1	\$49,145	Briggs/Stannick	1/3/17	6/30/17	Replacing A. Arias
Anne Arias 11-120-100-101-00	Transfer	Teacher of Physical Education & Health 10-50-50/anz			Milton/Cozy Lake	1/3/17	6/30/17	Replacing A. Scalone
Stacey Bello 11-120-100-101-00	Transfer	Elementary Teacher 10-60-60/aic			White Rock	1/16/17	6/30/17	Replacing KT
Maryann Sauer 11-000-213-101-00	Transfer	School Nurse 10-60-60/abz	BA+15 Step 1	\$50,160	White Rock	12/5/16	3/11/17	Replacing KA Part-time to full-time for period of leave
Andrew Scalone 11-130-100-101-00	Transfer	Teacher of Physical Education & Health 10-70-70/api			JTMS	1/3/17	6/30/17	Replacing W. Koch
Thomas Kendall	Resignation	Teacher of Business 10-80-80/asv			JTHS	1/17/17	1/18/17	
William Koch	Resignation	Teacher of Physical Education & Health 10-70-70/api			JTMS	12/23/16	12/24/16	
Brielle Wilber	Resignation	Teacher of ESL 10-30-30/aju			Briggs	1/1/17	1/2/17	
Christopher Grau	Appoint	Bedside Instruction		\$42.45/hr.	District	11/22/16	6/30/17	
AB	Medical Leave	10-50-50/ahj			Cozy Lake	12/2/16	12/17/16	Utilizing 11 personal illness days
RD	Medical Leave	10-10-10/agd			Stanlick	3/3/17	6/20/17	Utilizing 32 personal illness days, 4 family illness days and 37 unpaid days
MG	Medical Leave	10-60-60/aid			White Rock	1/30/17	6/20/17	Utilizing 35 personal illness days, 4 family illness days and 57 unpaid days
PG	Adjusted Medical Leave	10-70-70/bxq			White Rock	9/2/16	11/29/16	Utilizing 53 personal illness days
NK	Intermittent Medical Leave	10-10-10/anx			Stanlick	11/3/16	6/30/17	Utilizing undetermined number of personal illness days
KT	Adjusted Medical Leave	10-60-60/aic			White Rock	1/2/17	6/6/17	Utilizing 35 personal illness days, 4 family illness days and 66 unpaid days

\*Requires Mentoring

\*\*14/15 salary guide until such time as negotiations have been completed

**C. NON-INSTRUCTIONAL**

Name	Nature of Action	Position/Control Number	Deg/Step	Salary**	Loc.	Date Effective	Date Termin.	Discussion
Joseph Baldwin <del>11-000-260-100-00</del> 11-000-266-110-130	Appoint	Security Technician 12-90-92/bxp		\$62,500	District	11/28/16	6/30/17	
Blake Vichengrad 11-000-260-100-00	Appoint	Supervisor of Maintenance & Grounds 12-90-92/bzh		\$90,000	District	11/1/16	6/30/17	
Dirouih Knapik 11-000-217-106-00	Appoint	Special Education Aide 09-70-70/bhu		\$19.65/hr.	JTMS	11/15/16	2/8/17	Not to exceed 1 hour per day for Open Gym on 11/15, 11/22, 12/13/16, 1/3, 1/11, 1/20, 1/31, and 2/7/17
Laura Ryan 11-000-217-106-00	Appoint	Special Education Aide 09-70-70/bov		\$20.89/hr.	JTMS	11/15/16	2/8/17	Not to exceed 1 hour per day for Open Gym on 11/15, 11/22, 12/13/16, 1/3, 1/11, 1/20, 1/23, and 2/7/17
Joseph Yuhaz 11-000-260-100-00	Appoint	Supervisor of Custodial Staff 12-90-92/bzg		<del>\$91,168</del> \$92,648	District	11/1/16	6/30/17	
Audrey Dworak 11-000-217-106-00	Location Change	Special Education Aide 09-80-80/bud			JTHS	10/24/16	6/30/17	3.5 hrs./day No benefits
Judy Nagy-Kiss 11-000-217-106-00	Increase Hours	Special Education Aide 09-30-30/bmz			Briggs	11/2/16	12/23/17	Increase from 3.5 to 3.75 hrs./day No benefits
Linda Shnyder 11-000-217-106-00	Account Code Change	Special Education Aide 09-30-30/bmy			Briggs	10/24/16	6/30/17	
April Tarabocchia 11-000-217-106-00	Increase Hours	Special Education Aide 09-70-70/bnq			Briggs	11/2/16	12/23/16	Increase from 3.5 to 3.75 hours per day No benefits

Name	Nature of Action	Position/Control Number	Deg/Step	Salary**	Loc.	Date Effective	Date Termin.	Discussion
Marilyn Beyel 11-000-217-106-00	Transfer	Special Education Aide 09-10-10/bwk			Stanlick	11/2/16	12/23/16	Replacing RK 3.5 hrs./day No benefits
Susan Ryder 11-204-100-106-00	Transfer	Special Education Aide 09-10-10/bdc			Stanlick	11/2/16	12/23/16	Replacing CC 3.5 hrs./day No benefits
Suzanne Wilde 11-000-217-106-00	Transfer	Special Education Aide 09-60-60/bbn			JTMS	12/9/16	12/24/16	Replacing MZ 3.5 hrs./day No benefits
Debra Kalish 11-000-240-105-00	Adjusted End Date	Long Term Sub Secretary 12-60-62/afa	Group IV Step 1	\$43,922	White Rock	8/1/16	12/1/16	Replacing LC
Tracie Kisto 11-000-240-105-00	Adjusted End Date	Secretary – Group III .49 LTS 10-60-60/aeg	Step 1	\$16,691.46	White Rock	9/1/16	11/29/16	Replacing D. Kalish
Robyn Curcio	Resignation	Special Education Aide 09-60-60/bjj			White Rock	11/4/16	11/5/16	
Karin Monaco	Resignation	Custodian 12-90-92/bze			District	11/10/16	11/11/16	
Francis Pietrowski	Resignation	Assistant Supervisor Building/Grounds/ Maintenance 12-90-92/bgb			District	11/18/16	11/19/16	
Blake Vichengrad	Resignation	Security Technician 12-90-92/bxp			District	11/20/16	11/21/16	
Joseph Yuhas	Resignation	Supervisor of Building/Grounds/ Maintenance 12-90-92/bga			District	10/31/16	11/1/16	
TA	Adjusted Medical Leave	12-80-82/ake			JTHS	8/29/16	12/5/16	Utilizing 67 personal illness days
CC	Adjusted Family Leave	09-10-10/bdc			Stanlick	10/31/16	12/10/16	Utilizing 3 personal days, 23 unpaid days
MJ	Medical Leave	08-90-92/aej			District	10/26/16	11/15/16	Utilizing 10.5 personal illness days
JL	Medical	12-50-52/akv			Cozy Lake	11/14/16	11/30/16	Utilizing 10 personal illness days
DP	Medical Leave	10-90-90/bfe			Transportation	11/17/16	2/18/17	Utilizing 60 personal illness days
DS	Adjusted Medical Leave	12-80-82/akh			Facilities	9/15/16	11/12/16	Utilizing 37 personal illness days
TV	Medical Leave	08-90-92/aln			Transportation	11/7/16	12/1/16	Utilizing 14 personal illness days

\*\*14/15 salary guide until such time as negotiations have been completed

D. SUBSTITUTES/OTHER								
Name	Nature of Action	Position	Level	Salary	Loc.	Date Effective	Date Termin.	Discussion
Sarah Anaie	Appoint	Substitute Teacher		\$90/diem	District	11/22/16	6/30/17	
Brendan Conway	Appoint	Substitute Teacher		\$90/diem	District	11/22/16	6/30/17	
Nicole Fabiano	Appoint	Substitute Teacher		\$90/diem	District	10/28/16	6/30/17	
Frances Ferucci	Appoint	Substitute Teacher		\$90/diem	District	10/24/16	6/30/17	
Linda Gaston	Appoint	Substitute Teacher		\$90/diem	District	11/22/16	6/30/17	
Jennifer Keenan	Appoint	Substitute Teacher		\$90/diem	District	11/22/16	6/30/17	
Jennifer King	Appoint	Substitute Teacher		\$90/diem	District	11/22/16	6/30/17	
Frances Palazzolo	Appoint	Substitute Teacher		\$90/diem	District	11/2/16	6/30/17	
Sara Voorhees	Appoint	Substitute Teacher		\$90/diem	District	11/22/16	6/30/17	
Jodi Ciampa	Appoint	Substitute Aide		\$15/hr.	District	1/3/17	6/30/17	
Frances Ferucci	Appoint	Substitute Aide		\$15/hr.	District	10/24/16	6/30/17	
Anna Gould	Appoint	Substitute Aide		\$15/hr.	District	10/25/16	6/30/17	
Dirouhi Knapik	Appoint	Substitute Aide		\$15/hr.	District	10/19/16	6/30/17	
Dawn Morris	Appoint	Substitute Aide		\$15/hr.	District	11/4/16	6/30/17	
Melissa Zabriskie	Appoint	Substitute Aide		\$15/hr.	District	10/26/16	6/30/17	
Patrick Cryan	Appoint	Substitute Mechanic		\$20/hr.	District	11/9/16	6/30/17	
Frances Palazzolo	Appoint	Substitute Secretary		\$14/hr.	District	11/18/16	6/30/17	
Tara Smeilus	Appoint	Substitute Secretary		\$14/hr.	District	11/2/16	6/30/17	

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F. 2016-17 SCHOOL YEAR COACHING STAFF								
SUMMER/FALL								
Name	Nature of Action	Position	Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Michael Fernandes	Appoint	Athletic Trainer		\$1,811.48	JTHS	9/1/16	6/30/17	
Shannon Chapman	Salary Adjustment	Head Cross Country	3	\$6,002.71	JTHS	9/1/16	6/30/17	
Christopher Eastman	Salary Adjustment	Assistant Cross Country	3	\$4,497.05	JTHS	9/1/16	6/30/17	
Amy Buffalino	Rescind	Athletic Trainer		\$1,811.48	JTHS	9/1/16	6/30/17	

<b>WINTER</b>								
<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Step</b>	<b>Salary</b>	<b>Loc.</b>	<b>Date Effective</b>	<b>Date Termin.</b>	<b>Discussion</b>
Max Becker*	Appoint	Assistant Wrestling	N/A	N/A	JTHS	11/16/16	6/30/17	Volunteer
Joshua Cacella	Appoint	Assistant Wrestling	3	\$5,249.88	JTHS	11/1/16	6/30/17	
Peter DiGennaro, II*	Appoint	Assistant Basketball/Boys	N/A	N/A	JTHS	11/1/16	6/30/17	Volunteer
Daniel Faber	Appoint	Assistant Wrestling	N/A	N/A	JTHS	11/16/16	6/30/17	Volunteer
Michael Fernandes	Appoint	Athletic Trainer		\$1,811.48	JTHS	11/1/16	6/30/17	
Brian Franks	Appoint	Assistant Indoor Track	1	\$3,755.05	JTHS	11/1/16	6/30/17	
Brandon Horetsky*	Appoint	Assistant Basketball/Boys	N/A	N/A	JTHS	11/1/16	6/30/17	Volunteer
Robert Kreisinger*	Appoint	Head Ice Hockey	3	\$7,875.61	JTHS	11/1/16	6/30/17	Co-op with Sparta BOE
Christopher Pszonek*	Appoint	Assistant Ice Hockey	N/A	N/A	JTHS	11/1/16	6/30/17	Co-op with Sparta BOE
Sean Quinn	Appoint	Assistant Ice Hockey	N/A	N/A	JTHS	11/1/16	6/30/17	Volunteer
Joseph Rossi*	Appoint	Assistant Basketball/Boys	N/A	N/A	JTHS	11/1/16	6/30/17	Volunteer
Kimberly Serzan	Appoint	Assistant Cheerleading	N/A	N/A	JTHS	11/1/16	6/30/17	Volunteer
Jack Shaughnessy*	Appoint	Assistant Ice Hockey	N/A	N/A	JTHS	11/1/16	6/30/17	Volunteer
Robert Toth*	Appoint	Assistant Basketball/Boys	N/A	N/A	JTHS	11/1/16	6/30/17	Volunteer
Michael Young*	Appoint	Head Ice Hockey	N/A	N/A	JTHS	11/1/16	6/30/17	Co-op with Sparta BOE
Travis Gage	Salary Correction	Assistant Basketball Girls	2	\$4,873.44	JTHS	9/1/16	6/30/17	2 years of service
Amy Buffalino	Rescind	Athletic Trainer		\$1,811.48	JTHS	9/1/16	6/30/17	
William Koch	Rescind	Assistant Wrestling	3	\$5,249.88	JTHS	9/1/16	6/30/17	
<b>SPRING</b>								
<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Step</b>	<b>Salary</b>	<b>Loc.</b>	<b>Date Effective</b>	<b>Date Termin.</b>	<b>Discussion</b>
Michael Fernandes	Appoint	Athletic Trainer		\$1,811.48	JTHS	11/1/16	6/30/17	
Amy Buffalino	Rescind	Athletic Trainer		\$1,811.48	JTHS	9/1/16	6/30/17	

\*Out of district coach

\*\*14/15 salary guide until such time as negotiations have been completed

<b>G. STUDENT INTERN/TEACHER</b>							
<b>Name</b>	<b>School</b>	<b>Program</b>	<b>Subject</b>	<b>Location</b>	<b>Date Effective</b>	<b>Date Termin.</b>	<b>Discussion</b>
Dana Carney	St. John's University	Internship	Speech Language Pathology	Milton	9/1/17	12/31/17	150 hours
Kyla Kelly	Capella University	Practicum	School Counseling	JTHS	4/10/17	6/16/17	100 hours
Kyla Kelly	Capella University	Internship	School Counseling	JTHS	10/9/2017	3/16/2018	600 hours
Lanea Odenbrett	Kean University	Practicum	School Psychology	Briggs/Stanlick	1/3/17	6/30/17	1 day per week

**H. Stokes Trip** 11-401-100-101-00

<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Salary/Night</b>	<b>Loc.</b>	<b>Date Effective</b>	<b>Date Termin.</b>	<b>Discussion</b>
Kari Ellingsen	Rescind	Stokes Chaperone	\$125.00	JTMS	12/15/16	12/16/16	1 night

**L.2** Motion to approve the following job descriptions:

- Athletic Trainer
- Confidential Secretary
- District Courier
- Facilities Secretary – Group III
- School Social Worker
- Supervisor of Custodial Staff
- Supervisor of Grounds and Maintenance

**L.3** Motion to approve the **Spring** 2016 Course Reimbursements as indicated below:

<b>Name</b>	<b>College</b>	<b>Class</b>	<b>Approval</b>	<b>Credits</b>	<b>Amount</b>
Arias, Anne	University of California San Diego	Google as a Classroom Tool for Learning	49	3	\$301.50
Arias, Anne	University of California San Diego	Positive Discipline Approach to Classroom Management	50	3	\$301.50
Beshlian, Amanda	William Paterson University	Managing Challenging Behaviors	52	3	\$317.99
Bavosa, Sherry	Centenary College	Educational Research	39	3	\$317.99
Bavosa, Sherry	William Paterson University	Seminar Research and Apps in Special Education	100	3	\$317.99
Boucher, Lauren	A.T. Still University	Leadership and Advocacy	15	4	\$423.98
Boucher, Lauren	A.T. Still University	Doctoral Project VI – Implementation II	16	2	\$211.99
Boucher, Lauren	A.T. Still University	Seminar VI – Professional Writing and Dissemination of Practice Based Scholarship	76	4	\$423.98
Boucher, Lauren	A.T. Still University	OT Doctoral Project VII	77	2	\$211.99
Brown, Kendall	County College of Morris	Anatomy and Physiology I	57	4	\$423.98
Bruggeman, Joanna	University of California San Diego	Teaching Struggling Readers	81	3	\$317.99
Cacella Joshua	New Jersey City University	Learning and Motivation	12	3	\$317.99
Cacella, Joshua	New Jersey City University	Reading and the Curriculum	13	3	\$317.99
Cacella, Joshua	New Jersey City University	Educational Assessment	14	3	\$317.99
Carline, Michele	Centenary College	Educational Research	33	3	\$317.99

Name	College	Class	Approval	Credits	Amount
Carline, Michele	Centenary College	Seminar Research and Apps in Special Education	96	3	\$317.99
Carney, Elizabeth	Georgian Court University	Holistic Stress Management	21	3	\$317.99
Carney, Elizabeth	Georgian Court University	Special Topic: Holistic Health Meditation	82	3	\$317.99
Daken-Stefanski, Alice	Drew University	History of Food Studies	73	3	\$317.99
Decker, Rachel	Grand Canyon University	Reading in the Content Area	10	4	\$423.98
Decker, Rachel	Grand Canyon University	Elementary Practicum	28	4	\$423.98
Dunbar, Maria	Centenary College	Curriculum Development and Evaluation	92	3	\$317.99
Farris, Kasey	William Paterson University	Curriculum Design: Theory and Practice	7	3	\$317.99
Farris, Kasey	William Paterson University	Supervision and Evaluation	11	3	\$317.99
Farris, Kasey	William Paterson University	Current Issues in Special Education	84	3	\$317.99
Farris, Kasey	William Paterson University	Administration and Supervision of Reading Programs	85	3	\$317.99
Fisher, Janice	Southern New Hampshire University	Organizational Behavior	38	3	\$317.99
Franks, Brian	Nova Southeastern University	Introduction to Media and Instruction	64	3	\$317.99
Franks, Brian	Nova Southeastern University	Internet for Educators	93	3	\$317.99
Franks, Brian	Nova Southeastern University	Research in Education	94	3	\$317.99
Gage, Travis	Walden University	Creating an Effective Classroom Learning Environment	23	3	\$317.99
Gage, Travis	University of California San Diego	Google as a Classroom Tool for Learning	68	3	\$273.00
Gage, Travis	University of California San Diego	Effectively Using iPads to Transform Your Classroom	69	3	\$273.00
Gage, Travis	University of California San Diego	The Flipped Classroom: An Interactive Approach to Student Engagement	70	3	\$273.00
Gage, Travis	University of California San Diego	Making the Most of the Internet in Your Classroom	71	3	\$273.00
Gage, Travis	University of California San Diego	Bullying Awareness, Prevention and Intervention	72	3	\$273.00
Gage, Travis	Walden University	Helping Students Become Self-Directed Learners	74	3	\$317.99
Gage, Travis	University of California San Diego	Differentiated Instruction: One Size Does Not Fit All	86	3	\$273.00
Gage, Travis	Walden University	Teacher Leadership in the Classroom: Increasing Learning and Achievement	87	3	\$317.99
Gargone, Carol	University of California San Diego	Implementing the Fifth Grade Common Core Math Standards	78	3	\$273.00
Gargone, Carol	University of California San Diego	The Flipped Classroom: An Interactive Approach	79	3	\$273.00
Gargone, Carol	University of California San Diego	Effectively Using iPads to Transform Your Classroom	80	3	\$273.00
Grisi, Megan	Fitchberg State University	Wilson Reading, Steps 4-6	1	3	\$317.99
Gugger, Daniel	Montclair State University	School and Community Relations	40	3	\$317.99
Heller, Cheryl	University of California San Diego	Bullying Awareness, Prevention and Intervention	60	3	\$273.00
Heller, Cheryl	University of California San Diego	Integrating Interactive Whiteboards into the Curriculum	61	3	\$273.00
Heller, Cheryl	University of California San Diego	Reaching Students Through Character Education	62	3	\$273.00
Heller, Cheryl	University of California San Diego	Positive Disciplining – Approach to Classroom Management	63	3	\$273.00
Hulbert, Joyce	New Jersey City University	Research Applications in Educational Technology II	43	3	\$317.99
Kazanfer, Aladin	Loyola Marymount University	Staying Present: Mindfulness for Better Teaching and Learning	3	3	\$317.99
Kelly, Kyla	Capella University	Group Counseling and Psychotherapy	34	4	\$423.98
Kelly, Kyla	Capella University	Assessment Tests and Measures	35	4	\$423.98
Kelly, Kyla	Capella University	Contemporary Issues in School Counseling	90	4	\$423.98
Koenig, Rachel	Walden University	Creating and Effective Classroom Learning Environment	75	3	\$317.99
Koenig, Rachel	Walden University	Algebraic Reasoning, Functions, and Equations	105	3	\$317.99
Kozakewich, Julie	William Paterson University	Learning Theory Application	99	3	\$317.99
Kulick, Lauren	Messiah College	Advanced Conducting Project	20	3	\$317.99
Larena, Ashley	East Stroudsburg University	Analysis of Instructional Techniques	17	3	\$317.99
Larena, Ashley	East Stroudsburg University	Reading and Language Development for Diverse Learner	19	3	\$317.99
Larena, Ashley	East Stroudsburg University	Teaching Content Reading to Diverse Learners	95	3	\$317.99
Mathiasen, Susan	New Jersey City University	Using Integrated Software Across the Curriculum	4	3	\$317.99
Mathiasen, Susan	New Jersey City University	Internship School Media Center	5	3	\$317.99
McBride, Darlene	Centenary College	Assessment of Instruction in Special Education	48	3	\$317.99
McBride, Darlene	Centenary College	Inclusive Practices	97	3	\$317.99
Miceli, Sarah	Seton Hall University	Counselor Ethics in Practice	29	3	\$317.99
Miceli, Sarah	Seton Hall University	Group Counseling	30	3	\$317.99
Ortense, Stacey	Ramapo College of New Jersey	Administrative Field Experience/Intern II	44	6	\$635.97
Pietrowski, Kathryn	Florida Institute of Technology	Advanced Topics in Behavior Analysis	36	3	\$317.99
Reiss, Joanna	Centenary College	Nature and Needs of Individuals with Disabilities	6	3	\$317.99
Sauer, Molly	Fairleigh Dickinson University	Projects Based on the Web	31	3	\$317.99
Sauer, Molly	Fairleigh Dickinson University	Semester in Instructional Technology	32	3	\$317.99
Sauer, Molly	Fairleigh Dickinson University	Cloud Computing and Social Media	101	1	\$106.00
Sauer, Molly	Fairleigh Dickinson University	Web 2.0 Tools/Educational Apps	102	1	\$106.00
Sauer, Molly	Fairleigh Dickinson University	Supervisor Instruction and Personnel and Evaluation	103	3	\$317.99
Sauer, Molly	Fairleigh Dickinson University	Smartboards in the Classroom	104	1	\$106.00
Silipena Brian	California University of Pennsylvania	Instructional Strategies for Inclusive Classrooms	8	3	\$317.99
Silipena, Brian	California University of Pennsylvania	Field Project/Leadership	9	3	\$317.99
Simler, Renee	Art of Education Morningside College	Studio Printmaking	54	3	\$317.99
Stettler, Amy	Drew University	Charles Williams and the Inklings	55	3	\$317.99
Stettler, Amy	Drew University	Introduction to Food Studies: A Cultural History of Food	56	3	\$317.99
Strasser, Tricia	Northeastern University	Women and Alcohol Abuse	41	3	\$317.99
Strasser, Tricia	Northeastern University	Research in Psychology II	42	3	\$317.99
Strasser, Tricia	Northeastern University	Sensation and Perception	88	3	\$317.99
Strasser, Tricia	Northeastern University	Physiological Psychology	89	3	\$317.99
Tanis, Janet	William Paterson University	Assistive Technology in the Inclusive Classroom	24	3	\$317.99
Tanis, Janet	William Paterson University	Understanding School-Based Assessment of Diverse Learners	25	3	\$317.99
Tanis, Janet	William Paterson University	Educational Foundations in a Diverse Society	26	3	\$317.99
Tinston, Casey	The College of New Jersey	Seminar in Poetry	53	3	\$317.99
Vicente-Mora, Jennifer	William Paterson University	Research in Counseling	58	3	\$317.99



Name	College	Class	Approval	Credits	Amount
Weaver, Ann	Centenary College	Seminar in Research and Application for Special Education	51	3	\$317.99
Weaver, Ann	Centenary College	Curriculum Development and Evaluation	59	3	\$317.99
Weaver, Ann	Centenary College	Seminar in Curricular Evaluation and Assessment Strategies	98	3	\$317.99

#### L.4 Motion to approve Advanced Salary Placements as indicated below:

Name	From	Current Salary**	To
Afflerbach, Kristen	MA/04	\$52,190	MA+15/04
Anderson, Jean	MA/16	\$67,852	MA+15/16
Arias, Anne	MA+15/08	\$56,261	MA+30/08
Bavosa, Sherry	BA+15/09	\$56,272	MA/09
Boucher, Lauren	MA/21	\$85,031	MA+45/21
Bruggeman, Joanna	MA/11	\$58,984	MA+15/11
Carlisle, Michelle	BA+15/8	\$55,246	MA/8
Carney, Elizabeth	BA/19	\$70,542	BA+15/19
Daken-Stefanski, Alice	MA+30/10	\$60,786	MA+45/10
D'Ambrosio, Kathleen	MA/16	\$67,852	MA+15/16
Decker, Rachel	BA/05	\$51,175	MA/05
Eastman, Christopher	MA+15/08	\$57,276	MA+30/08
Gage, Travis	BA+15/07	\$54,220	MA+30/07
Gargone, Carol	MA+15/06	\$54,220	MA+30/06
Gugger, Daniel	BA+15/07	\$54,220	MA+15/07
Harris, Rachel	BA/05	\$51,175	BA+15/05
Heller, Cheryl	MA+30/12	\$60,103	MA+45/12
Hu, Hong	MA+30/21	\$93,348	MA+45/21
Hulbert, Joyce	BA+15/06	\$53,205	MA/06
Kirshenbaum, Jane	MA+15/19	\$79,993	MA+30/19
Koch, William	MA+30/08	\$58,646	MA+45/08
Kulick, Lauren	BA/08	\$54,231	MA/08
Levine, Matthew	MA/15	\$65,186	MA+15
Micelli, Sarah	BA/11	\$56,324	BA+15/11
Ortense, Stacey	MA/17	\$70,905	MA+30/17
Pietrowski, Katherine	MA/05	\$53,205	MA+15/05
Roman, Teresa	MA/16	\$67,852	MA+45/16
Rose, Gino	MA+15/14	\$62,793	MA+30/14
Sauer, Molly	BA/03	\$50,160	BA+15
Silipena, Brian	BA/11	\$56,324	MA/11
Stettler, Amy	BA/05	\$51,175	BA+15/05
Vicente-Mora, Jennifer	BA/06	\$52,190	BA+15/06
Weaver, Ann	BA+15/04	\$51,175	MA/04

\*\*14/15 salary guide until such time as negotiations have been completed

#### L.5 Motion to approve resolution of the Jefferson Township Board of Education approving settlement as described below:

**BE IT RESOLVED**, that the Jefferson Township Board of Education hereby accepts and approves the negotiated General Release of Claims (“Release”) between the Jefferson Township Board of Education and employee ID # 1510, in the matter entitled B.G. v Jefferson Township Public Schools, Civil Action No. 2:15-cv-07543-ES-JAD, subject to the terms and conditions set forth therein.

#### L.6 Motion to approve and authorize payment of merit bonus to the Superintendent, Dr. Patrick Tierney, for completion of Quantitative Merit Goals as follows:

**WHEREAS**, on August 15, 2016, pursuant to N.J.A.C. 6A:23A-3.1 and its contract with the Superintendent of Schools, the Jefferson Township Board of Education reviewed the quantitative and qualitative criteria and associated merit bonuses for the Superintendent for the 2016-2017 school year and,

**WHEREAS**, the Board of Education has now reviewed indicators of the achievement of those goals;

**NOW, THEREFORE BE IT RESOLVED**, that the Jefferson Township Board of Education hereby awards compensation for Merit Goal #1, as outlined in the Superintendent’s contract and detailed below,

payable in the 2016-2017 school year and be submitted to the Executive County Superintendent of School for approval before payment.

Quantitative and Qualitative Merit Goal(s)	Status	Percentage	Dollar Value
<b>Qualitative Goal #1:</b> To improve the district website by ensuring: (1) it is easy to navigate, (2) contains valuable and current information for staff, students, parents and community members, and (3) incorporates social media tools.	Achieved	2.5%	\$4,187.50

MOTION: Mrs. Van Ness	SECOND: Mrs. Poulas			
<b>Name</b>	<b>Ayes</b>	<b>Nays</b>	<b>Abstain</b>	<b>Absent</b>
Mr. Cuccio	X			
Mrs. Gould	X			
Mr. Millar	X			
Mrs. Poulas	X			
Mr. Quigley	X			
Mrs. Senatore	X			
Mr. Smith	X			
Mr. Stewart	X			
Mrs. Van Ness	X			

## M. EDUCATION, SPECIAL EDUCATION AND TECHNOLOGY COMMITTEE

Motion by Mrs. Poulas, seconded by Mr. Cuccio, to accept the recommendation of the Superintendent to approve and adopt motions M.1 through M.9, as described below:

### M.1 Motion to approve the following **contracted** services for the 2016-2017 school year:

Name	Rate	Loc.	Date Effective	Date Terminated	Discussion
Bayada Pediatrics	\$3,379	District	11/16/2016	1/31/2017	After school activity support services
Mountain Lakes BOE (Lake Drive Support Program)	\$12,600	Milton	11/21/16	6/30/17	Support Services

### M.2 Motion to **rescind student placement** for the **2016-2017** school year, as indicated below plus related services as needed:

Student	School	Tuition	Effective
M/10-3	Windsor Learning	\$41,785	10/28/16

### M.3 Motion to **approve student placement** for the **2016-2017** school year, as indicated below plus related services as needed:

Student	School	Tuition	Effective
F/14-4	The Windsor School	\$49,335	10/31/16-6/30/17
M/12-11	DCP&P	\$16,474	9/1/16-6/30/17
M/9-10	DCP&P	\$16,318	9/25/16-6/30-17
M/7-4	DCP&P	\$16,318	9/25/16-6/30-17

### M.4 Motion to approve the following **day trips**:

School/Group/Activity	Location	Dates
JTHS, Debate Club, Debate Tournament	Roxbury High School, Succasunna, NJ	November 18, 2016
JTHS, Environmental Academy	NJ School of Conservation at Stokes State Forest, Branchville, NJ	November 29, 2016
JTHS, Debate Club, Debate Tournament	Mount Olive High School, Flanders, NJ	December 9, 2016
Cozy Lake School, Rotary Club Luncheon	Star of Sea Church, Lake Hopatcong, NJ	December 14, 2016
JTMS, Chorus, Rotary Club Luncheon	Star of Sea Church, Lake Hopatcong, NJ	December 14, 2016
Stanlick School Rotary Club Luncheon	Star of Sea Church, Lake Hopatcong, NJ	December 14, 2016
White Rock School, Rotary Club Luncheon	Star of Sea Church, Lake Hopatcong, NJ	December 14, 2016
JTHS, REBEL Group	White Rock Elementary School, Oak Ridge, NJ	January 6, 2017
JTHS, Grades 11 & 12, Science Classes, Scott Kelly Presentation	Mayo Performing Arts Center, Morristown, NJ	January 13, 2017

School/Group/Activity	Location	Dates
JTMS, Grades 7 & 8 Chorus and Band	NJ Devils Game Performance, Prudential Center, Newark, NJ	January 20, 2017
JTHS, Debate Club, Debate Competition	Mount Olive High School, Flanders, NJ	February 10, 2017
JTHS, Robotics Club, Robotics Competition	Mount Olive High School, Flanders, NJ	March 10, 2017
JTHS, Robotics Club, Robotics Competition	Mount Olive High School, Flanders, NJ	March 11, 2017
JTHS, Robotics Club, Robotics Competition	Mount Olive High School, Flanders, NJ	March 12, 2017
Cozy Lake School, Grade 2	Waterloo Village, Stanhope, NJ	April 28, 2017
JTMS, Grade 8	Medieval Times, Lyndhurst, NJ	May 5, 2017
JTHS, REBEL Group	Milton Elementary School, Oak Ridge, NJ	May 9, 2017
JTHS, REBEL Group	Cozy Lake School Oak Ridge, NJ	May 10, 2017 (Raindate: 5/17/17)
JTMS, Band & Chorus, Competition	High Note Festival, Lower Macungie School, Macungie, PA & Dorney Park, Allentown, PA	May 12, 2017
JTMS, Grade 8, Junior Solar Sprint Competition	Kittatinny Regional High School, Hampton, NJ	May 16, 2017
JTHS, Grades 11 & 12, Social Studies	FDR's Home, Library & Museum, Hyde Park, NY	May 18, 2017
White Rock School, Grade 5	Liberty Science Center, Jersey City, NJ	May 19, 2017
JTMS, Grade 8, Junior Solar Sprint Competition	Ridgedale Middle School, Florham Park, NJ	May 22, 2017
Stanlick, White Rock, JTMS, Debate Clubs, Debate Competition	College of St. Elizabeth, Morristown, NJ	May 24, 2017
White Rock School, Grade 4	NJ Sea Grant Consortium, Highlands, NJ	May 26, 2017
JTHS, Stand Up To Cancer Group, Christmas Caroling	Morristown Memorial Hospital, Morristown, NJ	December 13, 2016

**M.5** Motion to approve the following **overnight trips**:

School/Group/Activity	Location	Dates
JTHS, Robotics Club, Robotics Competition	Seneca High School, Tabernacle, NJ	March 24-27, 2017
JTMS, Grade 8, GATEways Trip	Plymouth, Salem, Boston, Concord, MA	April 5-7, 2017
JTHS, Robotics Club, Championship	Lehigh University, Bethlehem, PA	April 5-8, 2017
JTMS, Grade 7, GATEways Trip	New England: Cape Cod, MA, Mystic, CT	May 31 – June 2, 2017
JTMS, Grade 8, Field Trip	Philadelphia, PA & Dorney Park, Allentown, PA	June 8-9, 2017

**M.6** Motion to approve Margaret Widgren as district **Homeless Liaison and DCF Coordinator** for SY17.

**M.7** Motion to amend the 2016-2017 school calendar (*Attached*).

**M.8** Motion to Recognize and Accept the Harassment, Intimidation and Bullying Incidences (HIB) October 17, 2016 through November 21, 2016.

**RESOLVED**, That upon the Recommendation of the Superintendent, the Jefferson Township Board of Education recognizes the Harassment, Intimidation, and Bullying incidences reported from October 17, 2016 through November 21, 2016, as summarized below:

School	Incidents Reported	Confirmed Incidents of HIB	Inconclusive – Case Will Remain Active
Ellen T. Briggs	0	0	0
Stanlick	0	0	0
Milton	0	0	0
Cozy Lake	0	0	0
White Rock	1	0	0
JTMS	2	0	0
JTHS	7	0	0

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

**M.9 Motion to recognize Emergency school bus evacuation drills of November 1 and 2, 2016.**

<b>E.T. Briggs/Stanlick Schools November 1, 2016</b>		<b>Milton/Cozy Lake/ White Rock Schools November 2, 2016</b>	
<b>Route #</b>	<b>Observed By</b>	<b>Route #</b>	<b>Observed By</b>
H1	Venturino	M1	Adams
H2	Jones	M2	Bikolsky
H3	Venturino	M3	Bikolsky
H4	Venturino	M4	Bikolsky
H5	Jones	M5	Adams
H6	Venturino	M8	Adams
H7	Venturino	M9	Reed
H8	Lipton	M10	Scalone
H9	Venturino	M11	Scalone
H11	Jones	M12	Scalone
H12	Venturino	M13	Scalone
H13	Venturino	M14	Adams
H15	Venturino	M15	Bikolsky
		M16	Bikofsky
		V1AM	Adams
		V1MD	Bikofsky
		V2AM	Scalone
		V2MD	Scalone
		V3AM	Pietrowski
		V3MD	Milan

**M.10 Motion to approve Resolution regarding the residency hearing of Student #105146**

**WHEREAS**, on November 21, 2016 a plenary hearing was held before the Jefferson Township Board of Education pursuant to N.J.S.A. 18A:38-1 et seq. and N.J.A.C. 6A:22-1.1 et seq.; and

**WHEREAS**, on that date, the parent(s)/guardian(s) did attend the hearing having been apprised of their right to do so, and having been further advised that the hearing would proceed in their absence; and

**WHEREAS**, the Board, after having heard and considered all of the proofs and testimony presented, determined that the required proof of residency in the Jefferson Township School District was not provided pursuant to N.J.A.C. 6A:22-3.4 and N.J.A.C. 6A:22-4.3(a).

**NOW, THEREFORE**, the Board hereby adopts the following resolution:

**BE IT RESOLVED**, on this 21<sup>st</sup> day of November, that the Board finds that Student #105146 has not provided the required proof of residency in the Jefferson Township School District, and, therefore, is ineligible to attend the Jefferson Township Public Schools; and

**BE IT FURTHER RESOLVED**, that the Superintendent is hereby directed to effectuate the transfer of the child forthwith, subject to the provisions of N.J.S.A. 18A:38-1(b)(2), and that written notice of this decision and the family's right to contest same before the Commissioner of Education within twenty-one (21) days shall be immediately served upon the parents; and

**BE IT FURTHER RESOLVED**, that the Board hereby reserves its right to collect any and all tuition owed by the student's parent(s)/guardian(s) for the student's period of ineligibility to attend school in the District.

MOTION: Mrs. Poulas	SECOND: Mr. Cuccio			
<b>Name</b>	<b>Ayes</b>	<b>Nays</b>	<b>Abstain</b>	<b>Absent</b>
Mr. Cuccio	X			
Mrs. Gould	X			
Mr. Millar	X			
Mrs. Poulas	X			
Mr. Quigley	X			
Mrs. Senatore	X			
Mr. Smith	X			
Mr. Stewart	X			
Mrs. Van Ness	X			

**Enrollment as of 10/31/16:**

	October 2015	October 2016
Milton	137	156
Cozy Lake	206	186
Arthur Stanlick	346	324
E.T. Briggs	285	291
White Rock	385	359
<b>Total Elementary</b>	<b>1,359</b>	<b>1,316</b>
JTMS	770	1,001
JTHS	1,023	772
<b>GRAND TOTAL</b>	<b>3,152</b>	<b>3,089</b>
Tuition students received	3	4
Out-of-district placement	34	33

**N. POLICY COMMITTEE**

Motion by Mrs. Van Ness, seconded by Mrs. Poulas, to accept the recommendation of the Superintendent to approve motion N.1, as described below:

**N.1** Motion to approve the **First Reading** of the following (*copy available for review*)

File Code	Title	Action
1110p	Organizational Chart	Revised
R5514	Student Use of Vehicles	Revised

MOTION: Mrs. Van Ness	SECOND: Mrs. Poulas			
<b>Name</b>	<b>Ayes</b>	<b>Nays</b>	<b>Abstain</b>	<b>Absent</b>
Mr. Cuccio	X			
Mrs. Gould	X			
Mr. Millar	X			
Mrs. Poulas	X			
Mr. Quigley	X			
Mrs. Senatore	X			
Mr. Smith	X			
Mr. Stewart	X			
Mrs. Van Ness	X			

**O. COMMUNICATIONS**

- None

**P. OLD BUSINESS**

- None

**Q. NEW BUSINESS**

- None

**R. PUBLIC COMMENTS**

- None

**S. BOARD MEMBER COMMENTS**

- Mrs. Poulas announced three basketball hoops were donated and installed at Stanlick and the Jefferson Jingle and Tinsel Trot will be held on December 10<sup>th</sup>.
- Mrs. Gould attended the Pumpkin Seed Day count at Cozy Lake and commented on the unique ways children can learn math.
- Mr. Stewart commented on the many excellent activities at the schools, including the fall sports season and the play *Pygmalion*.
- Mrs. Senatore announced the TREP\$ Market at White Rock School.
- The Board wished everyone a Happy Thanksgiving.
- The Board commended the Business Office on the audit outcome.

**T. ADJOURN**

Motion by Mr. Cuccio, seconded by Mr. Stewart that the meeting adjourn at 8:21 PM.

Respectfully submitted,

Dora E. Zeno  
Board Secretary

## **SHARED SERVICES AGREEMENT FOR A JOINT ICE HOCKEY TEAM**

**THIS AGREEMENT** made this 21<sup>st</sup> day of November, 2016 (“Effective Date”), by and between the Jefferson Township Board of Education (hereinafter referred to as “Jefferson”), having offices located at 31 State Highway 181, Lake Hopatcong, New Jersey 07849 and the Sparta Township Board of Education (hereinafter referred to as “Sparta”), having offices located at 18 Mohawk Avenue, Sparta, New Jersey 07871;

**WHEREAS**, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq., authorizes public entities to enter into a contract with each other to subcontract any service which one of the parties to the agreement is empowered to render within its own jurisdiction including services incidental to the primary purposes of any of the participating entities; and

**WHEREAS**, Jefferson and Sparta are both authorized to provide the services of coaching and transportation for a joint ice hockey team for their respective entities; and

**WHEREAS**, Jefferson and Sparta are of the opinion that the services of coaching and transportation for a joint ice hockey team can be more efficiently and economically provided to each party through a joint agreement for the subcontracting of such services (hereinafter referred to as “the Agreement”); and

**WHEREAS**, the parties are desirous of entering into a shared services agreement which would authorize the subcontracting of the services coaching and transportation for a joint ice hockey team by Jefferson and Sparta;

**NOW THEREFORE**, it is hereby agreed by and between the parties as follows:

1. Services to be Performed, Standards, and Scope of Performance

- A. Coaching: Sparta and Jefferson will each provide a head Coach who, together, will “co-coach”. Each district will pay their respective Coach the compensation as included in each district’s Collective Bargaining Agreement. The salary of the Assistant Coach will be split equally by both districts.
- B. Transportation: Sparta and Jefferson will alternate transportation, based on the schedule provided. Each district will pay their respective bus driver the compensation as included in each district’s Collective Bargaining Agreement.

2. Costs

In addition to coaching and transportation as described in section 1 above; the following additional costs will also be shared:

- a. League Dues, both Varsity and Junior Varsity
- b. Ice Facility Rental (to be offset by Booster Club Donations)
- c. Equipment
- d. Game Officials

3. Duration

- A. This Agreement shall commence as of the Effective Date and shall end on June 30, 2017. The parties shall determine whether or not they will renew this Agreement no later than June 30, 2017. Said renewal shall be in writing and approved by each party by formal resolution before becoming effective. This Agreement may be renewed by agreement of the parties for one (1) additional year on a yearly basis in accordance with the procedures set forth above.

- B. Either party may terminate this Agreement upon sixty (60) days written notice to the other party, or immediately if the other party (1) persistently or repeatedly refuses or fails to perform the services required under this Agreement; (2) disregards laws, ordinances, rules, regulations or orders of a public authority having jurisdiction; or (3) otherwise commits a breach of this Agreement.

4. Payment Procedures

At the conclusion of the sports season, Jefferson and Sparta will prepare an invoice of each district's respective costs. Whichever district has incurred the higher costs, will be reimbursed up to fifty (50) percent of total costs by the other within 30 days of invoicing, no later than June 30, 2017.

5. Indemnification and Insurance

- A. Both parties shall maintain full and complete liability insurance, in limits not less than the maximum amounts of liability coverage now maintained by each party, throughout the term of this Agreement and cause the other party to be designated on its policy as an additional insured.

6. Agency

Except as expressly provided herein, either party shall have no authority to act on behalf of nor bind the other party or to act as its general agent.

7. Confidentiality

To the extent applicable, the Parties shall comply with, and require that anyone providing the Services hereunder comply with, all applicable requirements of Local, County, State and Federal authorities, all applicable Local, County, State and Federal laws, rules, ordinances, regulations and codes and all Board of Education policies, now or hereafter in force and affect to the extent that they directly or indirectly bear upon the Services provided under the Agreement. The Parties and anyone providing the Services on behalf of the Parties shall, without limitation of the aforementioned, comply with: the privacy provisions of the Health Insurance Portability and Accountability Act (HIPAA); the confidentiality requirements of N.J.A.C. 6A:32-7.1 et seq., and the Family Education Rights Privacy Act;

8. Anti-Collusion

Each party warrants and represents that during the performance of services under this Agreement no goods or services being recommended to be procured from third party vendors shall be solicited, secured or procured directly or indirectly in a manner contrary to the laws of the State of New Jersey and that the federal, state and local laws and regulations will be adhered to including the prohibitions against paying or giving of any fee, commission, compensation, gift, gratuity or consideration of any kind, directly or indirectly, to any Board of Education employee, officer or official.

9. Merger

This Agreement merges and supersedes all prior negotiations, representations and/or agreements between the parties relating to the subject matter of this Agreement and constitutes the entire contract between the parties.

10. Modification

This Agreement may only be modified by an instrument in writing signed by both parties to the Agreement.



11. Waiver

No waiver by either party of any term or condition of this Agreement shall be deemed or construed to constitute a waiver of any other term or condition or of any subsequent breach, whether of the same or a different provision of this Agreement. Neither party may waive any of its rights or any obligations of the other party or any provision of this Agreement except by an instrument in writing signed by that party.

12. Severability

If any of the provisions contained in this Agreement are held illegal, invalid or unenforceable, the remaining provisions shall remain in full force and effect.

13. Governing Law

This Agreement shall be governed, construed and interpreted in accordance with the law of the State of New Jersey as it applies to contracts made and performed in New Jersey. The Superior Court of the State of New Jersey, in the County of Morris, shall have jurisdiction to hear and determine any claim or disputes pertaining directly or indirectly to the Agreement or to any matter arising therefrom. Each of the parties hereby expressly submits and consents in advance to such jurisdiction in any action or proceeding commenced by the other in such court.

14. Notice

All notices pertaining to the Agreement shall be in writing, and delivered in person or sent certified mail to the parties at the following address:

For Jefferson Township Board of Education:

Athletic Director  
c/o Jefferson Township Board of Education  
31 State Highway 181  
Lake Hopatcong, NJ 07849

For Sparta Township Board of Education:

Athletic Director  
c/o Sparta Township Board of Education  
18 Mohawk Avenue  
Sparta, NJ 07871

15. Assignment

Neither party may transfer or assign any of its rights or obligations under this Agreement without the prior written consent of the other, and any such transfer or assignment or attempt thereat shall be null and void.

16. Section Headings

Section headings are for reference purposes only and shall not in any way affect the meaning or interpretation of any provision of this Agreement.

17. Counterparts

This Agreement may be executed in any number of counterparts, which, taken together, shall constitute but one instrument. It is not necessary that all parties sign all or any one of the counterparts, but each party must sign at least one counterpart for the Agreement to be effective.

18. Anti-Bullying Policy

Each party is required to comply with the provisions of the respective board of education's anti-bullying policy pursuant to New Jersey law. Each party's employees providing services under this Agreement shall verbally report any act of harassment, intimidation or bullying of a student on the same day on which the act was witnessed, or on the same day on which reliable information that a student has been subject to harassment, intimidation or bullying was received, and shall report the same in writing, within two (2) school days. All verbal and written reports of harassment, intimidation or bullying of a student shall be made to the school principal, any administrator or safe schools resource officer. Reports may be made anonymously in accordance with the reporting procedure as set forth in the anti-bullying policy. Each party shall provide to all employees a copy of the anti-bullying policy and information regarding the policy. To the extent that the language in this provision is inconsistent with either New Jersey law or the anti-bullying policy, the provisions of law or policy shall prevail.

18. During the Affirmative Action performance and term of this Agreement, each party agrees as follows:

- A. Each Party will not discriminate against any employees or applicant for employment because of age, race, creed, color, national origin, marital status, affectional or sexual orientation or sex. Except with respect to affectional or sexual orientation, the contractor will take affirmative action to ensure that such applicant are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertisement; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Each Party agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth the provisions of this nondiscrimination clause.
- B. Each party will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex.
- C. Each party, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- D. Each party, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.
- E. Each party agrees to make good faith efforts to employ minority and women workers consistent with the applicable county employment goals established in accordance with N.J.A.C. 17:27-2.5 or a

binding determination of the applicable county employment goals determined by the Division, pursuant to N.J.A.C. 17:27-5.2.1.

- F. Each party agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-relating testing, as established by the states and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.
- G. In conforming with the applicable employment goals, each party agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.
- H. Each party shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three (3) documents:
  - 1. Letter of Federal Affirmative Action Plan Approval
  - 2. Certificate of Employee Information Report
  - 3. Employee Information Report Form AA302
- I. Each party shall furnish such reports or other documents to the Division of Contract Compliance and EEO as may be requested by the Division from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Contract Compliance and EEO for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.

19. Public Inspection

A copy of this document shall be available for public inspection at the offices of both parties immediately after passage of a resolution to become a party to the Agreement in accordance with N.J.S.A 40A:65-5(b).

**IN WITNESS WHEREOF**, the parties have hereunto caused these presents to be signed by their proper corporate officers and caused their proper corporate seals to be hereunto affixed, the day and year first above written.

ATTEST:

JEFFERSON TOWNSHIP BOARD OF  
EDUCATION

By:\_\_\_\_\_

By:\_\_\_\_\_

\_\_\_\_\_  
Business Administrator/  
Board Secretary

\_\_\_\_\_  
Board President

Dated:\_\_\_\_\_

Dated:\_\_\_\_\_

SPARTA TOWNSHIP BOARD OF  
EDUCATION

By:\_\_\_\_\_

By:\_\_\_\_\_

\_\_\_\_\_  
Business Administrator/  
Board Secretary

\_\_\_\_\_  
Board President

Dated:\_\_\_\_\_

Dated:\_\_\_\_\_

## Appendix A

Name	Event Date	Location	Seminar/Function	Registration Fee \$	Transportation	Travel/ Miles	Lodging per day (not to exceed)	# Nights	Meal Cost per day (not to exceed)	# Meal Days	Total Expense (not including parking/ tolls/miscellaneous fees)
Argondizzo, Kristen	12/8	Parsippany, NJ	Non-Medicated Interventions for Children with ADHD and Sensory Processing Challenges – Mindful Movement Activities to Increase Focus, Attention and Self-Regulation	\$ 199.99	Own	41	-	-	-	-	\$ 199.99
Baker, Jamie	12/7	Parsippany, NJ	Yoga and Mindfulness in the Classroom	\$ 219.99	Own	6	-	-	-	-	\$ 219.99
Fleming, Robert	1/26-1/27	Atlantic City, NJ	Techspo 2017	\$ 425.00	Own	300	\$ 129.00	1	\$ 91.00	1.5	\$ 690.50
Gherardi, Richard	1/26-1/27	Atlantic City, NJ	Techspo 2017	\$ 425.00	Own	300	\$ 129.00	1	\$ 91.00	1.5	\$ 690.50
Jones, Emily	4/5-4/8	Atlantic City, NJ	National Association for Music Education Biennial Eastern Division Conference	\$ 180.00	Own	296	-	-	-	-	\$ 180.00
Oyen, Kristin	12/7	Parsippany, NJ	Yoga and Mindfulness in the Classroom	\$ 199.99	Own	60	-	-	-	-	\$ 199.99
Tiedemann, Robert	4/5-4/8	Atlantic City, NJ	National Association for Music Education Biennial Eastern Division Conference	\$ 180.00	Own	284	-	-	-	-	\$ 180.00
Tierney, Patrick	1/26-1/27	Atlantic City, NJ	Techspo 2017	\$ 425.00	Own	300	\$ 129.00	1	\$ 91.00	1.5	\$ 690.50
Wynne, James	4/5-4/6	Atlantic City, NJ	National Association for Music Education Biennial Eastern Division Conference	\$ 180.00	Own	-	-	-	-	-	\$ 180.00

*All Meals are prorated 75% on travel days*

# 2016

July 2016				
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

August 2016				
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		

September 2016				
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

October 2016				
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				

November 2016				
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		

December 2016				
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

# 10 – Month School Calendar

August	25 <sup>th</sup> & 26 <sup>th</sup>	New Staff Orientation
September	1 <sup>st</sup>	All Staff Orientation
	2 <sup>nd</sup>	Staff Training
	5 <sup>th</sup>	Labor Day
	6 <sup>th</sup>	First Day of School
October	3 <sup>rd</sup>	Rosh Hashanah
	10 <sup>th</sup>	Columbus Day
	12 <sup>th</sup>	Yom Kippur
November	10 <sup>th</sup> & 11 <sup>th</sup>	NJEA Convention
	23 <sup>rd</sup>	Early Dismissal
	24 <sup>th</sup> & 25 <sup>th</sup>	Thanksgiving Recess
December	23 <sup>rd</sup>	Early Dismissal
	26 <sup>th</sup> – 30 <sup>th</sup>	Winter Recess
January	2 <sup>nd</sup>	New Year's Day
	16 <sup>th</sup>	Martin Luther King Day
February	20 <sup>th</sup>	Presidents' Day
April	10 <sup>th</sup> – 13 <sup>th</sup>	Spring Break
	14 <sup>th</sup>	Good Friday
May	29 <sup>th</sup>	Memorial Day
June	*21 <sup>st</sup>	*Last Day of School

\*Tentative last day pending emergency closings.

Emergency closing days maybe made up as follows:

1 <sup>st</sup>	Nov. – Teachers' Convention (when cancelled)
2 <sup>nd</sup>	April 10 <sup>th</sup> – 13 <sup>th</sup> , beginning with 13 <sup>th</sup> , 12 <sup>th</sup> , etc.
3 <sup>rd</sup>	June 22 <sup>nd</sup> – 30 <sup>th</sup> , beginning with 22 <sup>nd</sup> , 23 <sup>rd</sup> , etc.

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



Student Days					
September	19	Total =  186  Days	February	19	
October	18		March	23	
November	18		April	15	
December	17		May	22	
January	20	Sub-total =	June	15	
Sub-total =	92		Sub-total =	94	

\*Last day of School is a Tentative Date

Key	
Indicates when schools are closed for the following:	
All staff and students	
Students only	
Early Dismissal	

# 2017

January 2017				
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			

February 2017				
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			

March 2017				
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

April 2017				
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

May 2017				
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		

June 2017				
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



# 2016

July 2016				
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

August 2016				
M	T	W	T	F
	1	2	3	4
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

September 2016				
M	T	W	T	F
				1
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

October 2016				
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				

November 2016				
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		

December 2016				
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

## 12 – Month Employee Calendar

July	4 <sup>th</sup>	Independence Day
September	5 <sup>th</sup>	Labor Day
November	23 <sup>rd</sup>	Early Dismissal
	24 <sup>th</sup> & 25 <sup>th</sup>	Thanksgiving
December	23 <sup>rd</sup>	Early Dismissal
	26 <sup>th</sup>	Christmas Eve
	27 <sup>th</sup>	Christmas Day
	28 <sup>th</sup>	*Assigned Floater
	29 <sup>th</sup>	New Year's Eve
	30 <sup>th</sup>	New Year's Day
January	2 <sup>nd</sup>	New Year's Day
February	20 <sup>th</sup>	*Presidents' Day
April	14 <sup>th</sup>	Good Friday
May	29 <sup>th</sup>	Memorial Day

Assigned Floaters: One Floating Holiday may be selected by all twelve month employees on a day when school is not in session.

Emergency closing days maybe made up as follows:

1 <sup>st</sup>	Nov. – Teachers' Convention (when cancelled)
2 <sup>nd</sup>	April 10 <sup>th</sup> – 13 <sup>th</sup> , beginning with 13 <sup>th</sup> , 12 <sup>th</sup> , etc.
3 <sup>rd</sup>	June 22 <sup>nd</sup> – 30 <sup>th</sup> , beginning with 22 <sup>nd</sup> , 23 <sup>rd</sup> , etc.

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



September	19	Total = 186 Days	February	19
October	18		March	23
November	18		April	15
December	17		May	22
January	20		June	15
Sub-total =	92		Sub-total =	94

Indicates when schools are closed for the following:	
	All staff and students
	10-month staff and students (Excluding 10 Month Secretaries)
	Students only
	Early Dismissal

# 2017

January 2017				
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			

February 2017				
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			

March 2017				
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

April 2017				
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

May 2017				
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		

June 2017				
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