

JEFFERSON TOWNSHIP BOARD OF EDUCATION

Regular Meeting Agenda

Thursday, March 16, 2017 6:30 PM (Closed Session) – 7:30 PM (Regular Session)

Jefferson Township High School Media Center

- A.** Mrs. Van Ness, 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);

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	_____	<u>X</u>
Mrs. Gould	<u>X</u>	_____
Mr. Millar (<i>arrived @ 6:50pm</i>)	<u>X</u>	_____
Mrs. Senatore	<u>X</u>	_____
Mr. Smith	_____	<u>X</u>
Mr. Stewart	<u>X</u>	_____
Mrs. Wildermuth	<u>X</u>	_____
Mrs. Poulas, Vice President	<u>X</u>	_____
Mrs. Van Ness, President	<u>X</u>	_____
Miss Alyssa Feldmann, <i>Student Representative</i>	<u>X</u>	_____
Miss Samantha Novak, <i>Student Representative</i>	_____	<u>X</u>

- D. CLOSED SESSION**

Motion by Mr. Stewart, seconded by Mrs. Gould, that the Board of Education adopt the following resolution:

BE IT RESOLVED, by the Jefferson Township Board of Education on this 16th day of March, 2017 at 6:30 PM, as follows:

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

The meeting was called to public session at 7:29 PM.

- E. SUPERINTENDENT'S REPORT**

- Dr. Tierney reported on the Good News and Progress in Our Schools including Read Across America, science fairs at Briggs and Stanlick, the 100th Day of School, and celebrating February as “Heart Healthy Month”.

F. PRESENTATIONS

- 2017-2018 Preliminary Budget Synopsis was presented by Patrick Tierney, Ed.D. and Dora Zeno, Business Administrator.

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

- None

H. STUDENT REPRESENTATIVES

- Student Representative Alyssa Feldmann reported on several activities at the high school including PARCC testing, the Glammy Awards, and Jefferson Pride.

I. COMMITTEE REPORTS

- **Building Needs and Finance Committee** – Mrs. Poulas highlighted the minutes of the March 2 meeting. During this meeting, the Committee discussed the High School Auditorium HVAC project, the Middle School fire alarm upgrade, and White Rock's underground storage tank. Also reviewed were the 2017-2018 Proposed Budget and food service price increases for 2017-2018
- **Education Committee** – Mrs. Senatore reviewed the March 6 minutes and highlighted the following: Alice Training and School Security, Office of Special Education Programs Statement of Assurance for Special Education Policies and Procedures, Random Drug Testing Program, approval of day field trips, ATNJ Education Team, and supplemental resources for the new math program were suggested.
- **Personnel and Policy Committee** – Mr. Millar reported the Committee met on March 6 and discussed the following; open positions in the district, a proposal from Delta-T Group, a grievance regarding vacation time, job descriptions and the development of a new Human Rights Education Ad Hoc Committee.
- **Negotiations Committee** – Mr. Smith reported a tentative agreement has been reached in contract negotiations with the JTEA.
- **Morris County Educational Services Commission** – Mrs. Senatore reported the ESC has approved their 2017-2018 budget.

J. MINUTES OF MEETINGS

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

February 13, 2017 Regular Meeting Minutes

February 13, 2017 Executive Session Minutes

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

K. FINANCE AND BUILDING NEEDS COMMITTEE

Motion by Mrs. Poulas, seconded by Mrs. Gould, to accept the recommendation of the Superintendent to approve and adopt motions K.1 through K.20, as described below:

- K.1 WHEREAS**, the Jefferson Board of Education, in the County of Morris, New Jersey approves the preliminary 2017-2018 school district budget for submission to the Executive County Superintendent of Schools as follows:

General Fund	\$59,818,445
Special Revenue Fund	680,720
Debt Service Fund	1,862,707
Total	\$62,361,872

NOW THEREFORE BE IT RESOLVED, that there should be raised a total General Fund Tax Levy of \$41,487,430 and Debt Service \$1,862,707 for the ensuing School Year (2017-2018).

- K.2 WHEREAS**, the district has a taxing authority which is comprised of:

Banked Cap Expiring in 2018-2019	\$ 23,777
Banked Cap Expiring in 2019-2020	\$ 461,918
2% Allowable Tax Levy Adjustment	\$ 803,956
Base 2016-2017	\$ 40,197,779
Total Available Tax Levy	\$ 41,487,430

And

WHEREAS, The Board has approved that there should be raised for the General Fund a tax levy of \$41,487,430,

WHEREAS, the **Banked Cap** will be used to implement next generation science standards G1-5, revised Curricula Math G1-5, ELA Balanced Literacy Program, and increased infrastructure for PARCC utilization and cannot be deferred or incrementally completed over a longer period of time,

NOW THEREFORE BE IT RESOLVED that the Jefferson Board of Education, in the County of Morris, New Jersey includes in the local tax levy the accumulated and unexpired Banked Cap taxing authority of \$485,695.

- K.3 RESOLVED**, that the Jefferson Board of Education approves the following Capital Outlay Project for the 2017-2018 School Year, of which \$578,783 is a withdrawal from Capital Reserve Fund:

Description	DOE Project Number	Estimated Total Cost
HVAC Upgrade @ High School Auditorium	2380-020-17-1000	\$ 651,800

- K.4 RESOLVED**, school district policy and N.J.A.C. 6A:23A-7.3(a) provides that the Jefferson Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2017-2018 school year; and

WHEREAS, maximum expenditure amount allotted for travel and expense reimbursement for the 2016-2017 was \$116,259 and

WHEREAS, travel and expense reimbursement has reached a total amount of \$54,444 as of March 1, 2017

NOW THEREFORE BE IT RESOLVED, that the Jefferson Board of Education, in the County of Morris, New Jersey hereby establishes the school district travel maximum for the 2017-2018 at the sum of \$124,324, and

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

K.5 WHEREAS, N.J.A.C. 6A:23A:5.2(a) mandates boards to establish annually prior to budget preparation, for public relations and each type of professional service, a maximum level of spending for the ensuing school year; and

WHEREAS, the tentative budget includes the following appropriations:

Account Code	Description	\$\$
11-000-213-300	Health - School Physician	\$ 29,400
11-000-216-320	Purchased Student Related Support Services	\$ 25,900
11-000-217-320	Purchased Professional Extraordinary Services	\$ 40,700
11-000-218-320-390	Student Guidance Services - Medical Screenings	\$ 20,020
11-000-219-320	Purchased Prof-Ed Services – Educational/Medical Services Provided to Students	\$181,950
11-000-219-390	Other Purchased Prof & Tech Services - Student Evaluations	\$ 31,055
11-000-223-320	Purchased Professional Development Services - Speakers	\$ 22,100
11-000-230-331	Legal Services	\$135,000
11-000-230-332	Auditor Fees	\$ 32,000
11-000-230-334	Architect/Engineer Services	\$ 40,000
11-000-230-339	Other Professional Services	\$ 7,500
11-150-100-320	Hospital Based Homebound Instruction	\$ 20,000
	Total	\$585,625

And

WHEREAS, the Administration needs to notify the Board if there arises a need to exceed said maximums, upon which the Board may adopt a dollar increase in the maximum amount through formal Board action; and

WHEREAS, the Board and Administration wishes to minimize the amount of paperwork involved in this area;

NOW THEREFORE BE IT RESOLVED, that the Jefferson Board of Education, in the County of Morris, New Jersey establishes maximums for professional services in the areas listed above at a level of 120% of the amounts listed for the 2017-2018 school year.

K.6 Motion to certify, in accordance with N.J.A.C. 6A:23-2.11(c), that as of January 31, 2017, 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 **purchase order** list dated February 28, 2017 in the amount of **\$433,308.65**.

K.8 Motion to approve the **check journal** as of February 28, 2017 in the amount of **\$ 4,849,342.20**. This includes items totaling \$746,534.18 that were previously approved on the Vendor Bill List dated February 14, 2017.

Fund	Amount
General Fund (10)	\$ 7,467.00
General Current Expense (11)	\$ 4,744,820.62
Special Revenue Funds (20)	\$ 97,054.58
Total	\$ 4,849,342.20

K.9 Motion to approve the **vendors' bills list** for release on March 17, 2017, in the amount of **\$663,526.19**.

K.10 Motion to approve the funds **transfers** in the 2016-2017 Fiscal Year, dated February 28, 2017 in the amount of **\$313,413.99**.

K.11 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 February 28, 2017, 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.12 **WHEREAS**, the Jefferson Board of Education, in the County of Morris, New Jersey approved participation in an Energy Savings Improvement Program (ESIP), and has authorized an Agreement with CHA to provide professional services, and

WHEREAS, the initial Investment Grade Audit (IGA) will be conducted prior to review and approval by the Board of Public Utilities (BPU) and Energy Savings Plan (ESP) at a cost of \$125,000;

NOW THEREFORE BE IT RESOLVED, that the Jefferson Board of Education, in the County of Morris, New Jersey authorize a withdrawal from the Capital Reserve Account to conduct the IGA; and

BE IT FURTHER RESOLVED, that the Capital Reserve Account be reimbursed for such costs once the ESIP is funded.

K.13 **WHEREAS**, the Jefferson Board of Education, in the County of Morris, New Jersey rejected two HVAC bids on the basis that they are unreasonable as to price based upon cost estimates provided to the Board, and as such was eligible to enter into direct negotiations with vendors; and

WHEREAS, the architect, on behalf of the Board, invited each responsible bidder from the second bid opening to participate in the negotiation, and has received revised Bid Amounts from two contractors; and

WHEREAS, the revised Bid Amount is based on minor modifications to the specifications, including the Board performing certain work and the re-use of certain materials (instead of purchasing new);

WHEREAS, the lowest negotiated bid, including the minor modifications, was received from Pattman Plumbing, Heating & A/C, Inc, in the amount not to exceed \$618,000; and

WHEREAS, the lowest negotiated bid is lower than the rejected bid price submitted at the second public bid opening; and

WHEREAS, the Architect advises that the lowest negotiated bid price is a reasonable price for the Project.

NOW THEREFORE BE IT RESOLVED, that the Jefferson Board of Education, in the County of Morris, awards a contract for the High School HVAC improvements to Pattmann Plumbing, Heating & A/C in the amount not to exceed \$618,000, *pending Board Construction Attorney review; and*

BE IT FURTHER RESOLVED, following attorney review, the Board's Construction Attorney is authorized to prepare the contract for the Project and obtain all documents required thereby.

K.14 Motion to **reject bid #2018-001a for Roof Replacement at Jefferson Township High School Auditorium** due to insufficient funds. (*Bid breakdown sheet attached*)

K.15 Motion to approve Resolution to **Continue Membership in The Workers Compensation Pooled Insurance Program** of New Jersey, as described below:

WHEREAS, a number of Boards of Education in various Counties have joined together to form a Joint Insurance Pool as permitted by N.J. Title 18A-.18B and;

WHEREAS, said Pool was approved effective July 1, 1984 by the New Jersey Commissioner of Insurance and has been in operation since that date and;

WHEREAS, the Bylaws and regulations governing the creation and operation of this Insurance Pool contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Pool , and;

WHEREAS, the Board of Education of Jefferson Township has determined that membership in the Pooled Insurance Program of New Jersey is in the best interest of the District;

NOW THEREFORE, be it resolved that the Board of Education of Jefferson Township does hereby agree to renew membership in the Pooled Insurance Program of New Jersey and hereby accept the Bylaws as approved and adopted. The renewal term is from July 1, 2017 to June 30, 2020.

BE IT FURTHER RESOLVED that the Board Secretary/Business Administrator is authorized to execute the application for membership and the accompanying certification on behalf of the District and;

BE IT FURTHER RESOLVED that the Board Secretary/Business Administrator is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the Pool as are required by the Group's Bylaws and to deliver the same to the Executive Director.

K.16 Motion to participate in the CareDox Health Information Management System to integrate with State student health records, at no cost to the district.

K.17 Motion to approve the **Food Service Management Company (FSMC)** contract, between the Jefferson Township Board of Education and The Pomptonian, Inc., located at 3 Edison Place, Fairfield, NJ, is awarded the contract for the 2017-2018 school year under the following arrangements:

The FSMC shall receive, in addition to the costs of operation, an administrative/management fee of \$.1595 per reimbursable meal and meal equivalent to compensate the FSMC for administrative and management costs. This fee shall be billed monthly as a cost of operation. The LEA guarantees the payment of such costs and fee to the FSMC.

Total meals are calculated by adding reimbursable meal pattern meals (breakfast, lunch) served and meal equivalents. The number of School Breakfast Program and National School Lunch program meals served to the children shall be determined by actual count. Cash receipts, other than from Sales of National Lunch Program meals and School Breakfast Program meals served to the children, shall be divided by \$2.00 to arrive at an equivalent meal count.

The per meal administrative/management fee of \$.1595 will be multiplied by total meals.

The FSMC guarantees the LEA a minimum profit of fifty thousand, six hundred eight-two dollars and eighteen cents (\$50,682.18) for school year 2017-2018.

K.18 Motion to establish **student meal rates** for the 2017-2018 school year, as described below (see attached):

	<u>Lunch</u>	<u>Breakfast</u>
Elementary	\$ 2.85	\$ 1.50
Middle School	\$ 2.85	\$ 1.50
High School	\$ 2.85	\$ 1.75

K.19 Motion to accept the following **donation** from Jefferson Consolidated PTA, awarded to the Ellen T. Briggs School and Arthur Stanlick School, in accordance with Policy # 7230, Gifts, Grants and Donations.

<u>Item/Purpose</u>	<u>Amount</u>
Playground Equipment	\$ 5,000.00
PE Equipment, Crikut Machine, Die Cut Machine and Ink	\$ 5,000.00

K.20 Motion to accept and approve the following resolution in accordance with Travel and Work Related Expenses N.J.A.C. 6A:23B:

WHEREAS, Employees listed in Attachment A, are attending the named professional development seminar at such identified venues, and

WHEREAS, 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, 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: Mrs. Senatore	SECOND: Mrs. Poulas			
<u>Name</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Cuccio				X
Mrs. Gould	X			
Mr. Millar	X			
Mrs. Poulas	X			
Mrs. Senatore	X			
Mr. Smith				X
Mr. Stewart	X			
Mrs. Van Ness	X			
Mrs. Wildermuth	X			

L. PERSONNEL COMMITTEE

Motion by Mr. Millar, seconded by Mr. Stewart, to accept the recommendation of the Superintendent to approve and adopt motions L.1 through L.3, 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								
A. ADMINISTRATIVE								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary**	Loc.	Date Effective	Date Termin.	Discussion
B. INSTRUCTIONAL								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary**	Loc.	Date Effective	Date Termin.	Discussion
Marissa Chirico* 11-120-100-101-00	Appoint	Elementary Spanish Teacher 10-60-60/any	BA Step 8	\$54231.00	Milton/Cozy Lake/White Rock	9/1/17	6/30/18	Pending Certification Dual certified Spanish/ESL Replacing M. Koontz
Marifel Kathrina Pacheco* 11-130-100-101-29	Appoint	Mathematics Teacher - LTS 10-70-70/aai		\$200/diem	JTMS	3/27/17	6/21/17	Less than 60 days Replacing SS
Blasia Dunham	Appoint	Bedside Instruction		\$42.45/hour	District	3/2/17	6/30/17	
Brian Franks	Appoint	Bedside Instruction		\$42.45/hour	District	3/3/17	6/30/17	
Cara Schwimer	Appoint	Bedside Instruction		\$42.45/hour	District	2/27/17	6/30/17	
Heather Tasker	Appoint	Bedside Instruction		\$42.45/hour	District	3/17/17	6/30/17	
Eileen Grady	Retirement	Elementary Teacher 10-30-30/agr			Briggs	6/30/17	7/1/17	Retiring after 23 years of service
Brooke Lapszynski	Resignation	Special Education Teacher 10-10-10/aip			Stanlick	6/30/17	7/1/17	
MD	Adjusted Medical Leave	10-80-80/atl			JTHS	1/30/17	4/11/17	Utilizing 48 personal illness days
AG	Medical Leave	10-70-70/axp			JTMS	9/1/17	12/16/17	Utilizing 7 personal illness days and 63 unpaid days
DH	Medical Leave	10-70-70/bwi			JTMS	3/21/17	4/19/17	Utilizing 16 personal illness days
MG	Adjusted Medical Leave	10-60-60/aid			White Rock	1/30/17	6/21/17	Utilizing 48 personal illness days, 4 family illness days and 40 unpaid days
AM	Medical Leave	10-50-50/auc			Cozy Lake	5/1/17	6/21/17	Utilizing 18 personal illness days, 4 family illness days and 19 unpaid days
NS	Adjusted Medical Leave	10-70-70/adh			JTMS	2/28/17	3/25/17	Utilizing 19 personal illness days
GW	Leave of Absence	10-70-70/aop			JTMS	3/2/17	3/18/17	LOA

*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
Marithza Gil 11-000-262-100-26	Appoint	Custodian 11-30-32/akr	Step 1	\$21.83/hour	JTHS	4/4/17	6/30/17	Replacing R. Schalk
Vanessa Sanchez 11-000-270-160-00	Appoint	Assistant Transportation Supervisor 08-90-92/bzv		\$55,000	Transportation	4/24/17	6/30/17	Or sooner upon release from district
Gina Maron 11-209-100-106-00	Appoint	Special Education Aide 09-10-10/buk	Step 1	\$19.65/hour	Stanlick	2/28/17	3/1/17	Not to exceed 2 hours for Science Fair
Richard Arcuri	Resignation	Mechanic 12-90-92/alp			Transportation	3/15/17	3/16/17	
Dale Gaul	Retirement	Secretary/Group III (.49) 10-10-10/aer			Stanlick	6/30/17	7/1/17	Retiring after 24 years of service
Weslea Laakso	Resignation	Bus Driver 10-90-90/bfq			Transportation	2/17/17	2/18/17	
Leslie Heller 11-000-217-106-00	Account Code Change	Special Education Aide 09-40-40/bbz			Milton	1/30/17	6/30/17	
RD	Intermittent Family Leave	10-90-90/bfo			Transportation	1/11/17	6/30/17	Utilizing undetermined number of family illness days, personal days and unpaid days
JH	Medical Leave	09-40-40/bot			Milton	3/3/17	6/21/17	Utilizing 65 personal illness days
DS	Adjusted Medical Leave	12-80-82/akh			Maintenance	1/9/17	3/11/17	Utilizing 44 personal illness days
AV	Medical Leave	11-80-82/aky			JTHS	2/16/17	3/31/17	Utilizing 31 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
Michelle Bloom	Appoint	Substitute Teacher		\$90/diem	District	3/17/17	6/30/17	
Daniel Brown	Appoint	Substitute Teacher		\$90/diem	District	3/17/17	6/30/17	
Jessica House	Appoint	Substitute Teacher		\$90/diem	District	2/22/17	6/30/17	
Robert Luongo	Appoint	Substitute Teacher		\$90/diem	District	3/17/17	6/30/17	
Kathryn Monaco	Appoint	Substitute Teacher		\$90/diem	District	3/17/17	6/30/17	
Julia O'Shea	Appoint	Substitute Teacher		\$90/diem	District	3/17/17	6/30/17	
Casey Quinn	Appoint	Substitute Teacher		\$90/diem	District	3/17/17	6/30/17	
Wendy Asplund	Appoint	Substitute Aide		\$15/hour	District	3/17/17	6/30/17	
Kendall Brown	Appoint	Substitute Aide		\$15/hour	District	2/27/17	6/30/17	
Suzanne Wilde	Appoint	Substitute Aide		\$15/hour	District	2/27/17	6/30/17	

E. 2016-17 SCHOOL YEAR COACHING STAFF

SPRING								
Name	Nature of Action	Position	Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Travis Gage	Appoint	Assistant Lacrosse/Boys	2	\$4,315.81	JTHS	3/17/17	6/30/17	
Megan Madison	Appoint	Assistant Lacrosse/Girls	N/A	N/A	JTHS	3/17/17	6/30/17	Volunteer

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

F. EXTRA DUTY PAY

Name	Nature of Action	Position	Level	Salary**	Loc.	Date Effective	Date Termin.	Discussion
Kayla Alkon	Appoint	SADD Advisor	1	\$646.00	JTHS	3/7/17	6/30/17	¼ of salary - \$258.40
Tara Torkos	Resignation	SADD Advisor	1	\$646.00	JTHS	2/28/17	3/1/17	¾ of salary - \$387.60

L.2 Motion to approve the following job descriptions:

- Maintenance Staff
- Maintenance - Groundskeeper

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

Name	College	Class	Approval	Credits	Amount
Bruggeman, Joanna	University of California – San Diego	Effectively Using iPads to Transform Your Classroom	FA10	3	\$271.00
Dunbar, Maria	Centenary University	Principles and Practices of Supervision	FA37	3	\$701.38
Eastman, Christopher	University of California – San Diego	Positive Discipline Approach to Class Management	FA13	3	\$271.00
Eastman, Christopher	University of California – San Diego	Google as a Classroom Tool for Learning	FA14	3	\$271.00
Eastman, Christopher	University of California – San Diego	The Flipped Classroom: An Interactive Approach	FA15	3	\$271.00
Eastman, Christopher	University of California – San Diego	Educational Technology 101	FA16	3	\$271.00
Eastman, Christopher	University of California – San Diego	Best Practices for a Successful High School	FA17	3	\$271.00
Franks, Brian	Nova Southeastern University	Assessment of Learning	FA53	3	\$701.38
Gage, Travis	University of California – San Diego	Educational Technology 101	FA27	3	\$271.00
Grisi, Megan	University of California – San Diego	Bullying: Awareness, Prevention and Intervention	FA49	3	\$386.00
Grisi, Megan	University of California – San Diego	Six Traits of Writing	FA50	3	\$386.00
Grisi, Megan	Fitchburg State University	Wilson Level I Practicum	FA52	3	\$285.00
Guagenti, Alyssa	Walden University	Optimizing Quality and Productivity	FA18	3	\$701.38
Guagenti, Alyssa	Walden University	Managing Resources for Organizational Success	FA41	3	\$701.38
Harris, Rachel	Caldwell University	Qualitative and Quantitative Research for School Administration	FA34	3	\$701.38
Harris, Rachel	Caldwell University	Managing Human and Material Resources	FA35	3	\$701.38
Hulbert, Joyce	University of California – San Diego	Google as a Classroom Tool for Learning	FA6	3	\$271.00
Hulbert, Joyce	University of California – San Diego	The Flipped Classroom: An Interactive Approach	FA7	3	\$271.00
Johansson, Lori	Centenary University	Principles and Practices of Supervision	FA26	3	\$701.38
Kalish, Jason	LaVerne University	Developing a Physical Education Curriculum: Step by Step	FA20	3	\$345.00
Kalish, Jason	LaVerne University	Volleyball Basics	FA21	3	\$345.00
Kalish, Jason	LaVerne University	Sports Nutrition That Works	FA22	3	\$345.00
Kalish, Jason	LaVerne University	Strength Training and Conditioning	FA23	3	\$345.00
Kalish, Jason	LaVerne University	Football Basics	FA24	3	\$345.00
Kazanfer, Aladdin	Loyola Marymount University	Level Up! Student Achievement Through Gamification and Game-Based Learning	FA5	3	\$404.10
Kelly, Kyla	Capella University	Life Planning and Career Development	FA31	4	\$884.02
Kelly, Kyla	Capella University	School Counseling Residency Colloquium Track II	FA54	4	\$884.02
Kirshenbaum, Jane	University of California – San Diego	Multimedia Project Design and Development	FA32	3	\$336.00
Kozakewich, Julie	William Paterson University	Orientation to Psychological Testing	FA25	3	\$701.38
LaMonica, Christina	Walden University	Understanding Students – Learning, Development and Diversity	FA19	3	\$701.38
LaMonica, Christina	Walden University	Best Practices for Student Success	FA36	3	\$701.38
Larena, Ashley	East Stroudsburg University	Organization, Implementation and Evaluation of School Reading	FA43	3	\$701.38
Larena, Ashley	East Stroudsburg University	Teaching Reading Through Adult Literature	FA44	3	\$701.38
Larena, Ashley	East Stroudsburg University	Teaching Reading to Students With Disabilities	FA45	3	\$701.38
Miceli, Sarah	Seton Hall University	Internship in Counseling I	FA46	3	\$701.38
Miceli, Sarah	Seton Hall University	Multicultural Counseling and Psychology	FA47	3	\$701.38
Reiss, Joanna	Centenary University	Characteristics of Diverse Learners	FA1	3	\$701.38

Name	College	Class	Approval	Credits	Amount
Reiss, Joanna	Centenary University	Approach to Instruction in Special Education	FA51	3	\$701.38
Sauer, Molly	Fairleigh Dickinson University	Master's Seminar	FA40	3	\$701.38
Stettler, Amy	Drew University	Watercolorists' Craft	FA38	3	\$701.38
Stettler, Amy	Drew University	C.S. Lewis	FA39	3	\$701.38
Tanis, Janet	William Paterson University	Language, Literacy and Learning in a Diverse Society	FA28	3	\$701.38
Tanis, Janet	William Paterson University	Managing Challenging Behaviors	FA29	3	\$701.38
Tanis, Janet	William Paterson University	Collaboration with School, Home and Community	FA30	3	\$701.38
Terry, John	Rutgers University	Administration and Supervision of Elementary and Secondary Schools	FA42	3	\$701.38
Vicente-Mora, Jennifer	William Paterson University	Practicum in Counseling	FA3	3	\$701.38
Vicente-Mora, Jennifer	William Paterson University	Counseling Children and Families	FA4	3	\$701.38
Weaver, Ann	Centenary University	Principles and Practices of Supervision	FA2	3	\$701.38

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

M. EDUCATION, SPECIAL EDUCATION AND TECHNOLOGY COMMITTEE

Motion by Mrs. Senatore, seconded by Mr. Stewart, 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** the following **contracted** services for the 2016-2017 school year:

Student	Name	Rate	Effective Date
F/11-1	Bayada Home Health Care	\$9,283	3/2/17
F/11-1	Providastaff LLC	\$9,460	2/17/17

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

Student	School	Tuition	Effective
M/5-10	Mt. Lakes BOE/Lake Drive Support Program	\$2,566	2/13/17-6/30/17

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

School/Group/Activity	Location	Dates
Stanlick & White Rock Schools, G& T Students, Learning Carnival	Morristown Unitarian Fellowship, Morristown, NJ	March 16, 2017
Cozy Lake School, Grade 1 Field Trip	Fosterfields Living Historical Farm, Morristown, NJ	April 18, 2017
JTHS, Band, Concert/Festival	Dover High School, Dover, NJ	May 2, 2017
White Rock School, Grade 3 Field Trip	Bronx Zoo, Bronx, NY	May 23, 2017
JTHS, Band, Memorial Day Parade	Star of the Sea Church, Lake Hopatcong, NJ	May 29, 2017
Stanlick School, Grade 5 Field Trip	Liberty Science Center, Jersey City, NJ	June 15, 2017

M.4 Motion to approve the **Office of Special Education Programs Statement of Assurance for Special Education Policies and Procedures**.

M.5 Motion to approve establishing a Human Rights Education Ad-Hoc Committee to evaluate current programs and curricula dealing with the aforementioned topic.

M.6 Motion to Recognize and Accept the Harassment, Intimidation and Bullying Incidences (HIB) February 13, 2017 through March 16, 2017.

RESOLVED, That upon the Recommendation of the Superintendent, the Jefferson Township Board of Education recognizes the Harassment, Intimidation, and Bullying incidences reported February 13, 2017 through March 16, 2017, as summarized below:

School	Incidents Reported	Confirmed Incidents of HIB	Inconclusive – Case Will Remain Active
Ellen T. Briggs	0	0	0
Stanlick	1	0	0
Milton	0	0	0
Cozy Lake	0	0	0
White Rock	0	0	0
JTMS	4	3	0
JTHS	0	0	0

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

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

Enrollment as of 2/28/17:

	Feb. 2016	Feb. 2017
Milton	148	166
Cozy Lake	206	188
Arthur Stanlick	344	322
E.T. Briggs	285	299
White Rock	386	360
Total Elementary	1,369	1,335
JTMS	768	777
JTHS	1,013	998
GRAND TOTAL	3,150	3,110
Tuition students received	6	7
Out-of-district placement	40	34

N. COMMUNICATIONS

- Ms. Zeno congratulated Board Member Mr. Stewart on obtaining the New Jersey School Boards Association Master Board Member Award.

O. PUBLIC COMMENTS

- None

P. OLD BUSINESS

- None

Q. NEW BUSINESS

- Mrs. Gould inquired on the timing of the Human Rights Education Ad- Hoc Committee development and was advised members will be polled for a meeting date.

R. BOARD MEMBER COMMENTS

- Mrs. Senatore commented on the boys' basketball season, noting how well the boys played.
- Mrs. Poulas noted there is much going on in our schools, including the middle school Tri-M Music Honor Society and Musical Petting Zoo and Stanlick student's DNA projects.

S. CLOSED SESSION

Motion by Mr. Stewart, seconded by Mrs. Gould, that the Board of Education adopt the following resolution:

BE IT RESOLVED, by the Jefferson Township Board of Education on this 16th day of March, 2017 at 7:50 PM, as follows:

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

The meeting was called to public session at 8:19 PM.

T. ADJOURN

Motion by Mrs. Senatore, seconded by Mr. Millar, that the meeting adjourn at 8:20 PM.

Respectfully submitted,

Dora E. Zeno
Board Secretary

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)
Giacchi, Rita	6/6-6/9	Atlantic City, NJ	New Jersey ASBO 55 th Annual Conference	\$ 275.00	Own	300	\$ 104.00	3	\$ 224.00	3	\$ 811.00
Torkos, Tara	5/22	Long Branch, NJ	2017 Annual Conference for NJ Association for College Admissions Counseling	\$ 225.00	Own	165	-	-	-	-	\$ 225.00
Zeno, Dora	6/6-6/9	Atlantic City, NJ	New Jersey ASBO 55 th Annual Conference	\$ 275.00	Own	300	\$ 104.00	3	\$ 224.00	3	\$ 811.00

All Meals are prorated 75% on travel days

PROJECT:		3155A		BID TABULATION FORM																
Jefferson Twp. - Roof Repl. @ Jefferson Twp. HS		Di Cara Rubino Architects																		
DUE DATE:		1/18/17		30 Galesi Drive, Wayne, NJ 07470																
TIME:		11:00AM		(973) 256-0202																
PLACE:		BOE		Fax (973) 256-0227																
BIDDER				✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
				Billy Contracting	Laumar Roofing	USA General	Northeast Roof	Arista	Mak Group	Integrity Roofing	G. C. Dynatech	Arch-Concept	Roof Mamage.	D.A. Nolt	JDS	More	Cypreco	The Barrett Co	Safeway	ARCO
BASE BID				268,000	318,000		297,000	480,000	312,000	418,340	450,000	386,681	287,000	487,757 455,757		394,711		429,000	313,920	269,000
GC-WP-1												360								
GC-WP-2												63/LF								
GC-WP-3												52000								
TOTAL BID																				
REQUIRED DOCUMENTS																				
PROPOSAL FORM AND AFFIDAVIT																				
BIDDER PERSONNEL/EXPERIENCE SHEET																				
AFFIDAVIT NO MATERIALS CHANGE																				
STOCKHOLDER/PARTNERSHIP DISCLOSURE																				
CONSENT OF SURETY																				
CERTIFIED CHECK OR BID BOND																				
NON-COLLUSION AFFIDAVIT																				
ASBESTOS ACKNOWLEDGEMENT FORM																				
MANDATORY LANGUAGE																				
AFFIRMATIVE ACTION AFFIDAVIT																				
POLITICAL CONTRIBUTION DISCLOSURE																				
NOTICE OF CLASSIFICATION FROM DPMC																				
AFFIDAVIT - UNCOMPLETED PROJECTS																				
DBC/DPMC PreQUALIFICATION																				
CONTRACTOR CERTIFICATION																				
NJ BUSINESS REGISTRATION REQ.																				
SUBCONTRACTOR LISTING																				
SUBCONTRACTOR'S BUSINESS REGISTRATION																				
CERTIFICATE OF AUTHORITY IF FOREIGN CO.																				
ADDENDUM #1																				
ADDENDUM #2																				
ADDENDUM #3																				

[illegible]

1



2



PRICE LIST

JEFFERSON TOWNSHIP SCHOOL DISTRICT

APPROVED BY: _____

2017-2018

DATE: _____

ELEMENTARY SCHOOL PRICE LIST

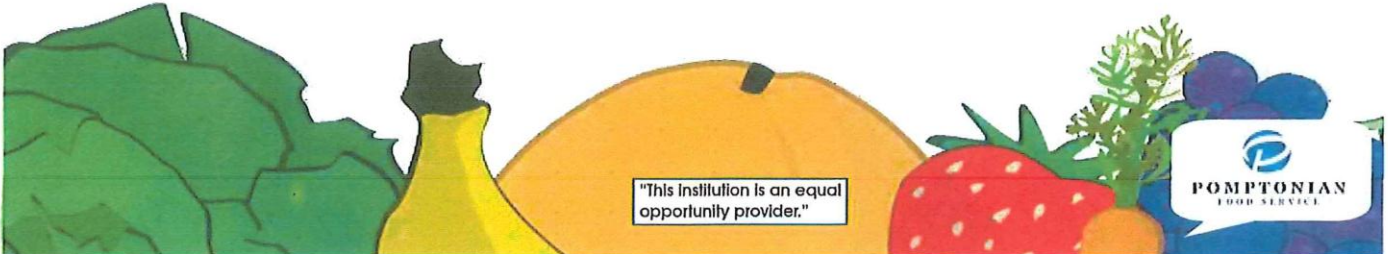
Student Paid Lunch.....	\$ 2.75 <u>2.85</u>	Student Breakfast	\$ 1.50
Reduced Price Lunch.....	.40	Reduced Price Breakfast30
Faculty Lunch.....	4.00 <u>4.10</u>	Faculty Breakfast	2.15

SNACKS:

Freshly Baked Cookie50
Baked Snacks/Chips95 <u>1.00</u>
Fresh Fruit75 <u>.85</u>
Pretzel Rod15 <u>.20</u>
Ice Cream.....	.75 <u>.85</u> - 1.00 <u>1.10</u>

BEVERAGES:

Milk.....	.60 <u>.65</u>
Juice, 4 oz.....	.75 <u>.85</u>
Bottled, 8 oz.....	.75 <u>.85</u>



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opportunity provider."


POMPTONIAN
FOOD SERVICE

APPROVED BY: _____

DATE: _____

JEFFERSON TOWNSHIP
SCHOOL DISTRICT

2017-2018

HIGH SCHOOL PRICE LIST



Student Paid Lunch.....\$ 2.752.85
Student Featured Favorite Lunch..... 3.753.85
Reduced Price Lunch..... .40

Student Breakfast.....\$ 1.75
Reduced Price Breakfast30

Faculty Breakfast2.15
Faculty Lunch.....4.004.10
Faculty Featured Favorite Lunch.. 4.504.60

EXTRA SLICE OF PIZZA W/PURCHASE OF
COMPLETE LUNCH.....\$ 2.00

DAILY SPIN LUNCH ENTREE:

Entree & Bread (a la Carte).....2.752.85
Featured Favorite Entree (a la Carte)3.753.85
Mozzarella Sticks (4).....2.502.60

CUTTING EDGE DELI:

Deli Lunch
(includes fruit, vegetable, & milk).....2.752.85

GARDEN BURST SALAD:

Salad Lunch
(includes bread or crackers & milk)..... 2.752.85
Side Salad.....1.001.10
Salad Dressing, packet25.35

HOMEMADE SOUP:

Cup, 10 oz.....1.801.90

BREADS & ROLLS:

Bagel w/Butter.....1.651.75
w/Cream Cheese.....1.952.05
Extra Cream Cheese......60.70

SIDES:

French Fries.....1.551.60
Fresh Fruit/Fruit Cup75.85

SNACKS AVALANCHE:

Fresh Baked Cookie..... .50
Baked Snacks/Chips......951.00
Yogurt, 6 oz.1.401.50
Parfait2.002.10
Pop Tart1.001.10
Ice Cream..... 1.001.10 - 2.002.10

BEVERAGES:

Milk, 8 oz.60.65
Juice, 4 oz......75.85
Bottled Water, 16.9 oz.1.001.10
Canned Juice1.25
Diet Beverage Can
(non-carbonated or carbonated).....1.25
Vitamin Water (Zero), 20 oz.....2.00
Envy Juice1.50

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JEFFERSON TOWNSHIP
SCHOOL DISTRICT

APPROVED BY: _____

DATE: _____

2017-2018

MIDDLE SCHOOL
PRICE LIST

Student Paid Lunch.....\$ ~~2.75~~2.85 Student Breakfast.....\$ 1.50
Reduced Price Lunch..... .40 Reduced Price Breakfast30

Faculty Breakfast.....2.15
Faculty Lunch~~4.00~~4.10

EXTRA SLICE OF PIZZA W/PURCHASE OF
COMPLETE LUNCH.....\$ 2.00

DAILY SPIN LUNCH ENTREE:

Entree & Bread (a la Carte).....~~2.75~~2.85
Mozzarella Sticks (4).....~~2.50~~2.60

CUTTING EDGE DELI:

Deli Lunch,
includes fruit, vegetable, & milk.....~~2.75~~2.85

GARDEN BURST SALAD:

Salad Lunch,
includes bread or crackers & milk.....~~2.75~~2.85
Side Salad.....~~1.00~~1.10
Salad Dressing, packet~~.25~~.35

HOMEMADE SOUP:

Cup, 10 oz.....~~1.80~~1.90

BREADS & ROLLS:

Bagel w/Butter.....~~1.65~~1.75
w/Cream Cheese.....~~1.95~~2.05
Extra Cream Cheese.....~~.60~~.70

SIDES:

French Fries.....~~1.55~~1.60
Fresh Fruit/Fruit Cup~~.75~~.85

SNACKS AVALANCHE:

Freshly Baked Cookie..... .50
Baked Snacks/Chips.....~~.95~~1.00
Yogurt, 6 oz. ~~1.40~~1.50
Parfait~~2.00~~2.10
Pop Tart ~~1.00~~1.10
Ice Cream.....~~1.00-1.10~~-~~1.75~~1.85

BEVERAGES:

Milk, 8 oz. ~~.60~~.65
Juice, 4 oz.....~~.75~~.85
Bottled Water, 16.9 oz. ~~1.00~~1.10
Canned Juice 1.25
Envy Juice 1.50

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