

**JEFFERSON TOWNSHIP BOARD OF EDUCATION****Regular Meeting Minutes****Tuesday, February 19, 2019 6:30 PM (Closed Session) – 7:30 PM (Regular Session)****Jefferson Township High School Media Center**

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- A.** Mr. Millar, called the meeting to order at 7:39 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>
Mrs. Gould	<u>X</u>	<u>      </u>
Mr. Martorelli	<u>      </u>	<u>X</u>
Mr. Natale	<u>      </u>	<u>X</u>
Mrs. Small	<u>X</u>	<u>      </u>
Mr. Stewart	<u>X</u>	<u>      </u>
Mr. Wasserman	<u>X</u>	<u>      </u>
Mrs. Wildermuth	<u>X</u>	<u>      </u>
Mrs. Poulas, <i>Vice President</i>	<u>X</u>	<u>      </u>
Mr. Millar, <i>President</i>	<u>X</u>	<u>      </u>
Meghan Craig, <i>Student Representative</i>	<u>      </u>	<u>X</u>
Peyton Reigel, <i>Student Representative</i>	<u>      </u>	<u>X</u>

**D. CLOSED SESSION**

Motion by Mrs. Gould, 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 19<sup>th</sup> day of February, 2019 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 matters confidential by law, any investigations or tactics or techniques to protect persons or public property, litigation, anticipated litigation and attorney-client matters.
2. These matters will be disclosed to the public as soon as the need for confidentiality no longer applies.
3. This resolution shall take effect immediately.

The meeting was called to public session at 7:40 PM.

**E. SUPERINTENDENT'S REPORT**

- Mrs. Howe reported on the Good News and Progress in Our Schools.

**F. PRESENTATIONS**

- The presentation scheduled for this evening was moved to March.

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

- None

**H. STUDENT REPRESENTATIVES**

- None

**I. COMMITTEE REPORTS**

- **Building Needs and Finance Committee** – Mrs. Wildermuth reported the Committee met on February 4 and discussed the Use of Facilities rates, the impact of reduced enrollment, referendum updates, Jefferson Childcare facility use, Food Service Program RFP, budget updates, and management of heat in buildings.
- **Education Committee** – Mrs. Poulas reported the Committee met on February 4 and discussed School Calendar for 2019-2020, RSVP-3 reporting system, and trip approvals.
- **Policy and Personnel Committee** – Mrs. Small commented the Committee met on February 4 and reviewed the open positions and EDP positions in district. Other agenda items included policy and regulation changes and updates, coaching positions and budget, as well as personnel.
- **Negotiations Committee** – Mr. Stewart advised the JTEA is expected to ratify the agreement this week.

**J. MINUTES OF MEETINGS**

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

January 21, 2019 Regular Meeting Minutes

January 21, 2019 Executive Session (1)

January 21, 2019 Executive Session (2)

MOTION: Mrs. Poulas	SECOND: Mrs. Small			
Name	Ayes	Nays	Abstain	Absent
Mrs. Gould	X			
Mr. Martorelli				X
Mr. Millar	X			
Mr. Natale				X
Mrs. Poulas	X			
Mrs. Small	X			
Mr. Stewart	X			
Mr. Wasserman	X			
Mrs. Wildermuth	X			

**K. FINANCE AND BUILDING NEEDS COMMITTEE**

Motion by Mrs. Wildermuth, seconded by Mrs. Gould, to accept the recommendation of the Superintendent to approve and adopt motions K.1 through K.12, as described below:

**K.1** Motion to approve the **purchase order** list dated January 2019 in the amount of **\$358,923.60**, which is inclusive of Referendum related purchase orders totaling \$48,642.37.

**K.2** Motion to approve the **check journal** as of January 2019 in the amount of **\$5,793,576.80**.

Fund	Amount
General (10/11)	5,307,685.82
Special Revenue Funds (20)	98,122.63
Capital Projects Fund (30)	387,768.35
<b>Total</b>	<b><u>5,793,576.80</u></b>

**K.3** Motion to approve the **vendors' bills list** for release on February 20, 2019, in the amount of **\$819,537.66**.

- K.4** Motion to approve the funds **transfers** in the 2018-2019 Fiscal Year, dated January 2019 in the amount of **\$248,802.50**.
- K.5** Motion that the Board of Education approve the certification by the Board Secretary the **Account Balance Report**, pursuant to N.J.S.A. 18A:17-9, that as of January 31, 2019, 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 December 31, 2018, 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 accept the following **donation** from Marguerite M. Muller to use towards the A. Anthony Muller Scholarship Fund, in accordance with Policy # 7230, Gifts, Grants and Donations.

Item/Purpose	Amount
A. Anthony Muller Scholarship Fund	\$ 6,000.00

- K.8** Motion to accept the following **donation** from Janice K. Roddis to the Jefferson Township High School Student Activity Account, in accordance with Policy # 7230, Gifts, Grants and Donations.

Item/Purpose	Amount
Funds to be allocated to Winter Guard	\$ 2,000.00

- K.9** Motion to award bid for **Locker Room Renovation at the Jefferson Township Middle School** to Northeastern Interior Services for a base bid in the amount of **\$209,000.00**. (*Bid breakdown sheet attached*)
- K.10** Motion to award bid for **Makerspace Renovations at Various Schools** to Northeastern Interior Services for a base bid, including Alternates #1, #2 and #3, in the amount of **\$381,400.00**. (*Bid breakdown sheet attached*)
- K.11** Motion to reject bid for **Flooring Replacement at Various Schools** due to insufficient funds (*Bid breakdown sheet attached*).
- K.12** 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: Mrs. Wildermuth	SECOND: Mrs. Gould			
<b>Name</b>	<b>Ayes</b>	<b>Nays</b>	<b>Abstain</b>	<b>Absent</b>
Mrs. Gould	X			
Mr. Martorelli				X
Mr. Millar	X			
Mr. Natale				X
Mrs. Poulas	X			
Mrs. Small	X			
Mr. Stewart	X			
Mr. Wasserman	X			
Mrs. Wildermuth	X			

## L. PERSONNEL COMMITTEE

Motion by Mrs. Small, seconded by Mrs. Poulas, to accept the recommendation of the Superintendent to approve and adopt motions L.1 through L.5, 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
#1289	Intermittent Medical Leave	15-70-72/abk			JTMS	9/1/18	6/30/19	Utilizing undetermined number of days
B. INSTRUCTIONAL								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary**	Loc.	Date Effective	Date Termin.	Discussion
Trevor Hunt* 11-140-100-101-290	Appoint	Social Studies Teacher 10-80-80/asn		\$263.92/diem	JTHS	3/27/19	6/30/19	Pending Certification Replacing #2396
Mairead Mullen* 11-120-100-101-290	Appoint	Elementary Teacher 10-10-10/ajl		\$200/diem	Stanlick	12/17/18	4/12/19	Over 20 days Replacing #1557
Carly Neuschatz 11-000-218-104-290	Appoint	School Counselor (LTS) 10-70-70/ach		\$90/diem	JTMS	2/11/19	3/6/19	Less than 20 days Replacing #1291
James Costello	Appoint	Bedside Instruction		\$42.45/hr.	District	1/20/19	6/30/19	
Claude Larson	Retirement	Science Teacher 10-70-70/apn			JTMS	7/31/19	8/1/19	Retiring after 14 years of service in district
Joseph Mattessich	Retirement	Special Education Teacher 10-80-80/ain			JTHS	6/30/19	7/1/19	Retiring after 17.5 years of service in district
#0026	Extended Medical Leave	10-10-10/acv			Stanlick	12/10/18	1/26/19	Utilizing 27 personal illness days
#0515	Family Leave	10-70-70/ajl			JTMS	2/4/19	3/2/19	Utilizing 2 personal days, 1.5 family illness days and 13.5 unpaid days
#1201	Medical Leave	10-70-70/ach			JTMS	2/6/19	3/6/19	Utilizing 19 personal illness days
#1209	Medical Leave	10-60-60/ahx			White Rock	3/8/19	3/16/19	Utilizing 6 personal illness days
#1557	Extended Medical Leave	10-10-10/ajl			Stanlick	11/14/19	4/12/19	Utilizing 94.5 personal illness days
#2506	Paternity Leave	10-70-70/apa			JTMS	3/29/19	5/16/19	Unpaid

\*Requires Mentoring

\*\*17/18 salary guide until such time as negotiations have been completed

C. NON-INSTRUCTIONAL								
Name	Nature of Action	Position/Control Number	Step	Salary**	Loc.	Date Effective	Date Termin.	Discussion
Noel Brinck 11-213-100-106-003	Appoint	Special Education Aide 09-30-30/bmd	1	\$21.04/hr.	Briggs	2/19/19	6/30/19	New position; not budgeted 3.5 hrs./day; no benefits
Julie Sullivan 11-204-100-106-005	Appoint	Special Education Aide 09-50-50/bbb	1	\$21.04/hr.	Cozy Lake	2/6/19	6/30/19	Replacing J. Dalling 3.5 hrs./day; no benefits
Helena Vernieri 11-000-262-100-260	Appoint	Custodian (.63)	1	\$22.58/hr.	JTHS	1/28/19	6/30/19	25 hrs./week; w/ benefits

Kimberly Chamberlain 11-000-217-106-007	Account Code Change	Special Education Aide 10-70-70/bca			JTMS	1/14/19	6/30/19	
Tara D'Antoni Smeilus 11-000-217-106-007	Assignment Change/Account Code Change	Special Education Aide 09-70-70/bbq			JTMS	1/12/19	6/30/19	
Bibi Lakhicharran 11-213-100-106-007	Account Code Change	Special Education Aide 10-70-70/bnp			JTMS	1/14/18	6/30/19	
Grace Knappe 11-000-217-106-007	Extra Hours	Special Education Aide 09-70-70/bdm			JTMS	1/28/19	6/30/19	Not to exceed .75/hrs./week for Homework Club
Laura Mahoney 11-000-217-106-007	Assignment Change/Account Code Change	Special Education Aide 09-70-70/buq			JTMS	1/12/19	6/30/19	
Nicole Skrek 11-000-217-106-007	Account Code Change	Special Education Aide 10-70-70/bcc			JTMS	2/19/19	6/30/19	
Donna Struck 11-213-100-106-003	Assignment Change Account Code Change	Special Education Aide 09-30-30/bsm			Briggs	1/12/19	6/30/19	
Anthony Vasile 11-000-217-106-007	Assignment Change/Account Code Change	Special Education Aide 09-70-07/bcb			JTMS	2/19/19	6/30/19	
Anthony Vasile 11-000-217-106-007	Extra Hours	Special Education Aide 09-70-70/bcb			JTMS	3/9/19	3/10/19	Not to exceed 3 hours for Saturday Detention
Christine Mallimo-Orna	Resignation	Special Education Aide 09-10-10/bde			Stanlick	3/1/19	3/2/19	
Bruna Rodriguez	Resignation	Special Education Aide 09-70-70/bsp			JTMS	2/28/19	3/1/19	
#1897	Medical Leave	09-70-70/blx			JTMS	1/16/19	4/13/19	Utilizing 19 personal illness days and 41 unpaid days

**\*\*17/18 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
JoAnna Longo	Appoint	Substitute Teacher		\$90/diem	District	2/20/19	6/30/19	
Megan Nimmo	Appoint	Substitute Teacher		\$90/diem	District	2/20/19	6/30/19	
Shanna Peters	Appoint	Substitute Teacher		\$90/diem	District	2/20/19	6/30/19	
Michelle Mahoney	Appoint	Substitute Aide		\$15/hr.	District	2/7/19	6/30/19	
Carly Neuschatz	Appoint	Substitute Aide		\$15/hr.	District	1/24/19	6/30/19	

#### E. EXTRA DUTY PAY

Name	Nature of Action	Position	Level	Salary**	Loc.	Date Effective	Date Termin.	Discussion
Jennifer Kraljevich	Appoint	DECA Trip Nurse		\$125.00/nt	JTHS	3/4/19	3/7/19	2 nights

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#### F. 2018-19 SCHOOL YEAR COACHING STAFF

SPRING								
Name	Nature of Action	Position	Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Joseph Olean	Appoint	Assistant Golf	N/A	N/A	JTHS	2/20/19	6/30/19	Volunteer
Jeremy Thide	Appoint	Assistant Golf	N/A	N/A	JTHS	2/20/19	6/30/19	Volunteer
Anthony Vasile	Appoint	Assistant Golf	N/A	N/A	JTHS	2/20/19	6/30/19	Volunteer

#### G. STUDENT INTERN/TEACHER

Name	School	Program	Subject	Loc.	Date Effective	Date Termin.	Discussion
Eryn Anmiano	Centenary University	Internship	School Counseling	JTHS	2/25/19	5/3/19	

#### H. CURRICULUM WRITING 11-000-221-104-200

Name	Nature of Action	Position	Salary**	Loc.	Date Effective	Date Termin.	Maximum Hours
Jason Nicholas	Appoint	Academy Honors Environmental Engineering	\$37.14/hr.	JTHS	2/20/19	6/30/19	25 hours
Edward Bem	Rescind	Academy Honors Environmental Engineering	\$37.14/hr.	JTHS	7/1/18	6/30/19	

### L.2 Motion to approve the Fall 2018 Course Reimbursements as indicated below:

Name	College	Class	Approval	Credits	Amount
Bavosa, Sherry	Centenary University	Principle and Practice of Supervision	FA32	3	\$359.20
Brennan, Jessica	Marygrove College	Achieving Success with English Language Learners	FA58	3	\$359.20
Brueno, Kaitlyn	University of California, San Diego	Google As A Classroom Tool	FA14	3	\$303.20
Brueno, Kaitlyn	University of California, San Diego	Best Practices for a Successful High School Classroom	FA15	3	\$303.20
Brueno, Kaitlyn	University of California, San Diego	Educating the Whole Student: Mindfulness and Social/Emotional Learning	FA16	3	\$303.20
Brueno, Kaitlyn	University of California, San Diego	How to Manage Your Classroom for Student Success	FA17	3	\$303.20
Brueno, Kaitlyn	University of California, San Diego	Study Smarter, Not Harder: Study Skills for Students	FA18	3	\$303.20
Brusberg, Susan	Centenary University	Research and Applications in Special Education	FA52	3	\$359.20

Bruseo, Darren	LaVerne University	Climate Change: What the Science Tells Us	FA66	3	\$345.00
Bruseo, Darren	LaVerne University	Galaxies, Stars and Planets	FA67	3	\$345.00
Bruseo, Darren	LaVerne University	Oceans	FA68	3	\$345.00
Bruseo, Darren	LaVerne University	How the Weather Works	FA69	3	\$345.00
Bruseo, Darren	LaVerne University	Hunting Dinosaurs	FA70	3	\$345.00
Cacella Joshua	New Jersey City University	Behavior Disorders in Children	FA47	3	\$359.20
Clarizio, Maria	New Jersey City University	Selection and Acquisition of Print and Non-Print Material	FA7	3	\$359.20
Crowe, Kelsey	American College of Education	Cross-Cultural Studies for Teaching ELL's	FA65	3	\$359.20
Crowe, Kelsey	American College of Education	Methods and Materials for Teaching Bilingual Education	FA87	3	\$359.20
Curry, Megan	University of California, San Diego	Reading & Literacy: Culture of Literacy	FA53	3	\$359.20
Curry, Megan	University of California, San Diego	Reading & Literacy: Assessment, Intervention, and Instruction	FA86	3	\$359.20
Escolano, Jennifer	University of California, San Diego	The Flipped Classroom: An Interactive Approach	FA45	3	\$271.00
Escolano, Jennifer	University of California, San Diego	Study Smarter Not Harder: Study Skills for Students	FA46	3	\$271.00
Flatierre, Kevin	University of California, San Diego	Study Smarter Not Harder: Study Skills for Students	FA33	3	\$303.20
Flatierre, Kevin	University of California, San Diego	Educational Technology 101	FA34	3	\$303.20
Flatierre, Kevin	University of California, San Diego	Educating the Whole Student: Mindfulness and Social/Emotional Learning	FA35	3	\$303.20
Flatierre, Kevin	University of California, San Diego	Character Education for the 21 <sup>st</sup> Century	FA36	3	\$303.20
Flatierre, Kevin	University of California, San Diego	Mastering Google Apps for Education	FA37	3	\$303.20
Koenig, Rachel	University of California, San Diego	Using Google Classroom for Teaching	FA82	3	\$323.00
LaConti, Lyndsay	University of California, San Diego	Bully Awareness, Prevention and Intervention	FA51	3	\$359.20
LaConti, Lyndsay	University of California, San Diego	Character Education for the 21 <sup>st</sup> Century	FA84	3	\$284.00
LaMonica, Christina	Ramapo College of New Jersey	Evaluation and Supervision	FA71	4	\$469.39
LaMonica, Christina	Ramapo College of New Jersey	Applied Research: Using Data Curriculum Based Decision Making	FA72	4	\$469.39
Langner, Paula	Grand Canyon University	Strategic Planning and Change	FA1	3	\$359.20
Langner, Paula	Grand Canyon University	Residency II: Dissertation	FA73	3	\$359.20
Langner, Paula	Grand Canyon University	Leading Across Cultures	FA74	3	\$359.20
MacDermid, James	Western Governors University	Research Foundations	FA40	2	\$212.67
MacDermid, James	Western Governors University	Research Questions and Literature Review	FA41	2	\$212.66
MacDermid, James	Western Governors University	Research Design and Analysis	FA42	2	\$212.67
MacDermid, James	Western Governors University	Research Proposals	FA43	2	\$212.67
MacDermid, James	Western Governors University	MED, Learning and Technology Capstone	FA44	6	\$638.00
MacDermid, James	Western Governors University	Technology Production	FA50	4	\$469.39
Meade, Gabrielle	Marygrove College	Psychology of Literacy Development	FA55	3	\$359.20
Montegari, Robin	Lindenwood University	Career Development Specialist	FA80	3	\$225.00
Montegari, Robin	Lindenwood University	Closing the Achievement Gap	FA81	3	\$225.00
Moss, Kimberly	Thomas Edison University	Leading Educational Change and Improvement (I and II)	FA59	6	\$689.77
Moss, Kimberly	Thomas Edison University	Driving Educational Change and Improvement (I and II)	FA60	4	\$469.39
Pearce, Amy	American College of Education	Design of Instructional Media	FA76	3	\$359.20
Pearce, Amy	American College of Education	Applying Learning Theories in Instructional Design	FA77	3	\$359.20
Pelusio, Erica	American College of Education	Digital Age Learning Environments	FA54	3	\$359.20
Pelusio, Erica	American College of Education	Design of Instructional Media	FA78	3	\$359.20
Pelusio, Erica	American College of Education	Applying Learning Theories in Instructional Design	FA79	3	\$359.20
Pilot, Leighann	American College of Education	Emerging Literacy for Elementary Teacher	FA38	3	\$359.20
Pilot, Leighann	American College of Education	21 <sup>st</sup> Century Literacies	FA39	3	\$359.20
Pilot, Leighann	American College of Education	Literacy for Exceptional Learners	FA75	3	\$359.20
Regiani, Brianna	Rutgers University	Psychology of the Exceptional Child	FA63	3	\$359.20
Reiss, Joanna	Centenary University	Collaborative Practices	FA29	3	\$359.20
Rose, Gino	University of California, San Diego	Using Google Classroom for Teaching and Learning	FA30	3	\$303.20
Rose, Gino	University of California, San Diego	Next Generation Science Standards	FA31	3	\$303.20
Schwimer, Cara	University of California, San Diego	Educating the Whole Student: Mindfulness and Social Emotional Learning	FA10	3	\$303.20
Schwimer, Cara	University of California, San Diego	Google as a Classroom Tool	FA11	3	\$303.20
Schwimer, Cara	University of California, San Diego	Classroom Management Strategies for High School Teachers	FA12	3	\$303.20
Schwimer, Cara	Marygrove College	Teacher as Everyday Hero	FA85	3	\$359.20
Seader, Megan	University of California, San Diego	Google as a Classroom Tool	FA24	3	\$303.20
Seader, Megan	University of California, San Diego	Educating the Whole Student: Mindfulness and Social Emotional Learning	FA25	3	\$303.20
Seader, Megan	University of California, San Diego	Classroom Management Strategies for High School Teachers	FA26	3	\$303.20
Seader, Megan	University of California, San Diego	Study Smarter Not Harder: Study Skills for Students	FA27	3	\$303.20
Seader, Megan	University of California, San Diego	Best Practices for a Successful High School Classroom	FA28	3	\$303.20
Serzan, Kimberly	University of California, San Diego	Google as a Classroom Tool	FA8	3	\$323.00
Smith, James	Rutgers University	Administration and Supervision of Elementary and Secondary Education	FA64	3	\$359.20
VanderBok Karen	University of California, San Diego	READ Part 1/Classroom Practice – A Guide to Co-Teaching	FA88	1	\$129.00
VanderBok, Karen	University of California, San Diego	READ Part 1/50 Things You Can Do With a Google Classroom	FA89	1	\$129.00
VanderBok, Karen	University of California, San Diego	READ Part 1/Hacking Project Based Learning	FA90	1	\$129.00
Varner, Heather	American Public University	Environmental Toxicology	FA57	3	\$359.20
Varner, Heather	American Public University	Global Environmental Change	FA83	3	\$359.20
Venturino, Gerald	Ramapo College of New Jersey	Applied Research in Practice	FA61	4	\$469.39
Venturino, Gerald	Ramapo College of New Jersey	Evaluation & Supervision to Promote Student Academic Success	FA62	4	\$469.39
Wildermuth, Nicole	University of California, San Diego	Best Practices for a Successful High School Student	FA20	3	\$303.20
Wildermuth, Nicole	University of California, San Diego	Google as a Classroom Tool	FA19	3	\$303.20
Wildermuth, Nicole	University of California, San Diego	Educating the Whole Student: Mindfulness and Social Emotional Learning	FA21	3	\$303.20
Wildermuth, Nicole	University of California, San Diego	Study Smarter Not Harder: Study Skills for Students	FA22	3	\$303.20
Wildermuth, Nicole	University of California, San Diego	Classroom Management Strategies for High School Teachers	FA23	3	\$303.20

- L.3** Motion to approve the Collective Bargaining Agreement between the Jefferson Township Administrators' Education Association (**JTAEA**) and the Jefferson Township Board of Education, effective July 1, 2019 through June 30, 2022.
- L.4** Motion to approve resolution authorizing the Affirmative Action Team to conduct a needs assessment and develop a comprehensive equity plan.
- L.5** Motion to approve the following **job descriptions**:
- JTMS: Spring Musical Art Set Design
  - JTMS: Spring Musical Choreographer
  - JTMS: Spring Musical Costumes
  - JTMS: Drama Club

MOTION: Mrs. Small	SECOND: Mrs. Poulas			
Name	Ayes	Nays	Abstain	Absent
Mrs. Gould	X			
Mr. Martorelli				X
Mr. Millar	X			
Mr. Natale				X
Mrs. Poulas	X			
Mrs. Small	X			
Mr. Stewart	X			
Mr. Wasserman	X			
Mrs. Wildermuth	X		*L.2	

*\*Mrs. Wildermuth abstained from voting on agenda Item L.2, Lines 76 through 80.*

- L.6** Motion by Mrs. Gould, seconded by Mrs. Poulas, to approve the Collective Bargaining Agreement between the **Jefferson Township Education Association (JTEA)** and the Jefferson Township Board of Education, effective July 1, 2018 through June 30, 2021, subject to ratification by the JTEA.

MOTION: Mrs. Gould	SECOND: Mrs. Poulas			
Name	Ayes	Nays	Abstain	Absent
Mrs. Gould	X			
Mr. Martorelli				X
Mr. Millar	X			
Mr. Natale				X
Mrs. Poulas	X			
Mrs. Small	X			
Mr. Stewart	X			
Mr. Wasserman	X			
Mrs. Wildermuth	X			

**M. EDUCATION, SPECIAL EDUCATION AND TECHNOLOGY COMMITTEE**

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

- M.1** Motion to **rescind student placement** for the **2018-2019** school year, as indicated below plus related services as needed:

Student	School	Tuition	Effective
6098022474	Windsor School	\$37,275.00	1/9/19

- M.2** Motion to **approve student placement** for the **2018-2019** school year, as indicated below plus related services as needed:

Student	School	Tuition	Effective
5209290257	New Pathway Counseling, Inc.	\$4,800.00	2/11/19-6/30/19

**M.3 Motion to approve student received for the 2018-2019 school year, as indicated below plus related services as needed:**

Student	School	Tuition	Effective
8239739054	Newton School District	\$46,855.77	2/11/19-6/30/19

**M.4 Motion to approve the following Day Field Trips:**

School/Group/Activity	Location
JTHS, Academic Bowl Competitions (5)	Pope John XXIII Regional High School, Sparta, NJ
JTHS, Project Stay Gold Field Trip, Young Women's Conference	Middlesex County Fire Academy, Sayerville, NJ
JTHS, REBEL Wellness Program Presentation	White Rock School, Oak Ridge, NJ
JTHS, Art Class Field Trip, Grades 10-12	Newark Museum, Newark, NJ
JTHS, Grade 9 English Classes Field Trip, "Romeo & Juliet"	Pax Amicus Theater, Budd Lake, NJ
JTHS, Student Council Field Trip	Six Flags Great Adventure, Jackson, NJ

**M.5 Motion to Approve the 2019-2020 Student School Calendar – (to be circulated)**

**M.6 Motion to affirm Superintendent's recommendation on Harassment, Intimidation and Bullying findings reported for December 10, 2018 through January 21, 2019.**

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

MOTION: Mrs. Poulas	SECOND: Mrs. Small			
Name	Ayes	Nays	Abstain	Absent
Mrs. Gould	X			
Mr. Martorelli				X
Mr. Millar	X			
Mr. Natale				X
Mrs. Poulas	X			
Mrs. Small	X			
Mr. Stewart	X			
Mr. Wasserman	X			
Mrs. Wildermuth	X			

**N. POLICY COMMITTEE**

Motion by Mrs. Small, 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 New/Revised
P 2415.06	Unsafe School Choice Option	(R)
P 2422	Health & Physical Education	(R)
P 2431.3	Practice & Preseason Heat-Acclimation for School-Sponsored Athletics & Extra-Curricular Activities	(R)
R 2460.8	Special Education - Free & Appropriate Public Education	(R)
P 2610	Educational Program Evaluation	(R)
P 4219	Commercial Driver's License Controlled Substance & Alcohol Use Testing	(R)
P&R 5111	Eligibility of Resident/Nonresident Students	(R)
P 5330.04	Administering an Opioid Antidote	(R)
R 5330.04	Administering an Opioid Antidote	(N)
P 5337	Service Animals	(R)
P&R 5611	Removal of Students for Firearms Offenses	(R)
P&R 5612	Assaults on District Board of Education Member or Employees	(R)
P&R 5613	Removal of Students for Assaults with Weapons Offenses	(R)
P 5756	Transgender Students	(R)
P&R 7440	School District Security	(R)
P&R 8461	Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, & Other Drug Offenses	(R)
P 8561	Procurement Procedures for School Nutrition Programs	(R)
P 8860	Memorials	(R)



MOTION: Mrs. Small	SECOND: Mrs. Poulas			
<b>Name</b>	<b>Ayes</b>	<b>Nays</b>	<b>Abstain</b>	<b>Absent</b>
Mrs. Gould	X			
Mr. Martorelli				X
Mr. Millar	X			
Mr. Natale				X
Mrs. Poulas	X			
Mrs. Small	X			
Mr. Stewart	X			
Mr. Wasserman	X			
Mrs. Wildermuth	X			

## O. RECOGNITION OF MONTHLY REPORTS

Upon the recommendation of the Superintendent, the Board recognizes the reported Harassment, Intimidation and Bullying Incidences (HIB) for the period of January 21, 2019 through February 19, 2019.

School	Incidents Reported	Confirmed Incidents of HIB	Inconclusive – Case Will Remain Active
Ellen T. Briggs	0	0	0
Stanlick	3	0	1
Milton	0	0	0
Cozy Lake	1	0	0
White Rock	0	0	0
JTMS	3	0	0
JTHS	2	0	0

### Enrollment as of 1/31/19:

	Jan. 2018	Jan. 2019
Milton	160	154
Cozy Lake	188	173
Arthur Stanlick	304	281
E.T. Briggs	288	283
White Rock	332	324
<b>Total Elementary</b>	<b>1,272</b>	<b>1,215</b>
JTHS	992	976
JTMS	762	729
<b>GRAND TOTAL</b>	<b>3,026</b>	<b>2,920</b>
Tuition students received	6	6
Out-of-district placement	31	32

## Emergency School Bus Evacuations

Ellen T. Briggs School October 25, 2018 October 29, 2018		
Period	Time	Observed by
Period 1	9:05	Duda/Artress/Tomo
Period 2	9:25	Longo/Bennett/Curry
Period 3	9:45	Uvino/Greene
Period 4	10:05	Megna/Brennan/Olsen
Period 5	10:25	Tanis/Meade/Reggiani

Cozy Lake School October 22, 2018		
Period	Time	Observed by
Period 1	9:00	Dunbar/Bavosa
Period 2	9:20	Caraturo
Period 3	9:40	Boardman/Johnson
Period 4	10:00	Smart/Fastnacht
Period 5	10:20	Carline/Connors

Arthur Stanlick School October 17, 2018		
Period	Time	Observed by
Period 1	9:05	Lipton
Period 2	9:25	Lipton
Period 3	9:45	Lipton
Period 4	10:05	Lipton
Period 5	10:25	Lipton

White Rock School October 17, 2018		
Period	Time	Observed by
Period 1	9:00	DeBrito
Period 2	9:20	DeBrito
Period 3	9:40	DeBrito
Period 4	10:00	DeBrito
Period 5	10:20	DeBrito

Milton School October 24, 2018		
Period	Time	Observed by
Period 1	9:00	Mundi
Period 2	9:20	Mundi
Period 3	9:40	Mundi
Period 4	10:00	Mundi
Period 5	10:20	Mundi

High School/Middle School October 18 & 19, 2018 October 30, 2018		
Period	Time	Observed by
Period 1	7:35	Cooke/Koch
Period 2	8:25	Cooke/Koch
Period 3	9:15	Cooke/Koch
Period 4	10:05	Cooke/Koch
Period 5	10:55	Cooke/Koch
Period 6	11:45	Cooke/Koch
Period 7	12:35	Cooke/Koch
Period 8	1:25	Cooke/Koch

**P. COMMUNICATIONS**

- None

**Q. OLD BUSINESS**

- None

**R. NEW BUSINESS**

- The Board agreed to move the April 22 Board meeting to Monday, April 29.

**S. PUBLIC COMMENTS**

- An audience member inquired as to the recognition of students who participate in theatre production to earn varsity letters.

**T. BOARD MEMBER COMMENTS**

- Mrs. Gould commented on the Souper Bowl of Caring food drive and suggested that eligibility requirements for varsity letters and jackets be discussed at the next Policy and Personnel Committee meeting.
- Mrs. Small and Mr. Stewart commented how enjoyable the boys' varsity basketball game was and the boys will be headed to the playoffs on Saturday. Mrs. Small also noted the acapella show "Elevate" was excellent.
- Mr. Stewart congratulated all the winter sports for a great season.
- Mrs. Wildermuth noted the food drive was a big success.
- Mrs. Poulas was proud to see the support for the Jefferson Education Foundation.
- Mr. Millar congratulated the boys' varsity basketball team. He also noted he visited all the schools and thanked everyone for their continued support.

**U. ADJOURN**

Motion by Mrs. Gould, seconded by Mrs. Small that the meeting adjourn at 8:29 PM.

Respectfully submitted,

Dora E. Zeno  
Board Secretary

## Appendix A

Name	Event Date	Location	Seminar/Function	Registration Fee \$	Transportation	# of Miles	Mileage Rate	Lodging per day (not to exceed)	# Nights	Meal Cost per day (not to exceed)	# Meal Days	Total Expenses (not including parking/tolls/misc. fees)
Cannarozzi, Katelyn	Mar. 15-17	Baltimore, MD	2019 USA Field Hockey Summit	\$ 183.75	Own	438	\$0.31	-	-	\$ 71.00	.75	\$ 373.00
Chuddley, Louis	Mar. 10-13	Atlantic City, NJ	NJ School Building and Grounds Association Expo	\$ 200.00	Own	292	\$0.31	\$ 97.00	3	N/A	-	\$ 581.52
Guagenti, Alyssa	Feb. 28	Livingston, NJ	Strategies for Teaching Reading and Writing	\$ 209.00	Own	40	\$0.31	-	-	-	-	\$ 221.40
Guarino, Donna	Mar. 5&6	Wayne, NJ	Time & Attendance Certification Course	\$ 595.00	Own	112	\$0.31	-	-	-	-	\$ 629.72
LaMonica, Christine	Feb. 28	Livingston, NJ	Strategies for Teaching Reading and Writing	\$ 209.00	Own	40	\$0.31	-	-	-	-	\$ 221.40
Magnuson, Sarah	Apr. 10-14	St. Louis, MO	National Science Teachers Annual Convention	\$ 415.00	370.60	106	\$0.31	\$ 174.00	4	\$ 66.00	4.5	\$ 1,811.46
Montegari, Robin	Mar. 12&13	Augusta, NJ	Healing in the Classroom – Grief Workshop	\$ 200.00	Own	29	\$0.31	-	-	-	-	\$ 208.99
Moss, Kim	May 30	New Brunswick, NJ	New Jersey Teachers of English to Speakers of Other Languages/New Jersey Bilingual Educators 2019 Spring Conference	\$ 199.00	Own	114	\$0.31	-	-	-	-	\$ 234.34
Reid, James	Feb. 26	Long Branch, NJ	NJ Association for Health, Physical Education, Recreation and Dance Annual Convention	\$ 150.00	Own	164	\$0.31	-	-	-	-	\$ 200.84
Torkos, Tara	Mar. 12&13	Augusta, NJ	Healing in the Classroom – Grief Workshop	\$ 200.00	Own	29	\$0.31	-	-	-	-	\$ 208.99

*All Meals are prorated 75% on travel days*



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Anthony Gianforcaro, AIA, PE

**BIDS FOR THE LOCKER ROOM RENOVATIONS  
AT THE JEFFERSON MIDDLE SCHOOL – JEFFERSON TOWNSHIP BOARD OF EDUCATION  
PAGE 1**

Bids were received on Tuesday, February 5, 2019 @ 11:00 AM

	<b>CYPRECO</b>	<b>BELL MILL</b>	<b>GL GROUP</b>	<b>BGD</b>	<b>GOKSU</b>
Base Bid	\$348,000		\$228,000		\$297,000
	<b>NORTHEASTERN INTERIOR SERVICES</b>	<b>K&amp;D CONTRACTING</b>	<b>DELL TECH</b>	<b>CMG</b>	<b>GILLESPIE</b>
Base Bid	\$209,000	\$318,500			
	<b>PAL-PRO</b>	<b>WALLKILL GROUP</b>	<b>ARISTA</b>	<b>RIEFOLO</b>	<b>DRILL CONSTRUCTION</b>
Base Bid		\$268,000		\$267,000	\$247,000



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**BIDS FOR THE MAKERSPACE RENOVATIONS**  
**AT VARIOUS SCHOOLS – JEFFERSON TOWNSHIP BOARD OF EDUCATION**

PAGE 1

Bids were received on Tuesday, February 5, 2019 @ 11:15 AM

	<b>CYPRECO</b>	<b>BGD</b>	<b>B&amp;B</b>	<b>GL GROUP</b>
Base Bid	\$438,000		\$369,369	\$289,000
Alt. #1	\$65,000		\$89,570	\$57,000
Alt. #2	\$65,000		\$84,975	\$58,000
Alt. #3	\$40,000		\$55,699	\$24,000

  

	<b>NORTHEASTERN INTERIOR SERVICES</b>	<b>RIEFOLO</b>	<b>DRILL</b>
Base Bid	\$271,500	\$320,000	
Alt. #1	\$49,750	\$54,000	
Alt. #2	\$44,750	\$50,000	
Alt. #3	\$15,400	\$37,000	

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 Anthony Gianforcaro, AIA, PE

**BIDS FOR THE FLOORING RENOVATIONS**  
**AT VARIOUS SCHOOL – JEFFERSON TOWNSHIP BOARD OF EDUCATION**  
 PAGE 1

Bids were received on Tuesday, February 5, 2019 @ 11:30 AM

	<b>CYPRECO</b>	<b>COMMERCIAL INTERIORS</b>	<b>GL GROUP</b>	<b>BGD</b>
Base Bid		\$ 389,900.00	\$ 359,000.00	
Alt. #1		\$ 6,225.00	\$ 7,000.00	
Alt. #2		\$ 675.00	\$ 800.00	
	<b>HANNON</b>	<b>NORTHEASTERN</b>	<b>J MORANO</b>	<b>GILLESPIE</b>
Base Bid		\$ 540,715.00		
Alt. #1		\$ 9,000.00		
Alt. #2		\$ 6,600.00		