

# JEFFERSON TOWNSHIP BOARD OF EDUCATION

## Regular Meeting Minutes

Monday, March 15, 2021 6:30 PM (Closed Session) – 7:30 PM (Regular Session)

### Jefferson Township High School Auditorium

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- A. Mr. Millar called the meeting to order at 7:38 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>Aye</u> Mrs. Gould	<u>Aye</u> Mrs. Small	<u>Aye</u> Mrs. Wildermuth
<u>Aye</u> Mr. Natale	<u>Aye</u> Mr. Stewart	<u>Aye</u> Mrs. Poulas, <i>Vice President</i>
<u>Aye</u> Mrs. Perez	<u>Aye</u> Mr. Wasserman	<u>Aye</u> Mr. Millar, <i>President</i>

D. **CLOSED SESSION**

The Board did not convene into closed session at this time.

E. **SUPERINTENDENT'S REPORT**

- Mrs. Howe reported on the Good News and Progress in Our Schools. At this time, Mrs. Howe read a statement regarding the district's return to school plan.

F. **PRESENTATIONS**

- Mrs. Howe along with Business Administrator Mrs. Giacchi, presented the 2021-2022 Preliminary Budget Synopsis.

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

Prior to receiving comments, Mr. Millar requested that any students present be given the opportunity to speak first.

- Mrs. Giacchi read a letter from a parent regarding reopening school.
- Several high school students spoke on behalf of their peers in advocating for in-person instruction. Students advised they are experiencing increased anxiety, a lack of consistent instruction, and the fear that some much anticipated activities could be canceled.
- An audience member spoke on behalf of her two middle school students who have fallen behind in school due to inconsistent learning plans as well as anxiety and students not being motivated to learn.

H. **COMMITTEE REPORTS**

- **Building Needs and Finance Committee** - Mrs. Wildermuth noted the Committee met on March 2, 2021 and again on March 15, 2021 and discussed the 2021-22 budget use of facilities, capital projects, benefits, ESSERII funding, bond refunding results, and return to school plans.
- **Education Committee** - Mrs. Poulas reported the Committee met on March 3, 2021 and discussed student performance, 2021-2022 school year calendar, and the Committee reviewed examples of exemplary student work at JTHS.

- **Personnel and Policy Committee** - Mrs. Small reported that the Committee met on March 3, 2021 and discussed open positions in district and policy and regulations for approval.
- **Community Relations** - Mr. Stewart noted the Committee met on March 9, 2021 and discussed the 2021-2022 budget, student population, return to school plans, committee goals, and meeting schedule.
- **Negotiations Committee** - Mrs. Gould provided an update on the status of negotiations noting that a Memorandum of Agreement had been reached with the JTEA and that additional information will be shared soon.

## I. **MINUTES OF MEETINGS**

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

<u>Aye</u> Mrs. Gould	<u>Aye</u> Mrs. Small	<u>Aye</u> Mrs. Wildermuth
<u>Aye</u> Mr. Natale	<u>Aye</u> Mr. Stewart	<u>Aye</u> Mrs. Poulas, <i>Vice President</i>
<u>Aye</u> Mrs. Perez	<u>Aye</u> Mr. Wasserman	<u>Aye</u> Mr. Millar, <i>President</i>

February 24, 2021 Regular Meeting Minutes

February 24, 2021 Executive Meeting Minutes

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

Motion by Mrs. Wildermuth, seconded by Mrs. Poulas, to accept the recommendation of the Superintendent to approve and adopt motions J.1 through J.18, as described below:

<u>Aye</u> Mrs. Gould	<u>Aye</u> Mrs. Small	<u>Aye</u> Mrs. Wildermuth
<u>Aye</u> Mr. Natale	<u>Aye</u> Mr. Stewart	<u>Aye</u> Mrs. Poulas, <i>Vice President</i>
<u>Aye</u> Mrs. Perez	<u>Aye</u> Mr. Wasserman	<u>Aye</u> Mr. Millar, <i>President</i>

### J.1 Motion to approve the adoption of the Tentative Budget for School Year 2021-2022.

**BE IT RESOLVED** that the tentative budget be approved for the 2021-2022 school year using the 2021-2022 state aid figures and the Secretary to the Board of Education be authorized to submit to the Executive County Superintendent for approval in accordance with N.J.S.A.18A:7F-5 and 18A:7F-6:

	General Fund	Special Revenues	Debt Service	Total
<b>2021-2022 Total Expenditures</b>	57,508,570	915,826	2,483,163	60,907,559
<b>Less: Anticipated Revenues</b>	12,335,519	915,826	219,950	13,471,295
<b>Taxes to be Raised</b>	45,173,051	0	2,263,213	47,436,264

And, to advertise said tentative budget in the Daily Record Newspaper in accordance with the form suggested by the New Jersey Department of Education and according to law; and a public hearing on the budget for the 2021-2022 school year will be held at Jefferson Township High School Auditorium, 1010 Weldon Road, Oak Ridge, NJ 07438 on April 26, 2021 at 7:30pm.

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

Banked Cap Expiring in 2022-2023	0
Banked Cap Expiring in 2023-2024	0
Banked Cap Expiring in 2024-2025	0
2% Allowable Tax Levy Adjustment	885,746
Base 2020-2021	44,287,305
Total Available Tax Levy	45,173,051

And

**WHEREAS**, The Board has approved that there should be raised for the General Fund a tax levy of \$45,173,051

**NOW THEREFORE BE IT RESOLVED** that the Jefferson Board of Education, in the County of Morris, New Jersey approves that the unused, unexpired taxing authority of \$ 0.00 be banked for potential use in the subsequent allowable fiscal years.

**J.3 BE IT RESOLVED** that the Board of Education includes in the budget a capital reserve withdrawal in the amount of \$350,000 for:

- Bathroom Renovations at the Jefferson Township High School and Middle School

**J.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 2021-2022 school year; and

**WHEREAS**, maximum expenditure amount allotted for travel and expense reimbursement for the 2020-2021 school year was \$95,105; and

**WHEREAS**, travel and expense reimbursement has reached a total amount of \$9,090.47 as of March 1, 2021,

**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 2021-2022 at the sum of \$92,274, and

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

**J.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 budget includes the following appropriations:

Account Code	Description	\$
11-000-213-300	Health - School Physician	26,000
11-000-216-320	Purchased Student Related Support Services	26,500
11-000-217-320	Purchased Professional Extraordinary Services	107,030
11-000-218-320-390	Student Guidance Services - Medical Screenings	15,000
11-000-219-320	Purchased Prof-Ed Services – Educational/Medical Services Provided to Students	20,750
11-000-219-390	Other Purchased Prof & Tech Services - Student Evaluations	30,000
11-000-223-320	Purchased Professional Development Services - Speakers	10,000
11-000-230-331	Legal Services	175,000
11-000-230-332	Auditor Fees	40,000
11-000-230-334	Architect/Engineer Services	50,000
11-000-230-339	Other Professional Services	8,100
11-150-100-320	Hospital Based Homebound Instruction	30,000
	<b>Total</b>	<b>538,380</b>

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 2021-2022 school year.

**J.6** Motion to approve the **purchase order** list dated February 2021 in the amount of \$ **78,659.84** (including Referendum related purchase orders totalling \$ 0.00).

**J.7** Motion to approve the **check register** as of February 2021 in the amount of **\$4,222,750.19.**

Fund	Amount
General Fund (10)	\$4,138,781.84
Special Revenue Funds (20)	\$70,974.13
Referendum Fund (30)	\$12,994.22
Total	\$4,222,750.19

**J.8** Motion to approve the **vendors' bills** list for release on or after March 16, 2021, in the amount of **\$536,687.77.**

**J.9** Motion to approve the funds **transfers** in the 2020-2021 Fiscal Year, dated February 2021 in the amount of **\$543,711.64.**

**J.10** Motion to approve the certification by the Board Secretary that the Account Balance Report, pursuant to N.J.S.A. 18A:17-9, that as of February 28, 2021, no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11(a).

**J.11** Motion to certify, in accordance with N.J.A.C. 6A:23-2.11(c), that as of January 31, 2021, 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.

**J.12** Motion to approve award National School Lunch Program Equipment Bid, as described below (*Bid breakdown sheet attached - Appendix A*):

Vendor	Total # of Items Awarded	Total Amount Awarded
<b>Culinary Depot</b>	9	\$33,435.35
<b>MAP International</b>	2	\$5,250.00
<b>Singer Equipment</b>	1	\$1,662.00

**J.13** Motion to award a Four-Year Lease bid in the amount of **\$220,000.00**, to acquire two 54-passenger busses to **First Hope Bank** at an interest rate of **1.119%**. (*Bid breakdown sheet and full resolution attached – Appendix B*)

**J.14** Motion to participate in a Joint Transportation Agreement with the Burlington County Special Services School District ESU to transport one student on Route H62 to Garfield Park Academy from September 1, 2020 through June 30, 2021 for a total of \$5,105.30.

- J.15** Motion to approve resolution authorizing Parette Somjen to submit plans to the NJDOE, as described below:

**BE IT RESOLVED**, upon the recommendation of the Superintendent, that the Jefferson Township Board of Education, in the County of Morris, New Jersey authorizes Parette Somjen Architects to submit all necessary plans and paperwork to the Department of Education concerning the “HVAC Upgrades at White Rock Elementary School” to serve as an application to the office of School Facilities and an amendment to the District’s Long Range Facility Plan; and

**BE IT FURTHER RESOLVED**, this project shall be a “Capital Reserve” project and the Board of Education is NOT seeking State funding but will fund the Project through the District’s Reserve Account or other available funds.

- J.16** Motion to approve the appointment of Parette Somjen Architects, LLC to serve as architect, in accordance with their proposal to provide professional services for the Jefferson Township High School Fire Alarm system upgrade project at a flat fee \$22,500, not inclusive of reimbursable fees that will be billed separately, not to exceed \$1,500, per Board Attorney review. This project will be funded with proceeds from the 2018 Referendum.
- J.17** Motion to approve the appointment of Parette Somjen Architects, LLC to serve as architect, in accordance with their proposal to provide professional services for the Jefferson Township Middle School Media Center HVAC upgrade project at a flat fee \$42,500, not inclusive of reimbursable fees that will be billed separately, not to exceed \$2,000, per Board Attorney review. This project will be funded with proceeds from the 2018 Referendum.
- J.18** Motion to accept and approve the following resolution in accordance with Travel and Work Related Expenses N.J.A.C. 6A:23B:

**WHEREAS**, The employees listed in Appendix C, 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;

**NOW THEREFORE 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; and

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

**L. PERSONNEL COMMITTEE**

Motion by Mrs. Small, seconded by Mr. Natale, to accept the recommendation of the Superintendent to approve and adopt motion L.1., as described below:

<u>Aye</u> Mrs. Gould	<u>Aye</u> Mrs. Small	<u>Abstain</u> Mrs. Wildermuth
<u>Aye</u> Mr. Natale	<u>Aye</u> Mr. Stewart	<u>Aye</u> Mrs. Poulas, <i>Vice President</i>
<u>Aye</u> Mrs. Perez	<u>Aye</u> Mr. Wasserman	<u>Aye</u> Mr. Millar, <i>President</i>

- 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
#896	Medical Leave	10-40-40/bjv			Milton	3/19/21	4/2/21	Utilizing 10 personal illness day
#1297	Medical Leave	10-70-70/aoy			JTMS	2/22/21	3/27/21	Utilizing 25 personal illness days
#1398	Medical Leave	10-80-80/acn			JTHS	3/8/21	3/20/21	Utilizing 10 personal illness days

\*Requires mentoring

C. NON-INSTRUCTIONAL								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
James Bystrak 11-000-270-160-000	Appoint	Bus Driver 10-90-90/bfk	Step 1	\$23.86/hr.	Transportation	3/16/21	6/30/21	Replacing C. Goldsmith Not to exceed 4.5 hrs./day; w/ benefits
Linda Tuorinsky 11-000-222-105-006	Appoint	Media Aide 09-60-60/bib	Step 1	\$22.37/hr.	White Rock	3/23/21	6/30/21	Replacing L. Fusaro Not to exceed 17.5 hrs./week; w/out benefits
Cathy Jauch 11-204-100-106-007	Extra Hours	Special Education Aide 09-70-70/bck			JTMS	1/28/21	4/1/21	Not to exceed 1 hr./day
Maria Nero 11-000-270-160-000	Adjusted Hours	Bus Driver 10-90-90/bfj			Transportation	3/2/21	6/30/21	Not to exceed 4.5 hrs./day
Billy Garcia	Resignation	Special Education Aide 09-80-80/buf			JTHS	4/1/21	4/2/21	
Robert Luongo	Resignation	Custodian (.49) 12-90-92/bgb			Facilities	4/5/21	4/6/21	
Donna Taylor	Resignation	Secretary/Group III 12-70-72/afh			JTMS	3/26/21	3/27/21	
James Vastola	Retirement	Maintenance 12-70-72/cbj			Facilities	6/30/21	7/1/21	Retiring after 16 years of service in district
#502	Medical Leave	09-80-80/bbf			JTHS	3/31/21	4/17/21	Utilizing 7 personal illness days
#2774	Extended Medical Leave	12-90-92/bgb			Facilities	11/23/20	4/5/21	Utilizing 22 personal illness days, 3 floating holidays, 16 vacation days and 48 unpaid days
#3093	Adjusted End Date	09-80-80/bru			JTHS	1/25/21	3/13/21	Utilizing 13 personal illness days, and 19 unpaid days

D. 2020-2021 SCHOOL YEAR COACHING STAFF									
WINTER									
Name	Nature of Action	Position	Level	Base	Longevity	Salary	Location	Date Effective	Date Termin.

Daniel Faber	Appoint	Assistant Wrestling	N/A	N/A	N/A	Volunteer	JTHS	3/1/21	6/30/21
<b>SPRING</b>									
Steven Breeman*	Appoint	Assistant Baseball	N/A	N/A	N/A	Volunteer	JTHS	3/8/21	6/30/21
Connor Brown*	Appoint	Assistant Lacrosse/Boys	1	\$4,073.44	N/A	\$4,073.44	JTHS	3/15/21	6/30/21
Christine Couser	Appoint	Assistant Softball	3	\$5,290.05	\$200	<del>\$5,290.05</del> \$5,490.05	JTHS	3/15/21	6/30/21
Ashley Dispenziere	Appoint	Assistant Golf	N/A	N/A	N/A	Volunteer	JTHS	3/1/21	6/30/21
Peter DiGennaro	Appoint	Assistant Baseball	3	\$5,290.05	\$100	\$5,390.05	JTHS	3/15/21	6/30/21
Brendan Donogan*	Appoint	Assistant Track	3	\$5,290.05		\$5,290.05	JTHS	3/15/21	6/30/21
Caitlyn Dougherty*	Appoint	Assistant Softball	N/A	N/A	N/A	Volunteer	JTHS	3/3/21	6/30/21
Christopher Eastman	Appoint	Assistant Track	3	\$5,290.05	\$1,000	\$6,290.05	JTHS	3/15/21	6/30/21
Michael Fernandes	Appoint	Athletic Trainer		\$1,965.07		\$1,965.07	JTHS	3/15/21	6/30/21
Shawn Kiely*	Appoint	Assistant Baseball	3	\$5,290.05		\$5,290.05	JTHS	3/8/21	6/30/21
Sarah Montgomery	Appoint	Assistant Lacrosse/Girls	2	\$4,681.75		\$4,681.75	JTHS	3/15/21	6/30/21
Joseph Olean	Appoint	Assistant Golf	N/A	N/A	N/A	Volunteer	JTHS	3/1/21	6/30/21
Katelyn Oller	Appoint	Assistant Softball	3	\$5,290.05		\$5,290.05	JTHS	3/15/21	6/30/21
Danielle Pickard*	Appoint	Assistant Lacrosse/Girls	2	\$4,681.75		\$4,681.75	JTHS	3/15/21	6/30/21
Sean Quinn	Appoint	Assistant Track	3	\$5,290.05	\$100	\$5,390.05	JTHS	3/15/21	6/30/21
Gino Rose	Appoint	Assistant Volleyball/Boys	3	\$5,290.05	\$400	\$5,690.05	JTHS	3/15/21	6/30/21
Henry Scully*	Appoint	Assistant Golf	N/A	N/A	N/A	Volunteer	JTHS	3/1/21	6/30/21
Jeremy Thide	Appoint	Assistant Baseball	N/A	N/A	N/A	Volunteer	JTHS	3/15/21	6/30/21
Gerald Venturino	Appoint	Weight Room		\$2,635.54		\$2,635.54	JTHS	3/15/21	6/30/21

\*Out of district Coach

<b>E. EXTRA DUTY PAY</b>								
Name	Nature of Action	Position	Level	Salary	Location	Date Effective	Date Termin.	Discussion
Kaitlyn Brueno	Appoint	Unified Track and Field Co-Advisor	2	\$693.50	JTHS	3/1/21	6/30/21	
Caitlyn Dougherty	Appoint	Extra-Curricular Activity Nurse		\$200/diem	JTHS	3/4/21	3/5/21	Prorated Not to exceed 3 hrs.
Chad Flynn	Appoint	Spring Musical: Vocal Director	3	\$2,490.00	JTHS	3/1/21	6/30/21	
Jennifer Kraljevich	Appoint	Extra-Curricular Activity Nurse		\$40.19/hr.	JTHS	4/12/21	6/30/21	Not to exceed 20 hrs.
Kimberly Serzan	Appoint	Spring Musical: Choreographer	2	\$1,387.00	JTHS	3/1/21	6/30/21	
Nicole Wildermuth	Appoint	Unified Track and Field Co-Advisor	2	\$693.50	JTHS	3/1/21	6/30/21	

<b>F. SUBSTITUTES/OTHER</b>							
Name	Nature of Action	Position	Salary	Loc.	Date Effective	Date Termin.	Discussion
Sarah Joshi	Appoint	Substitute Teacher	\$90/diem	District	3/12/21	6/30/21	
Catherine Rogers	Appoint	Substitute Teacher	\$90/diem	District	3/3/21	6/30/21	
Minesh Shah	Appoint	Substitute Teacher	\$90/diem	District	3/5/21	6/30/21	
Lisa Carroll	Appoint	Substitute Aide	\$15/hr.	District	3/15/21	6/30/21	
Deborah Dalton	Appoint	Substitute Aide	\$15/hr.	District	5/1/21	6/30/21	
Sarah Joshi	Appoint	Substitute Aide	\$15/hr.	District	3/16/21	6/30/21	
Frederick Lewis	Appoint	Substitute Aide	\$15/hr.	District	3/3/21	6/30/21	
Linda Lipton	Appoint	Substitute Aide	\$15/hr.	District	3/16/21	6/30/21	
Katherine VanWolput	Appoint	Substitute Aide	\$15/hr.	District	3/9/21	6/30/21	
Sarah Joshi	Appoint	Substitute Secretary	\$14/hr.	District	3/16/21	6/30/21	
Hani Rasit	Appoint	Substitute Bus Driver	\$23.31/hr.	District	3/16/21	6/30/21	
Florence Watson	Appoint	Substitute Bus Driver	\$23.31/hr.	District	3/1/21	6/30/21	

**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.5, as described below:

<u>Aye</u> Mrs. Gould	<u>Aye</u> Mrs. Small	<u>Aye</u> Mrs. Wildermuth
<u>Aye</u> Mr. Natale	<u>Aye</u> Mr. Stewart	<u>Aye</u> Mrs. Poulas, <i>Vice President</i>
<u>Aye</u> Mrs. Perez	<u>Aye</u> Mr. Wasserman	<u>Aye</u> Mr. Millar, <i>President</i>

**M.1** Motion to **rescind** student placement for the 2020-2021 school year, as indicated below plus related services as needed:

Student	School	Tuition	Effective
4234885217	East Mountain School	\$21,318	3/5/21

**M.2** Motion to **rescind** Nursing Services for the 2020-2021 school year, as indicated below:

Student	School	Amount	Effective
7409690315	EDU Healthcare	\$19,825	3/15/21

**M.3** Motion to **approve** student placement for the 2020-2021 school year, as indicated below plus related services as needed:

Student	School	Tuition	Effective
7409690315	Pillar High School	\$36,203	3/15/21-6/30/21
4234885217	Chancellor Academy	\$25,285	3/11/21-6/30/21

**M.4** Motion to affirm Superintendent's report on incidents of Harassment, Intimidation and Bullying findings reported for January 18, 2021 through February 24, 2021.**M.5** Motion to approve 2021-2022 Student School Year calendar. (*Appendix D*)**N. POLICY COMMITTEE**

Motion by Mrs. Poulas, seconded by Mrs. Small, to accept the recommendation of the Superintendent to approve motions N.1 through N.4, as described below:

<u>Aye</u> Mrs. Gould	<u>Aye</u> Mrs. Small	<u>Aye</u> Mrs. Wildermuth
<u>Aye</u> Mr. Natale	<u>Aye</u> Mr. Stewart	<u>Aye</u> Mrs. Poulas, <i>Vice President</i>
<u>Aye</u> Mrs. Perez	<u>Aye</u> Mr. Wasserman	<u>Aye</u> Mr. Millar, <i>President</i>

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

File Code	Title	Action
0145P	Board Member Resignation & Removal	Revised
1110P	Organization Chart	Revised
1643P	Family Leave	New
2415P	Every Student Succeeds Act	Revised
2415.02P	Title I - Fiscal Responsibilities	Revised
2415.05P	Student Surveys, Analysis, and/or Evaluations	Revised
2415.20P	Every Student Succeeds Act Complaints	Revised
4125P	Employment of Support Staff Members	Revised
5330.01P	Administration of Medical Cannabis	Revised
6360P	Political Contributions	Revised
7425P	Lead Testing of Water in Schools	Revised
8330P	Student Records	Revised
9713P	Recruitment by Special Interest Groups	Revised



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

File Code	Title	Action
2415.01P	Academic Standards, Academic Assessments, & Accountability	Abolish
2415.03P	Highly Qualified Teachers	Abolish
3431.1P	Family Leave	Abolish
4431.1P	Family Leave	Abolish
3431.3P	New Jersey Family Leave Insurance Program	Abolish
4431.3P	New Jersey Family Leave Insurance Program	Abolish
7430P	School Safety	Abolish

**N.3** Motion to abolish the following **Regulation**: *(copy available for review)*

File Code	Title	Action
7430R	School Safety	Abolish

**N.4** Motion to approve and adopt the following **Regulations** following a First Reading: *(copy available for review)*

File Code	Title	Action
1642R	Earned Sick Leave	Revised
2415.20R	Every Student Succeeds Act Complaints	Revised
5330.01R	Administration of Medical Cannabis	Revised
7425R	Lead Testing of Water in Schools	New
1642R	Earned Sick Leave	Revised
2415.20R	Every Student Succeeds Act Complaints	Revised

**O.** Recognition of Emergency school bus evacuation drills of December 15 & 21, 2020 and March 3 & 4, 2021.

E.T. Briggs/Stamlick Schools December 3 & 4, 2020		Milton/Cozy Lake/ White Rock Schools December 15 & 21, 2020		High School/ Middle School March 4 & 5, 2021	
Route #	Observed By	Route #	Observed By	Route #	Observed By
H2	Platz	M1	Arias	HM01	Tobia
H3	Venturino & Mathiasen	M2	Reid	HM02	Tobia
H5	Venturino & Mathiasen	M3	Eskow	HM04	Tobia
H6	Venturino & Mathiasen	M4	Arias	HM06	Tobia
H7	Venturino & Mathiasen	M9	Reid	HM07	Tobia
H8	Platz	M10	Arias	HM11	Tobia
H9	Venturino & Mathiasen	M11	Arias	HM12	Tobia
H11	Platz	M12	Arias	HM13	Tobia
H13	Venturino & Mathiasen	M13	Reid	HM14	Tobia
H15	Venturino & Mathiasen	M15	Reid	HM15	Tobia
		M16	Arias	HM16	Tobia
		V1	Reid	HM18	Papa
		V2	Reid	HM19	Papa
		V3	Reid	HM20	Papa
				HM21	Papa
				HM23	Papa
				HM24	Papa
				HM25	Papa
				HM27	Papa
				HM29	Papa
				HM30	Papa
				HM31	Papa

		HM32	Papa
		HM33	Papa
		HM34	Tobia
		HM35	Tobia
		HM36	Papa
		HM37	Papa
		HM38	Tobia
		HMV1	Papa

**P. RECOGNITION OF MONTHLY REPORTS**

Upon the recommendation of the Superintendent, the Board recognizes the reported Harassment, Intimidation and Bullying Incidents (HIB) for the period of February 24, 2021 through March 15, 2021.

School	Incidents Reported	Confirmed Incidents	Unconfirmed Incidents	Inconclusive – Case Will Remain Active
Ellen T. Briggs	0	0	0	0
Arthur Stanlick	0	0	0	0
Milton	0	0	0	0
Cozy Lake	0	0	0	0
White Rock	0	0	0	0
Jefferson Twp. Middle School	0	0	0	0
Jefferson Twp. High School	0	0	0	0

**Q. Enrollment as of 2/26/21:**

	February 2020	February 2021
Grades Pre-K-2	579	521
Grades 3-5	582	537
Total Elementary	1,161	1,058
Grades 6-8	688	632
Grades 9-12	960	948
GRAND TOTAL	2,809	2,638
Tuition students received	0	0
Out-of-district placement	33	28

**R. COMMUNICATIONS**

- None

**S. PUBLIC COMMENTS**

- Several parents expressed their appreciation of the Pre-K through 5th grade return to school plan and were disappointed to learn the HS/MS would remain in the hybrid model.
- Several students gave examples of the difficulties of virtual learning, including frequent internet issues, lack of motivation, and generally feeling unappreciated and unheard.
- Members of the audience remarked how proud they are of the high school students advocating for in-person instruction.
- A representative from SEPAG gave an update on the group's meetings and encouraged all to review the Facebook page to find details of upcoming meetings.

**T. OLD BUSINESS**

- None

**U. NEW BUSINESS**

- None

**V. CLOSED SESSION**

The Board did not convene into closed session at this time.

**W. ADJOURN**

Motion by Mrs. Poulas, seconded by Mr. Natale, to adjourn the meeting at 9:20 PM.

Aye Mrs. Gould

Aye Mrs. Small

Aye Mrs. Wildermuth

Aye Mr. Natale

Aye Mr. Stewart

Aye Mrs. Poulas, *Vice President*

Aye Mrs. Perez

Aye Mr. Wasserman

Aye Mr. Millar, *President*

## APPENDIX A

JEFFERSON TOWNSHIP BOARD OF EDUCATION  
BID TABULATION SHEET

Bid Title: Food Service Equipment Bid  
 Bid No: 2021-004A  
 Bid Date: March 10, 2021

Qty	Item Description	Chef/Culinary Depot		E & A Supply		MAP Restaurant		Pueblo Hotel		Singer Equip.	
		Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
2	Milk Cooler - Briggs	\$ 2,088.90	\$ 4,177.80	\$ 2,398.84	\$ 4,797.68	**\$2,150.00	\$ 4,300.00	\$ 2,471.36	\$ 4,942.72	\$ 2,385.00	\$ 4,770.00
1	Milk Cooler - High School	\$ 2,088.90	\$ 2,088.90	\$ 2,598.84	\$ 2,598.84	\$ 2,150.00	\$ 2,150.00	\$ 2,471.36	\$ 2,471.36	\$ 2,463.00	\$ 2,463.00
1	Milk Cooler - Middle School	\$ 2,088.90	\$ 2,088.90	\$ 2,598.84	\$ 2,598.84	**\$2,150.00	\$ 2,150.00	\$ 2,471.36	\$ 2,471.36	\$ 2,463.00	\$ 2,463.00
2	Mobile Heated Cabinet	\$ 2,249.00	\$ 4,498.00	\$ 2,622.61	\$ 5,245.22	\$ 2,295.00	\$ 4,590.00	\$ 3,190.76	\$ 6,381.52	\$ 2,932.00	\$ 5,864.00
1	Hot Food Serving Counter/Table	\$ 5,872.34	\$ 5,872.34	\$ 7,488.49	\$ 7,488.49	\$ 5,889.00	\$ 5,889.00	\$ 9,756.83	\$ 9,756.83	\$ 8,738.00	\$ 8,738.00
1	Self-Service Refrigerated Merchandiser	\$ 7,914.46	\$ 7,914.46	\$ 8,169.24	\$ 8,169.24	\$ 8,110.00	\$ 8,110.00	\$ 10,062.12	\$ 10,062.12	\$ 8,141.00	\$ 8,141.00
1	Reach-In Freezer	\$ 4,142.59	\$ 4,142.59	\$ 4,681.00	\$ 4,681.00	**\$2,950.00	\$ 2,950.00	\$ 4,394.07	\$ 4,394.07	\$ 4,340.00	\$ 4,340.00
1	Reach-In Refrigerator	\$ 3,294.79	\$ 3,294.79	\$ 3,772.69	\$ 3,772.69	**\$2,300.00	\$ 2,300.00	\$ 3,461.84	\$ 3,461.84	\$ 3,452.00	\$ 3,452.00
1	Convection Oven	\$ 6,794.95	\$ 6,794.95	\$ 8,310.00	\$ 8,310.00	\$ 8,050.00	\$ 8,050.00	\$ 14,808.60	\$ 14,808.60	\$ 6,977.00	\$ 6,977.00
1	Three Compartment Sink	\$ 2,100.00	\$ 2,100.00	\$ 2,156.92	\$ 2,156.92	**\$2,362.00	\$ 2,362.00	\$ 1,928.94	\$ 1,928.94	\$ 1,662.00	\$ 1,662.00
TOTAL			\$ 42,472.73		\$ 49,818.92		\$ 42,851.00		\$ 60,679.36		\$ 48,870.00

\*\* Substituted Items

ITEM/AMOUNT AWARDED

## APPENDIX B

### BID TABULATION SHEET JEFFERSON TOWNSHIP BOARD OF EDUCATION

Bid Title: Lease Purchase Bid

Bid No: 2021-005

Bid Date: March 4, 2021

VENDOR & ADDRESS	A	B	C	D	E				AA Form		Stock/		Contract Vend. ?	Amortization Schedule
	Interest	Interest	interest	Option	Add'l	BRC	IRAN	PCD	&	Non-Coll	Owner			
	Rate 60	Rate 90	held for	Rate	Costs		Discl.	Form	AA Cert.	Affidavit	Dec			
Bankfunding LLC	30 days	-	30.00%	103.00%	-									
Boys, MD	1.850%													
First Hope Bank	1.119%	1.119%	120.00%	101.00%	-	√	√	√	√ √	√	√	√	√	√
Columbia, NJ														
Municipal Leasing Consultants	1.299%	n/a	60.00%	101.00%	-									
Grand Isle, VT 05458														

## APPENDIX C

Name	Event Date	Location	Seminar/Function	Registration Fee \$	Total Expense (not including parking/tolls/miscellaneous fees)
Sanchez, Richard	3/16-6/30	Webinar	New Jersey 10-Hour 2020 Code Update Course	\$200.00	\$200.00

## APPENDIX D

# Jefferson Township Public Schools

## Student Calendar 2021-2022

JULY						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	31	31

SEPTEMBER						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

NOVEMBER						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

JANUARY						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

MARCH						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

MAY						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

SEPTEMBER	
6	Labor Day-Schools Closed
7	Rosh Hashanah-Schools Closed
8	First Day of School
16	Yom Kippur-Schools Closed

OCTOBER	
11	Columbus Day-Schools Closed

NOVEMBER	
4 & 5	NJEA Convention-Schools Closed
17-19	Elementary Only: Early Dismissal Parent-Teacher Conferences
24	Early Dismissal
25 & 26	Thanksgiving Recess-Schools Closed

DECEMBER	
23	Early Dismissal
24-31	Holiday Recess-Schools Closed

JANUARY	
3	New Year's Day Observed- Schools Closed
17	Martin Luther King Day-Schools Closed

FEBRUARY	
21	Presidents' Day-Schools Closed

APRIL	
15	Good Friday
18-22	Spring Recess

MAY	
30	Memorial Day-Schools Closed

JUNE	
20-23	Early Dismissal-MS & HS only
23	Middle School Promotion
24	High School Graduation
*24	Last Day of School Early Dismissal All Grades

\* Tentative last day pending emergency closings.

AUGUST						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

OCTOBER						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

DECEMBER						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

APRIL						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

JUNE						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

This school calendar provides for 186 days, which satisfies the State minimum of 180 days and allows for up to six emergency closing days. If additional school days must be scheduled, they will be made up as follows: April 18<sup>th</sup>-22<sup>nd</sup>, beginning with the 22<sup>nd</sup>, and June, beginning with the 27<sup>th</sup>. Any remaining emergency closing days unused by April 1<sup>st</sup> may result in a revised calendar. Please note that one emergency closing day will remain in the calendar.

BOE Approved: 03.15.2021