

JEFFERSON TOWNSHIP BOARD OF EDUCATION
Regular Meeting Minutes
Monday, September 19, 2022
5:30 PM (Closed Session) – 6:30 Board Retreat (Public)
7:30 PM (Regular Session)
Jefferson Township High School Media Center

District Vision Statement

The district will be a leader in academic excellence while developing healthy, well-rounded, resourceful students who are positive, contributing members of local and global communities.

- A. Mrs. Poulas, called the meeting to order at 6:45 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>Aye</u> Mrs. Gould	<u>Aye</u> Mrs. Perez	<u>Aye</u> Mr. Terpstra
<u>Aye</u> Mr. Millar	<u>Aye</u> Mrs. Small	<u>Aye</u> Mrs. Wildermuth, <i>Vice President</i>
<u>Aye</u> Mr. Natale	<u>Aye</u> Mr. Stewart	<u>Aye</u> Mrs. Poulas, <i>President</i>

- D. **CLOSED SESSION**

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

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

BE IT RESOLVED, by the Jefferson Township Board of Education on this 19th day of September, 2022 at 5:39 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 personnel and student 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.

Motion to close Executive Session by Mr. Natale, seconded by Mrs. Gould, that the meeting is called to public session at 6:40 PM.

Aye Mrs. Gould

Aye Mr. Millar

Aye Mr. Natale

Aye Mrs. Perez

Aye Mrs. Small

Aye Mr. Stewart

Aye Mr. Terpstra

Aye Mrs. Wildermuth, *Vice President*

Aye Mrs. Poulas, *President*

E. BOARD RETREAT

- Mr. Matthew Giacobbe, Esq., Cleary, Giacobbe, Alfieri, Jacobs, LLC conducted the Board Retreat

Motion by Mr. Terpstra, seconded by Mr. Natale, that the meeting adjourned to a brief recess at 7:27 PM.

Aye Mrs. Gould

Aye Mr. Millar

Aye Mr. Natale

Aye Mrs. Perez

Aye Mrs. Small

Aye Mr. Stewart

Aye Mr. Terpstra

Aye Mrs. Wildermuth, *Vice President*

Aye Mrs. Poulas, *President*

Motion by Mr. Millar, seconded by Mrs. Gould, that the meeting is called back to order at 7:30 PM.

Aye Mrs. Gould

Aye Mr. Millar

Aye Mr. Natale

Aye Mrs. Perez

Aye Mrs. Small

Aye Mr. Stewart

Aye Mr. Terpstra

Aye Mrs. Wildermuth, *Vice President*

Aye Mrs. Poulas, *President*

F. SUPERINTENDENT'S REPORT

- Mrs. Howe reported on the Good News and Progress in our schools.
- Mrs. Perez requested to include Special Services as a standing department update as part of the Superintendent's Report on the Good News and Progress.

G. PRESENTATIONS

- Mrs. Jeanne Howe, Superintendent of Schools presented the 2021-2022 HIB Self Assessment Grades for each school.

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

- An audience member inquired about the loss of state aid.
- An audience member remarked that while advocating for friendship and kindness is a great quality of the program, they were concerned about the message behind the Sandy Hook Promise.

Mrs. Howe responded to the comment on the loss of state aid and outlined the advocacy efforts over the past few years.

Mrs. Gould suggested reporting the state aid losses to the JTEF, as we had done in the past.

Mrs. Poulas pointed out that the stabilization aid application has been filed.

- An audience member requested information on how the district is trying to increase the enrollment.
- Mrs. Howe reported on the efforts to increase enrollment, such as; academies, reaching out to parents of disenrolled students, and attending community events to promote our programs.

I. STUDENT REPRESENTATIVES

Student representatives will begin reporting in October 2022.

J. COMMITTEE REPORTS

- **Policy & Personnel Committee** - Mrs. Perez reported the Committee met on September 12, 2022 and reviewed staff vacancies, Building Services Coordinator - Plumber job description, Middle School Science Teacher, open positions in the district, and policies and regulations.
- **Education Committee** - Mrs. Small highlighted the September 12, 2022 Committee meeting and reported discussions included an overview of the Special Services Program provided by Ms. Figueroa, Director of Special Services, and Ms. Reinstein, Supervisor of Special Services. The Committee also reviewed policies for student use of vehicles and emergency virtual or remote instruction, and day and overnight field trips.
 - ❖ Mrs. Perez commented regarding the Middle School programs Special Class Program versus other class environments. Mrs. Small provided clarification.
 - ❖ Mrs. Perez elaborated on how the model works.
 - ❖ Mr. Natale inquired about the virtual instruction plan. Clarification was made that it would only be instituted if schools were forced to utilize an emergency closing of more than 3 consecutive days.
- **Building Needs and Finance Committee** - Mr. Millar highlighted the September 7, 2022 meeting minutes and reported the discussion items included a facility project status update, 2022-2023 budget updates, hiring a Building Services Coordinator-Plumber, game site personnel rates, Shared Services agreements, Sewerage Treatment Plant Maintenance agreement, and upcoming bid and RFP openings.
- New Jersey School Boards Association - Mr. Sewart reported nominations are underway for leadership positions and an informational video on school boards governance is available.
- Morris County School Boards Association - Mr. Natale reported meetings will start on September 28, 2022.
- Morris County Education Services Commission - Mrs. Gould reported the ESC reviewed transportation routing costs and noted there are rising costs across the state. She noted the ESC is making efforts to partner with districts to get better leverage on shared expenses.

K. MINUTES OF MEETINGS

Motion by Mr. Stewart, seconded by Mr. Natale, that the minutes of the **August 15, 2022 Regular Meeting Minutes** be approved as submitted:

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

Motion by Mrs. Gould, seconded by Mr. Natale, that the minutes of the **August 15, 2022 Executive Session Meeting Minutes** be approved as submitted:

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

L. FINANCE AND BUILDING NEEDS

Motion by Mr. Millar, seconded by Mr. Stewart, to accept the recommendation of the Superintendent to approve and adopt motions L.1 through L.20, as described below:

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

L.1 Motion to approve the purchase order list dated August 2022 in the amount of **\$4,246,970.27**.

L.2 Motion to approve the check register as of August 2022 in the amount of \$3,078,904.86.

Fund	Amount
General Fund (10)	\$2,511,795.86
Special Revenue Funds (20)	\$68,746.30
Referendum Fund (30)	\$498,362.70
Total	\$3,078,904.86

L.3 Motion to approve the vendors' bills list for release on or after September 20, 2022, in the amount of \$1,387,997.59.**L.4 Motion to approve the funds transfers in the 2022-2023 School Year, dated August 2022 in the amount of \$737,112.45.****L.5 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 August 31, 2022, 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).****L.6 Motion to certify, in accordance with N.J.A.C. 6A:23-2.11(c), that as of July 31, 2022, 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.****L.7 Motion to participate in Joint Transportation Agreement between Mount Olive School District (Joiner) and Jefferson Township Public Schools (Host) to provide transportation for various field and athletic trips, at a cost of \$74.50 per hour, for the 2022-2023 school year.****L.8 Motion to participate in Joint Transportation Agreement between Sparta Township School District (Joiner) and Jefferson Township Public Schools (Host) to provide transportation for various field and athletic trips, at a cost of \$74.50 per hour, for the 2022-2023 school year.****L.9 Motion to participate in Joint Transportation Agreement between Sussex County Regional Cooperative (Joiner) and Jefferson Township Public Schools (Host) to provide transportation for various field and athletic trips to/from Sussex Regional Cooperative Member districts, at a cost of \$74.50 per hour, for the 2022-2023 school year.****L.10 Motion to approve the resolution to participate in the Joint Transportation Agreement between Morris Hills Regional District (Joiner) and Jefferson Township Public Schools (Host) to provide transportation for the Morris County School of Technology Route # CH-14B for the 2022-2023 school year. The agreement is for 6 students @ \$1,397.19 per student for a total of \$8,383.16.****L.11 Motion to approve the disposal of obsolete equipment, in accordance with Policy #7300, Disposition of Property, as shown below:**

School/Department	Equipment Description Model and/or Serial Number	Tag number
JTHS Engineering Department	JET Bandsaw	N/A
Technology Department	Server Equipment	2382
Technology Department	Server Equipment	2404
Technology Department	Server Equipment	2403
Technology Department	Server Equipment	2406
HS Music Department	Roland Electric Piano/ZH00697	2359
Central Office/Business Office	OKI Printer PM 3410	2239

- L.12** Motion to approve volunteer band equipment truck drivers to acquire, drive, and return rental truck from Jefferson Township High School to all marching band competitions and away football games for the 2022-2023 school year.

Jay Murdter

Shaun Clayton

- L.13** Motion to approve 5-year extension to the agreement with Jefferson Township Utilities Department to operate and maintain a wastewater treatment plant for the Arthur Stanlick School and Jefferson Township High School. (*Appendix B*)
- L.14** Motion to approve a Shared Services agreement with Township of Jefferson Utilities Department to operate and maintain fuel tanks at the municipal garage.
- L.15** Motion to award Bid #2023-003 HVAC Upgrades at Jefferson Township High School and Jefferson Township Middle School to Reiner Group, Inc., in the amount of \$864,668. (*Bid breakdown attached*)
- L.16** Motion to award Request for Proposal (RFP) for Demographic Study to Ross Haber and Associates, LLC for a total of \$13,500.00, per proposal opened on September 9, 2022.
- L.17** Motion to approve the Stabilization Aid application in the amount of \$1,028,563.

WHEREAS, The district has experienced a loss of state aid of \$2,640,283 for the 2022-2023 school year; and

WHEREAS, The 2022-2023 loss of state aid follows losses of \$554,620 in 2018-2019, \$1,193,302 in 2019-2020, \$2,251,742 in 2020-2021, and \$2,791,524 in 2021-2022; and

WHEREAS, The yearly loss of state aid as compared to the original 2018-2019 State Aid Notice is expected to exceed \$11,500,000, for a cumulative loss of more than \$45,000,000 over the seven year implementation of S-2; and

WHEREAS, The district has experienced or expects unanticipated increases in expenditures related to student transportation, health benefit premiums, project costs to replace a fuel tank facility, the addition of two staff members due to increases in enrollment, and additional security staff;

NOW THEREFORE BE IT RESOLVED, That the Board approves the submission of the Stabilization Aid application in the amount of \$1,028,563.

- L.18** Motion to approve Interlocal Vehicle Sale Agreement between the Hunterdon County Educational Services Commission and the Jefferson Township Board of Education to auction three (3) school buses. (*Appendix C*)

- L.19** Motion to approve the payment for services during home athletic events for the 2022-2023 school year:

Position	Rate
Fall Site	\$75.00
Fall Announcer	\$55.00

Fall Timer	\$50.00
Fall Crowd Control - Football	\$60.00
Fall Crowd Control - Other than Football	\$50.00
Fall- Event Coordinator	\$65.00
Fall Tickets	\$52.00
FB Spotter	\$30.00
Winter Site	\$70.00
Winter Announcer (rate per game)	\$24.00
Winter Timer (rate per game)	\$30.00
Winter Event Coordinator	\$75.00
Winter Tickets (if necessary)	\$50.00
Winter Crowd Control	\$50.00
Wrestling Quad Head Ticket	\$185.00
Wrestling Quad Assistant Ticket	\$117.00
Wrestling Quad Announcer	\$75.00
Wrestling Quad Timer	\$90.00
Wrestling Quad Site	\$150.00
Wrestling Quad Crowd Control	\$125.00

L.20 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 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;

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*).

M. PERSONNEL

Motion by Mrs. Perez, seconded by Mr. Terpstra, to accept the recommendation of the Superintendent to approve and adopt motions M.1 through M.4, as described below:

Aye Mrs. Gould
Aye Mr. Millar
Aye Mr. Natale

Aye Mrs. Perez
Aye Mrs. Small
Aye Mr. Stewart

Aye Mr. Terpstra
Aye Mrs. Wildermuth, *Vice President*
Aye Mrs. Poulas, *President*

M.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		Salary	Loc.	Date Effective	Date Termin.	Discussion
Andrea Padelsky 11-000-240-103-008	Adjusted Start Date	Assistant Principal 15-80-82/abh			JTHS	9/12/22	6/30/23	
B. INSTRUCTIONAL								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Stephen Barbato	Appoint	Bedside Instruction		\$48.15/hr.	District	9/1/22	6/30/23	
Patricia Carroll 11-130-100-101-290	Appoint	Elementary Teacher (LTS) 10-10-10/agi		\$279.38/diem	Stanlick	9/6/22	3/4/23	Replacing #1908 9/6/22 through 10/16/22, Replacing #2114 10/17/22 through 3/3/23, Over 60 days total
SheriLyn Distasi 11-130-100-101-007	Appoint	Middle School Teacher (Science) 10-70-70/aqa	MA/15	\$72,936	JTMS	9/20/22	6/30/23	Replacing J. Wang
Susan Headley 11-204-100-101-290	Appoint	Special Education Teacher (LTS) 10-60-60/cci		\$200/diem	Cozy Lake	9/1/22	11/4/22	Replacing #1401, Less than 60 days
Jaclyn Grunther* 11-110-100-101-005	Appoint	Kindergarten Teacher 10-50-50/aah	MA/3	\$59,075	Cozy Lake	9/1/22	6/30/23	New position, not budgeted
Jessica Prentice 11-130-100-101-290	Appoint	Teacher of ELA (LTS) 10-70-70/apw		\$200/diem	JTMS	9/20/22	12/23/22	Replacing R. Papaianne
Nicole King 11-120-100-101-006	Appoint	Elementary Teacher 10-60-60/ahv	MA+15/6	\$62,106	White Rock	9/1/22	6/30/23	Replacing L. Heckenberger
Madeline Temchin 11-140-100-101-008	Appoint	Teacher of Spanish 10-80-80/abb	BA+15/15	\$70,247	JTHS	10/17/22	6/30/23	Replacing G. Bordeleau-Barreto, Pending approval of Critical Need form W/out benefits
Lisa Young 11-120-100-101-280	Appoint	Elementary Teacher (LTS) 10-10-10/aje		\$200/diem	Stanlick	10/17/22	11/24/22	Replacing #1908
Michael Fernandes	Adjusted End Date				JTHS	9/16/22	9/17/22	
Melissa Kwiecinski	Adjusted End Date	Business Teacher 10-80-80-asv			JTHS	8/30/22	8/31/22	
Kendall Machak 11-140-100-101-008	Adjusted Start Date	Athletic Trainer 10-80-80/ats			JTHS	9/17/22	6/30/23	
Cheryl Spencer 11-000-219-104-001 (.40) 11-000-219-104-007 (.40) 11-000-219-104-008 (.20)	Account Code Change/Schedule Adjustment	Speech Teacher 10-80-80/aab			Stanlick/JTMS/JTHS	9/1/22	6/30/23	
Jahn Tiger 11-140-100-101-008	Adjusted Start Date	Business Teacher 10-80-80/asv			JTHS	9/1/22	6/30/23	
Rosemarie Papaianne 11-214-100-101-007	Account Code Change	Teacher ASD 10-70-70/bxq			JTMS	9/1/22	12/22/22	Covering #3308
Susan Tordoff 11-000-219-104-001 (.60) 11-000-219-104-003 (.40)	Transfer/Account Code Change	LDT-C 10-10-10/adf 10-30-30/abd			Stanlick/Briggs	9/1/22	6/30/23	Replacing N. Sherlacher
Jason Wang 11-213-100-101-007	Transfer/Account Code Change	Special Education Teacher 10-70-70/aji			JTMS	9/6/22	6/30/23	New position, not budgeted
Gaby Bordeleau-Barreto	Resignation	Spanish Teacher 10-80-80/abb			JTHS	10/19/22	10/20/22	
Christina Breznak	Resignation	Media Specialist 10-60-60/acs			White Rock	10/28/22	10/29/22	

Katrina Fairclough #423	Resignation Family Leave	Special Education Teacher 10-10-10/byc 10-70-70/ajg			Stanlick JTMS	11/8/22 11/21/22	11/9/22 2/3/23	Unpaid
#1284	Adjusted Medical Leave	10-70-70/aue			JTMS	9/1/22	9/12/22	Utilizing 7 personal illness days
#1284	Adjusted Family Leave	10-70-70/aue			JTMS	9/13/22	12/14/22	Unpaid
#2114	Medical Leave	10-10-10/agi			Stanlick	10/17/22	12/10/22	Utilizing 10 personal illness days and 26 unpaid days
#2114	Family Leave	10-10-10/agi			Stanlick	12/12/22	3/4/23	Unpaid
#2382	Medical Leave	10-70-70/cbd			JTMS	9/22/22	10/11/22	Utilizing 10 personal illness days
#2998	Family Leave	10-80-80/atr			JTHS	10/12/22	10/20/22	Utilizing 4 family illness and 2 personal days
#2998	Family Leave	10-80-80/atr			JTHS	10/31/22	11/21/22	Unpaid

*Requires mentoring

C. NON-INSTRUCTIONAL

Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Melissa Brunner 11-000-270-107-000	Appoint	Transportation Aide 09-90-90/bmm			Transportation	9/1/22	6/30/23	Not to exceed 6.33hrs./day, W/benefits
Mary Anne Cuervo 11-000-217-106-005	Appoint	Special Education Aide 09-50-50/btw	Step 1	\$23.93/hr.	Cozy Lake	9/12/22	6/30/23	Not budgeted, not to exceed 5.75 hrs./day, W/out benefits
Maureen Dragona 11-000-270-107-000	Appoint	Transportation Aide 09-90-90/bgw			Transportation	9/1/22	6/30/23	Not to exceed 6.17 hrs./day, W/benefits
Diane Finizio 11-000-270-107-000	Appoint	Transportation Aide 09-90-90/byb			Transportation	9/1/21	6/30/23	Not to exceed 4.92 hrs./day, W/out benefits
Vanessa Giarrusso 11-000-270-107-000	Appoint	Transportation Aide 09-90-90/bga	Step 1	\$23.60/hr.	District	9/20/22	6/30/23	Not budgeted, not to exceed 4.17 hrs./day, W/out benefits, start date pending fingerprint verification
Janice Krakowski 11-000-270-107-000	Appoint	Transportation Aide 09-90-90/bji			Transportation	9/1/22	6/30/23	Not to exceed 4.42 hrs./day, W/out benefits
Alyce Maynard 11-213-100-106-006	Appoint	Special Education Aide 09-60-60/bbd	Step 1	\$23.93/hr.	White Rock	9/1/22	6/30/23	Replacing K. McQuad., Not to exceed 7 hrs./day, 4 days/week; W/out benefits
Kristen Mondaruli 11-000-240-105-003	Appoint	Secretary/Group III - PT 10-30-30/aeu	Step 1	\$24.96/hr.	Briggs	9/29/22	6/30/23	Replacing J. Eberle. Not to exceed 1 hr./day
Wendy Montanye 11-000-270-107-000	Appoint	Transportation Aide 09-90-90/bmn			Transportation	9/1/22	6/30/23	Not to exceed 4.08 hrs./day, W/out benefits
Alyssa Walters 11-000-217-106-008	Appoint	Special Education Aide 09-80-80/bbr	Step 1	\$23.93/hr.	JTHS	9/1/22	6/30/23	Budgeted, due to schedule adjustments. Not to exceed 3.5 hrs./day, W/out benefits
Wendy Asplund 11-000-217-106-001 (.75) 11-000-217-106-003 (.25)	Transfer/ Account Code Change	Special Education Aide 09-10-10/bub 09-30-30/bmd			Stanlick/ Briggs	9/1/22	6/30/23	Not to exceed 7 hrs./day, 4 days/week, W/out benefits
Bryann Bley 11-000-217-106-001	Transfer/ Account Code Change	Special Education Aide 09-10-10/bcy			Stanlick	9/1/22	6/30/23	Not to exceed 3.5 hrs./day, W/out benefits
Krystyna Capizzi 11-209-100-106-008	Account Code Change	Special Education Aide 09-80-80/brx			JTHS	9/1/22	6/30/23	Not to exceed 3.5 hrs./day, W/out benefits
Stephanie Cappello 11-214-100-106-006	Account Code Change	Special Education Aide 09-60-60/bct			White Rock	9/1/22	6/30/23	Not to exceed 7 hrs./day, 4 days/week, W/out benefits
Laura Castles 11-000-217-106-001	Transfer/Schedule Adjustment	Special Education Aide 09-10-10/bba			Stanlick	9/1/22	6/30/23	Not to exceed 4hrs./day, W/out benefits
Kathryn Cook 11-213-100-106-006	Account Code Change	Special Education Aide 09-60-60/bbf			White Rock	9/1/22	6/30/23	Not to exceed 3.5 hrs./day, W/out benefits
Dominica Gaudioso 11-000-270-160-000	Schedule Change	Bus Driver 10-90-90/bfj			Transportation	9/16/22	6/30/23	Not to exceed 5.83 hrs./day, W/benefits
Oriana Feti 11-204-100-106-006	Schedule Adjustment	Special Education Aide 09-60-60/bcr			White Rock	9/1/22	6/30/23	Not to exceed 7 hrs./day, 4 days/week, W/out benefits
Lauren Foli 11-214-100-106-006	Account Code Change	Special Education Aide 09-60-60/bho			White Rock	9/1/22	6/30/23	Not to exceed 7 hrs./day, 4 days/week, W/out benefits
Charyl Frueh 11-000-217-106-007	Account Code Change/Schedule Change	Special Education Aide 09-70-70/bwb			JTMS	9/1/22	6/30/23	Not to exceed 5.75 hrs./day, W/out benefits

Russell Herman 11-214-100-106-005	Account Code Change	PSD Aide 09-50-50/bwq			Cozy Lake	9/1/22	6/30/23	Not to exceed 3.5 hrs./day, every other Friday off, W/out benefits
Lisa Kasica 11-000-217-106-001	Schedule Adjustment	Special Education Aide 09-10-10/bzk			Stanlick	9/1/22	6/30/23	Not to exceed 4 hrs./day, W/out benefits
Linda Lipton 11-000-217-106-006	Account Code Change	Special Education Aide 09-60-60/bbh			White Rock	9/1/22	6/30/23	Not to exceed 7 hrs./day, 4 days/week, W/out benefits
Laura Mahoney 11-000-217-106-008	Account Code Change	Special Education Aide 09-80-80/cab			JTHS	9/1/22	6/30/23	Not to exceed 7.25 hrs./day, 4 days/week, W/out benefits
Michelle Mahoney 11-215-100-106-005	Schedule Adjustment	PSD Aide 09-50-50/cbk			Cozy Lake	9/1/22	6/30/23	Not to exceed 29 hrs./week, every other Friday off, W/out benefits
Gina Maron 11-215-100-106-005	Schedule Adjustment Account Code Change	Special Education Aide 09-50-50/bah			Cozy Lake	9/1/22	6/30/23	Not to exceed 3.5 hrs./day, 5 days/week, W/out benefits
Natalie Miller 11-215-100-106-005	Account Code Change	Special Education Aide 09-50-50/bwa			Cozy Lake	9/1/22	6/30/23	Not to exceed 7 hrs./day, 4 days/week, W/out benefits
Shannon Morgan 11-215-100-106-003	Account Code Change	Special Education Aide 09-30-30/bzq			Briggs	9/1/22	6/30/23	Not to exceed 7 hrs./day, 4 days/week, W/out benefits
Heather Orabone 11-000-270-160-000	Schedule Adjustment	Bus Driver 10-90-90/azx			Transportation	9/16/22	6/30/23	Not to exceed 7.25 hrs./day, W/benefits
Karen Pini 11-000-217-106-008	Schedule Adjustment	Special Education Aide 09-80-80/brw			JTHS	9/1/22	6/30/23	Not to exceed 3.5 hrs./day, 5 days/week, W/out benefits
Heather Racansky 11-000-251-105-000	Extra Hours	Human and Public Relations Coordinator 08-90-92/bey		\$33.65/hr.	Board Office	8/23/22	8/31/22	Not to exceed 29.5 hrs. for shadowing
Jennifer Ross 11-209-100-106-008	Account Code Change	Special Education Aide 09-80-80/bru			JTHS	9/1/22	6/30/23	Not to exceed 7.25 hrs./day, 4 days/week, W/out benefits
Laura Ryan 11-000-217-106-008	Account Code Change	Special Education Aide 09-80-80/bud			JTHS	9/1/22	6/30/23	Not to exceed 3.5 hrs./day, W/out benefits
Susan Ryder 11-000-217-106-001	Account Code Change	Special Education Aide 09-10-10/bnw			Stanlick	9/1/22	6/30/23	Not to exceed 3.5 hrs./day, W/out benefits
Christopher Scarpa 11-213-100-106-008	Schedule Adjustment	Special Education Aide 09-80-80/aag			JTHS	9/1/22	6/30/23	Not to exceed 7.25 hrs./day, 4 days/week, W/out benefits
Donna Marie Spaan 11-204-100-106-007	Account Code Change	Special Education Aide 09-70-70/bzt			JTMS	9/1/22	6/30/23	Not to exceed 7 hrs./day, W/ benefits
Amy Szkula 11-209-100-106-008	Account Code Change	Special Education Aide 09-80-80/bdr			JTHS	9/1/22	6/30/23	Not to exceed 3.5 hrs./day, W/out benefits
April Tarabocchia 11-204-100-106-006	Transfer/Schedule Adjustment	Special Education Aide 09-60-60/bbp			White Rock	9/1/22	6/30/23	Not to exceed 28 hrs. hrs./week, W/out benefits
Barbara Verdes 11-213-100-106-006	Schedule Adjustment	Special Education Aide 09-60-60/bvg	Step 1	\$23.93/hr.	White Rock	9/1/22	6/30/23	Not to exceed 7 hrs./day, 4 days/week, W/out benefits
Michelle Wanna 11-213-100-106-007	Account Code Change	Special Education Aide 09-70-70/bhu			JTMS	9/1/22	6/30/23	Not to exceed 3.5 hrs./day, W/out benefits
Arlene Warncke 11-000-217-106-008	Account Code Change	Special Education Aide 09-80-80-bbc			JTHS	9/1/22	6/30/23	Not to exceed 7.25 hrs./day, W/ benefits
Cassandra Wojcik 11-209-100-106-008	Account Code Change	Special Education Aide 09-80-80/aaf			JTHS	9/1/22	6/30/23	Not to exceed 3.5 hrs./day, W/out benefits
Irene Wojcik 11-209-100-106-008	Account Code Change	Special Education Aide 09-80-80/bbf			JTHS	9/1/22	6/30/23	Not to exceed 7.25 hrs./day, W/ benefits
Karen Wurster 11-213-100-106-001	Schedule Adjustment	Special Education Aide 09-10-10/bde			Stanlick	9/1/22	6/30/23	Not to exceed 4 hrs./day, W/out benefits
Sarah Young 11-000-217-106-006	Account Code Change	Special Education Aide 09-60-60/bbn			White Rock	9/1/22	6/30/23	Not to exceed 7 hrs./day, 4 days/week, W/out benefits
Jaclyn Zinck 11-214-100-106-005	Schedule Adjustment/ Account Code Change	PSD Aide 09-50-50/bba			Cozy Lake	9/1/22	6/30/23	Not to exceed 29 hrs./week, every other Friday off, W/out benefits
#143	Medical Leave	08-90-92/ao			Board Office	10/10/22	11/19/22	Utilizing 28 personal illness days

#2731	Family Leave	09-80-80/acc			JTHS	9/1/22	10/25/22	Unpaid
#2318	Family Leave	12-50-52/aey			Cozy Lake	10/3/22	1/3/23	Unpaid
#3072	Family Leave	10-90-90/bfk			Transportation	9/1/22	11/7/22	Unpaid

D. SUBSTITUTES/OTHER

Name	Nature of Action	Position	Salary	Loc.	Date Effective	Date Termin.	Discussion
Julia Blohm	Appoint	Substitute Teacher	\$110/diem	District	9/9/22	6/30/23	
Krystyna Capizzi	Appoint	Substitute Teacher	\$110/diem	District	9/1/22	6/30/23	
Antonella DaSilva	Appoint	Substitute Teacher	\$110/diem	District	9/12/22	6/30/23	
Antonella DaSilva	Appoint	Substitute Aide	\$15/hr.	District	9/12/22	6/30/23	
Lauren Foli	Appoint	Substitute Teacher	\$110/diem	District	9/19/22	6/30/23	
Lauren Foli	Appoint	Substitute Aide	\$15/hr.	District	9/19/22	6/30/23	
Marci Greenberg	Appoint	Substitute School Bus Driver	\$24.68/hr.	District	9/20/22	6/30/23	
Alexander Knapp	Appoint	Substitute Teacher	\$110/diem	District	9/9/22	6/30/23	
Dana Maffei	Appoint	Substitute Aide	\$15/hr.	District	9/16/22	6/30/23	
Dana Maffei	Appoint	Substitute Secretary	\$15/hr.	District	9/16/22	6/30/23	
Brittany Napholz	Appoint	Substitute Teacher	\$110/diem	District	9/6/22	6/30/23	
Samantha Nolan	Appoint	Substitute Teacher	\$110/diem	District	9/12/22	6/30/23	
Joseph Palazzolo	Appoint	Substitute Security	\$15/hr.	District	9/1/22	6/30/23	
Michael Patsis	Appoint	Substitute Teacher	\$110/diem	District	9/19/22	6/30/23	
Jessica Rosenberg	Appoint	Substitute Secretary	\$15/hr.	District	9/19/22	6/30/23	
Alan Sandberg	Appoint	Substitute Teacher	\$110/diem	District	9/7/22	6/30/23	
Christopher Warden	Appoint	Substitute Teacher	\$110/diem	District	9/1/22	6/30/23	
Leslie Wisniewski	Appoint	Substitute Aide	\$15/hr.	District	9/19/22	6/30/23	
Sarah Young	Appoint	Substitute Aide	\$15/hr.	District	9/19/22	6/30/23	

E. EXTRA DUTY PAY 2022/2023

Name	Nature of Action	Position	Level	Salary	Loc.	Date Effective	Date Termin.
Kristen Afflerbach	Appoint	Saturday Detention Monitor	1	\$35.82/hr.	JTHS	9/6/22	6/30/23
Nanette Diaz	Appoint	Freshman Co-Class Advisor (1 of 2)	2	\$716.50	JTHS	9/1/22	6/30/23
Nanette Diaz	Appoint	SADD Advisor	1	\$716	JTHS	9/1/22	6/30/23
Nanette Diaz	Appoint	Saturday Detention Monitor	1	\$35.82/hr.	JTHS	9/5/22	6/30/23
Mark DiDonato	Appoint	TableTop Games Advisor	1	\$716	JTHS	9/1/22	6/30/23
Kevin Flattierre	Appoint	Saturday Detention Monitor	1	\$35.82/hr.	JTHS	9/4/22	6/30/23
Jane Kirshenbaum	Appoint	Saturday Detention Monitor	1	\$35.82/hr.	JTHS	9/3/22	6/30/23
William Koch	Appoint	Saturday Detention Administrator	1	\$75/hr.	JTHS	9/2/22	6/30/23
Karen Kosco	Appoint	Unified Track Advisor (1 of 2)	2	\$716.50	JTHS	9/1/22	6/30/23
Kevin Lipton	Appoint	Saturday Detention Administrator	1	\$75/hr.	JTHS	9/1/22	6/30/23
Michael Lonie	Appoint	Saturday Detention Administrator	1	\$75/hr.	JTHS	9/7/22	6/30/23
Margurite Moya	Appoint	REBEL Advisor	1	\$716	JTHS	9/1/22	6/30/23
Andrea Padelsky	Appoint	Saturday Detention Administrator	1	\$75/hr.	JTHS	9/1/22	6/30/23
Karen Pavero	Appoint	FBLA Advisor	3	\$2,579	JTHS	9/1/22	6/30/23
Joyce Seifried	Appoint	Unified Track Advisor (2 of 2)	2	\$716.50	JTHS	9/1/22	6/30/23
Marcus Thompson	Appoint	Freshman Co-Class Advisor (2 of 2)	2	\$716.50	JTHS	9/1/22	6/30/23
Jahn Tiger	Appoint	DECA Advisor	4	\$4,155	JTHS	9/1/22	6/30/23
Bertha Todd	Appoint	Saturday Detention Monitor	1	\$35.82/hr.	JTHS	9/1/22	6/30/23
Kathleen VonEssen	Appoint	Saturday Detention Monitor	1	\$35.82/hr.	JTHS	9/2/22	6/30/23

F. 2022-2023 SCHOOL YEAR COACHING STAFF

FALL									
Name	Nature of Action	Position	Level	Base	Longevity	Salary	Location	Date Effective	Date Termin.
Sara Currenti*	Appoint	Color Guard Instructor	N/A	N/A	N/A	Volunteer	JTHS	9/1/22	6/30/23
Ryan Walsh*	Appoint	Assistant Football	N/A	N/A	N/A	Volunteer	JTHS	9/1/22	6/30/23

*Out of district coach

G. SUMMER EVALUATION PERSONNEL

Name	Nature of Action	Position	Salary	Loc.	Date Effective	Date Termin.	Discussion
Lauren Boucher	Additional Hours	Occupational Therapist	\$71.51/hr.	Stanlick	8/26/22	8/27/22	Not to exceed 2 hours

M.2 Motion to approve the following corrections to the August 18, 2022 Minutes, Section F - District Aide Appointments:

Name	Nature of Action	Account	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Joseph Dyl 11-215-100-106-005	Appoint	PSD Aide 09-50-50/cbm	3	\$24.49/hr.	Cozy Lake	9/1/22	6/30/23	Hours corrected
Marcia Leibowitz	Appoint	Special Education Aide	5	\$25.05/hr.	Cozy Lake	9/1/22	6/30/23	Hours corrected

11-000-217-106-005		09-50-50/bbm						
Tami Shellhamer 11-000-217-106-007	Appoint	Special Education Aide 09-70-70/bcl	5	\$25.05/hr.	JTMS	9/1/22	6/30/23	Location corrected

M.3 Motion to approve the following corrections to the August 18, 2022 Minutes, Section B - Certificated Staff Appointment:

Name	Nature of Action	Account	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Karen Roccisano 11-000-218-104-007	Appoint	Student Assistance Counselor 10-70-70/bhi	MA Step 8	\$65,131	JTMS	9/1/22	6/30/23	Account code corrected

M.4 Motion to approve the following job description:

- Building Services Coordinator (Plumbing)

N. EDUCATION

Motion by Mrs. Small, seconded by Mr. Stewart, to accept the recommendation of the Superintendent to approve and adopt motions N.1 through N.10, as described below:

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

N.1 Motion to affirm Superintendent's report on incidents of Harassment, Intimidation and Bullying findings reported for July 18, 2022 through August 15, 2022.

N.2 Motion to **rescind** student placement for the 2022-2023 school year, as indicated below plus related services as needed:

Student	School	Tuition	Effective
5822178989	Northern Hills	\$124,400.00	9/11/22
3201023388	Lakeland Andover School	\$58,500.00	9/1/22
7785757611	Mountain Lakes - Lake Drive School	\$6,460.00	9/6/22

N.3 Motion to **approve** student placement for the 2022-2023 school year, as indicated below plus related services as needed:

Student	School	Tuition	Effective
5822178989	Broadstep Academy	\$115,947.39	9/12/22-6/30/23

N.4 Motion to **approve** itinerant program services for the 2022-2023 school year, as needed:

Student	School	Tuition	Effective
7785757611	Mountain Lakes - Lake Drive School	\$1,700.00	9/7/22-6/30/23

N.5 Motion to approve the JTPS Emergency Virtual or Remote Instruction Programs Plan for the 2022-2023 school year.

N.6 Motion to accept the New Jersey Quality Single Accountability Continuum (NJQSAC) Scores outlined below:

- | | | |
|---------------------------------|--------------------|-------------------|
| • Instruction and Program = 85% | • Governance = 94% | • Personnel = 97% |
| • Fiscal Management = 96% | • Operations = 93% | |

N.7 Motion to approve the following day field trips:

School/Group/Activity	Location
JTHS AP English	Newark, NJ
JTHS Tomorrow's Teachers	Union, NJ
JTHS Sports and Entertainment Journalism Academy	East Rutherford, NJ

N.8 Motion to approve the following overnight field trips:

School/Group/Activity	Location
JTHS Baseball Team	Fort Pierce, FL

N.9 Motion to approve the Uniform State Memorandum of Agreement between Educational and Law Enforcement Officials for school year 2022-2023.**N.10 Motion to approve the following Resolution to Authorize Suspicionless Canine Searches, as described below:**

WHEREAS, The Jefferson Township Board of Education believes that suspicionless canine searches promote a safe school environment and act as a means to educate and deter children from bringing illegal drugs to school; and

WHEREAS, The Jefferson Township Police Department, in cooperation with the Morris County Prosecutor's Office, will conduct suspicionless canine searches at the high school and middle school periodically throughout the school year; and

WHEREAS, These searches will be scheduled in advance and require the approval of the building principal and district superintendent; and

NOW THEREFORE BE IT RESOLVED, The Jefferson Township Board of Education, in an effort to promote a safe, drug-free environment, authorizes the Jefferson Township Police Department in cooperation with the Morris County Prosecutor's Office to conduct suspicionless canine searches

O. POLICY

Motion by Mrs. Perez, seconded by Mr. Terpstra, to accept the recommendation of the Superintendent to approve and adopt motion O.1, as described below:

Aye Mrs. Gould

Aye Mrs. Perez

Aye Mr. Terpstra

Aye Mr. Millar

Aye Mrs. Small

Aye Mrs. Wildermuth, *Vice President*

Aye Mr. Natale

Aye Mr. Stewart

Aye Mrs. Poulas, *President*

O.1 Motion to approve the First Reading of the following Policies and Regulations (copy available for review):

File Code	Title	Action
2425 P	Emergency Virtual or Remote Instruction Program	RV
2425 R	Emergency Virtual or Remote Instruction Program	N
8550 P	Meal Charges/Outstanding Food Service Bill	R

KEY: A - Abolish N – New RV – Revised M - Mandated

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 July 18, 2022 through September 19, 2022.

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
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. COMMUNICATIONS

- None

R. PUBLIC COMMENTS

- An audience member inquired about the Covid-19 protocols in place at the middle school. They also advocated for students to be able to carry backpacks while in school.
- An audience member reported there was a lot of congestion in the middle school hallways and noted that being able to carry a backpack would make it easier on students transporting items.
- An audience member and Jefferson Township Special Education Parent Advisory Group (JTSEPAG) representative reported recent survey responses showed a need/want for a virtual meeting option. They also noted the next meeting will feature Director of Special Education, Ms. Figueroa and any questions can be directed to JTSEPAG@gmail.com.
- An audience member highlighted an incident concerning the transportation department and noted their concern regarding the current policy.
- An audience member questioned why there are 25 vacancies in the district when 8 elementary teachers were let go in June. They also inquired about homeschooled children participating in school sports/clubs, and the middle school elective choices.
- An audience member asked why the district allows attendance to vocational schools. They also stated the district needs to be careful of the groups we pair with, such as with the Sandy Hook Promise, because it creates the impression the district as a whole supports the group, while many families may not want to support these outside organizations.

Mrs. Howe addressed questions on QSAC, stabilization aid, vocational schools, loss of aid and vacancies.

Mrs. Poulas requested the Policy & Personnel Committee to follow up on policies 8600 and 8601, regarding transportation, and policy 2431 regarding homeschooled students and school activities.

Mrs. Howe reported she will discuss the use of backpacks with the middle school administration.

Mrs. Howe also advised that Covid-19 cleaning and sanitizing protocols are increased in the case of an outbreak.

Mrs. Gould inquired about when the policy on backpacks was decided and also inquired about the decision to ban watches at the middle school.

Mrs. Perez requested an update on the school provided counseling services. Mrs. Howe provided an update.

The application the high school uses to allow bathroom passes will be added to the Education Committee agenda.

S. OLD BUSINESS

- None

T. NEW BUSINESS

- Mrs. Howe provided an update on the Preschool Expansion Aid grant, reporting the district has an opportunity to resubmit it's application.

U. CLOSED SESSION

The Board did not convene to Closed Session at this time.

V. ADJOURN

Motion by Mrs. Gould, seconded by Mr. Natale, to adjourn the meeting at 8:48 PM.

Aye Mrs. Gould

Aye Mr. Millar

Aye Mr. Natale

Aye Mrs. Perez

Aye Mrs. Small

Aye Mr. Stewart

Aye Mr. Terpstra

Aye Mrs. Wildermuth, *Vice President*

Aye Mrs. Poulas, *President*

Appendix A

Name	Event Date	Location	Seminar/Function	Registration Fee \$	Lodging cost per night	Meal cost	Transportation Fee \$	Mileage @ \$0.47/mi.	Total Expense (not including parking/tolls/miscellaneous fees)
Canales, Kaia	10/12-10/14	Long Branch, NJ	AENJ's Together in Art Conference	\$150.00	-	-	-	\$79.90	\$229.90
McGill, Patricia	11/17	Whippany, NJ	NJASBO Fiscal Procurement/ESSER Funds	\$175.00	-	-	-	\$16.36	\$191.36
McGill, Patricia	3/21	Whippany, NJ	NJASBO Purchasing Seminar	\$175.00	-	-	-	\$16.36	\$191.36
Nadratowski, Donna	11/18-11/20	Boston, MA	American Council for Teachers of Foreign Language Convention	\$285.00	-	-	-	-	\$285.00
Roccisano, Karen	N/A	Virtual	Legal One - ABS Online Certificate Program	\$500.00	-	-	-	-	\$500.00

All Meals are prorated 75% on travel days per GSA guidance

Appendix B

**AUTHORIZING THE EXTENSION OF THE AGREEMENT
FOR TOWNSHIP DEPARTMENT OF UTILITIES TO
OPERATE AND MAINTAIN WASTEWATER
TREATMENT PLANTS FOR THE JEFFERSON
TOWNSHIP BOARD OF EDUCATION**

WHEREAS, the Jefferson Township Board of Education operates a wastewater treatment plant for the Arthur Stanlick School and the Jefferson Township High School, both of which are located in Jefferson Township; and

WHEREAS, the water treatment plant must be operated and maintained under the supervision of a licensed wastewater treatment operator; and

WHEREAS, the Township of Jefferson Utility Department operates and maintains wastewater treatment plants for the Township, and has on staff a licensed operator; and

WHEREAS, the Jefferson Township Board of Education has requested that the Township extend the Agreement to provide services for period from January 1, 2023 through December 31, 2027, and

NOW, THEREFORE, BE IT RESOLVED, by the Jefferson Township Board of Education, Township of Jefferson, Morris County, New Jersey, that the Jefferson Township Utility Department is authorized to provide operational and maintenance services to the Jefferson Township Board of Education for the Board of Education's wastewater treatment plants servicing the Arthur Stanlick School and Jefferson Township High School, for which the Board of Education shall pay to the Township Utility Department the monthly sum of \$4,510 in the year of 2023, \$4,600 in the year of 2024, \$4,692 in the year of 2025, \$4,786 in the year of 2026, and \$4,882 in the year of 2027 and the Board of Education shall be further responsible for the costs incurred in operating and maintaining said systems, including materials, supplies, chemicals, testing and sludge removal.

Appendix C



Hunterdon County Educational Services Commission

37 Hoffmans Crossing Road

Califon, New Jersey 07830

Phone: (908)439-4280 Fax: (908) 975-3753

Corinne Steinmetz, Superintendent

Heidi Gara, SBA/Board Secretary

Interlocal Vehicle Sale Agreement

This Agreement is made this 19th day of September 2022, between the **HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION (HCESC)**, which has administrative offices at 37 Hoffmans Crossing Road, Califon, NJ 07830, and:

The **JEFFERSON TOWNSHIP BOARD OF EDUCATION (BOE)**, which has offices at 31 State Route 181, Lake Hopatcong, NJ 07849. In consideration of the mutual promises and covenants contained herein, in accordance N.J.S.A. 40A:65-1, et seq. and N.J.S.A. 18A:6-51, et seq., the parties hereto agree as follows:

CONSIGNMENT & PROMOTION BY HCESC:

- Vehicle(s) will be available upon appointment for viewing Monday through Friday, 9am to 5pm at the Jefferson Township Municipal Garage located at 4 Sparta Mountain Road, Oak Ridge, NJ 07438. Telephone number to make an appointment is: 973-697-4300
- HCESC will promote the sale of above listed vehicle(s) to other BOE's, private contractors, brokers, or any other qualified buyer.
- HCESC will include the above listed vehicle(s) in our next HCESC BOE Sale of Transportation Vehicles Bid, advertising the sale of vehicle(s), and collect sealed bids from private bids to be opened at our Administration Office, as advertised.
- HCESC will actively promote the above listed vehicle(s) to other BOE's prior to and during the official public sale period. In the event the above listed vehicle(s) sell to another BOE prior to the sale, we will remove the affected buses from the public sale.
- HCESC will collect a 10% commission of the overall agreed sales price at the time the sale closes, and the sale is funded. Buyers will provide certified funds of 10% to HCESC, and the remaining 90% to the seller. HCESC will actively invoice and collect funds for the seller, and coordinate pickup of the vehicle between buyer and seller.
- BOE will be presented all offers received by HCESC and BOE will authorize acceptance, counter, or decline of each offer.
- In an effort to protect the promotional costs and efforts of HCESC, if all offers presented to BOE-owner of vehicle(s) are rejected, HCESC reserves the right to collect a 10% sales commission on subsequent sale of this/these vehicle(s) if the sale is the result of promotion efforts of HCESC (i.e. an HCESC-generated lead) for up to three months from the ending date of this agreement.
- 2-Way Radios, Camera Systems, Automatic Tire Chain Systems will be removed by the seller prior to sale of buses.
- Selling district's lettering and number shall be removed by the seller in a manner that won't damage the exterior finish of the bus, and WILL NOT spray paint over such lettering.

DESCRIPTION OF VEHICLE(S) ATTACHED. PLEASE SEE EXHIBIT "A"

This is to certify by signature that both parties agree to the terms set forth, as noted above:

JEFFERSON TOWNSHIP BOARD OF EDUCATION

SIGNATURE _____ DATE _____
Rita Oroho Giacchi, School Business Administrator PHONE # 973-663-5782 x5010

HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION


SIGNATURE _____ DATE _____
Heidi Gara, School Business Administrator PHONE # 908-439-4280 x4503

EXHIBIT A, DESCRIPTION OF VEHICLE(S)

Unit #	VIN #	Brand/Chassis, Style, Model	YEAR	# Pass	ENGINE	MILES
19	4DRBUSKP7CB620223	IC CE Conventional Bus	2012	54	Maxx Force 7	123,347
18	4DRBUAAP1AB227827	IC CE Conventional Bus	2010	54	Maxx Force DT	126,689
33	1FD FE45P19DA85778	Ford/Trans Tech DRW Small Bus, Wheelchair Lift	2010	23/WC	6.0 Liter Turbo Diesel	106,501

Bid 2023-003 Breakdown Sheet

9-15-22

<div>  <div> BIDDERS LIST HVAC UPGRADES PHASE-2 Prepared by Parette Somjen Architects Bids Due: September 14, 2022 @ 11:00AM PSA No. :9042PH2 Single Overall Contract </div> </div>	
BIDDERS	BASE BID
ACP Contracting	\$ 1,198,094. ⁰⁰
AMCO Enterprises, Inc.	
Catcord Construction Company, Inc.	
Centralpack Engineering	
Construct Connect	
Construction Information Systems	
Desesa Engineering	
Dodge Construction Network	
Dumont Mechanical Inc.	
EACM Corp.	\$ 1,137,000. ⁰⁰
H&S Construction & Mechanical	
Iron Mountain Mechanical, LLC	
K&D Contractors, LLC	
Nova Technologies Group	
Pattman Plumbing, Heating and A/C, Inc.	
Preferred Mechanical, Inc.	\$ 1,159,000. ⁰⁰
Reiner Group	\$ 824,668. ⁰⁰
Thassian Mechanical Contracting, Inc.	\$ 1,055,00. ⁰⁰
TM Brennan Service, Inc	\$ 887,000. ⁰⁰