

JEFFERSON TOWNSHIP BOARD OF EDUCATION

Regular Meeting Minutes

Tuesday, February 22, 2022 6:30 PM (Closed Session) – 7:30 PM (Regular Session)

Jefferson Township High School Auditorium

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 7:30 PM, and read the Open Meeting Statement, below:

In accordance with the Open Meeting Law, the Jefferson Township Board of Education has caused notice of this meeting to be published by having the date, time and place thereof, posted in the Jefferson Township Municipal Building, with copies of such notice delivered or mailed or electronically mailed to the following:

DAILY RECORD and posted on the
Jefferson Township Board of Education website (www.Jefftwp.org);

and a copy of said notice delivered to the Municipal Clerk of the Township of Jefferson and the Jefferson Township Library.

- B. Pledge of Allegiance.

- C. **ROLL CALL:**

<u>Aye</u> Mrs. Gould	<u>Aye</u> Mrs. Perez	<u>Aye</u> Mr. Terpstra
<u>Aye</u> Mr. Millar	<u>Aye</u> Mrs. Small (<i>Arrived @ 6:33pm</i>)	<u>Aye</u> Mrs. Wildermuth, <i>Vice President</i>
<u>Aye</u> Mr. Natale	<u>Aye</u> Mr. Stewart (<i>Arrived @ 6:43pm</i>)	<u>Aye</u> Mrs. Poulas, <i>President</i>
<u>Aye</u> Fiona Davidson, <i>Student Representative</i>		
<u>Aye</u> Robert McKoy, <i>Student Representative</i>		

- D. **CLOSED SESSION**

Motion by Mr. Natale, seconded by Mr. Millar, 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>Absent</u> Mrs. Small (<i>Arrived @ 6:33pm</i>)	<u>Aye</u> Mrs. Wildermuth, <i>Vice President</i>
<u>Aye</u> Mr. Natale	<u>Absent</u> Mr. Stewart (<i>Arrived @ 6:43pm</i>)	<u>Aye</u> Mrs. Poulas, <i>President</i>

BE IT RESOLVED, by the Jefferson Township Board of Education on this 22nd day of February, 2022 at 6:32 PM, as follows:

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

Motion to close Executive Session by Mrs. Small, seconded by Mr. Terpstra, that the meeting is called to public session at 6:57 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. SUPERINTENDENT'S REPORT

- Good News and Progress Report

F. PRESENTATIONS

- Mrs. Jeanne Howe, Superintendent reported on SSDS Period One. Mrs. Perez requested clarification as to the months the reporting referred to. Mrs. Howe advised Period One was July 2021 through January 2022.

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

- None

H. STUDENT REPRESENTATIVES

- Student Representative Robert McKoy reported the high school held its Valentine Day flower sale and that it was nice to see students getting along. He noted there is a visible difference in the amount of students quarantined and that classes are fuller. He reported there is a lot of buzz about the lifting of the mask mandate and the basketball game currently underway.
- Student Representative Fiona Davidson noted there were several upcoming events such as the Glammies, National Honor Society's Ice Cream Social, and the high school production of Tuck Everlasting in March.

I. COMMITTEE REPORTS

- **Policy & Personnel Committee** - Mrs. Small noted the Committee met on February 7, 2022 and discussed an archery program, staff research proposal, 2022-2023 student school year calendar, and approval of day and overnight field trips
- **Building Needs and Finance Committee** - Mr. Millar reported the Committee met on February 9, 2022 and discussed 2022-2023 major capital projects, a discount for early payment of preschool tuition, appointment of Architect of Record, and ARP ESSER funding updates. Mrs. Gould made an inquiry on Finance Item K.7. Mrs. Giacchi provided clarification.
- **Policy & Personnel Committee** - Mrs. Perez reported the Committee met on February 7, 2022 and reviewed open positions in district, Unified Track and Pay to Play, EDPs, dress code policy, review of policy & regulations and the lifting of the masking mandate.
- Mr. Natale reported the Morris County School Boards Association met on February 23, 2022.
- Mrs. Gould reported she attended the Educational Services Commission meeting and reported that masking and real estate were a main topic of conversation.

J. MINUTES OF MEETINGS

Motion by Mrs. Small, seconded by Mrs. Gould, that the minutes of the **January 24, 2022 Regular Meeting** 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>Aye</u> Mrs. Small	<u>Abstain</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. Small, seconded by Mr. Terpstra, that the **Executive Session (1)** minutes of the **January 24, 2022 Meeting** be approved as submitted:

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

Motion by Mrs. Small, seconded by Mr. Terpstra, that the **Executive Session (2)** minutes of the **January 24, 2022 Meeting** be approved as submitted:

<u>Aye</u> Mrs. Gould	<u>Abstain</u> Mrs. Perez	<u>Aye</u> Mr. Terpstra
<u>Aye</u> Mr. Millar	<u>Aye</u> Mrs. Small	<u>Abstain</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>

K. FINANCE AND BUILDING NEEDS

Motion by Mr. Millar, seconded by Mr. Natale, to accept the recommendation of the Superintendent to approve and adopt motions K.1 through K.16, 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>

K.1 Motion to approve the **purchase order** list dated January 2022 in the amount of **\$364,152.06** (including Referendum related purchase orders totalling \$0.00).

K.2 Motion to approve the **check register** as of January 2022 in the amount of **\$5,062,157.38**.

Fund	Amount
General Fund (10)	\$4,907,049.45
Special Revenue Funds (20)	\$130,107.93
Referendum Fund (30)	\$25,000.00
Total	<u>\$5,062,157.38</u>

K.3 Motion to approve the **vendors' bills** list for release on or after February 23, 2022, in the amount of **\$945,002.73**.

K.4 Motion to approve the funds **transfers** in the 2021-2022 Fiscal Year, dated January 2022 in the amount of **\$579,026.60**.

K.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 January 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).

K.6 Motion to certify, in accordance with N.J.A.C. 6A:23-2.11(c), that as of December 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.

K.7 Motion to approve the following amendment to the ESSER II Funding application (revises amendment initially approved on the May 17, 2021 agenda):

Projects/Programs Funded	Original Amount	Revised Amendment	Amended Total
HVAC Upgrades	\$828,849	\$(222,430)	\$606,419
Educational Technology	\$40,000	\$18,338	\$58,338
Summer 2021 Learning Programs	-	\$164,092	\$164,092
ESSER II TOTAL			\$828,849

K.8 Motion to participate in Joint Transportation and enter into an agreement between Morris Hills Regional School District and Jefferson Township Public Schools (Host) to provide transportation from the Jefferson Township High School (PM only) (Route #CH14B), at a cost of \$620.51 for the 2021-2022 school year.

K.9 Motion to accept American Rescue Plan Act Elementary and Secondary School Emergency Relief (ARP ESSER) Homeless Children and Youth (ARP-HCY) Funding in the amount of \$17,046. These funds have been allocated by the State of New Jersey to provide services and supplies to enable homeless students to attend school and participate fully in school activities.

K.10 Motion to designate the source of funding for the following individuals as funded from the FY2022 Title IV grant:

Name	Nature of Action	Position	Salary Funded by Grant	Location	Date Effective	Date Terminated
Lauren Kulick	Appoint	Marching Band Director	\$3,849	JTHS	9/1/21	6/30/22

K.11 Motion to **designate the source of funding** for the following individuals as funded from the CARES Emergency Relief Fund Grant:

Name	Nature of Action	Position	Salary Funded by Grant	Location	Date Effective	Date Terminated
Kristen Afflerbach	Appoint	NJSLA Portfolio - Math	\$429.10	JTHS	12/21/21	6/30/22
Kaitlyn Brueno	Appoint	NJSLA Portfolio - ELA	\$429.10	JTHS	12/21/21	6/30/22
Joseph Olean	Appoint	NJSLA Portfolio - ELA	\$429.10	JTHS	12/21/21	6/30/22
Kimberly Serzan	Appoint	NJSLA Portfolio - Math	\$429.10	JTHS	12/21/21	6/30/22

K.12 Motion to approve appointment of **Parette Somjen Architects, LLC** to serve as architect, in accordance with their proposal to provide professional services for the Roof Replacement at the Cozy Lake Elementary School for a flat fee \$72,400, not inclusive of reimbursable fees that will be billed separately, not to exceed \$5,500.

K.13 Motion to approve appointment of **Parette Somjen Architects, LLC** to serve as architect, in accordance with their proposal to provide professional services for the HVAC Upgrades at Jefferson

Township High School, Jefferson Township Middle School and Arthur Stanlick Elementary School for a flat fee \$191,600, not inclusive of reimbursable fees that will be billed separately, not to exceed \$14,400.

- K.14** Motion to approve the disposal of obsolete equipment, in accordance with Policy #7300, Disposition of Property, as shown below:

School/Department	Equipment Description	Tag number
Arthur Stanlick School	USI, Inc. - Digital Deluxe 2700 Laminator, Model # 2700 Digital	7765

- K.15** Motion to accept the following **donation** from Marguerite M. Muller to use towards the A. Anthony Muller Memorial Scholarship Fund, in accordance with Policy # 7230, Gifts, Grants and Donations.

Item/Purpose	Amount
A. Anthony Muller Scholarship Fund	\$ 5,000.00

- K.16** 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*).

L. PERSONNEL

Motion by Mrs. Perez, seconded by Mr. Terpstra, to accept the recommendation of the Superintendent to approve and adopt motions L.1 through L.3, 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>

***Mrs. Wildermuth Abstained on Item L.1.**

Mrs. Howe recognized the retirement of Mrs. Lisa Heckenberger.

- 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	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
Patricia Carroll 11-213-100-101-290	Appoint	Special Education Teacher (LTS) 10-10-10/aje		\$275.08/ diem	Stanlick	3/14/22	6/24/22	Replacing #1908 Over 60 days
Deborah Georgens 11-000-213-101-005	Appoint	School Nurse 10-50-50/abx	BA Step1	\$37.94/hr.	Cozy Lake	2/22/22	6/30/22	As needed
Erin Hackett 11-120-100-101-290	Appoint	Spanish Teacher (LTS) 10-10-10/anx		\$200/diem	Stanlick/ Briggs	3/1/22	4/2/22	Over 20 days Replacing P. Gonzalez
Melanie Agnic 11-000-219-104-007	Transfer	School Social Worker 10-70-70/aab			JTMS	2/22/22	6/30/22	
Meredith Cruz 11-000-219-104-005	Assignment Change	School Social Worker 10-50-50/aad			Cozy Lake	2/10/22	6/30/22	Change to FTE
Paul Gonzalez 11-140-100-101-008	Transfer	Spanish Teacher 10-80-80/asr			JTHS	2/22/22	4/2/22	Replacing #1421
Niemah Scherlach 11-000-219-104-008	Transfer	LDT-C 10-80-80/aba			JTHS	2/10/22	6/30/22	
Kristen Sibbles 11-000-219-104-001	Assignment Change	School Psychologist 10-10-10/ada			Stanlick	2/10/22	6/30/22	Change to FTE
Kelly Trapani 11-130-100-101-007	Account Code Change	Language Arts Teacher 10-70-70/apv			JTMS	2/22/22	6/30/22	
Erin Harney 11-000-218-104-290	Adjusted End Date	School Counselor - LTS 10-70-70/ack			JTMS	9/1/21	1/28/22	
Lisa Heckenberger	Retirement	Elementary Teacher 10-60-60/ahv			White Rock	9/30/22	10/1/22	Retiring after 19 years of service in district
#1421	Family Leave	10-80-80/asr			JTHS	2/22/22	4/2/22	Unpaid
#2291	Medical Leave	10-70-70/aqh			JTMS	2/22/22	3/5/22	Utilizing 9 personal illness days
#2420	Adjusted End Date	10-10-10/afz			Stanlick	10/13/21	2/2/22	Utilizing 64 personal illness days and 3 personal days

*Requires mentoring

C. NON-INSTRUCTIONAL								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Peter DiGennaro 11-000-222-177-000	Appoint	Technology Support 12-60-62/btd	1	\$67,580	Technology	3/23/22	6/30/22	Replacing A. Santos
Ellen Jadczak 11-000-217-106-003	Appoint	Special Education Aide 09-30-30/bzi	Step 1	\$23.29/hr.	Briggs	2/7/22	6/30/22	Not to exceed 7 hrs./day, 4 days/wk., w/out benefits New position, budgeted
Dana Maffei 11-000-217-106-001	Appoint	Special Education Aide 09-10-10/bwk	Step 1	\$23.29/hr.	Stanlick	2/3/22	6/30/22	Not to exceed 5.75 hrs./day, w/out benefits New position, budgeted
Bryann Bley 11-209-100-106-001	Account Code Change	Special Education Aide 09-10-10/bba			Stanlick	2/3/22	6/30/22	
Daryl Graure 11-213-100-106-001	Account Code Change	Special Education Aide 09-10-10/bdd			Stanlick	2/22/22	6/30/22	
Jasminka Nakev 11-000-217-106-008	Account Code Change	Special Education Aide 09-80-80/aae			JTHS	2/9/22	6/30/22	
Diane St. Clair 11-000-270-160-000	Schedule Adjustment	Bus Driver 10-90-90/bfp			Transportation	2/15/22	6/30/22	Not to exceed 6.33 hrs./day

Christopher Warden 11-000-217-106-001	Schedule Adjustment/ Account Code Change	Special Education Aide 09-10-10/bim			Stanlick	2/7/22	6/30/22	Not to exceed 5.75 hrs./day, w/out benefits
Robert West 11-000-222-177-000	Additional Hours	Technology Support 12-10-12/btg			Technology	1/31/22	2/2/22	Not to exceed 9 hrs. for wi-fi installation
Karen Wurster 11-213-100-106-001	Account Code Change	Special Education Aide 09-10-10/bde			Stanlick	2/22/22	6/30/22	
#2488	Medical Leave	10-90-90/aab			Transportation	2/7/22	3/5/22	Utilizing 19 personal illness days
#3002	Medical Leave	09-10-10/bom			Stanlick	2/18/22	4/15/22	Utilizing 34 personal illness, 3 personal and 2 unpaid days
#3214	Adjusted Medical Leave	12-70-72/afc			JTMS	2/11/22	2/23/22	Utilizing 8 personal illness days
#3338	Medical Leave	09-80-80/aag			JTHS	3/25/22	5/7/22	Utilizing 6.5 personal illness days, 1 personal days and 18.5 unpaid days
#3338	Family Leave	09-80-80/aag			JTHS	5/9/22	6/30/22	Unpaid

D. SUBSTITUTES/OTHER

Name	Nature of Action	Position	Salary	Loc.	Date Effective	Date Termin.	Discussion
Andrea Barba	Appoint	Substitute Teacher	\$110/diem	District	2/22/22	6/30/22	
Caroline Cole	Appoint	Substitute Teacher	\$110/diem	District	2/10/22	6/30/22	
Damien Innella	Appoint	Substitute Teacher	\$110/diem	District	2/23/22	6/30/22	
Christopher Peterson	Appoint	Substitute Teacher	\$110/diem	District	2/3/22	6/30/22	
Nolen Simler	Appoint	Substitute Teacher	\$110/diem	District	2/1/22	6/30/22	
Kaitlyn Yakkey	Appoint	Substitute Teacher	\$110/diem	District	2/23/22	6/30/22	
Dana Huckle	Appoint	Substitute Aide	\$15/hr.	District	2/23/22	6/30/22	
Ellen Jadcak	Appoint	Substitute Aide	\$15/hr.	District	2/7/22	6/30/22	
Sarah Young	Appoint	Substitute Aide	\$15/hr.	District	1/31/22	6/30/22	

E. 2021-2022 SCHOOL YEAR COACHING STAFF**SPRING**

Name	Nature of Action	Position	Level	Base	Longevity	Salary	Location	Date Effective	Date Termin.
Nicole Jahn	Appoint	Assistant Track	3	\$5440		\$5440	JTHS	2/22/22	6/30/22
Alex Leming*	Appoint	Assistant Lacrosse/Boys	1	\$4652		\$4652	JTHS	2/22/22	6/30/22
Tyler Morris	Appoint	Assistant Golf	N/A	N/A		Volunteer	JTHS	2/22/22	6/30/22

*Out of District

F. EXTRA DUTY PAY 11-401-100-101-007

Name	Nature of Action	Position	Level	Salary	Location	Date Effective	Date Termin.	Discussion
Elizabeth Conley	Appoint	Extracurricular Nurse		\$47.80/hr.	JTMS	12/2/21	3/1/22	Not to exceed 8 hrs. for 8 days

G. EXTRA DUTY PAY 11-401-100-101-008

Name	Nature of Action	Position	Level	Salary	Location	Date Effective	Date Termin.	Discussion
Kathryn Kula	Appoint	Student Council Co-Advisor	5	\$1356	JTHS	9/1/22	1/31/22	Prorated salary
Kathryn Kula	Appoint	Student Council	5	\$2712	JTHS	2/1/22	6/30/22	Prorated salary
Michael Pottratz	Appoint	Robotics	N/A	N/A	JTHS	2/1/22	6/30/22	Volunteer
Sherry Moore	Rescind	Student Council Co-Advisor	5	\$1356	JTHS	1/31/22	6/30/22	Prorated salary

H. EXTRA DUTY PAY

Name	Nature of Action	Position	Level	Salary	Location	Date Effective	Date Termin.	Discussion
Kristen Afflerbach 11-401-100-101-008 20-477-100-101-921	Appoint	NJSLA Portfolio/Math		\$271.90 \$429.10	JTHS	12/21/21	6/30/22	Partially funded by CARES Emergency Relief Fund Grant
Katelyn Brueno 11-401-100-101-008 20-477-100-101-921	Appoint	NJSLA Portfolio/ELA		\$271.90 \$429.10	JTHS	12/21/21	6/30/22	Partially funded by CARES Emergency Relief Fund Grant
Lauren Kulick 11-401-100-101-008 20-280-100-100-008	Appoint	Marching Band Director		\$2863 \$3948	JTHS	9/1/21	6/30/22	Partially funded by Title IV Grant
Joseph Olean 11-401-100-101-008 20-477-100-101-921	Appoint	NJSLA Portfolio/ELA		\$271.90 \$429.10	JTHS	12/21/21	6/30/22	Partially funded by CARES Emergency Relief Fund Grant
Kimberly Serzan 11-401-100-101-008 20-477-100-101-921	Appoint	NJSLA Portfolio/Math		\$271.90 \$429.10	JTHS	12/21/21	6/30/22	Partially funded by CARES Emergency Relief Fund Grant

I. 8th GRADE PHILADELPHIA TRIP 11-401-100-101-007							
Name	Nature of Action	Position	Salary	Location	Date Effective	Date Termin.	Discussion
Kimberly Bassolino	Appoint	Gr. 8 Philadelphia Trip	\$125.00	JTMS	6/9/22	6/10/22	1 night
Jaycee Cahill	Appoint	Gr. 8 Philadelphia Trip - Nurse	\$525.00	JTMS	6/9/22	6/10/22	1 night
Meghan Delanoy	Appoint	Gr. 8 Philadelphia Trip	\$125.00	JTMS	6/9/22	6/10/22	1 night
Jennifer Escolano	Appoint	Gr. 8 Philadelphia Trip	\$125.00	JTMS	6/9/22	6/10/22	1 night
Jennifer Foley	Appoint	Gr. 8 Philadelphia Trip	\$125.00	JTMS	6/9/22	6/10/22	1 night
Pamela Graham	Appoint	Gr. 8 Philadelphia Trip	\$125.00	JTMS	6/9/22	6/10/22	1 night
Amanda Irizarry	Appoint	Gr. 8 Philadelphia Trip	\$125.00	JTMS	6/9/22	6/10/22	1 night
Louis Migliacci	Appoint	Gr. 8 Philadelphia Trip	\$125.00	JTMS	6/9/22	6/10/22	1 night
Stacey Ortense	Appoint	Gr. 8 Philadelphia Trip	\$125.00	JTMS	6/9/22	6/10/22	1 night
Sean Quinn	Appoint	Gr. 8 Philadelphia Trip	\$125.00	JTMS	6/9/22	6/10/22	1 night
Jaclyn Sabella	Appoint	Gr. 8 Philadelphia Trip	\$125.00	JTMS	6/9/22	6/10/22	1 night
Samantha Strathern	Appoint	Gr. 8 Philadelphia Trip	\$125.00	JTMS	6/9/22	6/10/22	1 night
Sharon Thomas	Appoint	Gr. 8 Philadelphia Trip	\$125.00	JTMS	6/9/22	6/10/22	1 night
Elizabeth Ward	Appoint	Gr. 8 Philadelphia Trip	\$125.00	JTMS	6/9/22	6/10/22	1 night
Margaret Widgren	Appoint	Gr. 8 Philadelphia Trip - Administrator	\$350.00	JTMS	6/9/22	6/10/22	1 night

L.2 Motion to approve the **Fall 2021** Course Reimbursement as indicated below:

Name	School	Class	Approval	Credits	Amount
Stephen Barbato	Western Governors University	The Reflective Practitioner	FA5	3	\$327.18
Stephen Barbato	Western Governors University	Designing Curriculum and Instruction I	FA6	3	\$327.18
Stephen Barbato	Western Governors University	Data Informed Practices	FA7	3	\$327.18
Stephen Barbato	Western Governors University	Differentiated Instruction	FA8	3	\$327.18
Stephen Barbato	Western Governors University	Designing Curriculum and Instruction II	FA9	3	\$327.18
Stephen Barbato	Western Governors University	Standards Based Assessments	FA10	3	\$327.18
Stephen Barbato	Western Governors University	Learning as a Science	FA11	3	\$327.18
Stephen Barbato	Western Governors University	The Collaborative Leader	FA12	3	\$327.18
Stephen Barbato	Western Governors University	Educational Research	FA13	3	\$327.18
Stephen Barbato	Western Governors University	MSCIN Capstone	FA14	5	\$545.30
Gaby Barreto	The College of New Jersey	English Structure and Proficiency Assessment	FA80	3	\$472.80
Sherry Bavosa	University of California/San Diego	Conquering the Behavioral Challenges of Special Needs Students	FA85	3	\$271.00
Danielle Bikofsky	University of the Pacific	Fluency: Practical Applications for the SLP	FA26	4	\$248.00
Danielle Bikofsky	University of the Pacific	Feeding and Swallowing in the Pediatric Population	FA27	4	\$248.00
Danielle Bikofsky	University of the Pacific	Working with Special Populations	FA28	4	\$248.00
Danielle Bikofsky	University of the Pacific	Current Clinical and Professional Issues for the SLP	FA29	3	\$186.00
Jessica Brennan	Ramapo College of New Jersey	School Law	FA66	4	\$622.57
Jessica Brennan	Ramapo College of New Jersey	Seminar in Contemporary Education Leadership: Theory into Practice	FA67	4	\$622.67
Jessica Brennan	Ramapo College of New Jersey	Field Based Administration Internship	FA68	2	\$324.09
Christina Breznak	New Jersey City University	Internship: School Media Center	FA58	3	\$472.80
Christina Breznak	New Jersey City University	Seminar: Current Issues and Trends in Educational Technology	FA59	3	\$472.80
Mark DiDonato	American College of Education	Conceptual, Cultural and Social Diversity in Mathematics	FA65	3	\$472.80
Victoria Gage	University of California/San Diego	Bullying: Awareness, Prevention and Intervention	FA17	3	\$323.00
Victoria Gage	University of California/San Diego	Mastering the Text Complexity Challenge in Grades 4-8	FA18	3	\$323.00
Victoria Gage	University of California/San Diego	Best Practices for a Successful Middle School Classroom	FA19	3	\$323.00
Victoria Gage	University of California/San Diego	21st Century Thinking Skills that Promote College and Career Readiness	FA20	3	\$323.00
Victoria Gage	University of California/San Diego	Embracing Diversity and Equity through Culturally Responsive Teaching	FA21	3	\$323.00
Victoria Gage	University of California/San Diego	How to Reach and Teach Students with Autism Spectrum Disorder	FA53	3	\$271.00
Victoria Gage	University of California/San Diego	Educating the Whole Student: Mindfulness and Social-Emotional Learning	FA54	3	\$271.00
Victoria Gage	University of California/San Diego	Data Driven Instruction	FA55	3	\$271.00
Victoria Gage	University of California/San Diego	Effectively Using iPads to Transform Your Classroom	FA56	3	\$271.00
Victoria Gage	University of California/San Diego	Instilling a Growth Mindset in Students	FA57	3	\$271.00
Paul Gonzalez	Georgian Court University	Second Language Acquisitions	FA69	3	\$472.80
Paul Gonzalez	Georgian Court University	Phonology and Structure of American English	FA70	3	\$472.80
Danielle Haucke	Anderson University	Analytical Applications	FA23	3	\$472.80
Danielle Haucke	Anderson University	Voice Lessons	FA24	1	\$174.80
Danielle Haucke	Anderson University	Introduction to Research in Music Education	FA25	3	\$472.80
Mary Johnston	Indiana University	Topical Seminar in Science Education	FA30	3	\$472.80

Mary Johnston	Indiana University	Professional Seminar in Science Education	FA31	3	\$472.80
Francis Kelly	Georgian Court University	Phonology and Structure of American English	FA82	3	\$472.80
Jenna Kelly	American College of Education	Ethical Practices and Standards	FA64	3	\$472.80
Jenna Kelly	American College of Education	Assessment and Evaluation in Special Education	FA74	3	\$472.80
Jenna Kelly	American College of Education	Research and Applied Behavioral Analysis in the Special Education Classroom	FA86	3	\$472.80
Jane Kirshenbaum	University of California/San Diego	The Flipped Classroom: An Interactive Approach to Student Engagement	FA60	3	\$271.00
Jane Kirshenbaum	University of LaVerne	Oceans	FA61	3	\$363.06
Jane Kirshenbaum	University of LaVerne	Climate Change: What Science Tells Us	FA62	3	\$375.00
Jane Kirshenbaum	University of LaVerne	How the Weather Works	FA83	3	\$375.00
Jane Kirshenbaum	University of LaVerne	Galaxies, Stars and Planets	FA84	3	\$375.00
Tricia Lindstedt	Western Governors University	The Reflective Practitioner	FA36	3	\$303.75
Tricia Lindstedt	Western Governors University	Designing Curriculum and Instruction I	FA39	3	\$303.75
Tricia Lindstedt	Western Governors University	Differentiated Instruction	FA40	3	\$303.75
Tricia Lindstedt	Western Governors University	Data Informed Practices	FA42	3	\$303.75
Sarah Miceli	University of California/San Diego	Instill a Growth Mindset in Students	FA75	3	\$379.00
Sarah Miceli	University of California/San Diego	Improving Your Student's Test Taking Skills	FA76	3	\$379.00
Sarah Miceli	University of California/San Diego	Bullying: Awareness, Prevention and Intervention	FA77	3	\$379.00
Sarah Miceli	University of California/San Diego	21st Century Thinking Skills that Promote College and Career Readiness	FA78	3	\$379.00
Sarah Miceli	University of California/San Diego	Using Google Classroom for Teaching and Learning	FA79	3	\$379.00
Kristie Rowe	American College of Education	Literacy for Exceptional Learners	FA45	3	\$472.80
Kristie Rowe	American College of Education	New Literacies in Curriculum Integration	FA71	3	\$472.80
Kristie Rowe	American College of Education	Research Methods	FA81	3	\$472.80
Heather Rowens	Gordon College	Intensive Instruction for the Non-Responsive Reader	FA3	6	\$785.71
Heather Rowens	Gordon College	Clinical Intensive Instruction for the Non-Responsive Reader	FA4	3	\$472.80
Jaclyn Sabella	American College of Education	Curriculum and Instructional Design for Diversity	FA47	3	\$472.80
Jaclyn Sabella	American College of Education	Research Methods	FA72	3	\$472.80
Jaclyn Sabella	American College of Education	Mathematical Structure	FA73	3	\$472.80
James Smith	University of California/San Diego	Educating the Whole Student: Mindfulness and Social-Emotional Learning	FA63	3	\$323.00
Anthony Szwartz	University of California/San Diego	Bridging the Gap: High Yield Strategies to Recover from Learning Loss	FA48	3	\$271.00
Anthony Szwartz	University of California/San Diego	The Next Generation Science Standards	FA49	3	\$271.00
Anthony Szwartz	University of California/San Diego	Improving Your Test Taking Skills	FA50	3	\$271.00
Anthony Szwartz	University of California/San Diego	Using Google Classroom for Teaching and Learning	FA51	3	\$271.00
Anthony Szwartz	University of California/San Diego	21st Century Thinking Skills that Promote College and Career Readiness	FA52	3	\$271.00

L.3 Motion to approve the following Extra Duty Pay (EDP) job descriptions:

- Afternoon Adventure
- Astronomy Club
- Chess Club
- Disney-themed Club
- Gardening Club
- Homework Club
- LEGO Club
- Morning Magic Club
- Reading Book Club
- Select Band
- STEM Club
- Student Empowerment
- TREPS

M. EDUCATION

Motion by Mrs. Small, seconded by Mr. Natale, to accept the recommendation of the Superintendent to approve and adopt motions M.1 through M.6, 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>

*Mr. Terpstra Abstained from voting on Item M.3.

- M.1** Motion to **approve** student placement for the 2021-2022 school year, as indicated below plus related services as needed:

Student	School	Tuition	Effective
3201023388	Chancellor Academy	\$37,710.00	2/2/22-6/30/22

- M.2** Motion to affirm Superintendent's report on incidents of Harassment, Intimidation and Bullying findings reported for December 20, 2021 through January 24, 2022.

- M.3** Motion to approve request to conduct research at JTHS:

- Mary Johnston: Examining the Impact of Explicit and Reflective Discussion on, *Nature of Science - Appendix H* upon Students in a Secondary NGSS Classroom.

- M.4** Motion to approve the 2022-2023 Student School Year Calendar (*attached*).

- M.5** Motion to approve the following **day field trips**:

School/Group/Activity	Location
JTHS Community Based Instruction	Dover, NJ
JTHS Robotics	Bridgewater, NJ
JTHS Robotics	Flanders, NJ
JTHS Sports and Entertainment Journalism	Rutherford, NJ
Stanlick 4th Graders	Landing, NJ
JTMS Band and Chorus	Allentown, PA

- M.6** Motion to approve the following **overnight field trips**:

School/Group/Activity	Location
JTHS DECA State Competition	Atlantic City, NJ
JTHS FBLA State Leadership Conference	Atlantic City, NJ

N. POLICY

Motion by Mrs. Perez, seconded by Mr. Natale, to accept the recommendation of the Superintendent to approve motions N.1 and N.2, 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>

- N.1** Motion to affirm lifting the universal mask wearing as mandated in Governor Murphy's Executive Order 251. Mask wearing will be optional for all staff, students and visitors while in Jefferson Township School buildings effective March 7, 2022, unless otherwise directed by the Local Health Department or the New Jersey Department of Health.

- N.2** Motion to approve the **First Reading** of the following Bylaws, Policies and Regulations:

(copy available on district website for review)

File Code	Title	Action
2415.05 P	Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment	RV
2431.4 P&R	Prevention and Treatment of Sports-Related Concussions and Head Injuries	RV
2460.30 R	Additional/Compensatory Special Education and Related Services	N
2622 P&R	Student Assessment	RV
3233 P	Political Activities	RV
5460 P	High School Graduation	RV
5541 P	Anti-Hazing	N
7540 P	Joint Use of Facilities	RV
8465 P&R	Bias Crimes and Bias-Related Acts	RV

8600 R	Student Transportation	RV
8651 P	Community Use of Transportation	RV
9560 P	Administration of School Surveys	RV

O. **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 January 24, 2022 through February 22, 2022.

School	Incidents Reported	Confirmed Incidents	Unconfirmed Incidents	Inconclusive – Case Will Remain Active
Ellen T. Briggs	0	0	0	0
Arthur Stanlick	1	0	1	0
Cozy Lake	1	0	1	0
White Rock	0	0	0	0
Jefferson Twp. Middle School	1	1	0	0
Jefferson Twp. High School	2	2	0	0

Enrollment as of 1/31/22:

	January 2021	January 2022
Grades Pre-K-1	355	401
Grades 2-5	700	688
Total Elementary	1,055	1,089
Grades 6-8	630	563
Grades 9-12	950	929
GRAND TOTAL	2,635	2,581
Tuition students received	0	0
Out-of-district placement	28	28

**Reporting of enrollment numbers for SY2020 has been modified to accommodate the closing of Milton School for SY2021.*

P. **COMMUNICATIONS**

- None

Q. **PUBLIC COMMENTS**

- Several audience members thanked the Board for making face masks optional.
- An audience member advised the Board their son reported that he was told he should be vaccinated for Covid-19 by a staff member. They also inquired about test to stay and whether it is in violation of HIPAA laws.
- An audience member asked about masking on buses.
- An audience member interpreted a vaccine mandate as a bias crime, therefore these mandates are not morally correct. The audience member stated religious freedom allows them not to get vaccinated.
- An audience member inquired about covid cases being broken out between staff and students and stated their student asks every day when they can go to school without a mask.
- An audience member and high school student inquired about when the video production and chorus rooms would be available to students again.
- An audience member inquired about possible increased quarantine numbers once the mask mandate is lifted and wanted to know if quarantining would be optional as well.

Mrs. Howe addressed the test to stay procedures, masking on buses, and the rooms at the high school that currently are unavailable to students. She noted the protocol guidance is expected on Wednesday and advised she would check with counsel regarding breaking out the staff/student reporting on the dashboard.

R. OLD BUSINESS

- None

S. NEW BUSINESS

- None

T. CLOSED SESSION

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

Prior to adjourning the meeting, Mrs. Small inquired about the projected timeline for students returning to the video production room and chorus room. Mrs. Gould requested further information regarding masks on buses.

U. ADJOURN

Motion by Mrs. Small, seconded by Mrs. Gould, to adjourn the meeting at 8:21 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	Mileage @ \$0.35/mi.	Total Expense (not including parking/tolls/miscellaneous fees)
Breznack, Christina	3/11	Virtual	Book & Build Lessons: 100 Great Children's Books to use with Makerspace Activities	\$279.00	-	-	-	\$279.00
Breznack, Christina	5/3	Virtual	School Library Tips, Titles & Timesavers	\$279.00	-	-	-	\$279.00
Devine, Kari	-	Virtual	Legal One: Anti-Bullying Specialist (ABS) Online Certification Program	\$500.00	-	-	-	\$500.00
Perrulli, Tricia	3/23-3/25	Atlantic City, NJ	STS Conference/NJ Pupil Transportation	\$350.00	\$87.00	\$184.50	\$104.30	\$812.80
Sanchez, Vanessa	3/23-3/25	Atlantic City, NJ	STS Conference/NJ Pupil Transportation	\$350.00	\$87.00**	\$184.50	\$104.30	\$725.80

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

***Conference Membership is covering lodging costs for one night stay for conference members.*

Jefferson Township Public Schools

Student Calendar 2022-2023

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	30
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

5	Labor Day-Schools Closed
6	First Day of School
26	Rosh Hashanah-Schools Closed

OCTOBER

5	Yom Kippur-Schools Closed
10	Columbus Day-Schools Closed

NOVEMBER

10 & 11	NJEA Convention-Schools Closed
16-18	Elementary Students Only: Parent-Teacher Conferences Early Dismissal
23	Early Dismissal-All Students
24 & 25	Thanksgiving Recess-Schools Closed

DECEMBER

22	Early Dismissal-All Students
23-30	Holiday Recess-Schools Closed

JANUARY

2	New Year's Day Observed-Schools Closed
16	Martin Luther King Day-Schools Closed

FEBRUARY

20	Presidents' Day-Schools Closed
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APRIL

7	Good Friday
10-14	Spring Recess-Schools Closed

MAY

29	Memorial Day-Schools Closed
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JUNE

19-22	Early Dismissal-MS & HS Only
22	Middle School Promotion
23	High School Graduation
23	Last Day of School
23	Early Dismissal All Grades

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 10th-14th, beginning with the 14th, and June, beginning with the 26th. Any remaining emergency closing days unused by April 1st may result in a revised calendar.

BOE Approved:

Student Safety Data System

Report Period 1

Presented to BOE 2/22/22

School	Total	Violence	Vandalism	Substances	Weapons	HIB Confirmed	Other Incidents Leading to Removal	HIB Alleged
JTHS	20	4	0	14	0	2	8	9
Stanlick	7	5	0	0	0	2	0	1
Cozy Lake	0		0	0	0	0	0	0
Briggs	0	0	0	0	0	0	0	0
JTMS	2	0	0	0	0	2	0	5
White Rock	0	0	0	0	0	0	0	0
Total	29	9	0	14	0	6	8	15