

**JEFFERSON TOWNSHIP BOARD OF EDUCATION**

**Regular Meeting Agenda**

**Monday, March 14, 2022 6:30 PM (Closed Session) – 7:30 PM (Regular Session)**

**Jefferson Township High School Media Center**

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**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. \_\_\_\_\_, called the meeting to order at \_\_\_\_\_ 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:**

_____ Mrs. Gould	_____ Mrs. Perez	_____ Mr. Terpstra
_____ Mr. Millar	_____ Mrs. Small	_____ Mrs. Wildermuth, <i>Vice President</i>
_____ Mr. Natale	_____ Mr. Stewart	_____ Mrs. Poulas, <i>President</i>
	_____ Fiona Davidson, <i>Student Representative</i>	
	_____ Robert McKoy, <i>Student Representative</i>	

**D. CLOSED SESSION**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Board of Education adopt the following resolution:

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

**BE IT RESOLVED**, by the Jefferson Township Board of Education on this 14th day of March, 2022 at \_\_\_\_\_ 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 \_\_\_\_\_, seconded by \_\_\_\_\_, that the meeting is called to public session at \_\_\_\_\_ PM.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Mrs. Gould  
Mr. Millar  
Mr. Natale

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Mrs. Perez  
Mrs. Small  
Mr. Stewart

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

**E. RECOGNITION**

- JTHS Academy Acceptance Recognitions - Mrs. Stacey Poulas, Board President and Mrs. Jeanne Howe, Superintendent

**F. SUPERINTENDENT'S REPORT**

- Good News and Progress Report

**G. PRESENTATIONS**

- 2022-2023 Budget Synopsis - Mrs. Rita Oroho Giacchi, Business Administrator

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

Public participation shall be governed by the following rules (Per District Policy #0167):

1. The Public participation period shall be for **thirty minutes** or fewer;
2. A participant must be recognized by the presiding officer and must preface comments by an announcement of his or her name, place of residence, and group affiliation, if appropriate;
3. Each statement made by a participant shall be **limited to three minutes duration**;
4. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
5. Participants may not yield their time to another individual;
6. All statements shall be directed to the presiding officer;
7. The presiding officer may:
  - a) Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, abusive, obscene, or irrelevant;
  - b) Request any individual to leave the meeting when that person does not observed reasonable decorum;
  - c) Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
  - d) Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action; and
  - e) Waive these rules when necessary for the protection of privacy or the efficient administration of the Board's business.

*Please note that "Comments from the Audience" is not a time for dialogue – it is an opportunity for you to share a comment with the Board of Education. In addition, by law, administrators and Board of Education members are not permitted to publicly discuss personnel matters, student discipline, or other issues requiring confidentiality. While we may not respond to your comments, all input shared with the Board of Education is taken very seriously, and will be discussed at future deliberations by the Board of Education and its Committees.*

**I. STUDENT REPRESENTATIVES**

**J. COMMITTEE REPORTS**

**K. MINUTES OF MEETINGS**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the minutes of the **February 22, 2022 Regular Meeting** be approved as submitted:

February 22, 2022 Regular Meeting Minutes

February 22, 2022 Executive Session Minutes

\_\_\_\_\_ Mrs. Gould  
\_\_\_\_\_ Mr. Millar  
\_\_\_\_\_ Mr. Natale

\_\_\_\_\_ Mrs. Perez  
\_\_\_\_\_ Mrs. Small  
\_\_\_\_\_ Mr. Stewart

\_\_\_\_\_ Mr. Terpstra  
\_\_\_\_\_ Mrs. Wildermuth, *Vice President*  
\_\_\_\_\_ Mrs. Poulas, *President*

**L. FINANCE AND BUILDING NEEDS**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions L.1 through L.18, as described below:

\_\_\_\_\_ Mrs. Gould  
\_\_\_\_\_ Mr. Millar  
\_\_\_\_\_ Mr. Natale

\_\_\_\_\_ Mrs. Perez  
\_\_\_\_\_ Mrs. Small  
\_\_\_\_\_ Mr. Stewart

\_\_\_\_\_ Mr. Terpstra  
\_\_\_\_\_ Mrs. Wildermuth, *Vice President*  
\_\_\_\_\_ Mrs. Poulas, *President*

**L.1 Motion to approve the adoption of the Tentative Budget for School Year 2022-2023.**

BE IT RESOLVED that the tentative budget be approved for the 2022-2023 school year using the 2022-2023 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
2022-2023 Total Expenditures	\$58,945,045	\$2,419,962	\$2,470,531	\$63,835,538
Less: Anticipated Revenues	\$12,868,533	\$2,419,962	\$223,090	\$15,511,585
Taxes to be Raised	\$46,076,512	\$0	\$2,247,441	\$48,323,953

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 2022-2023 school year will be held at Jefferson Township High School Auditorium, 1010 Weldon Road, Oak Ridge, NJ 07438 on April 25, 2022 at 7:30pm.

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

Banked Cap Expiring in 2023-2024	\$0
Banked Cap Expiring in 2024-2025	\$0
Banked Cap Expiring in 2025-2026	\$0
2% Allowable Tax Levy Adjustment	\$903,461
Base 2021-2022	\$45,173,051
Total Available Tax Levy	\$46,076,512

And

WHEREAS, The Board has approved that there should be raised for the General Fund a tax levy of \$46,076,512,

NOW THEREFORE BE IT RESOLVED that the Jefferson Township 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.

- L.3** BE IT RESOLVED that the Board of Education includes in the 2022-2023 budget a capital reserve withdrawal in the amount of \$1,700,000 for:
- HVAC Replacement Project at Jefferson Township High School, Jefferson Township Middle School, and Arthur Stanlick Elementary School
- L.4** BE IT RESOLVED that the Board of Education includes in the 2022-2023 budget a payment of \$360,000 to the Township of Jefferson for a fuel tank replacement project at the municipal garage following the execution of a shared services agreement.
- L.5** RESOLVED, school district policy and N.J.A.C. 6A:23A-7.3(a) provides that the Jefferson Township 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 2022-2023 school year; and
- WHEREAS, maximum expenditure amount allotted for travel and expense reimbursement for the 2021-2022 school year was \$95,124; and
- WHEREAS, travel and expense reimbursement has reached a total amount of \$27,743 as of March 1, 2022,
- NOW THEREFORE BE IT RESOLVED, that the Jefferson Township Board of Education, in the County of Morris, New Jersey hereby establishes the school district travel maximum for the 2022-2023 at the sum of \$97,839, 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.
- L.6** 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	\$26,500
11-000-216-320	Purchased Student Related Support Services	\$30,850
11-000-217-320	Purchased Professional Extraordinary Services	\$109,241
11-000-218-320-390	Student Guidance Services - Medical Screenings	\$20,612
11-000-219-320	Purchased Prof-Ed Services – Educational/Medical Services Provided to Students	\$21,793
11-000-219-390	Other Purchased Prof & Tech Services - Student Evaluations	\$30,000
11-000-223-320	Purchased Professional Development Services - Speakers	\$0
11-000-230-331	Legal Services	\$145,000
11-000-230-332	Auditor Fees	\$41,000
11-000-230-334	Architect/Engineer Services	\$50,000
11-000-230-339	Other Professional Services	\$7,300
11-150-100-320	Hospital Based Homebound Instruction	\$30,000
	Total	\$512,296

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 Township 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 2022-2023 school year.

- L.7** Motion to approve the **purchase order** list dated February 2022 in the amount of **\$323,397.70** (including Referendum related purchase orders totalling \$0.00).

- L.8** Motion to approve the **check register** as of February 2022 in the amount of **\$4,905,262.42**.

Fund	Amount
General Fund (10)	\$4,690,161.72
Special Revenue Funds (20)	\$215,100.70
<b>Total</b>	<b><u>\$4,905,262.42</u></b>

- L.9** Motion to approve the **vendors' bills** list for release on or after March 15, 2022, in the amount of **\$720,086.27**.

- L.10** Motion to approve the funds **transfers** in the 2021-2022 Fiscal Year, dated February 2022 in the amount of **\$468,506.78**.

- L.11** 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, 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.12** Motion to certify, in accordance with N.J.A.C. 6A:23-2.11(c), that as of January 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.13** Motion to enter into cooperative pricing system agreement with Somerset County Cooperative Pricing System #2SOCCP. *(Copy available for review)*

- L.14** BE IT RESOLVED that the Board of Education authorize a change in use of the 2021-2022 Capital Reserve withdrawal in the amount of \$350,000 for:

- Unit Ventilator Repair Project at the Jefferson Township High School

- L.15** Motion to reject Request for Proposal (RFP) for High School Bank Branch, as request is deemed unresponsive and no proposals were submitted.

- L.16** Motion to approve contract with Planet Network to provide internet services to the district at an annual cost of \$194,292, effective July 1, 2022 through June 30, 2027.

- L.17** Motion to approve award for Food Service Program Equipment Bid # 2022-004, as described below  
(*Bid breakdown sheet attached - Appendix B*):

Vendor	Total # of Items Awarded	Total Amount Awarded
MAP Restaurant Supply	18	\$121,509.81

- L.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 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 \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motion M.1, as described below:

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

- 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

<b>B. INSTRUCTIONAL</b>								
<b>Name</b>	<b>Nature of Action</b>	<b>Position/Control Number</b>	<b>Deg/Step</b>	<b>Salary</b>	<b>Loc.</b>	<b>Date Effective</b>	<b>Date Termin.</b>	<b>Discussion</b>
Emily Haid 11-216-100-101-005	Appoint	PSD Teacher 10-50-50/aid	BA Step 1	\$55,015	Cozy Lake	5/16/22	6/30/22	New position, not budgeted. Pending release from current district.
Shanna Peters 11-204-100-106-888	Appoint	Job Coach 10-80-80/ccr		\$43.72/hr.	JTHS	4/1/22	6/30/22	Replacing Janet Tanis. Not to exceed 3.5 hrs./day; w/out benefits.
Shannon St. Clair 11-000-219-104-006	Appoint	LDT-C 10-60-60/bia	MA+30 Step 17	\$85,231	White Rock	5/16/22	6/30/22	Replacing S. Rodgers. Pending release from current district.
Cassandra Arias	Salary Adjustment	School Social Worker 10-30-30/abb	MA Step 2	\$57,715	Briggs	2/22/22	6/30/22	
Kristin Oven	Assignment Change	Special Education Teacher 10-50-50/agi			Cozy Lake	3/14/22	6/30/22	
Patricia Silverstein	Retirement	Family & Consumer Science Teacher 10-70-70/aqh			JTMS	6/30/22	7/1/22	Retiring after 22 years of service in district
Janet Tanis	Resignation	Job Coach 10-80-80/ccr			JTHS	3/31/22	4/1/22	

\*Requires mentoring

<b>C. NON-INSTRUCTIONAL</b>								
<b>Name</b>	<b>Nature of Action</b>	<b>Position/Control Number</b>	<b>Deg/Step</b>	<b>Salary</b>	<b>Loc.</b>	<b>Date Effective</b>	<b>Date Termin.</b>	<b>Discussion</b>
Wesly Barthelus 11-000-270-160-000	Appoint	Bus Driver 10-90-90/azy	Step 1	\$24.68/hr.	Transportation	4/25/22	6/30/22	Replacing D. O'Donnell. 5 hrs./day; w/ benefits.
Frank Bley 11-000-226-110-000	Appoint	Hall Monitor/Security 09-80-80/bgh	Step 1	\$23.31/hr.	JTHS	3/17/22	6/30/22	Replacing D. Sorber. Not to exceed 3.95 hrs./day; w/out benefits.
Janet Bolka 11-000-217-106-005	Appoint	Special Education Aide 09-50-50/bbd	Step 5	\$24.41/hr.	Cozy Lake	3/7/22	6/30/22	New position, budgeted. Not to exceed 28 hrs./week, w/out benefits.
Brenda Boyd 11-190-100-106-005	Appoint	Kindergarten Aide 09-50-50/bbg	Step 1	\$22.96/hr.	Cozy Lake	3/7/22	6/30/22	Replacing J. Bolka. Not to exceed 17.5 hrs./week, w/out benefits.
Dominica Guadoso 11-000-270-160-000	Appoint	Bus Driver 10-90-90/bfi	Step 1	\$24.68/hr.	Transportation	4/13/22	6/30/22	Replacing M. Niro. 5 hrs./day; w/ benefits.
Bryann Bley 11-215-100-106-003	Transfer	Special Education Aide 09-30-30/bmc			Briggs	3/23/22	6/30/22	Not to exceed 17.5 hrs./week.
Teresa Esposito 11-000-270-160-000	Adjusted Schedule	Bus Driver 10-90-90/bfr			Transportation	3/1/22	6/30/22	Not to exceed 7.25 hrs./day.
Barbara Ahearn	Resignation	Special Education Aide 09-10-10/bcy			Stanlick	3/10/22	3/11/22	
David Sorber	Resignation	Hall Monitor/Security 09-80-80/bgh			JTHS	3/11/22	3/12/22	
#1461	Adjusted Medical Leave	10-90-90/bez			Transportation	1/10/22	4/1/22	Utilizing 56 personal illness days.
#2129	Medical Leave	10-90-90/bff			Transportation	2/28/22	4/30/22	Utilizing 39 personal illness days.
#2264	Medical Leave	10-90-90/bfi			Transportation	2/28/22	4/15/22	Utilizing 34 personal illness days.
#2488	Adjusted Medical Leave	10-90-90/aab			Transportation	2/7/22	6/25/22	Utilizing 63 personal illness days and 28 unpaid days.
#3214	Adjusted Medical Leave	12-70-72/afc			JTMS	2/11/22	2/26/22	Utilizing 11 personal illness days.

<b>D. SUBSTITUTES/OTHER</b>								
<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Salary</b>	<b>Loc.</b>	<b>Date Effective</b>	<b>Date Termin.</b>	<b>Discussion</b>	
Catherine Blake Sekel	Appoint	Substitute Teacher	\$110/diem	District	3/8/22	6/30/22		
Victoria Demario	Appoint	Substitute Teacher	\$110/diem	District	3/21/22	6/30/22		
Jillian Schneider	Appoint	Substitute Teacher	\$110/diem	District	3/15/22	6/30/22		
Lisa Young	Appoint	Substitute Teacher	\$110/diem	District	3/1/22	6/30/22		
Kelly Lund	Appoint	Substitute Aide	\$15/hr.	District	3/21/22	6/30/22		
Jillian Schneider	Appoint	Substitute Aide	\$15/hr.	District	3/15/22	6/30/22		
Wesly Barthelus	Appoint	Substitute Bus Driver	\$24.68/hr.	District	3/15/22	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.
Logan Kandel*	Appoint	Assistant Volleyball/Boys	N/A	N/A	N/A	Volunteer	JTHS	3/15/22	6/30/22
Henry Scully*	Appoint	Assistant Golf	N/A	N/A	N/A	Volunteer	JTHS	3/15/22	6/30/22
Michael Smith*	Appoint	Assistant Lacrosse/Boys	N/A	N/A	N/A	Volunteer	JTHS	3/15/22	6/30/22

\*Out of District

**F. EXTRA DUTY PAY 20-490-100-101-001**

Name	Nature of Action	Position	Level	Salary	Location	Date Effective	Date Termin.	Discussion
Rachel Decker	Appoint	STEM Co-Advisor	2	\$694.50	Stanlick	3/1/22	6/30/22	
Rebecca Keyser	Appoint	Book Club Advisor	2	\$1389	Stanlick	3/1/22	6/30/22	
Paula Langner	Appoint	STEM Co-Advisor	2	\$694.50	Stanlick	3/1/22	6/30/22	

**G. EXTRA DUTY PAY 20-490-100-101-003**

Name	Nature of Action	Position	Level	Salary	Location	Date Effective	Date Termin.	Discussion
Megan Curry	Appoint	Garden Club Co-Advisor	2	\$694.50	Briggs	3/1/22	6/30/22	
Jessica Dietz	Appoint	Disney Theme Club Co-Advisor	2	\$694.50	Briggs	3/1/22	6/30/22	
Nicolette Guerra	Appoint	Disney Theme Club Co-Advisor	2	\$694.50	Briggs	3/1/22	6/30/22	
Jennifer Hirsch	Appoint	Garden Club Co-Advisor	2	\$694.50	Briggs	3/1/22	6/30/22	
JoAnna Longo	Appoint	Lego Club	2	\$1389	Briggs	3/1/22	6/30/22	

**H. EXTRA DUTY PAY 20-490-100-101-005**

Name	Nature of Action	Position	Level	Salary	Location	Date Effective	Date Termin.	Discussion
Jamie Baker	Appoint	Afternoon Adventure	2	\$1389	Cozy Lake	3/1/22	6/30/22	
Christine Cinnamon	Appoint	Morning Magic	2	\$1389	Cozy Lake	3/1/22	6/30/22	

**I. EXTRA DUTY PAY 20-490-100-101-006**

Name	Nature of Action	Position	Level	Salary	Location	Date Effective	Date Termin.	Discussion
Theresa Eskow	Appoint	Student Empowerment Club Advisor	2	\$1389	White Rock	3/1/22	6/30/22	
Barbara Platz	Appoint	TREPS Advisor	2	\$1389	White Rock	3/1/22	6/30/22	
Lauren Sylvester	Appoint	STEM Club Advisor	2	\$1389	White Rock	3/1/22	6/30/22	

**N. EDUCATION**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions N.1 through N.3, as described below:

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

**N.1** Motion to affirm Superintendent's report on incidents of Harassment, Intimidation and Bullying findings reported for January 24, 2022 through February 22, 2022.

**N.2** Motion to approve the following **day field trips**:

School/Group/Activity	Location
JTHS CBI (Community Based Instruction)	Milton, NJ
JTHS Habitat for Humanity	Randolph, NJ
JTHS Band/Choir Assembly	White Rock and Stanlick Schools
JTHS CBI (Community Based Instruction)	Denville, NJ
Cozy Lake Kindergarten	West Orange, NJ
JTHS CBI (Community Based Instruction)	Randolph, NJ
ET Briggs First Grade	Morristown, NJ
ET Briggs Kindergarten	West Orange, NJ
White Rock Fourth Grade	Fort Hancock (Sandy Hook), NJ
JTHS Student Council	Jackson, NJ
JTHS Student Body	Somerset, NJ
JTHS Student Body	Toms River, NJ



**N.3 Motion to approve the following overnight field trips:**

School/Group/Activity	Location
JTMS Gateways, Grade 7	Dingmans Ferry, PA
JTMS Gateways, Grade 8	Dingmans Ferry, PA

**O. POLICY**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve motions O.1 and O.2, as described below:

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

**O.1 Motion to abolish the following Policies: (copy available on district website for review)**

File Code	Title	Action
1648P	Restart and Recovery Plan	Abolish
1648.02P	Remote Learning Options for Families	Abolish
1648.03P	Restart and Recovery Plan - Full-Time Remote Instruction	Abolish

**O.2 Motion to approve the Second 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	Revised
2431.4 P&R	Prevention and Treatment of Sports-Related Concussions and Head Injuries	Revised
2460.30 R	Additional/Compensatory Special Education and Related Services	New
2622 P&R	Student Assessment	Revised
3233 P	Political Activities	Revised
5460 P	High School Graduation	Revised
5541 P	Anti-Hazing	New
7540 P	Joint Use of Facilities	Revised
8465 P&R	Bias Crimes and Bias-Related Acts	Revised
8600 R	Student Transportation	Revised
8651 P	Community Use of Transportation	Revised
9560 P	Administration of School Surveys	Revised

**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 22, 2022 through March 14, 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	4	2	0	2
Jefferson Twp. High School	3	1	2	0

**Enrollment as of 2/28/22:**

	February 2021	February 2022
Grades Pre-K-1	356	405
Grades 2-5	702	691
Total Elementary	1,058	1,096
Grades 6-8	632	563
Grades 9-12	948	925
<b>GRAND TOTAL</b>	<b>2,638</b>	<b>2,584</b>
Tuition students received	0	0
Out-of-district placement	28	28

*\*Reporting of enrollment numbers for 2020-2021 SY has been modified to accommodate the closing of Milton School for 2021-2022 SY.*

**Recognition of emergency school bus evacuation drills of March 8 & 9, 2022.**

E.T. Briggs/Stamlick Schools March 9, 2022		Cozy Lake/ White Rock Schools March 9, 2022		High School/ Middle School March 8, 2022	
Route #	Observed By	Route #	Observed By	Route #	Observed By
H2	Sell	M1	Plotts/Williams	HM01	Tobia/Widgren
H3	Millar/Leucht	M2	Reid	HM02	Tobia/Widgren
H5	Sell	M3	Reid	HM04	Tobia/Widgren
H6	Millar/Leucht	M4	Plotts/Williams	HM06	Tobia/Widgren
H7	Millar/Leucht	M9	Reid	HM07	Tobia/Widgren
H8	Sell	M10	Plotts/Williams	HM11	Tobia/Widgren
H9	Millar/Leucht	M11	Plotts/Williams	HM12	Tobia/Widgren
H11	Sell	M12	Plotts/Williams	HM13	Tobia/Widgren
H12	Millar/Leucht	M13	Plotts/Williams	HM14	Tobia/Widgren
H15	Millar/Leucht	M15	Reid	HM16	Lonie
CH-14B	Millar/Leucht	M16	Reid	HM18	Lonie
V1AM	Millar/Leucht	V2AM	Plotts/Williams	HM19	Lonie
V1MD	Millar/Leucht	V3MD	Plotts/Williams	HM20	Lonie
V2MD	Millar/Leucht	V3AM	Reid	HM23	Lonie
V4AM	Millar/Leucht			HM24	Lonie
V4MD	Millar/Leucht			HM25	Lonie
				HM27	Lonie
				HM29	Lonie
				HM30	Lonie
				HM31	Lonie
				HM32	Lonie
				HM33	Lonie
				HM34	Tobia/Widgren
				HM35	Tobia/Widgren
				HM36	Lonie
				HM37	Lonie
				HM38	Tobia/Widgren
				HMV1	Tobia/Widgren

**Q. COMMUNICATIONS****R. PUBLIC COMMENTS**

Please refer to Section G “Public participation shall be governed by the following rules (Per District Policy #0167)”

**S. OLD BUSINESS****T. NEW BUSINESS**

**U. CLOSED SESSION**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Board of Education adopt the following resolution:

BE IT RESOLVED, by the Jefferson Township Board of Education on this 14<sup>th</sup> day of March 2022, at \_\_\_\_\_ PM, as follows:

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

The meeting was called to public session at \_\_\_\_\_ PM.

**V. ADJOURN**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adjourn the meeting at \_\_\_\_\_ PM.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Mrs. Gould  
Mr. Millar  
Mr. Natale

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Mrs. Perez  
Mrs. Small  
Mr. Stewart

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Mr. Terpstra  
Mrs. Wildermuth, *Vice President*  
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)
Arnold, Kira	3/21	Virtual	CPI Classroom Culture Training	\$2,999.00	-	-	-	\$2,999.00
Eskow, Theresa	3/21	Virtual	CPI Classroom Culture Training	\$2,999.00	-	-	-	\$2,999.00
Lane, Karen	3/21	Virtual	CPI Classroom Culture Training	\$2,999.00	-	-	-	\$2,999.00
Marquard, Jared	3/21-3/23	Atlantic City, NJ	NJ School Building and Grounds Association Expo	\$450.00	\$129.00	-	226	\$866.00
Migliacci, Louis	3/21	Virtual	CPI Classroom Culture Training	\$2,999.00	-	-	-	\$2,999.00
Piazza, Megan	3/21	Virtual	CPI Classroom Culture Training	\$2,999.00	-	-	-	\$2,999.00
Pietrowski, Kathryn	4/1	Somerset, NJ	17th Annual NJABA Conference	\$150.00	-	-	\$38.01	\$188.01
Vesia, Lyndsay	3/21	Virtual	CPI Classroom Culture Training	\$2,999.00	-	-	-	\$2,999.00
West, Elizabeth	3/21	Virtual	CPI Classroom Culture Training	\$2,999.00	-	-	-	\$2,999.00
Williams, Dana	3/21	Virtual	CPI Classroom Culture Training	\$2,999.00	-	-	-	\$2,999.00

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

## Appendix B

JEFFERSON TOWNSHIP BOARD OF EDUCATION  
BID TABULATION SHEET

Bid Title: Food Service Equipment Bid

Bid No: 2022-004

Bid Date: March 3, 2022

Qty	Item Description	MAP International	
		Unit Cost	Total Cost
2	Open Display Merchandiser - HS	\$ 11,675.00	\$ 23,350.00
2	Display Case, Hot Food, Countertop - HS	\$ 2,835.80	\$ 5,671.60
1	Reach-In Freezer - HS	\$ 4,225.00	\$ 4,225.00
1	Hot Food Serving Counter/Table - HS 74x32x36	\$ 13,393.40	\$ 13,393.40
1	Server County/Utility 58x32x36 - HS	\$ 5,047.04	\$ 5,047.04
1	Cash Register Stand - HS	\$ 3,639.29	\$ 3,639.29
1	Serving Counter/Utility 78x32x36 - HS	\$ 5,845.40	\$ 5,845.40
1	Serving Counter/Utility 72x32x36 - HS	\$ 6,042.49	\$ 6,042.49
1	Serving Counter/Utility 48x32x36 - HS	\$ 4,975.59	\$ 4,975.59
3	Convection Oven - 2HS, 1 MS	\$ 9,995.00	\$ 29,985.00
1	Pass Thru Refrigerator	\$ 10,950.00	\$ 10,950.00
3	Milk Cooler - CL, ST, WR	\$ 2,795.00	\$ 8,385.00
1	Walk-In Freezer - MS	\$ 50,430.00	\$ 50,430.00
TOTAL			\$ 171,939.81

Not Awarded

AMOUNT AWARDED	\$ 121,509.81
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