

**JEFFERSON TOWNSHIP BOARD OF EDUCATION**  
**Regular Meeting Agenda**  
**Monday, July 15, 2024 6:30 PM (Closed Session) – 7:30 PM (Regular Session)**  
**Jefferson Township High School Auditorium**

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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, NJ HERALD* and posted on the  
Jefferson Township Board of Education website ([www.Jefftp.org](http://www.Jefftp.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:**

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

D. **CLOSED SESSION**

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

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

BE IT RESOLVED, by the Jefferson Township Board of Education on this 15th day of July, 2024 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.

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

**E. PRESENTATIONS and RECOGNITIONS**

- Spring NJGPA Results – Dr. Roger A. Jinks, Jr., Assistant Superintendent
- SSDS Period Two Reporting School Year 2023-2024 – Mrs. Jeanne Howe, Superintendent

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

Public participation shall be governed by the following rules (per Bylaw 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.*

**G. COMMITTEE REPORTS**

**H. MINUTES OF MEETINGS**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Executive Session minutes of the June 17, 2024 meeting be approved as submitted:

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

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Regular Meeting minutes of the June 17, 2024 meeting be approved as submitted:

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

**I. FINANCE AND BUILDING NEEDS**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions I.1 through I.11, as described below:

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

**I.1** Motion to approve the purchase order list dated June 2024 in the amount of \$184,900.72.

**I.2** Motion to approve the vendors' bills list for release, on or after July 16, 2024, in the amount of \$1,513,586.39.

**I.3** Motion to approve the check register as of June 2024 in the amount of \$6,234,552.17.

Fund	Amount
General Fund (10)	\$5,599,817.08
Special Revenue Funds (20)	\$614,560.62
Referendum Fund (30)	\$20,174.47
Total	\$6,234,552.17

**I.4** Motion to approve the funds transfers in the 2023-2024 Fiscal Year, dated June 30, 2024, in the amount of \$536,441.86.

**I.5** Motion to approve the certification by the Board Secretary that the Account Balance Report, pursuant to N.J.S.A. 18A:17-9, as of June 30, 2024, 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).

**I.6** Motion to certify, in accordance with N.J.A.C. 6A:23-2.11(c), as of May 31, 2024, 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 sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

**I.7** Motion to approve the application and accept the Elementary and Secondary Education Act (ESEA) Funds for school year 2024-2025, in the total amount of \$174,190, allocated as follows:

Title I – Part A	\$ 108,551
Title II – Part A	\$ 37,105
Title III	\$ 10,488
Title III – Immigrant	\$ 1,788
Title IV – Part A	\$ 16,258

- I.8** Motion to approve the Application for the Individual with Disabilities Education Act (IDEA) Funds for school year 2024-2025, in the total amount of \$720,707, allocated as follows:

Basic	\$ 688,009
Preschool	\$ 32,698

- I.9** Motion to approve resolution authorizing the Jefferson Township Board of Education to renew membership in the School Alliance Insurance Fund (SAIF), below:

*WHEREAS*, the Jefferson Township Board of Education, hereafter referred to as “Educational Facility” is a member of the School Alliance Insurance Fund, hereinafter referred to as “Fund”; and

*WHEREAS*, said renewal membership terminated as of July 1, 2024 at 12:01 am standard time, unless earlier renewed by agreement between the Educational Facility and the Fund; and

*WHEREAS*, the Educational Facility is afforded the following types of coverages:

- Package - Property, Boiler & Machinery, General and Auto Liability, Environmental Impairment Liability (Includes 5M Excess General and Auto Liability)
- Excess Liability (AL/GL)
- School Leaders Professional Liability

*WHEREAS*, the Educational Facility desires to renew said membership;

*NOW THEREFORE BE IT RESOLVED*, The Educational Facility agrees to renew its membership in the Fund for a period of three years beginning July 1, 2024 and ending July 1, 2027 at 12:01 a.m. eastern standard time, and to be subject to the coverages, operating procedures, bylaws, and other organizational and operational documents of the Fund presently existing or as from time to time amended by the Fund and/or the Department of Banking and Insurance.

*BE IT FURTHER RESOLVED*, The Educational Facility’s Business Official, Rita Oroho Giacchi, is hereby appointed as the Educational Facility’s Fund Commissioner and is authorized to execute the renewal Indemnity and Trust Agreement thereby evidencing annexed hereto and made a part thereof and to deliver same to the Fund the Educational Facility’s renewal of its membership.

- I.10** Motion to approve an agreement with Language Learning Network to provide American Sign Language instructional services for the 2024-2025 school year at a total cost of \$115,000, pending finalization of contract terms.
- I.11** 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;

*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;

*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*, 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*, the expense is justified and therefore reimbursable. (*Appendix A*)

## **J. PERSONNEL**

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

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

**J.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.)

<b>A. ADMINISTRATIVE</b>						
<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Base Salary</b>	<b>Stipend</b>	<b>Date Effective</b>	<b>Date Termin.</b>
Brennan, Jessica	Assignment Change	K-12 Supervisor of Language Arts, Media Services	\$103,000		7/16/24	6/30/25
		Supervisor of Technology Education		\$4,000	7/16/24	6/30/25
		Multimedia, Broadcasting, and Journalism Academy		\$2,000	7/16/24	6/30/25
Dunbar, Maria	Assignment Change	K-12 Supervisor of Technology, Business & Finance	\$110,704		7/16/24	6/30/25
		K-5 Supervisor of Mathematics		\$12,500	7/16/24	6/30/25
		K-12 Supervisor of Fine Arts		\$4,000	7/16/24	6/30/25
Mastriani, Jennifer, Ph.D.	Assignment Change	Curriculum Supervisor			7/16/24	8/9/24
	Resignation	Curriculum Supervisor			8/12/24	
Hiben, Christopher	Assignment Change	K-12 Supervisor of Science	\$128,748		7/16/24	6/30/25
		6-12 Supervisor of Math		\$12,500	7/16/24	6/30/25
		STEM Academy		\$2,000	7/16/24	6/30/25
Reinstein, Jodi	Assignment Change	Environmental Academy		\$2,000	7/16/24	6/30/25
		K-12 Supervisor of Special Education	\$115,573		7/16/24	6/30/25
Sica, Derek	Assignment Change	K-12 Supervisor of G&T, Family & Consumer Science		\$3,000	7/16/24	6/30/25
		K-12 Supervisor of Social Studies	\$136,164		7/16/24	6/30/25
		K-12 Supervisor of World Language/ESL		\$12,000	7/16/24	6/30/25
		K-12 Supervisor of Music		\$4,000	7/16/24	6/30/25

<b>B. PERSONNEL</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>
Abreu, Cristiane	Resignation	Transportation Aide			Transportation	7/5/24		
Capizzi, Krystyna* 11-204-100-101-007	Appoint	Teacher - Special Education TCH-MS-SPED-MS-08	BA/1	\$58,090	JTMS	9/1/24	6/30/25	Replacing C. Kreisinger

<b>B. PERSONNEL</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>
Cooper, Grace* 11-209-100-101-008	Appoint	Teacher - Special Education TCH-HS-SPED-HS-03	BA/2	\$58,590	JTHS	9/1/24	6/30/25	Replacing A. Pearce
Cosgrove, Alison* 11-214-100-101-006	Appoint	Teacher - Special Education TCH-WR-SPED-ES-02	BA/1	\$58,090	White Rock	9/1/24	6/30/25	Replacing R. Rogan
Ferenczi, Randi	Resignation	Special Education Aide			District	6/21/24		
Hennelly, Joanna	Resignation	Teacher - Kindergarten			Briggs	9/9/24		
Janos, Robert 11-104-100-101-008	Appoint	Teacher - Social Studies	BA/5	\$60,090	JTHS	9/1/24	6/30/25	Replacing J. Smith
Knape Grazyna	Resignation	Secretary III – Guidance (0.49)			JTHS	8/15/24		
Lynch-Smith, Marissa	Resignation	Teacher - Elementary			Stanlick	8/25/24		
Morgan, Lucas 11-000-262-100-290	Appoint	Custodian (LTS)	1	\$25.90/hr.	JTMS	8/1/24	10/23/24	Pending fingerprints and physical, covering #2470
Robinson, Charles	Retirement	Hall Monitor			JTHS	8/1/24		Retiring after 20 years in district
Sarmiento, Ashley* 11-213-100-101-007	Appoint	Teacher-Special Education TCH-MS-SPED-MS-03	MA/5	\$62,290	JTMS	9/1/24	6/30/25	New position, budgeted
Shirhall, Dara 11-213-100-101-001	Appoint	Teacher - Special Education TCH-ST-SPED-ES-04	MA+15/15	\$76,999	Stanlick	9/1/24	6/30/25	Replacing K. Cuddy
Snyder, Michaela* 11-209-100-101-003	Appoint	Teacher - Special Education TCH-BR-SPED-KG-01	BA/1	\$58,090	Briggs	9/1/24	6/30/25	New position, budgeted
Uhlick, Rachael	Resignation	School Counselor			JTHS	8/20/24		

\*Requires mentoring

<b>C. SUBSTITUTES/OTHER</b>						
<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Location</b>	<b>Date Effective</b>	<b>Date Termin.</b>	<b>Discussion</b>
Stevens, Jake	Appoint	Substitute Custodian	District	8/1/24	6/30/25	Pending physical, fingerprinting

<b>D. EXTRA DUTY PAY</b>							
<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Level</b>	<b>Salary</b>	<b>Location</b>	<b>Date Effective</b>	<b>Date Termin.</b>
Boyle, Jonathan	Appoint	PDP Steering Committee (2 of 2)	3	\$2,662	JTHS	9/1/24	6/30/25
Canales, Kaia	Appoint	Art Club	2	\$1,479	JTHS	9/1/24	6/30/25
Clarizio, Maria	Appoint	Detention Monitor	4	\$4,289	JTHS	9/1/24	6/30/25
Crowe, Kelsey	Appoint	World Language Honor Society (2 of 3) French	1	\$739	JTHS	9/1/24	6/30/25
Daken-Stefanski, Alice	Appoint	Gay-Straight Alliance (GSA)	1	\$739	JTHS	9/1/24	6/30/25
DeVries, David	Appoint	Video Game Club	1	\$739	JTHS	9/1/24	6/30/25
Fandino-Diaz, Nanette	Appoint	World Language Honor Society (1 of 3) Spanish	1	\$739	JTHS	9/1/24	6/30/25
DiDonato, Mark	Appoint	Table Top Game Club	1	\$739	JTHS	9/1/24	6/30/25
Flynn, Chad	Appoint	Madrigal	3	\$2,662	JTHS	9/1/24	6/30/25
Flynn, Chad	Appoint	Spring Musical: Vocal Director	3	\$1,479	JTHS	9/1/24	6/30/25
Flynn, Chad	Appoint	Select Choir	2	\$1,479	JTHS	9/1/24	6/30/25
Flynn, Chad	Appoint	Spring Musical: Scenery, Lighting, and Sound	2	\$2,662	JTHS	9/1/24	6/30/25
Flynn, Chad	Appoint	Vocal Ensemble	2	\$739	JTHS	9/1/24	6/30/25
Flynn, Chad	Appoint	Tri-M Music Honor Society	1	\$1,479	JTHS	9/1/24	6/30/25
Gray-Revoredo, Meg	Appoint	Spring Musical: Choreographer	2	\$1,479	JTHS	9/1/24	6/30/25
Gugger, Daniel	Appoint	Jazz Band	2	\$1,479	JTHS	9/1/24	6/30/25
Gugger, Daniel	Appoint	Spring Musical: Instrumental	2	\$1,479	JTHS	9/1/24	6/30/25
Gugger, Daniel	Appoint	Wind Ensemble	2	\$1,479	JTHS	9/1/24	6/30/25
Guziewicz, Joseph	Appoint	Science National Honor Society	1	\$739	JTHS	9/1/24	6/30/25
Guziewicz, Joseph	Appoint	Tutoring Supervisors (Science)	1	\$739	JTHS	9/1/24	6/30/25
Hough, Brian	Appoint	Academic Bowl	2	\$1,605	JTHS	9/1/24	6/30/25
Hough, Brian	Appoint	Rho Kappa Social Studies Honor Society	1	\$739	JTHS	9/1/24	6/30/25
Hudson, Ryan*	Appoint	Marching Band: Asst. Director	5	\$4,665	JTHS	9/1/24	6/30/25
Iliff, Kaitlyn	Appoint	FBLA (0.5 stipend)	3	\$1,331	JTHS	9/1/24	6/30/25
Ives, Cassandra	Appoint	Fall Drama: Director	3	\$1,331	JTHS	9/1/24	6/30/25
Ives, Cassandra	Appoint	Fall Drama: Scenery, Lighting, & Sound	3	\$2,662	JTHS	9/1/24	6/30/25
Ives, Cassandra	Appoint	Fall Drama: Costumes, Props and Publications	1	\$739	JTHS	9/1/24	6/30/25

<b>D. EXTRA DUTY PAY</b>							
Kazanfer, Aladdin	Appoint	Video Production	2	\$1,479	JTHS	9/1/24	6/30/25
Kirshenbaum, Jane	Appoint	Class Advisor: Seniors (2025) (0.5 stipend)	4	\$2,145	JTHS	9/1/24	6/30/25
Kirshenbaum, Jane	Appoint	FBLA (0.5 stipend)	3	\$1,331	JTHS	9/1/24	6/30/25
Kula, Kathryn	Appoint	Student Council	5	\$739.50	JTHS	9/1/24	6/30/25
Kula, Kathryn	Appoint	Class Advisor: Freshman (2028) (0.5 stipend)	2	\$1,479	JTHS	9/1/24	6/30/25
Kula, Kathryn	Appoint	National Honor Society	2	\$5,697	JTHS	9/1/24	6/30/25
Mannerberg, Aleyna	Appoint	Class Advisor: Seniors (2025) (0.5 stipend)	4	\$2,145	JTHS	9/1/24	6/30/25
Maxwell, Colleen	Appoint	National English Honor Society	1	\$739	JTHS	9/1/24	6/30/25
Maxwell, Colleen	Appoint	Tutoring Supervisors (ELA)	1	\$739	JTHS	9/1/24	6/30/25
Montgomery, Sarah	Appoint	PDP Steering Committee (1 of 2)	3	\$2,662	JTHS	9/1/24	6/30/25
Moore, Sherry	Appoint	Robotics	3	\$739.50	JTHS	9/1/24	6/30/25
Moore, Sherry	Appoint	Class Advisor: Freshman (2028) (0.5 stipend)	2	\$2,662	JTHS	9/1/24	6/30/25
Moore, Sherry	Appoint	Unified Track (0.5 stipend)	2	\$739.50	JTHS	9/1/24	6/30/25
Moya, Marguerite	Appoint	Tutoring Supervisors (Social Studies)	1	\$739	JTHS	9/1/24	6/30/25
Murder, Julien*	Appoint	Marching Band: Director	5	\$6,985	JTHS	9/1/24	6/30/25
Murder, Julien*	Appoint	Marching Band: Drill Designer	3	\$2,662	JTHS	9/1/24	6/30/25
Murder, Julien*	Appoint	Marching Band: Music Arranger	3	\$2,662	JTHS	9/1/24	6/30/25
Musibay, Amy	Appoint	Class Advisor: Sophomore (2027) (0.5 stipend)	2	\$739.50	JTHS	9/1/24	6/30/25
Musibay, Amy	Appoint	Yearbook Assistant	1	\$739	JTHS	9/1/24	6/30/25
Nicholas, Jason	Appoint	Drone Racing Club	1	\$739	JTHS	9/1/24	6/30/25
PENDING	Appoint	Class Advisor: Juniors (2026) (0.5 stipend)	3	\$1,331	JTHS	9/1/24	6/30/25
Scrimo, Kristyn*	Appoint	Marching Band: Percussion Inst./Arr.	4	\$4,289	JTHS	9/1/24	6/30/25
Seifried, Joyce	Appoint	Robotics	3	\$2,662	JTHS	9/1/24	6/30/25
Seifried, Joyce	Appoint	Unified Track (0.5 stipend)	2	\$739.50	JTHS	9/1/24	6/30/25
Serzan, Kimberly	Appoint	Yearbook	5	\$739.50	JTHS	9/1/24	6/30/25
Serzan, Kimberly	Appoint	Class Advisor: Sophomore (2027)	2	\$739	JTHS	9/1/24	6/30/25
Serzan, Kimberly	Appoint	Mu Alpha Theta Math Honor Society	1	\$739	JTHS	9/1/24	6/30/25
Serzan, Kimberly	Appoint	Tutoring Supervisors (Math)	1	\$5,697	JTHS	9/1/24	6/30/25
Sharpe, Colleen*	Appoint	Marching Band: Band Front Chor.	3	\$2,662	JTHS	9/1/24	6/30/25
Thompson, Marcus	Appoint	Class Advisor: Juniors (2026) (0.5 stipend)	3	\$1,331	JTHS	9/1/24	6/30/25
Tiger, Jahn	Appoint	DECA	4	\$4,289	JTHS	9/1/24	6/30/25
Tiger, Jahn	Appoint	School Store Business Manager	3	\$2,662	JTHS	9/1/24	6/30/25
Vandigriff, Patricia	Appoint	Debate	3	\$2,662	JTHS	9/1/24	6/30/25
VonEssen, Christopher	Appoint	Spring Musical: Director	4	\$4,289	JTHS	9/1/24	6/30/25
VonEssen, Christopher	Appoint	Fall Drama: Director (0.5 stipend)	3	\$1,331	JTHS	9/1/24	6/30/25

\* Out of district

<b>E. SUMMER STAFF APPOINTMENTS</b>							
<b>Name</b>	<b>Nature of Action</b>	<b>Position/Control Number</b>	<b>Salary</b>	<b>Loc.</b>	<b>Date Effective</b>	<b>Date Termin.</b>	<b>Discussion</b>
Luongo, Robert	Appoint	Summer Custodian	\$18/hr.	District	6/28/24	8/30/24	
Perez, Jeremy	Appoint	Summer Custodian	\$18/hr.	District	7/11/24	8/30/24	
Scarpa, Christopher	Appoint	Summer Custodian	\$18/hr.	District	6/24/24	8/30/24	
Senatore, Dillon	Appoint	Summer Custodian	\$18/hr.	District	7/8/24	8/30/24	
Smiley, Tawanna	Appoint	Summer Custodian	\$18/hr.	District	6/24/24	8/30/24	
Tuosto, Alexander	Appoint	Summer Custodian	\$18/hr.	District	6/24/24	8/30/24	

<b>F. EXTENDED SCHOOL YEAR</b>							
<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Salary</b>	<b>Location</b>	<b>Date Effective</b>	<b>Date Termin.</b>	
Leonhard, Kevin	Appoint	Armed Security	\$35/hr.	Cozy Lake	7/1/24	8/4/24	

<b>G. PRESENTATION</b>					
<b>Name</b>	<b>Nature of Action</b>	<b>Workshop</b>	<b>Salary</b>	<b>Date</b>	<b>Number of Hours</b>
Johansson, Lori	Appoint	Training for Mentor Teachers	\$55/hr.	8/28/24	Not to exceed 2 hrs.
Moss, Kimberly	Appoint	Training for Mentor Teachers	\$55/hr.	8/28/24	Not to exceed 2 hrs.

**K. EDUCATION**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions K.1 through K.8, as described below:

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

**K.1** Motion to affirm Superintendent's report on incidents of Harassment, Intimidation and Bullying findings reported for May 21, 2024 through June 17, 2024.

**K.2** Motion to approve the Emergency Virtual or Remote Instruction Program Plan for the 2024-2025 school year.

**K.3** Motion to approve the Annual Statement of Assurance for the extension of the District Comprehensive Equity Plan for years 2024-2025.

**K.4** Motion to approve the following evaluation tools for certificated personnel for the 2024-2025 school year:

Position	Evaluation Tool
Superintendent	New Jersey School Board Association
Assistant Superintendent	Multidimensional Leadership Performance Rubric (2013)
Principal, Assistant Principal & Director	NJ Principal Evaluation for Professional Learning (NJPEPL)
Director of Special Services	Special Services, Johnson County & Surrounding Schools
Supervisor	JTPS (2015)
Teacher	Danielson (2011)
Library/Media Specialist	Danielson (2nd Edition)
School Counselor	National School Counselors Association
School Nurse	Danielson (2nd Edition)
School Psychologist	Danielson (2nd Edition)
School Transition Coordinator	CMSD Teacher Development & Evaluation System
Social Worker	Danielson (2nd Edition)
Behavior Analyst/Specialist	Danielson (2011)
Therapeutic Specialists <ul style="list-style-type: none"> <li>• Athletic Trainer</li> <li>• Learning Disabilities Teacher Consultant</li> <li>• Occupational Therapist</li> <li>• Physical Therapist</li> <li>• Speech/Language Therapist</li> </ul>	Danielson (2nd Edition)

**K.5** Motion to approve the following contracted services:

Name	Rate Not to Exceed	Location	Date Effective	Date Terminated
J & B Therapy, LLC	\$10,000.00	District	9/3/24	6/30/25

**K.6** Motion to approve the following day field trips:

School, Group/Activity	Location
JTHS Academy for Environmental Science	Landing, NJ
JTHS Multimedia Broadcasting & Journalism Academy and Advanced Sports and Entertainment Marketing	East Rutherford, NJ

**K.7** Motion to approve the following overnight field trips:

School, Group/Activity	Location
JTHS Academy for Environmental Science, Freshman Orientation	Sandyston, NJ
JTHS Baseball Team, Spring Training	Fort Pierce, FL



**K.8** Motion to approve student placements, professional services, and related services per IEP, for the 2024-2025 school year, as indicated below:

NJ Smart SID#	24-25 Budget For Out-Of-District Schools all Contracts End 6/30/25	Number of Days	Contract Start Date	2024-2025 Total
4023853360	Center School	180	9/5/2024	\$82,985.40
3344821957	DLC Warren	180	9/5/2024	\$104,875.00
8232851287	Chancellor Academy	203	9/5/2024	\$93,207.45
7595993814	Gramon	210	9/5/2024	\$158,464.00
3994474615	The Craig School (½ day)	180	9/3/2024	\$31,660.00
7541873462	Celebrate The Children	180	9/5/2024	\$136,822.00
4219524626	Chapel Hill Academy	210	9/5/2024	\$129,465.00
9219717618	Lakeland Andover School	180	9/3/2024	\$61,200.00
9977089348	Lakeland Andover School	180	9/3/2024	\$61,200.00
4980309037	Lakeland Andover School	180	9/3/2024	\$61,200.00
5822178989	Legacy Treatment / Mary A. Dobbins	212	7/8/2024	\$136,178.20
7409690315	Pillar High School	210	7/2/2024	\$143,451.00
2721353551	The Calais School	210	7/8/2024	\$85,211.28
8805299388	Montgomery Academy	210	9/5/2024	\$94,378.00
	Ed Services Yearly Dues Estimate (Morris)			\$1,050.00
2024-2025 Total				\$1,381,347.33

**L. POLICY**

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

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

**L.1** Motion to approve the First Reading of the following Bylaws, Policies and Regulations (*available on district website for review*):

File Code	Title	Action
5200R	Attendance	Revision
5240R	Tardiness	Revision
5514R	Student Use of Vehicles	Revision
5530R	Substance Abuse	Revision
5600R	Student Discipline - Code of Conduct	Revision

FILE CODE KEY: B - Bylaw P - Policy M - Mandate R - Regulation  
 ACTION KEY: N - New RV - Revised A - Abolish

**L.2** Motion to approve the Second Reading of the following Bylaws, Policies and Regulations (*available on district website for review*):

File Code	Title	Action
5440R	Honoring Student Achievement	New

FILE CODE KEY: B - Bylaw P - Policy M - Mandate R - Regulation  
 ACTION KEY: N - New RV - Revised A - Abolish

**M. RECOGNITION OF REPORTS**

Upon the recommendation of the Superintendent, the Board recognizes the reports listed below:

- Harassment, Intimidation and Bullying Incidents (HIB) for the period of June 17, 2024 through July 15, 2024:

School	Incidents Reported	Confirmed Incidents	Unconfirmed Incidents
Ellen T. Briggs	0	0	0
Arthur Stanlick	0	0	0
Cozy Lake	0	0	0
White Rock	0	0	0
Jefferson Twp. Middle School	3	2	1
Jefferson Twp. High School	0	0	0

- Enrollment Report as of 6/21/24:

	June 2023	June 2024
Preschool	115	252
Grades K-5	1,022	1,046
Grades 6-8	575	568
Grades 9-12	862	819
TOTAL	2,574	2,685
Tuition students received	3	3
Out-of-district placement	25	19

*Reporting of enrollment has been modified and includes an additional 10 preschool classrooms for school year 2023-2024.*

**N. COMMUNICATIONS****O. PUBLIC COMMENTS** *(Public participation shall be governed by Bylaw 0167, as outlined in Agenda Section G).***P. OLD BUSINESS****Q. NEW BUSINESS****R. 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 15th day of July, 2024, 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.

**S.     ADJOURN**

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

\_\_\_\_\_ Mr. Brown  
\_\_\_\_\_ Mrs. Gould  
\_\_\_\_\_ Mrs. Grater

\_\_\_\_\_ Mr. Natale  
\_\_\_\_\_ Mrs. Perez  
\_\_\_\_\_ Mrs. Small

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

## Appendix A

Name	Event Date	Location	Seminar/Function	Registration Fee \$	Lodging cost per night	Meal cost per day	# of Travel Days	Mileage @ \$0.47/mi.	Miscellaneous Fees (including parking/tolls/misc fees)	Total Expense
Brennan, Jessica	7/1/24 - 6/30/25	Webinar	Legal I Training	\$300.00	-	-	-	-	-	\$300.00
Brown, Christopher	10/21/24 - 10/24/24	Atlantic City, NJ	NJSBA Annual Workshop Convention	\$175.00	\$113.00	\$59.00	3.5	\$147.58	\$50.00	\$918.08
Gould, Amy	10/21/24 - 10/24/24	Atlantic City, NJ	NJSBA Annual Workshop Convention	\$175.00	\$113.00	\$59.00	3.5	\$147.58	\$50.00	\$918.08
Grater, Jaime	10/21/24 - 10/24/24	Atlantic City, NJ	NJSBA Annual Workshop Convention	\$175.00	\$113.00	\$59.00	3.5	\$147.58	\$50.00	\$918.08
Hiben, Christopher	10/15/24 - 10/16/24	Princeton, NJ	NJ Science Convention	\$374.00	-	-	-	\$58.19	-	\$432.19
Howe, Jeanne	10/21/24 - 10/24/24	Atlantic City, NJ	NJSBA Annual Workshop Convention	\$175.00	\$113.00	\$59.00	3.5	\$147.58	\$50.00	\$918.08
Jinks, Jr., Roger	10/21/24 - 10/24/24	Atlantic City, NJ	NJSBA Annual Workshop Convention	\$175.00	\$113.00	\$59.00	3.5	\$147.58	\$50.00	\$918.08
Kulick, Lauren	2/12/25 - 2/15/25	San Antonio, TX	2025 Music Educators Association Annual Convention	\$145.00	-	-	-	-	-	\$145.00
Natale, Christopher	10/21/24 - 10/24/24	Atlantic City, NJ	NJSBA Annual Workshop Convention	\$175.00	\$113.00	\$59.00	3.5	\$147.58	\$50.00	\$918.08
Oroho Giacchi, Rita	10/21/24 - 10/24/24	Atlantic City, NJ	NJSBA Annual Workshop Convention	\$175.00	\$113.00	\$59.00	3.5	\$147.58	\$50.00	\$918.08
Pearce, Amy	7/8/24 - 8/29/24	Webinar	OSHA 10+ For General Industry	\$189.00	-	-	-	-	-	\$189.00
Pearce, Amy	8/21/24	New Brunswick, NJ	OSHA 10+ For General Industry	-	-	-	-	\$35.72	-	\$35.72
Pearce, Amy	7/8/24 - 8/29/24	Webinar	Designing and Implementing Student Training Plans	\$375.00	-	-	-	-	-	\$375.00
Perez, Diane	10/21/24 - 10/24/24	Atlantic City, NJ	NJSBA Annual Workshop Convention	\$175.00	\$113.00	\$59.00	3.5	\$147.58	\$50.00	\$918.08
Poulas, Stacey	10/21/24 - 10/24/24	Atlantic City, NJ	NJSBA Annual Workshop Convention	\$175.00	\$113.00	\$59.00	3.5	\$147.58	\$50.00	\$918.08
Small, Jill	10/21/24 - 10/24/24	Atlantic City, NJ	NJSBA Annual Workshop Convention	\$175.00	\$113.00	\$59.00	3.5	\$147.58	\$50.00	\$918.08
Stewart, Michael	10/21/24 - 10/24/24	Atlantic City, NJ	NJSBA Annual Workshop Convention	\$175.00	\$113.00	\$59.00	3.5	\$147.58	\$50.00	\$918.08
Wildermuth, Adele	10/21/24 - 10/24/24	Atlantic City, NJ	NJSBA Annual Workshop Convention	\$175.00	\$113.00	\$59.00	3.5	\$147.58	\$50.00	\$918.08

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