

JEFFERSON TOWNSHIP BOARD OF EDUCATION
Regular Meeting Minutes
Monday, July 15, 2024 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 7:31 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);

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

- D. **CLOSED SESSION**

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

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

BE IT RESOLVED, by the Jefferson Township Board of Education on this 15th day of July, 2024 at 6:35 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. Gould, seconded by Mrs. Grater, that the meeting is called to public session at 7:15 PM.

Aye Mr. Brown
Aye Mrs. Gould
Aye Mrs. Grater

Absent Mr. Natale
Aye Mrs. Perez
Aye Mrs. Small

Aye Mr. Stewart
Absent Mrs. Wildermuth, *Vice President*
Aye Mrs. Poulas, *President*

E. PRESENTATIONS and RECOGNITIONS

- Dr. Roger A. Jinks, Jr., Assistant Superintendent presented the Spring NJGPA Results.
 - ❖ Dr. Jinks addressed questions from Board members on action steps, and alternative paths for proficiency.
 - ❖ Mrs. Small requested discussion at the Education Committee on what can be done to address math.
 - ❖ Mrs. Perez asked for a comparison to past year numbers on students with an IEP.
- Mrs. Jeanne Howe, Superintendent reported on the SSDS Period Two for School Year 2023-2024.
 - ❖ Mrs. Howe addressed questions from the Board.

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

- An audience member inquired about the NJGPA results and how the district accommodates students on the low end of passing and students with an IEP.

Dr. Jinks addressed the questions and noted it is good practice to review students close to passing/failing and that IEP students are given the same modifications and accommodations on the test as in their classes.

G. COMMITTEE REPORTS

- **Education Committee** - Mrs. Perez reported the Committee met on July 10, 2024 and discussed the Early Childhood Environment Rating Scale (ECERS) scoring, Foundations Kindergarten Program Data, Virtual/Remote Learning Plan, STEP (18-21 Year Old) Transition Program, and approval of day and overnight field trips.
 - ❖ Mrs. Gould commented the list of preschool items evaluated was impressive and should be communicated to parents.
- **Policy and Personnel Committee** - Mrs. Grater highlighted the discussions of the July 10, 2024 meeting and reported the Committee discussed open positions in the district, as well as the Supervisor structure, and regulations for approval. She noted the policy regarding cell phone use was tabled until August.
- **Building Needs and Finance Committee** - Mrs. Gould reported the Committee met on July 9, 2024 and received an update on the summer projects, School Alliance Fund resolution for an additional 3 years. Administration reported to the committee on the feasibility of closing one or two additional school buildings as part of a district reconfiguration beginning in September 2025. The analysis indicates that at least one school building can be closed, achieving annual savings of at least \$600,000 in reduced expenditures. Closing two buildings is possible, but it would create very crowded buildings across the district and limit flexibility in the future if there is an increase in enrollment. It was noted that after closing one building, there is more than sufficient space to house the full estimated population of students. The committee spent time discussing the pros and cons of the options presented (see pages 2 & 3), the various points to consider in determining whether to close Briggs or Cozy Lake, and the possible placement of grades in the remaining buildings. Additionally, the committee noted that feedback received from the recent stakeholder committee meetings and parent surveys is applicable and transferrable to this larger reconfiguration and will inform the board's decision-making.

The next steps in the process are to determine what grade levels will be present in each building, explore scheduling implications and transportation options, determine the marketability and value of the Cozy Lake and Briggs properties, and investigate what can be done with the funds that result from the sale of a building.

- ❖ Mr. Stewart emphasized that the Stakeholder feedback will be very useful in the process.
- ❖ Mrs. Grater asked about excess capacity available in the event that there is an increase in enrollment.
- **Community Relations Committee** - Mrs. Perez highlighted the July 10, 2024 meeting and reported the Committee had a successful letter writing campaign, discussed the description for the Committee, noted that there will be a revamp of the BOE webpage with member bios and pictures, and sharing the district's Flacon Flyer with other organizations.

H. MINUTES OF MEETINGS

Motion by Mr. Stewart, seconded by Mrs. Small, that the Executive Session minutes of the June 17, 2024 meeting be approved as submitted:

Mrs. Giacchi provided the Board with an update to the minutes prior to the vote.

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

Motion by Mr. Stewart, seconded by Mrs. Small, that the Regular Meeting minutes of the June 17, 2024 meeting be approved as submitted:

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

I. FINANCE AND BUILDING NEEDS

Motion by Mrs. Gould, seconded by Mr. Brown, to accept the recommendation of the Superintendent to approve and adopt motions I.1 through I.11, as described below:

<u>Aye</u> Mr. Brown	<u>Absent</u> Mr. Natale	<u>Aye</u> Mr. Stewart
<u>Aye</u> Mrs. Gould	<u>Aye</u> Mrs. Perez	<u>Absent</u> Mrs. Wildermuth, <i>Vice President</i>
<u>Aye</u> Mrs. Grater	<u>Aye</u> Mrs. Small	<u>Aye</u> 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 Mrs. Grater, seconded by Mrs. Small, to accept the recommendation of the Superintendent to approve and adopt motion J.1, as described below:

<u>Aye</u> Mr. Brown	<u>Absent</u> Mr. Natale	<u>Aye</u> Mr. Stewart
<u>Aye</u> Mrs. Gould	<u>Aye/Recuse*</u> Mrs. Perez	<u>Absent</u> Mrs. Wildermuth, <i>Vice President</i>
<u>Aye</u> Mrs. Grater	<u>Aye</u> Mrs. Small	<u>Aye</u> Mrs. Poulas, <i>President</i>

*Mrs. Perez recused from voting on Agenda Item J.1, Section E - Summer Staff Appointments
Mrs. Grater acknowledged the retirement on tonight’s agenda.

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.)

A. ADMINISTRATIVE						
Name	Nature of Action	Position	Base Salary	Stipend	Date Effective	Date Termin.
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
		Business & Finance Academy		\$2,000	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
		Environmental Academy		\$2,000	7/16/24	6/30/25
Reinstein, Jodi	Assignment Change	K-12 Supervisor of Special Education	\$115,573		7/16/24	6/30/25
		K-12 Supervisor of G&T, Family & Consumer Science		\$3,000	7/16/24	6/30/25
Sica, Derek	Assignment Change	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. PERSONNEL								
Name	Nature of Action	Position/Control Number	Deg/ Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
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
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

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

D. EXTRA DUTY PAY							
Name	Nature of Action	Position	Level	Salary	Location	Date Effective	Date Termin.
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
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
Murdtter, Julien*	Appoint	Marching Band: Director	5	\$6,985	JTHS	9/1/24	6/30/25
Murdtter, Julien*	Appoint	Marching Band: Drill Designer	3	\$2,662	JTHS	9/1/24	6/30/25
Murdtter, 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

E. SUMMER STAFF APPOINTMENTS							
Name	Nature of Action	Position/Control Number	Salary	Loc.	Date Effective	Date Termin.	Discussion
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	

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

G. PRESENTATION					
Name	Nature of Action	Workshop	Salary	Date	Number of Hours
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 Mrs. Grater, seconded by Mr. Brown, to accept the recommendation of the Superintendent to approve and adopt motions K.1 through K.8, as described below:

<u>Aye</u> Mr. Brown	<u>Absent</u> Mr. Natale	<u>Aye</u> Mr. Stewart
<u>Aye</u> Mrs. Gould	<u>Aye</u> Mrs. Perez	<u>Absent</u> Mrs. Wildermuth, <i>Vice President</i>
<u>Aye</u> Mrs. Grater	<u>Aye</u> Mrs. Small	<u>Aye</u> 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"> • Athletic Trainer • Learning Disabilities Teacher Consultant • Occupational Therapist • Physical Therapist • Speech/Language Therapist 	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 Mr. Brown, seconded by Mr. Stewart, to accept the recommendation of the Superintendent to approve motions L.1 and L.2, as described below:

<u>Aye</u> Mr. Brown	<u>Absent</u> Mr. Natale	<u>Aye</u> Mr. Stewart
<u>Aye</u> Mrs. Gould	<u>Aye</u> Mrs. Perez	<u>Absent</u> Mrs. Wildermuth, <i>Vice President</i>
<u>Aye</u> Mrs. Grater	<u>Aye</u> Mrs. Small	<u>Aye</u> 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

- None

O. PUBLIC COMMENTS *(Public participation shall be governed by Bylaw 0167, as outlined in Agenda Section G).*

- An audience member presented the issue of a stormwater runoff problem on their property. As this public comment participant exceeded the allotted 3 minutes, they were offered to resume their comment when all other participants were finished.
- An audience member inquired about the district's restructuring plan and the status of the Milton building.
- An audience member inquired where and how the funds from the Milton lease will be allocated.
- The audience member resumed their comment regarding stormwater run off on their property.
 - ❖ Mrs. Poulas addressed the questions about the Milton lease noting the funds are not included in the 24-25 budget because the lease had not been finalized at the time the budget was approved. She reported the revenues are expected to be approximately \$120,000 and used for unanticipated expenses and/or surplus for future years' budgets.
 - ❖ Mrs. Howe addressed questions about restructuring and options for closing other buildings, such as the central office.

P. OLD BUSINESS

- None

Q. NEW BUSINESS

- None

R. CLOSED SESSION

Motion by Mrs. Small, seconded by Mrs. Gould, 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 8:34 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 student and staff matters confidential by law. No action will be taken.
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 9:01 PM.

S. ADJOURN

Motion by Mrs. Grater, seconded by Mrs. Small, to adjourn the meeting at 9:02 PM.

Aye Mr. Brown

Absent Mr. Natale

Aye Mr. Stewart

Aye Mrs. Gould

Aye Mrs. Perez

Absent Mrs. Wildermuth, *Vice President*

Aye Mrs. Grater

Aye Mrs. Small

Aye 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 1 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
Perez, 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