

**JEFFERSON TOWNSHIP BOARD OF EDUCATION**  
**Regular Meeting Minutes**  
**Monday, October 14, 2024 6:30 PM (Closed Session) – 7:30 PM (Regular Session)**  
**Jefferson Township High School Media Center**

\*\*\*\*\*

**District Vision Statement**

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

- A. Mrs. Poulas, called the meeting to order at 7:30 PM, and read the Open Meeting Statement, below:

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

*DAILY RECORD*, *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:**

<u>Aye</u> Mr. Brown	<u>Aye</u> Mr. Natale	<u>Aye</u> Mr. Stewart
<u>Aye</u> Mrs. Gould	<u>Aye</u> Mrs. Perez	<u>Aye</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>
<u>Aye</u> Ashley Hecht, Student Representative		
<u>Aye</u> Victor Koziol, Student Representative		

- D. **CLOSED SESSION**

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

<u>Aye</u> Mr. Brown	<u>Aye</u> Mr. Natale	<u>Aye</u> Mr. Stewart
<u>Aye</u> Mrs. Gould	<u>Aye</u> Mrs. Perez	<u>Aye</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 14th day of October, 2024 at 6:36 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. Grater, seconded by Mr. Brown, that the meeting is called to public session at 7:25 PM.

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

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

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

#### E. **SUPERINTENDENT'S REPORT**

Before I provide the Board with an update on the reconfiguration plans, I would like to take a step back to remind everyone of how we got here and provide some background information for those community members who may not know of our district's fight for fair funding. It is important to remember that funding for schools comes from state revenues such as income and sales tax that community members, like all of you, pay. It is critical that we do everything possible to ensure that Jefferson receives its fair share of funding from that pool of funding.

Back in 2008, New Jersey developed the School Funding Reform Act (SFRA) as a result of legal battles on state funding and created a formula to more fairly distribute state aid. Governor Christie took office and froze the amount of funding districts received from state aid. Those amounts remained frozen for eight years. During that time, some districts saw increases in their enrollment and other districts saw decreases in their enrollment. The districts that had an increase in enrollment did not receive any additional state aid during that time and became what would later be called underfunded schools. The districts that had declining enrollment during that time with the same amount of state aid, like Jefferson, would later be called overfunded.

In 2018, the Senate passed a piece of legislation called Senate Bill 2, or S-2. This legislation took money from the overfunded districts and gave it to the underfunded districts. Although that is a simplistic explanation, that is essentially what happened. Overfunded districts' state aid was reduced by a percentage of the excess aid over a period of seven years. Through all of these state aid reductions, we have made as little impact as possible to our student programs.

In 2019, a group of superintendents and business administrators joined together to try to bring awareness of the crisis we were about to face to the attention of legislators and Governor Murphy. Jefferson joined the group called Save Our Students (SOS). We worked together to engage our communities in letter-writing campaigns, calls to the Governor's Office, and meetings with legislators – all to no avail. A small group of members, that included me, met with a senior cabinet member of Governor Murphy's administration to ask for a pause in the roll-out of S-2 or at least provide districts with a longer runway for the cuts. She told us that Governor Murphy had no intention of changing S-2 in any way and we needed to find another way to fund our district schools. Since no one has the full picture of how our schools are funded, the district joined a group OPRA request for the funding formula. The request was denied as the NJDOE said the formula was proprietary. We then filed a lawsuit against the NJDOE, for which we prevailed, however, the NJDOE was only required to provide the data from the formula, not the formula itself. Based on the data provided by the NJDOE, an algorithm could not be determined. To this day, a key part of the formula that generates Equalization Aid, the very funds that provide our public schools with taxpayer money for our children, remains a mystery.

Unfortunately, shortly after, everything shut down because of Covid. Our SOS group lost steam, however, I continued the fight on behalf of our schools. I have testified at the Senate and Assembly Budget and Appropriation Committee meetings more than once. Mrs. Giacchi and I have sent letters to every Senator and Member of the Assembly in the entire state. The executive administration met with Mayor Wilsusen and local legislators to bring awareness of the devastating impact of S-2 and the Highlands Act. The Highlands Act compounds the effects of S-2 with the protection of 88% of Jefferson Township land. If the Township cannot build communities and businesses, it cannot expand. The lack of expansion concentrates the tax burden on a

smaller group of homeowners and businesses and this then contributes to the decrease in our enrollment which further reduces the amount of State aid. SFRA treats all school districts as equal – this is just not the case. I have personally written Governor Murphy on at least six occasions, not once receiving even an acknowledgment of my correspondence. The Commissioner of Education has stated that school districts similar to ours need to make cuts to our programs and offerings, reducing our budget to only items necessary to provide a thorough and efficient education. It was actually suggested that districts take away some of the very programs and activities that provide our students with an enriching school experience. We have reached out to the media to bring awareness to our concerns, and finally, after six years, we were picked up by Channel 12. That created a wave of responses with other networks, like CBS, and news sources picking up our story.

Our budget responses throughout this time have been appropriate:

- Reduced central office staff, administrative staff, and support staff throughout the years.
- We have made reductions to instructional staff through retirements and reductions in force to right-size based on the declining enrollment.
- We have already closed two school buildings, Drummond School and Milton School.
- We apply for every grant opportunity, even though we know in advance we will not qualify – we leave no stone unturned.
- We prepared for facility improvements with the 2018 referendum, knowing that funds to make major improvements may not be available.
- Each year we submit our budget to the County Office of Education and the NJDOE. Neither organization has found that we can make improvements in the way we spend our money.

Despite the above adjustments, I am proud to have been a part of the following accomplishments:

- We fought for Preschool Expansion Aid to bring a robust and rigorous program to our 3- and 4-year-olds. For the current school year, this resulted in additional revenue of \$3.9 million from the state's central pool of funding for schools.
- Initiated and continued to support a 1:1 laptop program for students in K-12 (fortunately, ARP funds were able to be utilized to support this effort).
- Maintain the infrastructure needed for NJSLA testing.
- Implemented full-day kindergarten.
- Made significant revisions to the district curricula to align to standards and best practices including the ELA and Math Workshop Model, Next Generation Science Standards, and Wilson Foundations.
- Increased the offering of Advanced Placement courses – we have an available AP course as our highest level for all courses we offer and we very recently added AP Seminar, AP Research, and AP Capstone.
- Provided PSATs to sophomores and juniors at no cost.
- Implemented a visitor management system and installed retention vestibules in buildings bolstering security in our buildings.
- Added six armed security officers to our staff, one in each of our schools.
- Installed additional cameras for better coverage of buildings and buses.
- Upgraded the transportation fleet by purchasing buses as well as external stop cameras and three-point seat belts.
- Continued shared services agreements with the Township.
- Refurbished the HS auditorium.
- Worked with a fund-sharing company to have a scoreboard funded for the HS athletic complex through sponsorships from local businesses and organizations.
- Completed roofing projects.
- Improved HVAC systems with ARP funds.
- Passed a referendum and completed all work.

Moving forward...I have asked, and will continue to ask, for the following:

- Cut aid proportionally to mirror the decline in student enrollment. Jefferson's enrollment decreased by 29%, yet our state aid has been reduced by 60%.
- Explain proprietary geographic cost adjustments and unknown wealth and income factors that determine the local fair share. The NJDOE has said that Jefferson can pay more for education since the average salary and home value have increased. I believe that most of New Jersey taxpayers' salaries and home values have increased over the years. Additionally, the percentage of students on free or reduced lunch in Jefferson has increased over the years.
- Fund special education aid based on actual enrollment. The current formula assumes a district's special education population aligns with the state average of 15.9%. Our actual special education population is closer to 20%.
- Increase the base per-pupil cost. The figure is grossly underestimated given inflation and additional costs incurred by school districts today compared to 15 years ago when the formula was first developed. This in no way can provide for a thorough and efficient education.
- Increase the amount provided for extraordinary aid.
- And lastly, provide impact aid to districts affected by the Highlands and Pinelands Acts.

To the community...I, like you, am upset that another school building in Jefferson is closing. I, like you, am angered by the lack of state aid and the necessary responses to those cuts. I understand your anger and ask for your partnership in expressing your dissatisfaction with the lack of funding to the legislators of our State. They are the ones who can take action to clean up this mess by acting on the multitude of simple recommendations that have been thoroughly spelled out by me and others.

Now, moving along to the plans for reconfiguration. I would like to let the Board and community know that Mrs. Giacchi and I met with the Executive County Superintendent and the Executive County Business Official regarding the closing of Cozy Lake School. They had both been involved in a reconfiguration of their respective former districts and were confident that we were on the right track. Additionally, I know there has been some discussion that the district is starting all over with the move of fourth grade into the Middle School. I want to assure you that the feedback from the fifth-grade stakeholders committee will be applied to both fourth-grade and fifth-grade. We are committed to keeping age-appropriate activities and experiences for all of our students. Fourth and fifth graders will still be fourth and fifth graders.

I caution the community who are listening to the plans being communicated tonight to realize these are the plans we have in place with the information we currently have. With the funding formula being so volatile, and not getting our state aid figures until late February/early March, plans can change.

As of today, the reconfiguration plans include the following:

- All self-contained special education classes will be housed in the Briggs and Stanlick Schools.
- The Lake Hopatcong students in PreK-K will attend Briggs and the Lake Hopatcong students in grades 1-3 will attend Stanlick. Oak Ridge students in PreK-3 will attend White Rock.
- All students in grades 4-8 will attend the Middle School. Fourth- and fifth-grade students will have an elementary experience and sixth- through eighth-grade students will have the middle school experience.
- High School will continue to house grades 9-12.
- Central office staff will be relocated to an open school building. The BOE requested that the Cozy Lake School be removed from the list of options for central office relocation.

We now turn our attention to bussing for the students. The task force is investigating separating the transportation for grades 4-7 and grades 8-12. However, this is not certain at this time. With our transportation routing software, which has the ability to assign students to buses at an address level, we will continue to do our

best to ensure bus routes are as efficient as possible, all the while ensuring our students do not ride on a bus for excessive lengths of time.

The Reconfiguration Committee has developed an extensive task list and has worked to align that task list with the existing BOE committee structure. The committee chairs will provide monthly updates during BOE meetings, starting this evening.

Lastly, it is important that the community receives accurate information on reconfiguration directly from me, the Board of Education, or the district's website. These are your trusted sources of information and updates. Please refrain from taking to social media to address concerns. Reaching out directly to me, to administration, or to the board is the best way to receive correct, up-to-date information.

#### **F. PRESENTATIONS**

- AI in the Classroom
  - Maria Dunbar, Supervisor of K-12 Instructional Technology & Fine Arts; K-5 Mathematics; Business & Finance; and Advisor for the Business & Finance Academy; and
  - Christopher Hiben, Supervisor of K-12 Science; 6-12 Math; Advisor for the Academy for Environmental Science; and Advisor for the STEM Academy
- Spring 2024 NJSLA Results
  - Dr. Roger Jinks, Jr., Assistant Superintendent of Schools

Board Member questions were addressed at the conclusion of each presentation.

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

- An audience member inquired about when improvements to the curriculum would be seen in test scores. They also asked about the appropriate amount of time to pull BSI students from instruction for testing.
- An audience member stated they were disappointed in the district test scores and asked if the district was using the Workshop Model, stating students have little homework and the work ethic is going down. They remarked that a presentation on the socioeconomic factors for the student population would be helpful in understanding the scores. They were happy about the electronic device policy.
- An audience member asked what was being compared if we are not comparing teachers, with regard to testing.
- An audience member inquired about NJSLA and DLM testing scores, and noted concern over it being reviewed on an individual basis.

Dr. Jinks addressed the questions on testing and provided a listing of standardized testing.

#### **H. STUDENT REPRESENTATIVES**

- Student Representative Ashley Hecht reported on past events such as auditions for the fall drama, the Tournament of Champions Marching Band Competition, fall sports, PDP meetings, college fair, and she noted the students have begun their college essays.
- Student Representative Victor Koziol reported on upcoming events such as the rescheduled PSAT's, Homecoming events, and the fall drama.

#### **I. COMMITTEE REPORTS**

- **Education Committee** - Mrs. Small reported the Committee met on October 7, 2024 and discussed an update with the 18-21 Year Old Transition Program, curriculum, and day and overnight field trips.

The Board took a short recess at 9:49pm and reconvened at 10:02pm to relocate the meeting due to a power outage.

The Board President explained the process for advertising and scheduling meetings, noting that the schedule was originally set at the reorganization meeting in January 2024.

- **Policy and Personnel Committee** - Mrs. Grater reported the Committee met on October 7, 2024 and discussed homeschooled students and their participation in athletics and extracurricular activities, reconfiguration, job descriptions, and policy and regulations.
- **Community Relations** - Mrs. Perez noted the Committee met on October 1, 2024 and received an update on the letter writing campaign. The Committee also discussed the board member bios on the website, board email accounts, and how the district communicates important information to the public.
- **New Jersey School Boards Association** - Mr. Natale reported he attended the legislative meeting which covered topics such as residency exemptions for teachers, online school meal applications, and universal school meals.
- **Education Services Commission** - Mrs. Perez noted the commission discussed legislation which allows a Board to lease property to a qualified healthcare agency and permits non-CDL drivers to transport students, the BCBA Program & Services offered to districts, and the goal of selling the property for Central Park School to the State.

#### **J. MINUTES OF MEETINGS**

Motion by Mrs. Gould, seconded by Mr. Stewart, that the Executive Session minutes of the September 16, 2024 meeting be approved as submitted:

<u>Aye</u> Mr. Brown	<u>Aye</u> Mr. Natale	<u>Aye</u> Mr. Stewart
<u>Aye</u> Mrs. Gould	<u>Aye</u> Mrs. Perez	<u>Aye</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>

Motion by Mrs. Gould, seconded by Mr. Brown, that the Regular Meeting minutes of the September 16, 2024 meeting be approved as submitted:

<u>Aye</u> Mr. Brown	<u>Aye</u> Mr. Natale	<u>Aye</u> Mr. Stewart
<u>Aye</u> Mrs. Gould	<u>Aye</u> Mrs. Perez	<u>Aye</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. FINANCE AND BUILDING NEEDS**

Motion by Mrs. Gould, seconded by Mr. Stewart, to accept the recommendation of the Superintendent to approve and adopt motions K.1 through K.16, as described below:

<u>Aye</u> Mr. Brown	<u>Aye</u> Mr. Natale	<u>Aye</u> Mr. Stewart
<u>Aye</u> Mrs. Gould	<u>Aye</u> Mrs. Perez	<u>Aye</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 approve the purchase order list dated September 2024 in the amount of \$1,180,691.76.

**K.2** Motion to approve the vendors' bills list for release, on or after October 15, 2024, in the amount of \$642,831.15.

**K.3** Motion to approve the check register as of September 2024 in the amount of \$8,427,160.21.

<b>Fund</b>	<b>Amount</b>
General Fund (10)	\$5,437,670.09
Special Revenue Funds (20)	\$760,862.74
Debt Service Fund (40)	\$2,228,627.38
Total	\$8,427,160.21

**K.4** Motion to approve the funds transfers in the 2024-2025 Fiscal Year, dated September 30, 2024, in the amount of \$2,679,496.78.**K.5** Motion to approve the certification by the Board Secretary that the Account Balance Report, pursuant to N.J.S.A. 18A:17-9, as of September 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).**K.6** Motion to certify, in accordance with N.J.A.C. 6A:23-2.11(c), as of August 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.**K.7** Motion to approve the 2025-2026 budget calendar developed in accordance with N.J.S.A 18A:22-7 and QSAC Fiscal Indicator 10. (*See Appendix A*)**K.8** Motion to approve the Statement of Assurance for the Health and Safety Evaluation of School Buildings Checklist for the 2024-2025 school year.**K.9** Motion to adopt a Resolution to participate in the Educational Data Services, Inc. Cooperative Pricing System (Ed-Data) to purchase goods and services for the 2025-2026 school year from its authorized vendors (hosted via the Educational Services Commission of Morris County).**K.10** Motion to approve agreement with Prime Healthcare Services – Saint Clare's, LLC to provide certain healthcare services to the district for 2024-2025 SY.**K.11** Motion to designate the source of funding for the following individuals as the FY2025 Elementary and Secondary Education Act (ESEA) Title IV A grant:

<b>Account Code: 20-280-100-100-007</b>						
<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Grant Portion of Salary</b>	<b>Location</b>	<b>Date Effective</b>	<b>Date Termin.</b>
D'Antoni-Smeilus, Tara	Appoint	Spring Musical: Props	\$592.00	JTMS	9/1/24	6/30/25
Nadratowski, Donna	Appoint	Spring Musical: Art/Set Design	\$592.00	JTMS	9/1/24	6/30/25
Sarmiento, Ashley	Appoint	Showcase	\$592.00	JTMS	9/1/24	6/30/25

**K.12** Motion to designate the source of funding for Sheltered English Instruction (SEI) Training for the following individuals as allocated by the Elementary and Secondary Education Act (ESEA) Title III Fund:

<b>Name</b>	<b>Nature of Action</b>	<b>Salary</b>	<b>Location</b>	<b>Date Effective</b>	<b>Date Termin.</b>	<b>Discussion</b>
Cuddy, Kevin	Appoint	\$42.96/hr.	JTMS	10/15/24	6/30/25	Not to exceed 15 hours
Gundersen, Tammy	Appoint	\$51.43/hr.	JTMS	10/15/24	6/30/25	Not to exceed 15 hours
Toth, Robert	Appoint	\$42.20/hr.	JTMS	10/15/24	6/30/25	Not to exceed 15 hours
Trapani, Kelly	Appoint	\$66.56/hr.	JTMS	10/15/24	6/30/25	Not to exceed 15 hours

- K.13** Motion to approve the addition to the School Student Activity Account lists for Jefferson Township High School, as described below:

Activity Account Sub-category
Class of 2028

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

School/Department	Equipment Description Model and/or Serial Number	Tag number
Arthur Stanlick School/Nurse's Department	Titmus Vision Screener	010353/3955
Arthur Stanlick School/Nurse's Department	Maico Hearing Instrument	1587

- K.15** Motion to approve volunteer band equipment truck driver to acquire, drive, and return rental truck for all marching band competitions and away football games for the 2024-2025 school year.

- James Murdter

- K.16** Motion to accept and approve the following resolution in accordance with Travel and Work Related Expenses N.J.A.C. 6A:23B:

*WHEREAS*, the employees listed in Appendix B, 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 B*)

**L. PERSONNEL**

Motion by Mr. Natale, seconded by Mrs. Grater, to accept the recommendation of the Superintendent to approve and adopt motions L.1 through L.5, as described below:

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

\*Mrs. Grater recused from voting on Agenda Item L.3.

Mrs. Grater recognized the retirement on this evening's agenda.



- L.1** Motion to take action on personnel matters, as listed below, and appoint and submit to the Executive County Superintendent applications for emergent hiring and the applicant's attestation that he/she has not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18A:6-7.1 et. Seq., N.J.S.A. 18A:39-17 et. seq., or N.J.S.A. 18A:6-4.13 et. seq. for those employees listed below:  
(All appointments are contingent upon receipt of proper teaching certification and all salary placements are pending receipt of college transcripts verifying degree status and letter stating years of service in other districts.)

<b>A. 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>
Banzil-Lozano, Tanya 20-218-100-106-005	Appoint	Preschool Aide AID-CL-PRSC-PK-16	1	\$25.39/hr.	Cozy Lake	10/15/24	6/30/25	7 hrs./day, Wednesday off, PEA funded
Barnhart, Alexis 11-140-100-101-290	Appoint	Teacher - English (LTS) TCH-HS-ELAG-HS-05		\$290.45 /diem	JTHS	11/11/24	6/20/25	Pending certification and fingerprinting
Chaplin, Madison* 11-204-100-101-290	Appoint	Teacher - Special Education (LTS) TCH-ES-SPED-FL-02		\$290.45 /diem	Briggs/ Cozy Lake	11/1/24	6/20/25	Covering #1908
Chrzanowski, Monika 20-218-100-200-110	Account Code Change	Bus Aide			Transportation	9/1/24	6/30/25	PEA funded
Cowie, Catherine 20-218-100-200-110	Account Code Change	Bus Aide			Transportation	9/1/24	6/30/25	PEA funded
Cuddy, Kevin	Appoint	Extra Hours		\$42.96/hr.	JTMS	10/15/24	6/30/25	Not to exceed 15 hours for SEI training
DeLade, Toni	Appoint	After School Activity Aide		\$26.51/hr.	JTHS	9/26/24	6/12/25	Not to exceed 1.5 hrs./wk., Art Club
DeLade, Toni	Appoint	After School Activity Aide		\$26.51/hr.	JTHS	9/26/24	6/12/25	Not to exceed 1 hr./wk., Drone Club
DeLade, Toni	Appoint	After School Activity Bus Aide		\$25.34/hr.	Transportation	9/26/24	6/12/25	Not to exceed 1 hr./wk.
DeLade, Toni	Appoint	Unified Track Aide		\$26.51/hr.	JTHS	9/24/24	6/30/25	Not to exceed 23 hrs.
Fazio, Charmaine	Schedule Adjustment	Special Education Aide			White Rock	10/14/24	6/30/25	7 hrs./day, Monday off
Finizio, Diane	Schedule Adjustment	Bus Aide			Transportation	9/30/24	6/30/25	5 hrs./day, 5 days
Follet, Michele 11-000-207-107-000	Appoint	Bus Aide AID-BD-TSPT-AL-15	1	\$25.05/hr.	Transportation	9/26/24	6/30/25	3 hrs./day, 5 days, replacing C. Abreu
Frederick, Colleen 20-218-100-200-110	Account Code Change	Bus Aide			Transportation	9/1/24	6/30/25	PEA funded
Freidman, Carisa	Schedule Adjustment	Bus Aide			Transportation	9/16/24	6/30/25	4.92 hrs./day, 5 days
Gaudioso, Dominica	Schedule Adjustment	Bus Driver			Transportation	9/1/24	6/30/25	5.67 hrs./day, 5 days
Gundersen, Tammy	Appoint	Extra Hours		\$51.43/hr.	JTMS	10/15/24	6/30/25	Not to exceed 15 hours for SEI training
Gurnawan, Maria 20-218-100-106-005	Appoint	Preschool Aide AID-CL-PRSC-PK-15	1	\$25.39/hr.	Cozy Lake	10/10/24	6/30/25	7 hrs./day, Tuesday off
Headley, Susan 11-120-100-101-290	Appoint	Teacher - Special Education (LTS)		\$290.45 /diem	White Rock	10/28/24	3/25/25	Covering #2819
Hollick, Allison 11-000-270-160-290	Appoint	Transportation Office Support		\$220.67 /diem	Transportation	10/1/24	10/31/24	Office assistance as needed
Homer, Christopher	Schedule Adjustment	Bus Driver			Transportation	9/26/24	6/30/25	5.5 hrs./day, 5 days
King, Eric	Extra Hours	Special Education Aide		\$26.51/hr.	Stanlick	10/16/24	10/16/24	Not to exceed 7 hrs. for CPI training
Lopreato, Jennifer 20-218-100-200-110	Account Code Change	Bus Aide			Transportation	9/1/24	6/30/25	PEA funded
Lozano, Madelyne 20-218-100-200-110	Account Code Change	Bus Aide			Transportation	9/1/24	6/30/25	PEA funded
Madalena, Nadia 11-213-100-106-006	Appoint	Special Education Aide	1	\$25.39/hr.	White Rock	10/11/24	6/30/25	7 hrs./day, Thursday off
Maffei, Dana	Adjusted End Date	Business Office Assistant (LTS)			Central Office		12/30/24	Covering #434, as needed
Marshall, Amber 20-218-100-200-110	Account Code Change	Bus Aide			Transportation	9/1/24	6/30/25	PEA funded

<b>A. 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>
Maynard, Hannah 11-213-100-106-006	Appoint	Special Education Aide AID-WR-SPED-ES-32	1	\$25.39/hr.	White Rock	10/7/24	6/30/25	7 hrs./day, Tuesday off
Moore, Heather	Extra Hours	Special Education Aide		\$25.67/hr.	White Rock	10/16/24	10/16/24	Not to exceed 7 hrs. for CPI training
Nakev, Jasminka	Appoint	After School Activity Aide		\$26.23/hr.	JTHS	9/26/24	6/12/25	Not to exceed 1 hr./wk, Video Game Club
Nakev, Jasminka	Appoint	Unified Track Aide		\$26.23/hr.	JTHS	9/24/24	6/30/25	Not to exceed 23 hrs.
Neumann, Michele 11-000-213101-290	Appoint	School Nurse (LTS)		\$290.45 /diem	Cozy Lake	10/30/24	12/10/24	Covering #2978
Orabone, Heather	Schedule Adjustment	Bus Driver			Transportation	9/30/24	6/30/25	5.67 hrs/day, 5 days
Peters, Shanna	Appoint	Unified Track Aide		\$25.95/hr.	JTHS	9/24/24	6/30/25	Not to exceed 23 hrs.
Quinn, Sean	Resignation	Teacher - Spanish			JTMS/JTHS	12/2/24		
Ryder, Susan	Retirement	Special Education Aide			Stanlick	11/1/24		Retiring after 17 years in district
Sherba, Gail 20-218-100-200-110	Account Code Change	Bus Aide			Transportation	9/1/24	6/30/25	PEA funded
Smiley, Tawanna 20-218-100-200-110	Account Code Change	Bus Aide			Transportation	9/1/24	6/30/25	PEA funded
Spaan, Donna Marie	Schedule Adjustment	Special Education Aide			JTMS	9/20/24	6/30/25	7.25 hrs./day, 5 days
Talmadge, Susan	Schedule Adjustment	Bus Driver			Transportation	9/30/24	6/30/25	5.92 hrs./day, 5 days
Toth, Robert	Appoint	Extra Hours		\$42.20/hr.	JTMS	10/15/24	6/30/25	Not to exceed 15 hours for SEI training
Trapani, Kelly	Appoint	Extra Hours		\$66.56/hr.	JTMS	10/15/24	6/30/25	Not to exceed 15 hours SEI training
Vieras, Gleidys	Schedule Adjustment	Special Education Aide			Briggs	9/17/24	6/30/25	7 hrs./day, Monday off
Vindici, Helen	Schedule Adjustment	Bus Driver			Transportation	9/16/24	6/30/25	5.5 hrs./day, 5 days
Wojick, Irene	Appoint	Unified Track Aide		\$26.51/hr.	JTHS	9/24/24	6/30/25	Not to exceed 23 hrs.
Zuniga, Lorena 20-218-100-200-110	Account Code Change	Bus Aide			Transportation	9/1/24	6/30/25	PEA funded

<b>B. SUBSTITUTES</b>					
<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Location</b>	<b>Date Effective</b>	<b>Date Termin.</b>
Banzil-Lozano, Tanya	Appoint	Teacher, Aide	District	10/21/24	6/30/25
Celentano, Loretta	Appoint	Aide	District	10/8/24	6/30/25
Cruz, Yvette	Appoint	Job Coach	District	10/11/24	6/30/25
Edwards, Kathleen	Appoint	Teacher	District	9/25/24	6/30/25
Edwards, Kristen	Appoint	Teacher, Aide	District	9/27/24	6/30/25
Fazliu, Largime	Appoint	Custodian	District	9/23/24	6/30/25
Findura, Robert	Appoint	Armed Security Guard	District	10/8/24	6/30/25
Kraljevich, Jennifer	Appoint	Nurse	District	10/7/24	6/30/25
Kuzma, Lori	Appoint	Aide	District	9/19/24	6/30/25
Levine, Nancy	Appoint	Teacher	District	10/15/24	6/30/25
Mackowiak, Curtis	Appoint	Job Coach	District	10/11/24	6/30/25
Malmstrom, Heather	Appoint	Aide	District	10/15/24	6/30/25
Meyers, Morgan	Appoint	Teacher, Aide	District	1/2/25	6/30/25
Risko, Noreen	Appoint	Administrator	District	10/9/24	6/30/25
Robinson, Scott	Appoint	Armed Security Guard	District	9/26/24	6/30/25
Tejada, Juana	Appoint	Aide	District	10/9/24	6/30/25
Wood, Erin	Appoint	Aide	District	10/11/24	6/30/25
Zaki, Alia	Appoint	Bus Aide	District	10/14/24	6/30/25

<b>C. BEDSIDE INSTRUCTION</b>					
<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Location</b>	<b>Date Effective</b>	<b>Date Termin.</b>
Petrou, Jonelle	Appoint	Bedside Instruction	District	10/11/24	6/30/25

<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>
<b>HIGH SCHOOL - 11-401-100-101-008*</b>							
Crowe, Kelsey 20-241-100-100-000	Appoint	ESL: After School Help	-	\$44.86/hr.	JTHS	9/1/24	6/30/25
Gray-Reveredo, Meg 20-241-100-100-000	Appoint	ESL: After School Help	-	\$44.86/hr.	JTHS	9/1/24	6/30/25
<b>MIDDLE SCHOOL - 11-401-100-101-007*</b>							
D'Antoni-Smeilus, Tara 20-280-100-100-007	Appoint	Spring Musical: Props	1	\$592	JTMS	9/1/24	6/30/25
Guagenti, Alyssa	Appoint	Student Council (.5 stipend)	4	\$2,070	JTMS	9/1/24	6/30/25
Meade, Colleen	Appoint	Homework Club Monitor (.5 stipend)	4	\$2,070	JTMS	9/1/24	6/30/25
Nadratowski, Donna 20-280-100-100-007	Appoint	Spring Musical: Art/Set Design	1	\$592	JTMS	9/1/24	6/30/25
Sarmiento, Ashley 20-280-100-100-007	Appoint	Showcase	1	\$592	JTMS	9/1/24	6/30/25
Scalone, Andrew	Appoint	Student Council (.5 stipend)	4	\$2,070	JTMS	9/1/24	6/30/25
Ward, Elizabeth	Appoint	Homework Club Monitor (.5 stipend)	4	\$2,070	JTMS	9/1/24	6/30/25
Ward, Elizabeth	Appoint	Showcase: Lighting	1	\$592	JTMS	9/1/24	6/30/25
<b>WHITE ROCK - 11-401-100-101-006</b>							
Platz, Barbara	Appoint	TREPS	2	\$1,479	White Rock	9/5/24	1/2/25
<b>STANLICK - 11-401-100-101-001</b>							
Incedon, Emily	Appoint	TREPS	2	\$1,479	Stanlick	9/5/24	1/2/25

\* Unless otherwise noted

**L.2** Motion to approve Course Reimbursements as indicated below:

<b>SPRING 2024 SUPERVISORS</b>					
<b>Name</b>	<b>College/University</b>	<b>Course</b>	<b>Approval #</b>	<b>Credits</b>	<b>Total</b>
Dunbar, Maria	Centenary University	Data Driven Decision Making	SP01s	3	\$2,416.50

**L.3** Motion to approve the following corrections to the September 16, 2024 Minutes, Personnel Section:

<b>A. 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>
Hill, Kimberly 20-218-100-106-005	Appoint	Preschool Aide AID-CL-PRSC-PK-17	1	\$25.39/hr.	Cozy Lake	9/17/24	6/30/25	Corrected salary
Tanis, Janet	Schedule Adjustment	Bus Driver			Transportation	9/1/24	6/30/25	7.67 hrs./day. Corrected hours.

**L.4.** Motion to approve the following job description:

- Registered Behavior Technician
- Media Specialist Aide
- Special Education
- Let's Go Play Club (EDP)
- Preschool Classroom Aide
- One-on-One Aide
- Classroom Aide
- Special Education Aide

**L.5** Motion to approve 2024-2025 Substitute Rates, as described below:

<b>Position</b>	<b>Rate</b>
Substitute Administrator	\$62.50/hr.

**M. EDUCATION**

Motion by Mr. Stewart, seconded by Mr. Brown, to accept the recommendation of the Superintendent to approve and adopt motions M.1 through M.8, as described below:

Aye Mr. Brown                      Aye Mr. Natale                      Aye Mr. Stewart  
Aye Mrs. Gould                      Aye Mrs. Perez                      Aye Mrs. Wildermuth, *Vice President*  
Aye Mrs. Grater                      Aye Mrs. Small                      Aye Mrs. Poulas, *President*

**M.1** Motion to affirm Superintendent's report on incidents of Harassment, Intimidation and Bullying findings reported for August 26, 2024 through September 16, 2024.

**M.2** Motion to approve student received for the 2024-2025 school year, as indicated below plus related services as needed:

Local ID	School	Tuition	Effective
4488468352	Mount Arlington School District	\$21,531	9/5/24-6/30/25
3839765640	Mount Arlington School District	\$22,594	9/5/24-6/30/25

**M.3** Motion to approve student placement for the 2024-2025 school year, as indicated below plus related services as needed:

Local ID	School	Tuition	Effective
2449578646	Hopatcong School District	\$18,818.00	9/5/24-6/30/25
4019651517	Hopatcong School District	\$16,840.00	9/5/24-6/30/25

**M.4** Motion to approve itinerant program services for the 2024-2025 school year, as needed:

Student	School	Tuition	Effective
5337651347	Mountain Lakes - Lake Drive School	\$2,340.00	9/1/24-6/30/25

**M.5** Motion to accept the 2024-2025 Emergency Operations Plan for the Jefferson Township School District.

**M.6** Motion to approve the 2024-2025 Nursing Services Plan.

**M.7** Motion to approve the following day field trips:

School, Group/Activity	Location
JTHS Debate Tournament	Sparta, NJ
White Rock and Stanlick Elementary Schools, Grade 3 Gifted and Talented	Morristown, NJ
JTHS Debate Tournament	Flanders, NJ
JTHS Debate Tournament	Sussex, NJ
White Rock and Stanlick Elementary Schools, Grade 4 Gifted and Talented	Morristown, NJ
White Rock and Stanlick Elementary Schools, Grade 5 Gifted and Talented	Morristown, NJ
White Rock and Stanlick Elementary Schools and JTMS, Grades 5-8 Gifted and Talented	Convent Station, NJ

**M.8** Motion to approve the following overnight field trips:

School, Group/Activity	Location
JTHS Softball Spring Training Trip	South Carolina

## **N. POLICY**

Motion by Mrs. Grater, seconded by Mr. Stewart, to accept the recommendation of the Superintendent to approve motion N.1, as described below:

<u>Aye</u> Mr. Brown	<u>Aye</u> Mr. Natale	<u>Aye</u> Mr. Stewart
<u>Aye</u> Mrs. Gould	<u>Aye</u> Mrs. Perez	<u>Aye</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>

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

File Code	Title	Action
2418P	Section 504 of the Rehabilitation Act of 1973 - Students	Revised

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

**O. 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 September 16, 2024 through October 14, 2024:

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

**Enrollment as of 9/30/24:**

	September 2023	September 2024
Grades PreK	236	289
Grades K-5	1,046	1,032
Grades 6-8	562	549
Grades 9-12	839	798
TOTAL	2,683	2,668
Tuition students received	1	2
Out-of-district placement	21	14

**P. COMMUNICATIONS**

- None

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

- An audience member thanked the Board for reviewing the reconfiguration plan. They asked several questions regarding the logistics and what it can mean for staff and students, as well as the budget impact.
- An audience member thanked the Board continuing to accentuate the effects of S2 funding. They also inquired about the reconfiguration details.
- An audience member noted most of their previous questions were answered.

Mrs. Poulas addressed budget concerns and the use of the Milton building.

Mrs. Giacchi addressed the differences between tuition paid by parents for internal academies as opposed to tuition paid by districts for students to attend vo tech programs.

Mrs. Howe addressed the annual savings is expected to be approximately \$600,000 per year for the closure of the building. She also noted the capital improvements that were done to Cozy Lake, including the roof and discussed the district's transportation goals for reconfiguration.

**R. OLD BUSINESS**

- None

**S. NEW BUSINESS**

- The Board was advised to complete QSAC required training. It was noted that the audit presentation has been moved to a future meeting pending the resolution of a question about the reported audit finding.

**T. CLOSED SESSION**

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

**U.     ADJOURN**

Motion by Mrs. Gould, seconded by Mrs. Grater, to adjourn the meeting at 10:32 PM.

Aye Mr. Brown

Aye Mr. Natale

Aye Mr. Stewart

Aye Mrs. Gould

Aye Mrs. Perez

Aye Mrs. Wildermuth, *Vice President*

Aye Mrs. Grater

Aye Mrs. Small

Aye Mrs. Poulas, *President*

Respectfully submitted,

Rita Oroho Giacchi  
Board Secretary

## Appendix A - Budget Calendar

**Jefferson Township Public Schools**  
**2025 – 2026 Budget Calendar**

DATE	TOPIC	RESPONSIBLE PARTIES*	NOTES
September 27, 2024	Budget Software Opens	Purchasing Specialist/SBA	Budget software made available to Principals, Directors, Supervisors, Secretaries and written direction is given on required input.
October 1, 2024	Building Needs & Finance Committee Meeting	SBA/Superintendent/Committee	Review budget calendar & initial revenue projections.
October 7, 2024	Payroll Budget Update	Purchasing Specialist/SBA	Payroll figures will be loaded into the Budget Software.
October 14, 2024	New staff training	Purchasing Specialist	Focused on new employees, optional for all staff involved in the budget.
October 14, 2024	Board of Education Meeting	SBA/Superintendent/Board	Regular Board meeting to approve the Budget Calendar for the upcoming 25-26 school year.
October 15, November 11, December 9, 2024	District Administrative Council Meetings	SBA/Superintendent/Administrative Staff	School Business Administrator to discuss the budget preparation process and parameters with the admin team. Review priorities and areas of possible savings. Review enrollment and staffing analysis.
November 2024 - February 2025	Board of Education Meetings	SBA/Superintendent/Board	Public presentation of various budget-related topics, as needed.
November 15, 2024	Preschool Enrollment numbers and Operational Plan Submission	SBA/Superintendent/Assistant Superintendent	Determines estimate for Preschool Funding
December 2-6, 2024	Budget Meetings with various departments	Superintendent/SBA/Purchasing Specialist	Discussion of priority needs and review of included items to ensure that all necessary expenditures have been considered with the following departments: Curriculum & Instruction, Facilities, Special Services, Technology & Transportation
December 3, 2024, January 7, 2025, February 2025	Building Needs & Finance Committee Meeting	SBA/Superintendent/Committee	Discussion of budget progress to-date, budget goals & challenges, review enrollment/staffing/ benefits.
February/ March 2025	Finalize Preliminary Budget Based on Actual State Aid Revenues	SBA/Superintendent/Administrative Staff	Based on timing of release of the state aid figures.
March 2025	Building Needs & Finance Committee Meeting	SBA/Superintendent/Committee	Detailed Budget Review
March 2025	Board of Education Meeting	SBA/Superintendent/Board	Public discussion of preliminary budget before adoption of Budget for submission.
March 2025	Submission to DOE Advertise BOE approved budget	SBA	Last day to submit a tentative Budget to the County Superintendent of Schools.
April 2025	Notice of Public Hearing	SBA	4 days before the adoption of the Budget.
April 2025	Board of Education Meeting	SBA/Superintendent/Board	Budget Presentation and Public Hearing on the Budget. Adopts Final Budget.

\*SBA = School Business Administrator

**Notes:**

- Additional dates may be added if it is determined that a special school election is required to propose raising additional funds
- Board and Committee meeting dates for January 2025 and forward will be determined at the Reorganization Meeting.
- Submission deadlines TBD based on DOE Budget Schedule.

10/7/24

## Appendix B

Name	Event Date	Location	Seminar/Function	Registration Fee \$	Transportation Fee \$	Lodging cost per night	Meal cost per day	# of Travel Days	Mileage @ \$0.47/mi	Misc. Fees (including parking/tolls/misc fees)	Total Expense
Clark, Sofie	11/12/24	Virtual	Restorative Discipline	\$295.00	-	-	-	-	-	-	\$295.00
Kazanfer, Aladdin	11/1/24	Piscataway, NJ	NJTEEA Annual Conference	\$175.00	-	-	-	-	\$33.84	-	\$208.84
Nicholas, Jason	11/1/24	Piscataway, NJ	NJTEEA Annual Conference	\$175.00	-	-	-	-	\$48.32	-	\$223.32
Panka, Meredith	10/22/24 & 10/23/24	New Providence, NJ	Orton Gillingham Multisensory Reading (Structured Language Literacy)	\$215.00	-	-	-	-	\$15.23	-	\$230.23
Reinstein, Jodi	11/14/24, 12/12/24, 1/4/25, 2/12/25 & 4/30/25	Virtual	Gifted & Talented Education Institute	\$310.00	-	-	-	-	-	-	\$310.00
Roccisano, Karen	11/12/24	Virtual	Restorative Discipline	\$295.00	-	-	-	-	-	-	\$295.00
Rowens, Heather	10/15/24 - 4/15/25	Virtual	Think SRSD On Demand Learning	\$199.00	-	-	-	-	-	-	\$199.00
Seifried, Joyce	11/1/24	Piscataway, NJ	NJTEEA Annual Conference	\$175.00	-	-	-	-	\$38.16	-	\$213.16

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