

JEFFERSON TOWNSHIP BOARD OF EDUCATION
Regular Meeting Minutes/ Special Budget Public Hearing
Monday, March 25, 2013 7:00 PM (Closed Session) – 8:00 PM (Regular Session)
Jefferson Township High School Media Center

- A.** Mr. Smith called the meeting to order at 8:00 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, *AIM Newspaper*, and the *JEFFERSON PATCH*;

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>Present</u>	<u>Absent</u>
Mr. Cuccio	<u>X</u>	<u> </u>
Mrs. Poulas	<u>X</u>	<u> </u>
Mr. Quigley	<u>X</u>	<u> </u>
Mrs. Scott	<u>X</u>	<u> </u>
Mrs. Senatore	<u>X</u>	<u> </u>
Mr. Stewart	<u>X</u>	<u> </u>
Mrs. Van Ness	<u> </u>	<u>X</u>
Mr. Millar, Vice President	<u>X</u>	<u> </u>
Mr. Smith, President	<u>X</u>	<u> </u>
Ivan Cruz, <i>Student Representative</i>	<u> </u>	<u>X</u>
Veronica Kot, <i>Student Representative</i>	<u>X</u>	<u> </u>

D. CLOSED SESSION

Motion by Mr. Stewart, seconded by Mr. Cuccio, that the Board of Education adopt the following resolution:

BE IT RESOLVED, by the Jefferson Township Board of Education on this 25th day of March, 2013 at 7:35 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.
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 7:41 PM.

E. SUPERINTENDENT'S REPORT

- Mr. Kraemer reported on the Good News and Progress in Our Schools including donations and the 2013-2014 budget process.

F. PRESENTATIONS

- Dr. Nancy Harris introduced students who won a contest sponsored by Verizon for developing a community based application (app).
- Introduction of JTEAM (Jefferson Township Education Association & Municipal Organizations) – A program designed to Combat Substance Abuse in our schools and community.
- Dr. Mary Thornton, Assistant Superintendent and Dora E. Zeno, Business Administrator presented the 2013-2014 Budget.

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

- A member of the public commented on Honeywell Instant Alerts and the amended calendar.

H. STUDENT REPRESENTATIVES

- Student Representative Veronica Kot reported on the production of Young Frankenstein, the Teen Pep Family Night and the REBEL programs' "Kick Butt Day", as well as several other springtime activities happening at the high school. She also welcomed the new Assistant Principal Ms. Thorne.

I. COMMITTEE REPORTS

- Building Needs and Finance Committee – Mr. Cuccio reported the Committee discussed the fire alarm upgrades, the 2013-2014 budget status, an electronic access proposal, and the food service renewal proposal.
- Education Committee – Mrs. Poulas announced the Committee reviewed the following: 2013-2014 school calendar, field trips, revised Nursing Services Plan and school action plans.
- Negotiations Committee – Mr. Kraemer reported the Committee has met begun negotiations with the Administrators Group.
- Community Relations Committee – Mrs. Scott noted the Committee reviewed the Superintendent's message for the website along with consent forms for random drug testing, and ways to disseminate information and promotion of JTEAM.

J. MINUTES OF MEETINGS

Motion by Mr. Stewart, seconded by Mrs. Scott, that the minutes of the following meetings be approved as submitted:

February 18, 2013 Regular Meeting Minutes

February 18, 2013 Executive Session Minutes

MOTION: Mr. Stewart	SECOND: Mrs. Scott			
Name	Ayes	Nays	Abstain	Absent
Mr. Cuccio	X			
Mr. Millar	X			
Mrs. Poulas	X			
Mr. Quigley	X			
Mrs. Scott			X	
Mrs. Senatore			X	
Mr. Smith	X			
Mr. Stewart	X			
Mrs. Van Ness				X

Motion by Mr. Stewart, seconded by Mrs. Scott, that the minutes of the following meetings be approved as submitted:

March 4, 2013 Special Meeting Minutes

MOTION: Mr. Stewart	SECOND: Mrs. Scott			
Name	Ayes	Nays	Abstain	Absent
Mr. Cuccio			X	
Mr. Millar	X			
Mrs. Poulas	X			
Mr. Quigley	X			
Mrs. Scott	X			
Mrs. Senatore	X			
Mr. Smith	X			
Mr. Stewart			X	
Mrs. Van Ness				X

K. FINANCE AND BUILDING NEEDS COMMITTEE

K.1 Motion by Mr. Cuccio, seconded by Mrs. Scott, to accept Resolution to adopt tentative 2013-2014 Budget as described below:

BE IT RESOLVED that the Jefferson Township Board of Education adopt the 2013-2014 school year budget:

	General Fund	Special Revenues	Debt Service	Total
Taxes to be Raised	\$ 37,311,253	\$ 0	\$ 1,943,459	\$ 39,254,712
Less: Anticipated Revenues	\$ 17,974,345	\$ 757,905	\$ 43,647	\$ 18,775,897
2013-14 Total Expenditures	\$ 55,285,598	\$ 757,905	\$ 1,987,106	\$ 58,030,609

RESOLVED, that the Jefferson Township Board of Education requests the approval a capital reserve withdrawal in the amount of \$264,965. The district intends to utilize these funds for the projects listed below:

- a. ET Briggs Window Replacement (27-2380-040-13-1000) and HS Partial Window Replacement (27-2380-020-13-1000), estimated cost = \$701,226 and \$63,514, respectively, and

WHEREAS, school district policy and N.J.A.C. 6A:23A-7.1(a) provides that the Jefferson Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2013-2014 school year; and

WHEREAS, maximum expenditure amount allotted for travel and expense reimbursement for the 2012-2013 was \$67,295, and

WHEREAS, travel and expense reimbursement has reached a total amount of \$44,216.81 as of March 1, 2013, and

NOW THEREFORE BE IT RESOLVED, that the Jefferson Board of Education, in the County of Morris, New Jersey hereby establishes the school district travel maximum for the 2013-2014 at the sum of \$51,745 and

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

MOTION: Mr. Cuccio		SECOND: Mrs. Scott		
Name	Ayes	Nays	Abstain	Absent
Mr. Cuccio	X			
Mr. Millar	X			
Mrs. Poulas	X			
Mr. Quigley	X			
Mrs. Scott	X			
Mrs. Senatore	X			
Mr. Smith	X			
Mr. Stewart	X			
Mrs. Van Ness				X

Motion by Mr. Cuccio, seconded by Mrs. Poulas, to accept the recommendation of the Superintendent to approve and adopt motions K. 2 through K.15, as described below:

K.2 Motion to approve the **purchase order** list dated February 2013 in the amount of **\$110,727.14**.

K.3 Motion to approve the **check journal** as of February 2013 in the amount of **\$3,890,103.79**.

Fund	Amount
General (10)	\$ 3,805,583.67
Special Revenue (20)	\$ 84,520.12
Total	\$ 3,890,103.79

K.4 Motion to approve the funds **transfers** in the 2012-2013 Fiscal Year, dated February 2013 in the amount of **\$264,524.65**.

K.5 Motion that the Board of Education approve the **certification** by the Board Secretary, pursuant to NJSA 18A:17-9, that as of January 31, 2013, no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of NJAC 6A:23-2.11(a).

K.6 Motion to certify, in accordance with NJAC 6A:23-2.11(c), that as of January 31, 2013, 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 NJAC 6A:23-2.11(b), and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

K.7 Motion to **rescind** the source of funding for the following individuals as funded from the **FY2013 IDEA** grant:

Name	Location	Position	Salary	Grant Share	FICA/TPAF/Benefits
Patricia Szuskowski	Middle School	Special Education Teacher	\$ 53,976	\$ 30,000	\$ 6,000
IDEA Total		\$ 36,000			

K.8 Motion to designate the source of funding for the following individuals as funded from the **FY2013 IDEA** grant:

Name	Location	Position	Salary	Grant Share	FICA/TPAF/Benefits
Darlene McBride	Milton School	Special Education Teacher	\$ 33,930	\$ 25,960	\$ 6,029
IDEA Total		\$ 31,989			

- K.9** Motion to approve the Resolution to participate in the **Joint Transportation Agreement** for the 2013-2014 school year with the Sussex County Regional Transportation Cooperative. *(copy available for review).*
- K.10** Motion to approve the disposal of **obsolete equipment**, as shown below, in accordance with Policy #7300, Disposition of Property, as listed below:

<u>School/Department</u>	<u>Bar Code/Serial No.</u>	<u>Equipment Description</u>
High School Weight Room	3191	Treadmill
High School Weight Room	3192	Treadmill

- K.11** Motion to approve the disposal of **obsolete equipment**, as shown below, in accordance with Policy #7300, Disposition of Property, as listed below:

<u>School/Department</u>	<u>Bar Code/Serial No.</u>	<u>Equipment Description</u>
Middle School	1535/8093270	Sony Television/Mod. KV-32S66
Middle School	1817/8093242	Sony Television/Mod. KV-32S66
Middle School	1827/8087446	Sony Television/Mod. KV-32S66

- K.12** Motion to declare as an emergency repair the HS fire alarm not to exceed the amount of \$20,000 .
- K.13** Motion to appoint Fox Architectural Design, PC to prepare construction documents, bidding documents and contract administration for fire alarm system upgrade and renovations at the Ellen T. Briggs and Arthur Stanlick Elementary schools, at a not to exceed cost of \$18,400, per proposal.
- K.14** Motion to approve the food service management company **renewal contract** addendum between the Jefferson Township Board of Education and the **Pomptonian, Inc.** for the 2013-2014 school year. This contract, as quoted, includes a management fee of \$0.1558 cents per pattern meal and meal equivalent. Pomptonian, Inc. guarantees a return of \$34,000.00 terms and conditions of the food service management contract between Jefferson Township Board of Education and Pomptonian, Inc. for the 2013-2014 school year.

	<u>Lunch</u>	<u>Breakfast</u>
Elementary	\$ 2.50	\$ 1.15
Middle School	\$ 2.50	\$ 1.25
High School	\$ 2.75	\$ 1.45

- K.15** 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 Attachment A, are attending the named professional development seminar at such identified venues, and

WHEREAS, The attendance at stated function was previously approved by the Superintendent, or designee, as work related and within the scope of the work responsibilities of the attendee; and

WHEREAS, The attendance at the function was approved as promoting delivery of instruction or furthering efficient operation of the school district; and fiscally prudent, and

WHEREAS, The travel and related expenses particular to attendance at this function are in accordance with the state travel guidelines established by the Department of Treasury in NJOMB circular letter; be it

RESOLVED, That the Board finds the travel and related expense and the expenses particular to attendance at this previously approved function is necessary/unavoidable, be it further

RESOLVED, That the expense is justified and therefore reimbursable (*copy attached*).

MOTION: Mr. Cuccio	SECOND: Mrs. Poulas			
Name	Ayes	Nays	Abstain	Absent
Mr. Cuccio	X			
Mr. Millar	X			
Mrs. Poulas	X			
Mr. Quigley	X			
Mrs. Scott	X			
Mrs. Senatore	X			
Mr. Smith	X			
Mr. Stewart	X			
Mrs. Van Ness				X

L. PERSONNEL COMMITTEE

Motion by Mr. Millar , seconded by Mrs. Scott, to accept the recommendation of the Superintendent to approve and adopt motions L.1 through L.3, as described below:

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

PERSONNEL								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
A. Administrative								
B. Instructional								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Sharon Bock	Retirement	Reading Teacher 10.60.60.AZL			White Rock	6/30/13	7/1/13	Retiring after 26 years of service
Claire Brennan	Retirement	School Counselor 10.10.10.ACD			Stanlick School	6/30/13	7/1/13	Retiring after 24 years of service
Lauren Dexter	Resignation	Math Teacher 10.80.80.ARK			High School	4/8/13	4/8/13	
Daniel Oppedisano	Resignation	English Teacher 10.80.80.ARB			High School	6/30/13	7/1/13	
Ashley Redlich* 11-140-100-101-29	Assignment Change	Teacher of Math Long-Term Sub 10.80.80.ARK	BA Step 1	\$47,875	High School	9/1/12	6/30/13	Replacing LD
Taylor Kennedy* 11-120-100-101-29	Appoint	Elementary Teacher Long-Term Sub 10.40.40.AFS	BA Step 1	\$239.38/day	Milton	5/6/13	6/22/13	Replacing AS
Kimberly Volz* 11-120-100-101-29	Appoint	Elementary Teacher Long-Term Sub 10.50.50.AHC	BA Step 1	\$233.58/day	Cozy Lake	5/13/13	6/22/13	Replacing MD
Joanna Reiss 11-130-100-101-29	Appoint	Social Studies Teacher Long-Term Sub 10.70.70.AOY	BA Step 1	\$233.58/day	Middle School	3/25/13	5/10/13	Replacing KD
Kimberly Serzan* 11-140-100-101	Appoint	Mathematics Teacher 10.80.80.ARN	BA Step 1	\$47,875	High School	3/25/13	6/30/13	Replacing TP
John Terry 11-140-100-101-29	Appoint	Social Studies Teacher Long-Term Sub 10.80.80.ASI	BA Step 1	\$233.58/day	High School	5/16/13	6/22/13	Replacing KF
Maribel Waters* 11-140-100-101-29	Appoint	Social Studies Teacher Long-Term Sub 10.80.80.ASJ	BA Step 1	\$233.58/day	High School	4/15/13	6/22/13	Replacing SM

Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Stacey Prado	Appoint	Bedside Instruction		\$40.80/hr	District	3/20/13	6/30/13	
SM	Amended Maternity Leave	Social Studies Teacher 10.50.50.AHC			High School	4/15/13	11/23/13	Utilizing 39 sick days and 67 unpaid days
AA	Amended Maternity Leave	Physical Ed. Teacher 10.10.10.AOA			Stanlick/Briggs	2/8/13	6/14/13	Utilizing 30 sick days and 54 unpaid days
CM	Maternity Leave	English Teacher 10.80.80.ARA			High School	5/28/13	10/7/13	Utilizing 19 sick days and 21 unpaid days
AS	Maternity Leave	Elementary Teacher 10.40.40.AFS			Milton School	5/6/13	6/22/13	Utilizing 34 sick days
KD	Medical Leave	Social Studies Teacher 10.70.70.AOY			Middle School	3/20/13	5/11/13	Utilizing 31 sick days and 3 personal days
SS	Medical Leave	English Teacher 10.80.80.ARD			High School	3/6/13	4/1/13	Utilizing 16 sick days

*Requires Mentoring

C. Non-Instructional								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Joanna Reiss	Assignment Hold	Special Ed. Aide 09.70.70.BDK			Middle School	3/25/13	5/11/13	Appointed to fill long-term sub assignment
Joanne Bley 11-214-100-106	Appoint	Special Ed. Aide Long-Term Sub 09.70.70.BDK	Step 1	\$19.03/hr	Middle School	3/25/13	5/11/13	Replacing JR 3.5 hours/day, no benefits
AP	Maternity Leave	Bus Driver 10.90.90.AZX			District	5/13/13	10/7/13	Utilizing 26 sick days and 3 family illness days
AP	Maternity Leave	Bus Driver 10.90.90.AZX			District	5/13/13	6/22/13	Utilizing 26 sick days and 3 family illness days
AC	Medical Leave	Custodian 12.70.72.AKZ			Middle School	4/24/13	5/15/13	Utilizing 15 sick days

D. Substitutes/Other								
Name	Nature of Action	Position	Level	Salary	Loc.	Date Effective	Date Termin.	Discussion
Sandra Alfaro	Appoint	Substitute Teacher		\$80/diem	District	3/5/13	6/30/13	
Kristen Brown	Appoint	Substitute Teacher		\$80/diem	District	3/26/13	6/30/13	
Carla Costa	Appoint	Substitute Teacher		\$80/diem	District	3/26/13	6/30/13	
Jennifer Gesek	Appoint	Substitute Teacher		\$80/diem	District	3/26/13	6/30/13	
Bonnie Godfrey	Appoint	Substitute Teacher		\$80/diem	District	3/26/13	6/30/13	
Leighann Hagemann	Appoint	Substitute Teacher		\$80/diem	District	3/12/13	6/30/13	
Kate Neurohr	Appoint	Substitute Teacher		\$80/diem	District	3/26/13	6/30/13	
Kimberly Volz	Appoint	Substitute Teacher		\$80/diem	District	3/26/13	6/30/13	
Virginia Joy	Appoint	Substitute Teacher		\$80/diem	District	3/26/13	6/30/13	Pending fingerprinting
Betty Jo Robinson	Appoint	Substitute Aide		\$10/hr	District	3/26/13	6/30/13	Pending fingerprinting
Glen Grey II	Appoint	Substitute Custodian		\$12.50/hr	District	3/25/13	6/30/13	
James Schmitt	Appoint	Substitute Custodian		\$12.50/hr	District	3/26/13	6/30/13	Pending fingerprinting

E. Extra Duty Pay								
Name	Nature of Action	Position/Control Number	Level	Salary	Loc.	Date Effective	Date Termin.	Discussion
Kelly Miller	Appoint	Special Ed. Aide 09.50.50.BDK	Step 2	\$19.33/hr	Middle School	4/24/13	5/16/13	Art Club Not to exceed 4 hours
Kathleen D'Ambrosio	Amended Appointment	Detention Monitor Co-Advisor 2 of 3	Level 4	\$801.06	Middle School	9/1/12	3/19/13	26 sessions to date
Sarah Miceli	Appoint	Detention Monitor Substitute	Level 4	\$30.81/session	Middle School	3/20/13	5/10/13	Not to exceed 3 sessions
Christine Stewart	Appoint	Detention Monitor Substitute	Level 4	\$30.81/session	Middle School	3/20/13	5/10/13	Not to exceed 3 sessions
James Wynne, Jr.	Appoint	Professional Musician		\$500	High School	3/19/13	3/25/13	Pit Orchestra-Drums Spring Musical
Kevin Lynch	Appoint	Professional Musician		\$500	High School	3/19/13	3/25/13	Pit Orchestra-Keyboards Spring Musical

F. 2012-13 School Year Coaching Staff								
SPRING								
Name	Nature of Action	Position	Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Shannon Chapman	Appoint	Assistant B/G Track	1	\$3609.24	High School	9/1/12	6/30/13	
Christine Couser	Appoint	Assistant Softball	N/A	N/A	High School	9/1/12	6/30/13	Volunteer
John Kanouse	Appoint	Assistant Softball	N/A	N/A	High School	9/1/12	6/30/13	Volunteer

L.2 Motion to approve Fall 2012-2013 Course Reimbursements as indicated below:

Name	College	Class	Approval	Credits	Amount
Kathryn Kaminski	Monmouth University	Research Issues and Trends in Special Education	44	3	\$ 632.37
Kathryn Kaminski	Monmouth University	Communication and Social Competence Skills	45	3	\$ 632.37
Joann Patalive	Nova Southeastern University	Action Research in Practice Curriculum and Instruction	25	6	\$ 1,188.31
Stacey Ortense	Ramapo College	School Law	41	4	\$ 817.68
Gino Rose	Grand Canyon University	Instructional Leadership and Literacy Coaching	52	4	\$ 817.68
Gino Rose	Grand Canyon University	Reading in Content Areas: Secondary	51	4	\$ 817.68
Emily James	Montclair State University	Critical and Creative Thinking in Music	26	3	\$ 632.37
Daniel Papa	Montclair State University	Leadership and Learning Organization	30	3	\$ 632.37
Daniel Papa	Montclair State University	Action Research	31	3	\$ 632.37
Daniel Papa	Montclair State University	Curriculum, Instruction and Assessment	32	3	\$ 632.37
Joyce Hulbert	New Jersey City University	Introduction to Authoring Tools	19	3	\$ 632.37
Wendy Towers	New Jersey City University	Internship: School Media Center	27	3	\$ 632.37
Jason Kalish	California University of Pennsylvania	Educational Leadership	11	3	\$ 632.37
Jason Kalish	California University of Pennsylvania	Curriculum Leadership	12	3	\$ 632.37
Melissa Hall	California University of Pennsylvania	Educational Leadership	13	3	\$ 632.37
Melissa Hall	California University of Pennsylvania	Curriculum Leadership	14	3	\$ 632.37
Laurie Boucher	A.T. Still University	Advances in Sensory Integration Theory and Practice	28	3	\$ 632.37
Laurie Boucher	A.T. Still University	Evidence Based Practice 1 for O.T. Clinicians	29	3	\$ 632.37
Kim Hollar	Marygrove College	Foundations of Reading and Literacy	5	3	\$ 632.37
Kim Hollar	Marygrove College	Assessment and Intervention for Struggling Readers	6	3	\$ 632.37
Christy Lang-Weiss	Marygrove College	Foundations of Reading and Literacy	7	3	\$ 632.37
Christy Lang-Weiss	Marygrove College	Assessment and Intervention for Struggling Readers	8	3	\$ 632.37
Emily Jones	The College of New Jersey	Differentiated Instruction	33	3	\$ 632.37
Sherry Bavosa	Centenary College	Behavior Management	15	3	\$ 632.37
Michele Carline	Centenary College	Behavior Management	17	3	\$ 632.37
Maria Dunbar	Centenary College	Behavior Management	18	3	\$ 632.37
Lori Johansson	Centenary College	Research in Instructional Leadership	42	3	\$ 632.37
Julie Kozakewich	Centenary College	Seminar in Curricular Evaluation and Assessment Strategies	43	3	\$ 632.37
Daniel Gugger	Centenary College	Curriculum Design and Development	39	3	\$ 632.37
Vincent Stasio	Montclair State University	Effective Leadership in a Diverse Society	16	3	\$ 632.37
James Scott Reid	University of San Diego	Making the Most of the Internet in the Classroom	38	3	\$ 425.00
James Scott Reid	University of San Diego	Positive Discipline Approach to Classroom Management	34	3	\$ 405.00
James Scott Reid	University of San Diego	A Primary Teacher's Guide to Positive Discipline	35	3	\$ 405.00
James Scott Reid	University of San Diego	Study Smarter, Not Harder	36	3	\$ 405.00
Rebecca Keyser	University of San Diego	Implementing Kindergarten Common Core Literature Standards	46	3	\$ 405.00
Rebecca Keyser	University of San Diego	Using the Internet to Enhance Social Studies Curriculum	47	3	\$ 405.00
Rebecca Keyser	University of San Diego	Active and Hands-On Science Instruction	48	3	\$ 405.00
Katherine Pierson	University of San Diego	Using the Internet to Enhance Social Studies Curriculum	49	3	\$ 405.00
Katherine Pierson	University of San Diego	Active and Hands-On Science Instruction	50	3	\$ 405.00
Dolores Bennett	University of San Diego	Implementing Kindergarten Common Core Literature Standards	40	3	\$ 380.00
Beverly Mallatratt	University of San Diego	Linking Literacy Assessment and Instruction	21	3	\$ 361.25
Beverly Mallatratt	University of San Diego	Making the Most of the Internet in the Classroom	22	3	\$ 361.25
Beverly Mallatratt	University of San Diego	Reading Interventions for Middle Grade Students	23	3	\$ 361.25
Beverly Mallatratt	University of San Diego	Teaching Real World Math	24	3	\$ 361.25

L.3 Motion to approve the following job descriptions:

1. Supervisor of Maintenance, Grounds & Custodial Staff
2. Supervisor of Transportation

MOTION: Mr. Millar	SECOND: Mrs. Scott			
Name	Ayes	Nays	Abstain	Absent
Mr. Cuccio	X			
Mr. Millar	X			
Mrs. Poulas	X			
Mr. Quigley	X			
Mrs. Scott	X			
Mrs. Senatore	X			
Mr. Smith	X			
Mr. Stewart	X			
Mrs. Van Ness				X

M. EDUCATION, SPECIAL EDUCATION AND TECHNOLOGY COMMITTEE

Motion by Mrs. Poulas, seconded by Mr. Cuccio, to accept the recommendation of the Superintendent to approve and adopt motions M.1 through M.7, as described below:

- M.1** Motion to approve **student placement** for the 2012-2013 school year, as shown below, plus related services as needed:

Student	School	Tuition	Effective Date
M/7-8	Glenview Academy	\$ 52,684.20 (prorated)	3/18/13-6/30/13

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

School/Group/Activity	Location	Dates
JTHS Six Blue	Liberty Science Center, Jersey City, NJ	March 25, 2013
Briggs School, MD Class	Sparta Mountain Farms, Sparta, NJ	March 27, 2013
Briggs School, Grade K	Turtle Back Zoo, West Orange, NJ	May 13, 2013
JTHS DECA and FBLA	Morgan Stanley, Wall Street, New York, NY	May 22, 2013
Stanlick School, Grade 5	Liberty Science Center, Jersey City, NJ	June 3, 2013
Cozy Lake School, Grade 2	White Rock School, Oak Ridge, NJ	June 5, 2013
Stanlick School, Grade 4	Sandy Hook Station, Fort Hancock, NJ	June 6, 2013
Stanlick School, Grade 3	Bronx Zoo, Bronx, NY	June 7, 2013

- M.3** Motion to Recognize and Accept the Harassment, Intimidation and Bullying Incidences (HIB) February 18, 2013 through March 25, 2013.

RESOLVED, That upon the Recommendation of the Superintendent, the Jefferson Township Board of Education recognizes the Harassment, Intimidation, and Bullying incidences reported from February 18, 2013 through March 25, 2013, as summarized below:

School	Incidents Reported	Confirmed Incidents of HIB	Inconclusive – Case Will Remain Active
Milton	0	0	0
Briggs	0	0	0
Cozy Lake	0	0	0
Stanlick	0	0	0
White Rock	0	0	0
Middle School	13	5	2
High School	5	1	0

BE IT FURTHER RESOLVED, that the Jefferson Township Board of Education approves the remedial and disciplinary action taken by the building principals.

- M.4** Motion to approve the 2013-2014 school calendar (*attached*).
- M.5** Motion to approve submission of the revised 2012-2013 **Nursing Services Plan** to the Morris County Executive Superintendent.
- M.6** Motion to approve the District Performance Reviews for the New Jersey Quality Single Accountability Continuum evaluation in the following areas:

1. Instruction and Program	89%
2. Personnel	100%
3. Fiscal Management	100%
4. Operations	100%
5. Governance	100%

The district received the designation of “high performing” from the New Jersey Department of Education.

M.7 Motion to adopt a resolution proclaiming the month of April 2013 as **Autism Awareness Month:**

WHEREAS, Every 11 minutes, a child is diagnosed with an autism spectrum disorder. 1 in 88 children in the United States is on the autism spectrum; 1 in 54 boys, and

WHEREAS, it is known that with proper education, training and community living options, individuals with autism can lead distinguished, productive lives in their communities and strive to reach their fullest potential; and

WHEREAS, the annual observance of Autism Awareness Month advocates for the rights, humane treatment, and appropriate education of all persons with autism, while educating families, professionals and the general public better to understand this lifelong disability.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson Township Board of Education recognizes the month of April 2013 as Autism Awareness Month and supports the efforts of such advocates as Light it Up Blue and Autism Speaks.

MOTION: Mrs. Poulas		SECOND: Mr. Cuccio		
Name	Ayes	Nays	Abstain	Absent
Mr. Cuccio	X			
Mr. Millar	X			
Mrs. Poulas	X			
Mr. Quigley	X			
Mrs. Scott	X			
Mrs. Senatore	X			
Mr. Smith	X			
Mr. Stewart	X			
Mrs. Van Ness				X

M.8**Enrollment as of 2/28/12:**

	Feb. 12	Feb. 13
Milton	169	159
Cozy Lake	255	260
Arthur Stanlick	374	393
E.T. Briggs	366	348
White Rock	414	387
Total Elementary	1,578	1,547
JTMS	836	835
JTHS	1,051	1,033
GRAND TOTAL	3,465	3,415
Tuition students received	1	1
Out-of-district placement	42	36

N. POLICY COMMITTEE

Motion by Mr. Millar, seconded by Mrs. Scott, to accept the recommendation of the Superintendent to approve Motions N.1 and N.2, as described below:

N.1 Motion to approve the **First Reading of the following *(copy available for review)***

File Code	Document	Title	Description of Action
2435p	Policy	Random Drug Testing	Replaces 2435p Random Drug Testing (07/16/12)
5530r	Regulation	Substance Abuse	Replaces 5530r Substance Abuse (08/27/12)

N.2 Motion to approve the Second Reading of the following *(copy available for review)*

File Code	Document	Title	Description of Action
0132b	Bylaw	Executive Authority	Replaces 0132b Executive Authority 10/15/01
2415p	Policy	No Child Left Behind	Replaces 2415p No Child Left Behind 08/09/04
2431p	Policy	Athletic Competition	Replaces 2431p Athletic Competition 07/16/12
2431.1r	Regulation	Emergency Procedures for Athletic Practices and Competitions	Replaces 2431.1r Emergency Procedures for Athletic Practices and Competitions 09/18/12
2431.2r	Regulation	Medical Examination to Determine Fitness for Participation in Athletics	Replaces 2431.2r Medical Examination to Determine Fitness for Participation in Athletics 09/18/12
2435r	Regulation	Student Drug Testing	Replaces 2435r Student Drug Testing 07/16/12
2468p	Policy	Independent Education Evaluations	New
3230p	Policy	Outside Activities	Replaces 3230p Outside Activities 09/17/01
3230r	Regulation	Outside Activities	New
3281p	Policy	Inappropriate Staff Conduct	Replaces 3281p Inappropriate Staff Conduct 01/18/10
3281r	Regulation	Inappropriate Staff Conduct	Replaces 3281r Inappropriate Staff Conduct 01/18/10
4230p	Policy	Outside Activities	Replaces 4230p Outside Activities 09/17/01
4230r	Regulation	Outside Activities	New
4281p	Policy	Inappropriate Staff Conduct	Replaces 4281p Inappropriate Staff Conduct 01/18/10
4281r	Regulation	Inappropriate Staff Conduct	Replaces 4281r Inappropriate Staff Conduct 01/18/10
6480p	Policy	Purchase of Food Supplies	6480p Purchase of Food Supplies 08/17/09
8505p	Policy	School Nutrition	8505p School Nutrition 01/17/12

MOTION: Mr. Millar	SECOND: Mrs. Scott			
Name	Ayes	Nays	Abstain	Absent
Mr. Cuccio	X			
Mr. Millar	X			
Mrs. Poulas	X			
Mr. Quigley	X			
Mrs. Scott	X			
Mrs. Senatore	X			
Mr. Smith	X			
Mr. Stewart	X			
Mrs. Van Ness				X

O. COMMUNICATIONS

- None

P. OLD BUSINESS

- None

Q. NEW BUSINESS

- None

R. PUBLIC COMMENTS

- None

S. BOARD MEMBER COMMENTS

- Mr. Cuccio offered his congratulations to Coach O'Connor, Dr. Harris and Mr. Kraemer for reaching various milestones.
- Mrs. Poulas commented that she heard a lot of positive activities and opportunities during the evening's presentations.

- Mrs. Scott congratulated the retirees and commented on the JTEA's proactive position in support of the Superintendent.
- Mr. Stewart attended the production of Young Frankenstein and commented it was the best ever. He also noted the students have shown terrific advancements in many ways.
- Mr. Quigley also congratulated the cast of Young Frankenstein and thanked the seniors for providing great entertainment over the last few years.
- Mrs. Senatore noted the positive steps regarding the JTEA initiative, reminded the public of the upcoming tricky tray and also congratulated the high school theatrical department. She also noted, while outside of the community, she overheard an individual praising Mrs. Daggett.
- Mr. Millar wished everyone a happy spring break.
- Mr. Smith thanked the administration and fellow Board Members for their work on the budget. He also commented on the DEP review of the turf field, and reminded his peers about the timelines for the Superintendent's evaluation.
- Mr. Kraemer spoke of the process of the Superintendent's evaluation and also thanked Mr. Stewart and the staff of the Jefferson Township Public Library for educational opportunities they helped bring to elementary.

T. ADJOURN

Motion by Mr. Stewart, seconded by Mr. Cuccio that the meeting adjourn at 9:18 PM.

Respectfully submitted,

Dora E. Zeno
Board Secretary

Name	Event Date	Location	Function Description (i.e. Seminar Subject)	Transportation	Registration Fee \$	Travel/ Miles	Lodging Cost/ day/person (not to exceed)	# Nights	Meal Cost per day (not to exceed)	# Meal Days	Total Expenses/person daily costs (does not include mileage, parking and tolls)
Cutrona, Kathleen	N/A	Oak Ridge, NJ	Legal One Series – Staff Mandated School Law Training	N/A	\$ 270.00	0	-	0	-	0	\$ 270.00
Guglielmello, Jane	May 10	Montclair, NJ	NJTEEA 27 th Annual STEM Conference	Own	\$ 170.00	70	-	0	-	0	\$ 170.00
Hayzler, Robert	N/A	Oak Ridge, NJ	Legal One Series – Staff Mandated School Law Training	N/A	\$ 270.00	0	-	0	-	0	\$ 270.00
Kandel, Kristen	May 15	Hasbrouck Heights, NJ	Autism and Other Neuro Developmental Disorders	Own	\$ 189.99	33	-	0	-	0	\$ 189.99
Papa, Daniel	Aug. 5-9	Madison, NJ	AP Summer Institute – Government and Politics – US	Own	\$ 880.00	300	-	0	-	0	\$ 880.00
Zeno, Dora	June 4-7	Atlantic City, NJ	51 st Annual New Jersey Association of School Business Officials Convention	Own	\$ 150.00	300	\$ 100.00	2	\$ 258.00	1	\$ 508.00

2013

July 2013				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

August 2013				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

September 2013				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

October 2013				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

November 2013				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

December 2013				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

10 – Month School Calendar

August	27 th - 28 th	New Staff Orientation
September	2 nd	Labor Day
	4 th	All Staff Orientation
	5 th	Professional Day
	6 th	Rosh Hashanah
	6 th	1 st Day of School
October	14 th	In Session - 2 Hour Delayed Opening
	14 th	Delayed Opening
November	7 th & 8 th	NJEA Convention
	27 th	Early Dismissal
	28 th & 29 th	Thanksgiving
December	20 th	Early Dismissal
	27 th - 31 st	Winter Recess
January	1 st	New Year's Day
	20 th	In Session - 2 Hour Delayed Opening
	20 th	Delayed Opening
February	17 th	Presidents' Day
March	1 st - 1 st	Spring Recess
April	13 th	Good Friday
May	26 th	Memorial Day
June	20 th	*Last Day of School

*Tentative last day pending emergency closings.

Emergency closing days made be made up as follows:

1st Nov. – Teachers' Convention (when cancelled)

2nd March 31st – 4th, beginning with 4th, 3rd, etc.

3rd June 23rd – 27th, beginning with 23rd, 24th, etc.

Employees making vacation arrangements during the above dates do so at their own risk.



Student Days				
September	17	Total = 186 Days	February	19
October	23		March	20
November	17		April	17
December	15		May	21
January	22	Sub-total =	June	15
Sub-total =	94		Sub-total =	92

*Last day of School is a Tentative Date

Key	
	Indicates when schools are closed for the following:
	All staff and students
	Students only
	Early Dismissal
	School In Session – Staff In-service
	2 Hour Delay for Students

2014

January 2014				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

February 2014				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

March 2014				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

April 2014				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

May 2014				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

June 2014				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				