

JEFFERSON TOWNSHIP BOARD OF EDUCATION

Regular Meeting Minutes

Monday, December 16, 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 8:01 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 <i>(arrived @ 7:52pm)</i>	<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 <i>(arrived @ 7:04pm)</i>	<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>
Patrik Harsanyi, <i>Student Representative</i>	<u> </u>	<u>X</u>
Ivan Cruz, <i>Student Representative</i>	<u> </u>	<u>X</u>

D. CLOSED SESSION

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

BE IT RESOLVED, by the Jefferson Township Board of Education on this 16th day of December, 2013 at 7:01 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 8:01 PM.

E. SUPERINTENDENT'S REPORT

- Mr. Kraemer reported on the Good News and Progress in Our Schools

F. PRESENTATIONS

- Board President Smith presented a plaque to Mrs. Scott recognizing her years of dedication and service to the students and staff of the Jefferson Township Board of Education.

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

- None

H. STUDENT REPRESENTATIVES

- None

I. COMMITTEE REPORTS

- None

J. MINUTES OF MEETINGS

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

October 28, 2013 Board Goal Setting Minutes

MOTION: Mrs. Poulas		SECOND: Mr. Stewart		
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 Mrs. Scott, seconded by Mr. Cuccio, that the minutes of the following meetings be approved as submitted:

November 18, 2013 Regular Minutes

November 18, 2013 Executive Session Minutes

MOTION: Mrs. Scott		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

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

December 4, 2013 Joint Meeting Minutes

MOTION: Mr. Stewart		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

K. FINANCE AND BUILDING NEEDS COMMITTEE

Motion by Mr. Cuccio, seconded by Mrs. Poulas, to accept the recommendation of the Superintendent to approve and adopt motions K.1 through K.17, as described below:

K.1 Motion to approve the **purchase order** list dated November 2013 in the amount of **\$ 81,306.92.**

K.2 Motion to approve the **check journal** as of November 2013 in the amount of **\$4,432,265.86.**

Fund	Amount
General (10)	\$ 3,897,734.10
Capital Outlay (12)	\$ 471,455.49
Special Revenue (20)	\$ 63,076.27
Total	\$ 4,432,265.86

K.3 Motion to approve the funds **transfers** in the 2013-2014 Fiscal Year, dated November 2013 in the amount of **\$61,262.93.**

K.4 Motion that the Board of Education approve the **certification** by the Board Secretary, pursuant to NJSA 18A:17-9, that as of October 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.5 Motion to certify, in accordance with NJAC 6A:23-2.11(c), that as of October 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.6 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>
ET Briggs School	3851	Television
Middle School	689	Television

K.7 Motion to approve the addition of following to the School Student Activity Account lists for Jefferson Township High School, as described below:

Activity Account Sub-category
S.A.D.D.

K.8 Motion to approve the following resolution to accept the New Jersey Department of Education (NJDOE) Facility Grant for the Jefferson Township High School Back Up Generator Project, as described below:

WHEREAS, the Jefferson Township Board of Education accepts the Preliminary Eligible Costs (PEC) for the **Jefferson Township High School Back Up Generator Project**, State Project # 2380-020-14-1004-G04, in the total amount of \$406,437 as outlined in the letter from the New Jersey Department of Education dated December 4, 2013 and

NOW THEREFORE BE IT RESOLVED, that the Board make the following determinations regarding the construction and funding of the project per Attachment A of the NJDOE dated December 4, 2013:

- 1). The District elects to construct the school facilities project.
- 2). The District elects to receive State funding in the form of a Grant.
- 3). The District agrees with the Preliminary Eligible Cost (PEC) calculations for the project as follows – 40% State Share in the amount of \$162,575, 60% Local Share in the amount of \$243,862 for a total estimated project cost of \$406,437; and

BE IT FURTHER RESOLVED, that the Superintendent and School Business Administrator are authorized to execute the required documents and forms in order to accept the Preliminary Eligible Costs (PEC) as stipulated above on behalf of the Board of Education.

K.9 Motion to approve the following resolution to accept the New Jersey Department of Education (NJDOE) Facility Grant for the Arthur Stanlick Elementary School Partial Roof Replacement Project, as described below:

WHEREAS, the Jefferson Township Board of Education accepts the Preliminary Eligible Costs (PEC) for the **Arthur Stanlick Elementary School Partial Roof Replacement Project**, State Project # 2380-028-14-1005-G04, in the total amount of \$132,114 as outlined in the letter from the New Jersey Department of Education dated December 4, 2013 and

NOW THEREFORE BE IT RESOLVED, that the Board make the following determinations regarding the construction and funding of the project per Attachment A of the NJDOE dated December 4, 2013:

- 1). The District elects to construct the school facilities project.
- 2). The District elects to receive State funding in the form of a Grant.
- 3). The District agrees with the Preliminary Eligible Cost (PEC) calculations for the project as follows – 40% State Share in the amount of \$52,846, 60% Local Share in the amount of \$79,268 for a total estimated project cost of \$132,114; and

BE IT FURTHER RESOLVED, that the Superintendent and School Business Administrator are authorized to execute the required documents and forms in order to accept the Preliminary Eligible Costs (PEC) as stipulated above on behalf of the Board of Education

K.10 Motion to approve the following resolution to accept the New Jersey Department of Education (NJDOE) Facility Grant for the Jefferson Township High School Water Tank Replacement Project, as described below:

WHEREAS, the Jefferson Township Board of Education accepts the Preliminary Eligible Costs (PEC) for the **Jefferson Township High School Water Tank Replacement Project**, State Project # 2380-020-14-1002-G04, in the total amount of \$148,199 as outlined in the letter from the New Jersey Department of Education dated December 4, 2013 and

NOW THEREFORE BE IT RESOLVED, that the Board make the following determinations regarding the construction and funding of the project per Attachment A of the NJDOE dated December 4, 2013:

- 1). The District elects to construct the school facilities project.
- 2). The District elects to receive State funding in the form of a Grant.
- 3). The District agrees with the Preliminary Eligible Cost (PEC) calculations for the project as follows – 40% State Share in the amount of \$59,280, 60% Local Share in the amount of \$88,919 for a total estimated project cost of \$148,199; and

BE IT FURTHER RESOLVED, that the Superintendent and School Business Administrator are authorized to execute the required documents and forms in order to accept the Preliminary Eligible Costs (PEC) as stipulated above on behalf of the Board of Education.

- K.11** Motion to approve the following resolution to accept the New Jersey Department of Education (NJDOE) Facility Grant for the Jefferson Township High School Partial Roof Replacement Project, as described below:

WHEREAS, the Jefferson Township Board of Education accepts the Preliminary Eligible Costs (PEC) for the **Jefferson Township High School Partial Roof Replacement Project**, State Project # 2380-020-14-1004-G04, in the total amount of \$195,532 as outlined in the letter from the New Jersey Department of Education dated December 4, 2013 and

NOW THEREFORE BE IT RESOLVED, that the Board make the following determinations regarding the construction and funding of the project per Attachment A of the NJDOE dated December 4, 2013:

- 1). The District elects to construct the school facilities project.
- 2). The District elects to receive State funding in the form of a Grant.
- 3). The District agrees with the Preliminary Eligible Cost (PEC) calculations for the project as follows – 40% State Share in the amount of \$78,213, 60% Local Share in the amount of \$117,319 for a total estimated project cost of \$195,532; and

BE IT FURTHER RESOLVED, that the Superintendent and School Business Administrator are authorized to execute the required documents and forms in order to accept the Preliminary Eligible Costs (PEC) as stipulated above on behalf of the Board of Education.

- K.12** Motion to approve the following resolution to accept the New Jersey Department of Education (NJDOE) Facility Grant for the Cozy Lake Elementary School Partial Roof Replacement Project, as described below:

WHEREAS, the Jefferson Township Board of Education accepts the Preliminary Eligible Costs (PEC) for the **Cozy Lake Elementary School Partial Roof Replacement Project**, State Project # 2380-033-14-1006-G04, in the total amount of \$189,100 as outlined in the letter from the New Jersey Department of Education dated December 4, 2013 and

NOW THEREFORE BE IT RESOLVED, that the Board make the following determinations regarding the construction and funding of the project per Attachment A of the NJDOE dated December 4, 2013:

- 1). The District elects to construct the school facilities project.
- 2). The District elects to receive State funding in the form of a Grant.
- 3). The District agrees with the Preliminary Eligible Cost (PEC) calculations for the project as follows – 40% State Share in the amount of \$75,640, 60% Local Share in the amount of \$113,460 for a total estimated project cost of \$189,100; and

BE IT FURTHER RESOLVED, that the Superintendent and School Business Administrator are authorized to execute the required documents and forms in order to accept the Preliminary Eligible Costs (PEC) as stipulated above on behalf of the Board of Education.

K.13 Motion to approve the following resolution to accept the New Jersey Department of Education (NJDOE) Facility Grant for the Cozy Lake Elementary School Boiler Replacement Project, as described below:

WHEREAS, the Jefferson Township Board of Education accepts the Preliminary Eligible Costs (PEC) for the **Cozy Lake Elementary School Boiler Replacement Project**, State Project # 2380-033-14-1007-G04, in the total amount of \$707,875 as outlined in the letter from the New Jersey Department of Education dated December 4, 2013 and

NOW THEREFORE BE IT RESOLVED, that the Board make the following determinations regarding the construction and funding of the project per Attachment A of the NJDOE dated December 4, 2013:

- 1). The District elects to construct the school facilities project.
- 2). The District elects to receive State funding in the form of a Grant.
- 3). The District agrees with the Preliminary Eligible Cost (PEC) calculations for the project as follows – 40% State Share in the amount of \$283,150, 60% Local Share in the amount of \$424,725 for a total estimated project cost of \$707,875; and

BE IT FURTHER RESOLVED, that the Superintendent and School Business Administrator are authorized to execute the required documents and forms in order to accept the Preliminary Eligible Costs (PEC) as stipulated above on behalf of the Board of Education

K.14 Motion to approve the following resolution to accept the New Jersey Department of Education (NJDOE) Facility Grant for the Ellen T. Briggs Elementary School Partial Roof Replacement Project, as described below:

WHEREAS, the Jefferson Township Board of Education accepts the Preliminary Eligible Costs (PEC) for the **Ellen T. Briggs Elementary School Partial Roof Replacement Project**, State Project # 2380-040-14-1008-G04, in the total amount of \$108,800 as outlined in the letter from the New Jersey Department of Education dated December 4, 2013 and

NOW THEREFORE BE IT RESOLVED, that the Board make the following determinations regarding the construction and funding of the project per Attachment A of the NJDOE dated December 4, 2013:

- 1). The District elects to construct the school facilities project.
- 2). The District elects to receive State funding in the form of a Grant.
- 3). The District agrees with the Preliminary Eligible Cost (PEC) calculations for the project as follows – 40% State Share in the amount of \$43,520, 60% Local Share in the amount of \$65,280 for a total estimated project cost of \$108,800; and

BE IT FURTHER RESOLVED, that the Superintendent and School Business Administrator are authorized to execute the required documents and forms in order to accept the Preliminary Eligible Costs (PEC) as stipulated above on behalf of the Board of Education

K.15 Motion to approve the following resolution to accept the New Jersey Department of Education (NJDOE) Facility Grant for the Jefferson Township Middle School Partial Roof Replacement Project, as described below:

WHEREAS, the Jefferson Township Board of Education accepts the Preliminary Eligible Costs (PEC) for the **Jefferson Township Middle School Partial Roof Replacement Project**, State Project # 2380-045-14-1009-G04, in the total amount of \$193,000 as outlined in the letter from the New Jersey Department of Education dated December 4, 2013 and

NOW THEREFORE BE IT RESOLVED, that the Board make the following determinations regarding the construction and funding of the project per Attachment A of the NJDOE dated December 4, 2013:

- 1). The District elects to construct the school facilities project.
- 2). The District elects to receive State funding in the form of a Grant.
- 3). The District agrees with the Preliminary Eligible Cost (PEC) calculations for the project as follows – 40% State Share in the amount of \$77,200, 60% Local Share in the amount of \$115,800 for a total estimated project cost of \$193,000; and

BE IT FURTHER RESOLVED, that the Superintendent and School Business Administrator are authorized to execute the required documents and forms in order to accept the Preliminary Eligible Costs (PEC) as stipulated above on behalf of the Board of Education

K.16 Motion to approve proposal from EI Associates to provide professional Architectural Services for the Locker Replacement at the Jefferson Township High School, as described below:

Phase	Cost
Phase I – Schematic Design Phase	\$ 6,000
Phase II – Construction Document Phase	\$ 11,000
Phase III – Construction Administration Phase	\$ 8,500
Total	\$ 25,500

K.17 Motion to accept and approve the following resolution in accordance with Travel and Work Related Expenses N.K.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 Mr. Stewart, 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								
A. ADMINISTRATIVE								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Kevin Lipton 11-000-240-103	Appoint	Principal 15.70.72.ABG		\$135,000	Middle School	2/18/14	6/30/14	Replacing JH May start sooner upon release
MA	Family Leave	Supervisor of Social Studies & Related Arts 25.80.80.AZI			District	2/24/14	2/28/14	Utilizing 4 family illness days and 1 personal day
B. INSTRUCTIONAL								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Karen Lerch	Resignation	German & ESL Teacher 10.70.70.AJV			High School	11/20/13	1/20/14	
Shannon Chapman 11-140-100-101	Appoint	Health & Physical Education Teacher 10.80.80.ATQ	BA Step 5	\$51,040	High School	1/1/14	6/30/14	Replacing JO
Toni Puzio 11-120-100-101-29	Appointment Change .49	Elementary Teacher Long-Term Sub 10.10.10.AJP		\$98/day	Stanlick	11/1/13	11/28/13	Replacing PL
Stephanie Widzinski* 11-120-100-101-29	Extended Appointment	Reading Specialist Long-Term Sub 10.30.30.AJT		\$200/day	Briggs	9/1/13	4/7/14	Replacing RK
Brielle Wilber* 11-240-100-101	Appoint	ESL Teacher 10.70.70.AJV	BA+15 Step 2	\$50,025	Briggs/Stannick	1/17/14	6/30/14	Replacing KL May start later upon release
Patrick McCarney* 11-140-100-101-29	Appoint	Health/Phys. Ed. Teacher Long-Term Sub 10.80.80.ATM		\$200/day	High School	1/1/14	6/20/14	Replacing KK
Jamie Galdi* 11-120-100-101-29	Appoint	Elementary Teacher 10.30.30.BOD		\$200/day	Briggs	1/17/14	6/20/14	Replacing MC
Tricia Lindstedt	Appoint	Bedside Instruction		\$41.62/hr	District	12/13/13	6/30/14	
Joanna Reiss	Appoint	Bedside Instruction		\$41.62/hr	District	12/17/13	6/30/14	

Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
PL	Adjusted Family Leave	Elementary Teacher 10.10.10.AJP			Stanlick	11/1/13	11/28/13	Utilizing 17 unpaid days
DT	Maternity Leave	Elementary Teacher 10.10.10.AGA			Stanlick	2/3/14	6/14/14	Utilizing 39 sick days and 48 unpaid days
RK	Adjusted Family Leave	Reading Specialist 10.30.30.AJT			Briggs	9/3/13	4/5/14	Utilizing 135 unpaid days

*Requires Mentoring

C. NON-INSTRUCTIONAL								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Lynda Mohlenhoff	Resignation	Special Ed. Aide 09.70.70.BLX			Middle School	12/20/13	12/20/13	
Pamela Agnes	Increase Hours	Bus Driver 10.90.90.BFB	Step 3	\$21.76/hr	District	10/1/13	6/30/14	Increase to 5.08 hrs/day
Grace Bordonaro	Increase Hours	Bus Driver 10.90.90.BAB	Step 12	\$26.78/hr	District	10/15/13	6/30/14	Increase to 5.37 hrs/day
Anthony Cardoza	Increase Hours	Bus Driver 10.90.90.BFB	Step 9	\$23.81/hr	District	10/1/13	6/30/14	Increase to 5.17 hrs/day
Lisa Ferguson	Increase Hours	Bus Driver 10.90.90.BAF	Step 7	\$22.44/hr	District	10/1/13	6/30/14	Increase to 5.23 hrs/day
Clarissa Fleming	Increase Hours	Bus Driver 10.90.90.BEZ	Step 10	\$24.73/hr	District	10/1/13	6/30/14	Increase to 4.43 hrs/day
Diane Post	Increase Hours	Bus Driver 10.90.90.BFE	Step 12	\$26.78/hr	District	10/15/13	6/30/14	Increase to 5.06 hrs/day
Patricia Randazzo	Increase Hours	Bus Driver 10.90.90.BFF	Step 9	\$23.81/hr	District	10/1/13	6/30/14	Increase to 5.17 hrs/day
Frank Slusark	Increase Hours	Bus Driver 10.90.90.BFJ	Step 3	\$21.76/hr	District	10/15/13	6/30/14	Increase to 4.58 hrs/day
Donna Sorber	Increase Hours	Bus Driver 10.90.90.BFK	Step 9	\$23.81/hr	District	10/31/13	6/30/14	Increase to 5 hrs/day
Susan Talmadge	Increase Hours	Bus Driver 10.90.90.BFL	Step 8	\$23.03/hr	District	10/1/13	6/30/14	Increase to 5.27 hrs/day
Mary Weiss	Increase Hours	Bus Driver 10.90.90.BFO	Step 5	\$21.96/hr	District	10/31/13	6/30/14	Increase to 4.87 hrs/day
AV	Adjusted Medical Leave	Custodian 12.60.62.AKY			High School	7/1/13	11/28/13	Utilizing 106 sick days

D. SUBSTITUTES/OTHER								
Name	Nature of Action	Position	Level	Salary	Loc.	Date Effective	Date Termin.	Discussion
John Cinotti	Appoint	Substitute Principal		\$500/diem	District	1/1/14	6/30/14	
Christine Clear	Appoint	Substitute Teacher		\$80/diem	District	12/17/13	6/30/14	
Tiffany Maria	Appoint	Substitute Teacher		\$80/diem	District	12/17/13	6/30/14	
Robert Szuskowski	Appoint	Substitute Teacher		\$80/diem	District	12/17/13	6/30/14	
Joyce Barker	Appoint	Substitute Aide		\$10/hr	District	12/17/13	6/30/14	
Laura Castles	Appoint	Substitute Aide		\$10/hr	District	11/19/13	6/30/14	
Michelle Craig	Appoint	Substitute Aide		\$10/hr	District	11/26/13	6/30/14	
Rebecca Rowe	Appoint	Substitute Aide		\$10/hr	District	12/12/13	6/30/14	
Noreen Teklits	Appoint	Substitute Aide		\$10/hr	District	12/12/13	6/30/14	
Suzanne Walters	Appoint	Substitute Aide		\$10/hr	District	12/17/13	6/30/14	
Robert Connelly	Appoint	Substitute Custodian		\$15/hr	District	11/27/13	6/30/14	

E. EXTRA DUTY PAY								
Name	Nature of Action	Position/Control Number	Level	Salary	Loc.	Date Effective	Date Termin.	Discussion
Patricia Vandigriff	Appoint	Co-Technical Fall Drama Director	Level 2	\$630.00	High School	11/21/13	6/30/14	
Alice Daken	Appoint	Co-Technical Fall Drama Director	Level 2	\$630.00	High School	11/21/13	6/30/14	
Hannah Storbeck	Appoint	Special Ed. Aide		\$19.32/hr	Middle School	12/3/13	2/4/14	Coverage for club activity Not to exceed 7 total hours
Jennifer O'Malley-Dorr	Appoint	CPR/AED Instruction Certification		\$75/hr	District	7/1/13	6/30/14	Four sessions not to exceed 24 hours

F. 2013-14 SCHOOL YEAR COACHING STAFF								
WINTER								
Name	Nature of Action	Position	Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Melissa Hall	Appoint	Head Girls' Lacrosse	1	\$5,517.54	High School	9/1/13	6/30/14	1 year of service
Corinne Healy	Appoint	Assistant Girls' Lacrosse	1	\$1,840.71	High School	9/1/13	6/30/14	1 year of service
Megan Madison	Appoint	Assistant Girls' Lacrosse	1	\$1,840.71	High School	9/1/13	6/30/14	1 year of service

G. CURRICULUM WRITING							
11-000-221-104-20							
Name	Nature of Action	Position	Salary	Loc.	Date Effective	Date Termin.	Maximum Hours
Mary Azukas	Appoint	Social Studies, Grade 5	\$36.41/hr	District	7/1/13	6/30/14	20 Hours
Mary Azukas	Appoint	Social Studies, Grade 7	\$36.41/hr	District	7/1/13	6/30/14	20 Hours

MOTION: Mr. Millar		SECOND: Mr. Stewart		
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 Mrs. Scott, to accept the recommendation of the Superintendent to approve and adopt motions M.1 through M.3, as described below:

M.1 Motion to approve the following overnight trips:

School/Group/Activity	Location	Dates
JTHS Ski Team	NASTAR and Gate Training, Whiteface Mountain, Wilmington, NY	January 24 to 26, 2014
JTHS Cheerleading Team	National Cheerleading Competition, Orlando, FL	February 27 to March 3, 2014
JTHS Wrestling Team	NJSIAA Wrestling State Championships, Atlantic City, NJ	March 6 to 9, 2014
JTMS Grade 8	Philadelphia, PA and Dorney Park, Allentown, PA	June 5 to 6, 2014

M.2 Motion to approve the following day trips:

School/Group/Activity	Location	Dates
JTHS Future Business Leaders of America (FBLA)	Hanover Park High School, Hanover, NJ	December 17, 2013
JTHS Environmental Science Class	Stanlick School, Wharton, NJ	December 18, 2013 and April 22, 2014
JTHS DECA	Ramapo College, Mahwah, NJ	January 7, 2014
JTHS Concert Band	West Essex High School, North Caldwell, NJ	March 27, 2014
JTHS Habitat for Humanity	Morris County Build Site	April 12, 2014 May 10, 2014 May 29, 2014 June 3, 2014
Stanlick School, Grade 4	Sandy Hook Station, Fort Hancock, NJ	April 17, 2014
JTMS Grade 6 Gold	Sterling Mining Museum, Ogdensburg, NJ	May 21, 2014
White Rock School, Grade 3	Bronx Zoo, Bronx, NY	May 22, 2014
JTMS Grade 6 White	Sussex County Municipal Utilities Authority, Lafayette, NJ	May 28, 2014
White Rock School, Grade 4	Sandy Hook Station, Fort Hancock, NJ	May 30, 2014
Stanlick School, Grade 5	American Museum of Natural History, New York, NY	June 2, 2014
Stanlick School, Grade 3	Bronx Zoo, Bronx, NY	June 5, 2014

M.3 Motion to Recognize and Accept the Harassment, Intimidation and Bullying Incidences (HIB) November 18, 2013 through December 16, 2013.

RESOLVED, That upon the Recommendation of the Superintendent, the Jefferson Township Board of Education recognizes the Harassment, Intimidation, and Bullying incidences reported from November 18, 2013 through December 16, 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	3	0	0
White Rock	0	0	0
Middle School	0	0	0
High School	2	0	0

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

MOTION: Mrs. Poulas		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.4 Enrollment as of 11/30/13

	Nov. 12	Nov. 13
Milton	155	150
Cozy Lake	260	239
Arthur Stanlick	391	381
E.T. Briggs	350	326
White Rock	385	379
Total Elementary	1,541	1,475
JTMS	830	816
JTHS	1,032	1,018
GRAND TOTAL	3,403	3,309
Tuition students received	1	2
Out-of-district placement	36	39

M.5 Motion to approve Resolution as described below:

WHEREAS, on the 16th day of December, 2013, as residency hearing was held before the Jefferson Township Board of Education.

WHEREAS, the student’s parent and attorney appeared before the Board and had the opportunity to present evidence on their behalf; and

WHEREAS, the Board, considering all evidence presented to it, has concluded and hold as follows:

1. Student is not a resident of the Jefferson Township School District; and
2. The Superintendent shall provide the student’s parent with notification of this decision and advise of his/her right to appeal said decision within 21 days to the Commissioner.

MOTION: Mr. Stewart		SECOND: Mr. Quigley		
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

N. COMMUNICATIONS

- None

O. OLD BUSINESS

- None

P. NEW BUSINESS

- The Annual Organization Meeting will take place on Monday, January 6, 2014 at 7:00 PM in the Central Office Conference Room.

Q. PUBLIC COMMENTS

- None

R. BOARD MEMBER COMMENTS

- The Board thanked Mrs. Scott for her dedication and years of service to the community.
- The Board wished all a happy holiday season.
- Mrs. Scott thanked everyone for their well wishes.
- Mrs. Senatore attended the Madrigal at the high school and Coach O’Connors retirement dinner.
- Mr. Lipton was welcomed to the district as the new principal at the middle school.
- Mr. Kraemer noted that this evening’s meeting was Dr. Thornton’s last as Assistant Superintendent. He congratulated Dr. Thornton on her retirement and remarked that she is one of the classiest, consummate professionals and her presence throughout the district will be missed.

S. ADJOURN

Motion by Mr. Cuccio, seconded by Mrs. Scott that the meeting adjourn at 8:25 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 (not to exceed)	Total Expenses/person daily costs (does not include mileage, parking and tolls)
Carline, Michelle	Feb. 5	Parsippany, NJ	Using Guided Math to Help Students Meet and Exceed the Common Core Math Standards	Own	\$ 225.00	38	-	0	-	\$ 225.00
Carney, E. Angela	Mar. 22	Parsippany, NJ	NJ State School Nurses Association 2014 Conference	Own	\$ 275.00	60	-	0	-	\$ 275.00
Fastnacht, Nicole	Feb. 5	Parsippany, NJ	Using Guided Math to Help Students Meet and Exceed the Common Core Math Standards	Own	\$ 225.00	38	-	0	-	\$ 225.00
Fisher, Janice	Feb. 20 & 21	East Brunswick, NJ	NJMEA Music Teacher Convention	Own	\$ 150.00	0	-	0	-	\$ 150.00
Hallock, Meghan	Feb. 6	Fairfield, NJ	Strengthen Your Instruction Using iPad Technology and iPad Apps	Own	\$ 235.00	28	-	0	-	\$ 235.00
Jones, Emily	Feb. 20 & 21	East Brunswick, NJ	NJMEA Music Teacher Convention	Own	\$ 150.00	0	-	0	-	\$ 150.00
Villa, Kelly	Jan. 7-10	Kissimmee, FL	2014 National User Conference – Performance Matters	\$ 375.00	\$ 395.00	40	\$ 403.41	3	\$ 196.00	\$ 1,386.00
Wilson, Shannon	Jan. 25 Feb. 1, 8 & 22	New Brunswick, NJ	Emergency Management Course	Own	\$ 381.00	106	-	0	-	\$ 381.00