

JEFFERSON TOWNSHIP BOARD OF EDUCATION
Regular Meeting Agenda
Monday, July 16, 2012 – 7:30PM (Executive Session) 8:00 PM (Regular Session)
Jefferson Township Board of Education Central Office

A. _____, called the meeting to order at _____ PM, and read the Open Meeting Statement, below:

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

DAILY RECORD, 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> |
| Mrs. Castiglione | _____ | _____ |
| Mr. Cuccio | _____ | _____ |
| Mrs. Poulas | _____ | _____ |
| Mrs. Scott | _____ | _____ |
| Mrs. Senatore | _____ | _____ |
| Mr. Stewart | _____ | _____ |
| Mrs. Van Ness | _____ | _____ |
| Mr. Millar, Vice President | _____ | _____ |
| Mr. Smith, President | _____ | _____ |

D. CLOSED SESSION

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

BE IT RESOLVED, by the Jefferson Township Board of Education on this 16th day of July, 2012 at _____ PM, as follows:

1. The Board shall recess to closed session in accordance with the Open Public Meetings Law, N.J.S.A. 10:4-12b (1), (2), (6), (7) and (8). The general nature of the discussion will involve matters confidential by law, any investigations or tactics or techniques to protect persons or public property, litigation, anticipated litigation and attorney-client matters.
2. These matters will be disclosed to the public as soon as the need for confidentiality no longer applies.
3. This resolution shall take effect immediately.

The meeting was called to public session at _____ PM.

E. SUPERINTENDENT'S REPORT*Good News and Progress in Our Schools***F. PRESENTATIONS****G. COMMENTS FROM THE AUDIENCE (on agenda action items only, if applicable)****H. COMMITTEE REPORTS****I. MINUTES OF MEETINGS**

Motion by _____, seconded by _____, that the minutes of the following meetings be approved as submitted:

June 18, 2012 Regular Meeting Minutes

June 18, 2012 Executive Session Minutes

J. FINANCE AND BUILDING NEEDS COMMITTEE

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions J.1 through J.15, as described below:

J.1 Motion to approve the **purchase order** list dated June 2012 in the amount of **\$52,732.49**.

J.2 Motion to approve the **check journal** as of June 2012 in the amount of **\$4,089,659.95**.

| Fund | Amount |
|------------------------------|------------------------|
| General (10) | \$ 4,026,113.61 |
| US Jobs Grant (18) | \$ 50,042.20 |
| Special Revenue (20) | \$ 13,504.14 |
| Capital Projects (30) | \$ 0 |
| Debt Service (40) | \$ 0 |
| Food Service Enterprise (60) | \$ 0 |
| Total | \$ 4,089,659.95 |

J.3 Motion to approve the funds **transfers** in the 2011-2012 Fiscal Year, dated June 2012 in the amount of **\$ 364.75**.

J.4 Motion that the Board of Education approve the **certification** by the Board Secretary, pursuant to NJSA 18A:17-9, that as of May 31, 2012, 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).

J.5 Motion to certify, in accordance with NJAC 6A:23-2.11(c), that as of May 31, 2012, 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.

J.6 Motion to approve resolution appointing William H. Connolly as a risk management consultant and broker of record, as described below:

WHEREAS, the Jefferson Township Board of Education, ("Educational Facility") has resolved to join the School Alliance Insurance Fund ("SAIF") following a detailed analysis; and

WHEREAS, the Bylaws of SAIF require that each entity designate a Risk Management Consultant to perform various professional services as detailed in the Bylaws and Risk Management Plan; and

WHEREAS, the Bylaws indicate that SAIF shall pay each Risk Management Consultant a fee to be established annually by the Executive Committee;

NOW THEREFORE, BE IT RESOLVED that the Jefferson Township Board of Education does hereby appoint William H. Connolly as its Risk Management Consultant in accordance with the Fund's Bylaws.

J.7 Motion to approve resolution authorizing the Jefferson Township Board of Education to join the School Alliance Insurance Fund (SAIF), below:

WHEREAS, a number of educational entities have joined together to form a Joint Insurance Fund as permitted by Chapter 108 Laws of 1983 (18A:18B *et. seq.*); and

WHEREAS, the statutes governing the creation and operation of a Joint Insurance Fund contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Fund; and

WHEREAS, the JEFFERSON TOWNSHIP BOARD OF EDUCATION hereafter referred to as "**Educational Facility**" has determined that membership in the School Alliance Insurance Fund hereafter referred to as "**Fund**" is in the best interest of the **Educational Facility**; and

WHEREAS, the **Educational Facility** agrees to be a member of the **Fund** for a period of three (3) years, effective July 1, 2012, said membership to terminate on July 1, 2015 at 12:01 a.m. standard time; and

WHEREAS, the **Educational Facility** has never defaulted on claims if self-insured and has never been canceled for non-payment of insurance premiums for two (2) years prior to execution of this Resolution;

NOW THEREFORE, BE IT RESOLVED that the **Educational Facility** does hereby agree to join the **Fund** and is/are afforded the following coverage:

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

BE IT FURTHER RESOLVED that the **Educational Facility's** Fund Commissioner is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership of the **Fund** as are required by the **Fund's** bylaws and to deliver same to the Administrator of the **Fund** with the express reservation that said documents shall become effective only upon the **Educational Facility's** admission to the **Fund**.

J.8 Motion to approve resolution appointing School Alliance Insurance Fund Commissioner, below:

BE IT RESOLVED, by the School Board of Jefferson Township, County of Morris, State of New Jersey, that it hereby appoints Dora E. Zeno as the School Alliance Insurance Fund Commissioner, and

BE IT FURTHER RESOLVED, that copies of this Resolution be forwarded to the following:

Dora E. Zeno (*Fund Commissioner*)

School Alliance Insurance Fund

- J.9** Motion to approve Agreement **extension** from July 1, 2012 through June 30, 2013, with the Township of Jefferson Department of Utilities to operate and maintain wastewater treatment plants for the Jefferson Township Board of Education.
- J.10** Motion to approve the **renewal** of the NJDOE Application for **Alternate Use of Toilet Facilities** for the 2012-2013 school year for rooms 2, 3, 4, 5, 6, 11, 12, 14 and 15 at Milton School.
- J.11** Motion to approve **renewal** of the Application of the NJDOE **Temporary or Dual Use** for the 2012-2013 school year of the following rooms:

| School | Room | Temporary | Dual |
|-----------|---------|-----------|------|
| Briggs | 113 | | X |
| Cozy Lake | Library | | X |
| Milton | 7 | | X |

- J.12** Motion to approve the Application of the NJDOE **Change of Use** for the 2012-2013 school year of the following rooms:

| School | Room | Original Use | Proposed Use |
|--------|------|--------------------|----------------------|
| Briggs | 110 | Dual Use Classroom | Single Use Classroom |

- J.13** Motion to approve **Bus Stop Agreements** between the Jefferson Township Board of Education and the following day care facilities *(copies available for review)*:

| | |
|----------------------|-----------------------------|
| Alpine Montessori | Jefferson Child Care Center |
| Bright Horizons | Loving & Learning |
| Country Day School | My School |
| Elements of Learning | Quality Time |

- J.14** Motion to approve the Memorandum of Understanding for the School Meal Program with the Morris County School of Technology for students attending the part time afternoon vocational shops program.
- J.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)*.

K. PERSONNEL COMMITTEE

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

K.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 | | | | | | | | |
| Placeholder | Appoint | Assistant Principal 15.70.72.ABJ | | | Middle School | | | |
| Placeholder | Appoint | Supervisor of Fine & Related Arts and Social Studies 25.80.80.AZI | | | District | | | |
| B. Instructional | | | | | | | | |
| Marie Wilson | Retirement | Elementary Teacher 10.50.50.AHD | | | Cozy Lake | 7/3/12 | 8/1/12 | Retiring after 39 years of service |
| Gloria Febres | Resignation | Spanish Teacher 10.70.70.BJD | | | Middle School | 6/30/12 | 7/1/12 | |
| Patricia Klebez | Resignation | English Teacher 10.80.80.AQZ | | | High School | 7/2/12 | 7/2/12 | |
| Sherry Arnowitz | Resignation | School Psychologist 10.60.60.BIU | | | White Rock | 7/9/12 | 7/9/12 | |
| Cecilia Hansen | Longevity Correction | Elementary Teacher 10.30.30.AUA | MA+30 Step 19 | \$99,298 | Stanlick | 9/1/12 | 6/30/13 | Salary plus \$1,000 longevity |
| Jessica Demkiw* 11-130-100-101 | Appoint | English Teacher 10.70.70.BMS | MA Step 1 | \$49,905 | Middle School | 9/1/12 | 6/30/13 | New Position Budgeted |
| Kenneth Quazza* 11-140-100-101 | Appoint | Social Studies Teacher 10.80.80.ASK | BA Step 2 | \$47,875 | High School | 9/1/12 | 6/30/13 | Replacing MK |
| Tara Torkos 11-000-218-104 | Appoint | School Counselor 10.80.80.ACN | MA Step 1 | \$49,905 | High School | 9/1/12 | 6/30/13 | Replacing SH Degree pending official transcript |
| Kristin Oyen* 11-215-100-101 | Appoint | Elementary/PSD Teacher 10.40.40.AIK | BA Step 1 | \$47,875 | Milton School | 9/1/12 | 6/30/13 | Replacing KK |
| Darlene McBride 11-215-100-101 | Appoint | Elementary/PSD Teacher 10.40.40.AIL | BA+15 Step 1 | \$23,956.10 | Milton School | 9/1/12 | 6/30/13 | New Position, part-time w/o benefits Budgeted |
| Jenna Schuessler 11-120-100-101 | Appoint | Elementary Teacher 10.50.50.AHD | BA Step 1 | \$47,875 | Cozy Lake | 9/1/12 | 6/30/13 | Replacing MW |
| Jenna Stumpf* 11-120-100-101 | Appoint | Elementary Teacher 10.50.50.AHH | BA Step 1 | \$47,875 | Cozy Lake | 9/1/12 | 6/30/13 | Replacing MH |
| Colleen Sweeney 11-120-100-101-29 | Appoint | Elementary Teacher Long-Term Sub 10.50.50.AUC | BA Step 1 | \$239.38/day | Cozy Lake | 9/1/12 | 11/22/13 | Replacing ML |
| GE | Medical Leave | English Teacher 10.70.70.AOP | | | Middle School | 9/4/12 | 11/17/12 | Utilizing 10 sick days and 39 unpaid days |

(* Requires mentoring)

| C. Non-Instructional | | | | | | | | |
|-----------------------------|-------------------------|----------------------------------|-----------------|---------------|---------------|-----------------------|---------------------|-------------------|
| Name | Nature of Action | Position/Control Number | Deg/Step | Salary | Loc. | Date Effective | Date Termin. | Discussion |
| Jamie Fiorello | Resignation | Special Ed. Aide 09.60.60.BBI | | | Middle School | 6/30/12 | 7/1/12 | |
| Jennifer Butcher | Resignation | Special Ed. Aide 10.60.60.BCJ | | | White Rock | 6/30/12 | 7/1/12 | |
| Nicole Petrozzo | Resignation | Special Ed. Aide 09.70.70.BIK | | | Middle School | 7/13/12 | 7/13/12 | |
| Darlene McBride | Rescind | Special Ed. Aide 09.10.10.BHM | | | Cozy Lake | 7/1/12 | 7/1/12 | |

| Name | Nature of Action | Position/Control Number | Deg/Step | Salary | Loc. | Date Effective | Date Termin. | Discussion |
|------------------------------------|------------------|----------------------------------|----------|------------|---------------|----------------|--------------|--------------------------|
| Jaclyn Lindabury 11-204-100-106 | Appoint | Special Ed. Aide 09.60.60.BBI | Step 2 | \$19.33/hr | Middle School | 9/1/12 | 6/30/13 | 3.5 hrs/day w/o benefits |
| Lori Converso 11-000-270-160 | Appoint | Bus Driver 10.90.90.BAC | Step 1 | \$21/hr | District | 9/1/12 | 6/30/13 | Replacing LB |
| SR | Medical Leave | Special Ed. Aide 09.30.30.BIX | | | Briggs | 6/14/12 | 6/22/12 | Utilizing 7 sick days |
| JM | Medical Leave | Secretary 12.80.82.AEA | | | District | 6/26/12 | 7/4/12 | Utilizing 6 sick days |
| MC | Medical Leave | Special Ed. Aide 09.40.40.BCE | | | Milton | 6/7/12 | 6/14/12 | Utilizing 4 sick days |
| GG | Medical Leave | Custodian 12.50.52.ALB | | | District | 6/11/12 | 6/19/12 | Utilizing 6 sick days |
| JM | Medical Leave | Custodian 12.80.82.ALF | | | District | 6/1/12 | 6/10/12 | Utilizing 7 sick days |

D. Extra Duty Pay

| Name | Nature of Action | Position | Level | Salary | Loc. | Date Effective | Date Termin. | Discussion |
|---------------------|------------------|---|---------|-----------|---------------|----------------|--------------|----------------|
| Barbara Francavilla | Appoint | Anti-Bully Specialist | \$49/hr | \$3528.00 | Middle School | 9/1/11 | 12/30/11 | 72 hours total |
| Joanne Martino | Appoint | Anti-Bully Specialist | \$49/hr | \$490.00 | High School | 9/1/11 | 12/30/11 | 10 hours total |
| Karen Lerch | Appoint | Academic Decathlon: Tutor - 1 of 4 | Level 1 | \$614 | High School | 9/1/12 | 6/30/13 | |
| Patricia Vandigriff | Appoint | Academic Decathlon: Tutor - 2 of 4 | Level 1 | \$614 | High School | 9/1/12 | 6/30/13 | |
| Rachel Zegas | Appoint | Academic Decathlon: Tutor - 3 of 4 | Level 1 | \$614 | High School | 9/1/12 | 6/30/13 | |
| Anthony Szwartz | Appoint | Academic Decathlon: Tutor - 4 of 4 | Level 1 | \$614 | High School | 9/1/12 | 6/30/13 | |
| Karen Lerch | Appoint | American Red Cross | Level 1 | \$614 | High School | 9/1/12 | 6/30/13 | |
| Alice Daken | Appoint | Art Club | Level 1 | \$614 | High School | 9/1/12 | 6/30/13 | |
| James Wynne | Appoint | Auditorium/Stage Manager | Level 1 | \$614 | High School | 9/1/12 | 6/30/13 | |
| Cara Schwimer | Appoint | Drama Club | Level 1 | \$614 | High School | 9/1/12 | 6/30/13 | |
| Karen Vanderbok | Appoint | Environmental Club (SEER) | Level 1 | \$614 | High School | 9/1/12 | 6/30/13 | |
| Lori Cangelosi | Appoint | French Club | Level 1 | \$614 | High School | 9/1/12 | 6/30/13 | |
| Lori Cangelosi | Appoint | French Honor Society | Level 1 | \$614 | High School | 9/1/12 | 6/30/13 | |
| Christina Ruiz | Appoint | Future Educator's Association - 1 of 2 | Level 1 | \$307 | High School | 9/1/12 | 6/30/13 | |
| Amy Stettler | Appoint | Future Educator's Association - 2 of 2 | Level 1 | \$307 | High School | 9/1/12 | 6/30/13 | |
| Karen Lerch | Appoint | German Honor Society | Level 1 | \$614 | High School | 9/1/12 | 6/30/13 | |
| Richard Barrieres | Appoint | Jazz Band | Level 1 | \$614 | High School | 9/1/12 | 6/30/13 | |
| Meghan Culik | Appoint | Math League | Level 1 | \$990 | High School | 9/1/12 | 6/30/13 | |
| Lisa Hopper | Appoint | Science League/Biology | Level 1 | \$990 | High School | 9/1/12 | 6/30/13 | |
| Kathryn Kula | Appoint | Science League/Chemistry | Level 1 | \$990 | High School | 9/1/12 | 6/30/13 | |
| Jane Kirshenbaum | Appoint | Science League/Earth Science | Level 1 | \$990 | High School | 9/1/12 | 6/30/13 | |
| Joseph Guziewicz | Appoint | Science League/Physics | Level 1 | \$990 | High School | 9/1/12 | 6/30/13 | |
| James Wynne | Appoint | Showcase/Coffee House (4 Maximum) | Level 1 | \$614 | High School | 9/1/12 | 6/30/13 | |
| Oscar Benavides | Appoint | Spanish Honor Society | Level 1 | \$614 | High School | 9/1/12 | 6/30/13 | |
| Cara Schwimer | Appoint | Spring Musical: Choreographer | Level 1 | \$614 | High School | 9/1/12 | 6/30/13 | |
| James Wynne | Appoint | Spring Musical: Costumes | Level 1 | \$614 | High School | 9/1/12 | 6/30/13 | |
| James Wynne | Appoint | Spring Musical: Lighting | Level 1 | \$614 | High School | 9/1/12 | 6/30/13 | |
| James Wynne | Appoint | Spring Musical: Props | Level 1 | \$614 | High School | 9/1/12 | 6/30/13 | |
| James Wynne | Appoint | Spring Musical: Publications/Tickets | Level 1 | \$614 | High School | 9/1/12 | 6/30/13 | |
| James Wynne | Appoint | Spring Musical: Scenery/Stage | Level 1 | \$614 | High School | 9/1/12 | 6/30/13 | |
| Richard Barrieres | Appoint | Talent Expo | Level 1 | \$614 | High School | 9/1/12 | 6/30/13 | |
| James Wynne | Appoint | Tri-M Music Honor Society | Level 1 | \$614 | High School | 9/1/12 | 6/30/13 | |
| Rachel Zegas | Appoint | Tutoring Supervisors 1 of 4 | Level 1 | \$614 | High School | 9/1/12 | 6/30/13 | |

| Name | Nature of Action | Position | Level | Salary | Loc. | Date Effective | Date Termin. | Discussion |
|---------------------|------------------|--|---------|---------|-------------|----------------|--------------|--------------------------|
| Joseph Guziewicz | Appoint | Tutoring Supervisors 2 of 4 | Level 1 | \$614 | High School | 9/1/12 | 6/30/13 | |
| Christina Ruiz | Appoint | Tutoring Supervisors 3 of 4 | Level 1 | \$614 | High School | 9/1/12 | 6/30/13 | |
| Meghan Culik | Appoint | Tutoring Supervisors 4 of 4 | Level 1 | \$614 | High School | 9/1/12 | 6/30/13 | |
| Marianne DiRupo | Appoint | REBEL | Level 1 | \$614 | High School | 9/1/12 | 6/30/13 | |
| Jennifer Borealo | Appoint | Culinary Club | Level 1 | \$614 | High School | 9/1/12 | 6/30/13 | |
| James Wynne | Appoint | Fall Drama, Scenery/Stage | Level 2 | \$1,224 | High School | 9/1/12 | 6/30/13 | |
| Marci Austin | Appoint | Academic Bowl | Level 2 | \$1,605 | High School | 9/1/12 | 6/30/13 | |
| Amy Stettler | Appoint | Class Advisor: Seniors 2013, Co-Advisor 1 of 2 | Level 3 | \$1,771 | High School | 9/1/12 | 6/30/13 | |
| Michelle Corallo | Appoint | Class Advisor: Seniors- 2013, Co-Advisor 2 of 2 | Level 3 | \$1,771 | High School | 9/1/12 | 6/30/13 | |
| Anthony Szwartz | Appoint | Class Advisor: Juniors - 2014, Co-Advisor 1/2 | Level 2 | \$1,100 | High School | 9/1/12 | 6/30/13 | |
| Kathryn Kula | Appoint | Class Advisor: Juniors, 2014, Co-Advisor 2/2 | Level 2 | \$1,100 | High School | 9/1/12 | 6/30/13 | |
| Rachel Zegas | Appoint | Class Advisor: Sophomore, Class of 2015 – 1 of 2 | Level 2 | \$612 | High School | 9/1/12 | 6/30/13 | |
| Daniel Papa | Appoint | Class Advisor: Sophomore, Class of 2015 – 2 of 2 | Level 2 | \$612 | High School | 9/1/12 | 6/30/13 | |
| Lori Cangelosi | Appoint | Class Advisor: Freshman, 2016 | Level 2 | \$1,224 | High School | 9/1/12 | 6/30/13 | One advisor/full stipend |
| James Wynne | Appoint | Madrigal Vocal Director | Level 2 | \$1,224 | High School | 9/1/12 | 6/30/13 | |
| Kathryn Kula | Appoint | National Honor Society | Level 2 | \$1,283 | High School | 9/1/12 | 6/30/13 | |
| Gail DeGraw | Appoint | Newspaper | Level 2 | \$2,150 | High School | 9/1/12 | 6/30/13 | |
| James Wynne | Appoint | Select Choir | Level 2 | \$1,224 | High School | 9/1/12 | 6/30/13 | |
| Richard Barrieres | Appoint | Spring Musical: Instrumental | Level 2 | \$1,224 | High School | 9/1/12 | 6/30/13 | |
| James O'Connor | Appoint | Varsity Letterman's Club | Level 2 | \$1,600 | High School | 9/1/12 | 6/30/13 | |
| James Wynne | Appoint | Vocal Ensemble | Level 2 | \$1,224 | High School | 9/1/12 | 6/30/13 | |
| Richard Barrieres | Appoint | Wind Ensemble | Level 2 | \$1,224 | High School | 9/1/12 | 6/30/13 | |
| Deborah Cohen | Appoint | Academic Decathlon | Level 3 | \$2,250 | High School | 9/1/12 | 6/30/13 | |
| Melissa Kwiecinski | Appoint | Distributed Education Clubs of America (DECA) | Level 3 | \$2,200 | High School | 9/1/12 | 6/30/13 | |
| Matthew Levine | Appoint | Each One Reach One | Level 3 | \$2,200 | High School | 9/1/12 | 6/30/13 | |
| Cara Schwimer | Appoint | Fall Drama, Director | Level 3 | \$2,200 | High School | 9/1/12 | 6/30/13 | |
| Joyce Hulbert | Appoint | FBLA, Advisor | Level 3 | \$2,200 | High School | 9/1/12 | 6/30/13 | |
| Patricia Vandigriff | Appoint | Debate | Level 3 | \$2,200 | High School | 9/1/12 | 6/30/13 | |
| Jennifer Cimaglia | Appoint | Literary Magazine Club | Level 3 | \$2,200 | High School | 9/1/12 | 6/30/13 | |
| James Wynne | Appoint | Madrigal | Level 3 | \$2,200 | High School | 9/1/12 | 6/30/13 | |
| Heather Smith | Appoint | Marching Band: Band Front Choreographer | Level 3 | \$2,200 | High School | 9/1/12 | 6/30/13 | |
| Richard Barrieres | Appoint | Marching Band: Drill Designer | Level 3 | \$2,200 | High School | 9/1/12 | 6/30/13 | |
| Edward Bopp | Appoint | Marching Band: Drill Instructor | Level 3 | \$2,200 | High School | 9/1/12 | 6/30/13 | |
| Lauren Kulick | Appoint | Marching Band: Assistant Director | Level 5 | \$2,200 | High School | 9/1/12 | 6/30/13 | |
| Richard Barrieres | Appoint | Marching Band: Director | Level 5 | \$2,200 | High School | 9/1/12 | 6/30/13 | |
| Richard Barrieres | Appoint | Marching Band: Music Arranger | Level 3 | \$2,200 | High School | 9/1/12 | 6/30/13 | |
| Oscar Benavides | Appoint | PDP Steering Committee - 1 of 2 | Level 3 | \$1,100 | High School | 9/1/12 | 6/30/13 | |
| Robin Montegari | Appoint | PDP Steering Committee - 2 of 2 | Level 3 | \$1,100 | High School | 9/1/12 | 6/30/13 | |
| James Wynne | Appoint | Spring Musical: Vocal Director | Level 3 | \$2,200 | High School | 9/1/12 | 6/30/13 | |
| Marci Austin | Appoint | Student Council | Level 3 | \$2,500 | High School | 9/1/12 | 6/30/13 | |
| Bertha Todd | Appoint | Yearbook Financial Advisor | Level 3 | \$2,200 | High School | 9/1/12 | 6/30/13 | |
| Patricia Vandigriff | Appoint | Book Club. 1 of 2 | Level 3 | \$1,100 | High School | 9/1/12 | 6/30/13 | |

| Name | Nature of Action | Position | Level | Salary | Loc. | Date Effective | Date Termin. | Discussion |
|-------------------|------------------|---|---------|------------|-------------|----------------|--------------|------------|
| Alice Daken | Appoint | Book Club, 2 of 2 | Level 3 | \$1,100 | High School | 9/1/12 | 6/30/13 | |
| Julian Reider | Appoint | Marching Band: Percussion Instructor and arranger .66 | Level 4 | \$2,361.33 | High School | 9/1/12 | 6/30/13 | |
| Justin Kulick | Appoint | Marching Band: Percussion Instructor and arranger .33 | Level 4 | \$1,180.67 | High School | 9/1/12 | 6/30/13 | |
| James Wynne | Appoint | Spring Musical: Director | Level 4 | \$3,542 | High School | 9/1/12 | 6/30/13 | |
| Shannon McGroarty | Appoint | Yearbook | Level 4 | \$3,542 | High School | 9/1/12 | 6/30/13 | |
| Donald Rutsch | Appoint | Assistant Debate Coach | N/A | N/A | High School | 9/1/12 | 6/30/13 | Volunteer |

| E. Curriculum Writing 11-000-221-104-20 | | | | | | | | |
|--|------------------|---|---------|-------------|----------------|--------------|------------------------|--|
| Name | Nature of Action | Position | Salary | Loc. | Date Effective | Date Termin. | Maximum Hours | |
| Sherry Bavosa | Appoint | Language Arts, Grade 1 | \$35/hr | Cozy Lake | 7/1/12 | 6/30/13 | 20 hours | |
| Robin Knutelsky | Appoint | Supervision of Curriculum Writing as per JTSA Agreement | \$45/hr | High School | 7/1/12 | 6/30/13 | Not to exceed 44 hours | |
| Douglas Walker | Appoint | Supervision of Curriculum Writing as per JTSA Agreement | \$45/hr | High School | 7/1/12 | 6/30/13 | Not to exceed 9 hours | |
| Marius Petric | Appoint | Supervision of Curriculum Writing as per JTSA Agreement | \$45/hr | High School | 7/1/12 | 6/30/13 | Not to exceed 17 hours | |
| Joseph Materia | Appoint | Supervision of Curriculum Writing as per JTSA Agreement | \$45/hr | High School | 7/1/12 | 7/31/12 | Not to exceed 3 hours | |

| F. Summer Staff Appointments | | | | | | | | |
|------------------------------|------------------|---|------------|----------|----------------|--------------|----------------------|--|
| Name | Nature of Action | Position | Salary | Loc. | Date Effective | Date Termin. | Discussion | |
| Suzanne Rodgers | Additional Hours | Educational Evaluations & CST Summer Meetings | \$71.60/hr | District | 7/17/12 | 8/31/12 | Not to exceed 5 days | |

| G. 2012-13 School Year Coaching Staff FALL | | | | | | | | |
|---|------------------|-------------------------|------|---------|-------------|----------------|--------------|---------------------|
| Name | Nature of Action | Position | Step | Salary | Loc. | Date Effective | Date Termin. | Discussion |
| Darren Bruseo | Rescind | Head Cross Country Boys | 3 | 5146.02 | High School | 9/1/12 | 6/30/13 | 6 years of service |
| Christopher Eastman | Resignation | Assistant Football | 3 | 6921.18 | High School | 9/1/12 | 6/30/13 | 27 years of service |
| Darren Bruseo | Appoint | Assistant Football | 2 | 5046.02 | High School | 9/1/12 | 6/30/13 | 1 year of service |

L. EDUCATION, SPECIAL EDUCATION AND TECHNOLOGY COMMITTEE

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions L.1 through L.4, as described below:

L.1 Motion to **rescind student placement** and professional services for the 2012-2013 school year, as indicated below:

| Student | School | Tuition | Effective |
|---------|-------------------------------|----------|-----------|
| M/14-8 | Calais School | \$54,862 | 9/5/12 |
| M/15-4 | Washington Academy – ESY only | \$8,196 | 7/13/12 |

L.2 Motion to **approve student placement** for the 2012-2013 school year, as indicated below:

| Student | School | Tuition | Effective |
|---------|---------------------------------|----------|----------------|
| CH | Sussex County Vocational School | \$11,468 | 9/1/12-6/30/13 |
| DW | Sussex County Vocational School | \$11,468 | 9/1/12-6/30/13 |

L.3 Motion to approve the following day trips:

| School/Group/Activity | Location | Date(s) |
|---|--------------------------------------|----------------|
| High School Marching Band/DCI Tour of Champions | MetLife Stadium, East Rutherford, NJ | August 5, 2012 |

L.4 Motion to Recognize and Accept the Harassment, Intimidation and Bullying Incidences (HIB) June 19, 2012 through June 22, 2012.

RESOLVED, THAT UPON THE RECOMMENDATION OF THE Superintendent, the Jefferson Township Board of Education recognizes the Harassment, Intimidation, and Bullying incidences reported from June 19, 2012 through June 22, 2012, as summarized below:

| School | Incidents Reported | Confirmed Incidents of HIB | Inconclusive – Case Will Remain Active |
|---------------|--------------------|----------------------------|--|
| Milton | 0 | 0 | |
| Briggs | 1 | 0 | |
| Cozy Lake | 0 | 0 | |
| Stanlick | 2 | 1 | |
| White Rock | 0 | 0 | |
| Middle School | 7 | 6 | 1 |
| High School | 0 | 0 | |

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

L.5 Enrollment as of 6/22/12:

| | June 11 | June 12 |
|---------------------------|--------------|--------------|
| Milton | 186 | 176 |
| Cozy Lake | 245 | 253 |
| Arthur Stanlick | 380 | 379 |
| E.T. Briggs | 390 | 366 |
| White Rock | 426 | 415 |
| Total Elementary | 1,627 | 1,589 |
| JTMS | 807 | 832 |
| JTHS | 1,102 | 1,043 |
| GRAND TOTAL | 3,536 | 3,464 |
| Tuition students received | 2 | 1 |
| Out-of-district placement | 41 | 40 |

M. POLICY COMMITTEE

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve motion M.1 and M.2, as described below:

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

| File Code | Document | Title | Description of Action |
|-----------|------------|---|--|
| 2361r | Regulation | Acceptable Use of Computer Network, Computers and Resources | Replaces 2361r Acceptable Use of Computer Network, Computers and Resources (7/16/07) |
| 5511r | Regulation | Dress and Grooming | Replaces 5511r Dress and Groom (9/21/09) |
| 5514r | Regulation | Pupil Use of Vehicles | Replaces 5514r Pupil Use of Vehicles (4/16/07) |
| 5530r | Regulation | Substance Abuse | Replaces 5530r Substance Abuse (3/19/12) |

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

| File Code | Document | Title | Description of Action |
|-----------|------------|--|--|
| 1631p | Policy | Residency Requirements for Holding District Office, Employment or Position | New |
| 2431p | Policy | Athletic Competition | Replaces 2431p Athletic Competition (04/16/10) |
| 2435p | Policy | Random Drug Testing | New |
| 2435r | Regulation | Student Drug Testing | New |
| 3324p | Policy | Rights of Privacy | New |
| 4324p | Policy | Rights of Privacy | New |
| 5600p | Policy | Pupil Discipline/Code of Conduct | Replaces 5600p Pupil Discipline/Code of Conduct (07/18/11) |
| 5600r | Regulation | Pupil Discipline/Code of Conduct | Replaces 5600r Pupil Discipline/Code of Conduct (02/19/11) |

N. COMMUNICATIONS

O. OLD BUSINESS

P. NEW BUSINESS

Q. PUBLIC COMMENTS

R. BOARD MEMBER COMMENTS

S. ADJOURN

| Name | Event Date | Location | Function Description (i.e. Seminar Subject) | Trans- portation | 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 | Aug. 6 | Edison, NJ | How to Be an Outstanding Communicator | Own | \$ 179.00 | 150 | \$ 0.00 | 0 | \$ 0.00 | 0 | \$ 179.00 |
| Ducceschi, Linda | July 26 | Union, NJ | Learning with the iPad | Own | \$ 49.99 | 76 | \$ 0.00 | 0 | \$ 0.00 | 0 | \$ 49.99 |
| Freidman, Matthew | July 23- 27 | East Norriton, PA | Philadelphia Association of Catholic Colleges Summer Counselor Tour | Own | \$ 100.00 | 90 | \$ 0.00 | 0 | \$ 59.40 | 5 | \$ 397.00 |
| Grady, Eileen | July 26 | Union, NJ | Learning with the iPad | Own | \$ 49.99 | 76 | \$ 0.00 | 0 | \$ 0.00 | 0 | \$ 49.99 |
| Greene, Marin | July 30 | Union, NJ | Morning Meeting and Daily Routines | Own | \$ 49.99 | 84 | \$ 0.00 | 0 | \$ 0.00 | 0 | \$ 49.99 |
| Pierson, Katherine | July 30 | Union, NJ | Morning Meeting and Daily Routines | Own | \$ 49.99 | 84 | \$ 0.00 | 0 | \$ 0.00 | 0 | \$ 49.99 |
| Reichel, Rebecca | Aug. 13-17 | New York, NY | August Writing Institute | Own | \$ 675.00 | 435 | \$ 0.00 | 0 | \$ 18.00 | 5 | \$ 765.00 |
| Stumpf, Cynthia | July 23 | Union, NJ | Smart Board Basics | Own | \$ 49.99 | 84 | \$ 0.00 | 0 | \$ 0.00 | 0 | \$ 49.99 |