

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. Mr. Smith, called the meeting to order at 7:45 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	<u> X </u>	<u> </u>
Mr. Cuccio	<u> X </u>	<u> </u>
Mrs. Poulas	<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> X </u>	<u> </u>
Mr. Millar, Vice President	<u> </u>	<u> X </u>
Mr. Smith, President	<u> X </u>	<u> </u>

D. **CLOSED SESSION**

Motion by Mr. Cuccio, seconded by Mrs. Castiglione, 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 7:45 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, personnel matters, 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 8:01 PM.

E. SUPERINTENDENT'S REPORT

Mr. Kraemer reported on the Good News and Progress in Our Schools including the high school and middle school graduation ceremonies. Mr. Kraemer also noted the district staff appointments and placements are nearly complete for the start of school in September.

F. PRESENTATIONS

None

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

None

H. COMMITTEE REPORTS

- **Building Needs and Finance Committee** – Mr. Cuccio reported a recent litigation judgement must be satisfied immediately and noted the possible impact on the current year's budget. He added that the Committee is pursuing long range planning to upgrade the athletic fields in coordination with Township officials.
- **Education Committee** – Mrs. Poulas reported the Committee discussed SAT prep strategies, summer assignments, use of calculators in high school math classes and the rollout of additional Realtime modules. Mrs. Castiglione requested the Committee review the transition process from middle school to high school. She inquired as to why the homework club is so high on level of intervention.
- **Community Relations Committee** – Mrs. Scott noted the Committee has a tentative meeting date set for July 19.
- **Substance Abuse Ad Hoc Committee** – Mrs. Castiglione reported only 2 parents attended the State Task Force meeting. She also highlighted that a new drug, suboxone, while helpful to some taking it, can give others a false sense of security. She recommends all prescriptions be placed in a locked box/safe as a deterrent and encourages random drug testing in the schools. Mrs. Senatore inquired as to how students know who the Student Assistance Counselors (SAC's) are.
- **Policy and Personnel Committee** – Mr. Stewart advised that the Committee interviewed the candidate for Middle School Assistant Principal. He highlighted the policy regarding the school dress code on loungewear. A discussion ensued as to whether flannel pants and sweat pants were classified as loungewear.

I. MINUTES OF MEETINGS

Motion by Mr. Cuccio, seconded by Mrs. Van Ness, that the minutes of the following meetings be approved as submitted:

June 18, 2012 Regular Meeting Minutes

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

June 18, 2012 Executive Session Minutes

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

J. 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 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).

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

K. PERSONNEL COMMITTEE

Motion by Mr. Stewart, seconded by Mrs. Poulas, 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								
Robert Hayzler*	Appoint	Assistant Principal 15.70.72.ABJ		\$107,774	Middle School	9/14/12	6/30/13	Start Date pending release from existing district Replacing MW
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

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

L. EDUCATION, SPECIAL EDUCATION AND TECHNOLOGY COMMITTEE

Motion by Mrs. Poulas, seconded by Mrs. Castiglione, 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.

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

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 Mrs. Castiglione, seconded by Mr. Cuccio, 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)

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

****Motion M.1, File Code 5511r was voted upon separately.**

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

N. COMMUNICATIONS

None

O. OLD BUSINESS

- Mrs. Scott questioned if anything had been done to address communication issues with parents regarding the Ad Hoc Drug Committee. Mrs. Castiglione confirmed this had been addressed. Discussion continued on the pros and cons of mandatory drug testing. It was suggested parents be compelled to attend drug education.
- Mrs. Castiglione also commented on a “back pack” fundraising effort via the PTA for needy students.

P. NEW BUSINESS

- Mrs. Castiglione recommended backpack fundraising via the PTA for needy students.
- The Board Retreat will be conducted Tuesday, September 18, 2012 at the Board’s Regular Business Meeting.

Q. PUBLIC COMMENTS

None

R. BOARD MEMBER COMMENTS

- Mr. Cuccio offered his gratitude for being allowed to participate in the high school graduation.
- Many Board members offered their congratulations to the high school and middle school graduates.
- Mrs. Van Ness congratulated the new Assistant Principal at the Middle School.
- Mrs. Senatore noted that both Camp Jefferson and Jefferson Child Care offer excellent summer camp experiences.

S. ADJOURN

Motion by Mr. Cuccio, seconded by Mrs. Castiglione, that the meeting adjourn at 9:02PM.

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