

**JEFFERSON TOWNSHIP BOARD OF EDUCATION**

**Regular Meeting Minutes**

**Monday, November 19, 2012 7:30 PM (Closed Session) – 8:00 PM (Regular Session)**

**Jefferson Township High School Media Center**

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**A.** Mr. Smith, called the meeting to order at 8:00 PM, and read the Open Meeting Statement, below:

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

*DAILY RECORD*, *AIM* Newspaper, and the *JEFFERSON PATCH*;

and a copy of said notice delivered to the Municipal Clerk of the Township of Jefferson and the Jefferson Township Library.

**B.** Pledge of Allegiance.

**C. ROLL CALL:**

	<u>Present</u>	<u>Absent</u>
Mr. Cuccio	<u>  X  </u>	<u>      </u>
Mrs. Poulas	<u>      </u>	<u>  X  </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>  X  </u>	<u>      </u>
Mr. Smith, President	<u>  X  </u>	<u>      </u>
Ivan Cruz, <i>Student Representative</i>	<u>  X  </u>	<u>      </u>
Veronica Kot, <i>Student Representative</i>	<u>      </u>	<u>  X  </u>

**D. CLOSED SESSION**

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

BE IT RESOLVED, by the Jefferson Township Board of Education on this 19<sup>th</sup> day of November, 2012 at 7:33 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 student matters and litigation confidential by law.
2. These matters will be disclosed to the public as soon as the need for confidentiality no longer applies.
3. This resolution shall take effect immediately.

The meeting was called to public session at 7:47 PM.

**E. APPOINTMENT TO FILL BOARD VACANCY**

The Board voted to fill the vacancy as follows:

Motion by Mr. Cuccio, seconded by Mr. Stewart, to appoint Edward Quigley to an **unexpired term**, effective November 19, 2012 through the next Annual Organization meeting to be held in January 2013.

MOTION: Mr. Cuccio	SECOND: Mr. Stewart			
Name	Ayes	Nays	Abstain	Absent
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			

**F. Oath of Office** was administered to newly appointed Board of Education member Edward Quigley by Board Secretary Zeno and he joined the other members at the table.

**G. ELECTION RESULTS – *Certification Pending***

**Three Year Terms – January 1, 2013 – December 31, 2015 (3 seats)**

<u>Candidate</u>	<u># of Votes</u>
Melissa Senatore	4,631
Michael Stewart	4,370
Jill VanNess	4,514

**One Year Term – January 1, 2013 – December 31, 2013**

<u>Write-In Candidate</u>	<u># of Votes</u>
Edward Quigley	85

**H. SUPERINTENDENT'S REPORT**

- Mr. Kraemer reported on the Good News and Progress in Our Schools including the aftermath of Superstorm Sandy. Mr. Kraemer detailed the actions required to get the district up and running after such destruction and spoke of the collaborative efforts between the Township officials and school administration. Mr. Kraemer also congratulated Matt Kester, Athletic Trainer, on his award from the NJSIAA.

**I. PRESENTATIONS**

- None

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

- None

**K. STUDENT REPRESENTATIVES**

- Student Representative Ivan Cruz reported on the activities at the high school, such as the drama production of Tony and Tina's Wedding, marching band, National Honor Society Induction, football games and the upcoming Madrigal Dinner.

**L. COMMITTEE REPORTS**

- **Education Committee** – Mrs. Van Ness highlighted the minutes of the November 15 meeting, including a revised school calendar, drug testing, field trips and new course proposals.
- **Building Needs and Finance Committee** – Mr. Cuccio reported the Committee discussed the athletic field update, the after-effects of Hurricane Sandy, annual professional appointments, and discussion of make-up days for students.

**M. MINUTES OF MEETINGS**

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

October 16, 2012 Regular Meeting Minutes

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

**N. FINANCE AND BUILDING NEEDS COMMITTEE**

Motion by Mr. Cuccio, seconded by Mrs. Van Ness, to accept the recommendation of the Superintendent to approve and adopt motions N.1 through N.11, as described below:

**N.1** Motion to approve the **purchase order** list dated October 2012 in the amount of **\$326,161.93.**

**N.2** Motion to approve the **check journal** as of October 2012 in the amount of **\$4,250,138.22.**

Fund	Amount
General (10)	\$ 4,107,618.15
Capital Outlay (12)	\$ 6,760.00
Special Revenue (20)	\$ 135,760.07
<b>Total</b>	<b>\$ 4,250,138.22</b>

**N.3** Motion to approve the funds **transfers** in the 2012-2013 Fiscal Year, dated October 2012 in the amount of **\$14,398.00 .**

**N.4** Motion that the Board of Education approve the **certification** by the Board Secretary, pursuant to NJSA 18A:17-9, that as of September 30, 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).

**N.5** Motion to certify, in accordance with NJAC 6A:23-2.11(c), that as of September 30, 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.

**N.6** Motion to submit and accept **FY2013 IDEA** Consolidated Grant Original Application in the amount of:

Basic \$ 722,276  
Preschool \$ 31,988

**N.7** Motion to approve **Change Order #002** in the amount of \$ 2,590.00 to Alarm and Communication Technologies, Inc. for additional devices required at the White Rock School, as described below:

Original Contract Amount		\$ 217,890.00
Add two (2) duct detectors		\$ 1,390.00
Add three (3) monitor modules		\$ 885.00
Add one (1) horn/strobe		\$ 315.00
Previously authorized credit to district	-	\$ 6,644.00
Contract Sum to be increased by this Change Order		\$ 2,590.00
<b>Final Contract Amount</b>		<b>\$ 214,836.00</b>

**N.8** Motion to approve and accept a grant sponsored by the Department of Defense Education Outreach Program in the amount of \$5,000 as awarded to the High School Robotic's Club to cover registration and materials in the FIRST Robotics Competition.

**N.9** Motion to approve a grant in the amount of \$5,000 from BASF for the purchase of additional equipment and materials for the Jefferson Township High School Science Labs.

**N.10** Motion to approve the disposal of **obsolete equipment**, as shown below, in accordance with Policy #7300, Disposition of Property, as listed below:

<u>School/Department</u>	<u>Bar Code/Serial No.</u>	<u>Equipment Description</u>
Middle School	8095564	Sony Television/Mod. KV-32566
Middle School	8093240	Sony Television/Mod. KV-32566
Middle School	8087408	Sony Television/Mod. KV-32566
Middle School	110298	Mitsubishi Television/Mod. CS-2611R
Middle School	8093272	Sony Television/Mod. KV-32566
Middle School	8087534	Sony Television/Mod. KV-32566
Middle School	8097535	Sony Television/Mod. KV32566
Middle School	313387	Sharp Television/Mod. 25E-M100
Middle School	57748965	Sylvania Television/Mod. RNH611
Middle School	8095563	Sony Television/Mod. KV-32566

**N.11** 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. Van Ness			
Name	Ayes	Nays	Abstain	Absent
Mr. Cuccio	X			
Mr. Millar	X			
Mrs. Poulas				X
Mr. Quigley			X	
Mrs. Scott	X			
Mrs. Senatore	X			
Mr. Smith	X			
Mr. Stewart	X			
Mrs. Van Ness	X			

## O. PERSONNEL COMMITTEE

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

- O.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
<b>A. Administrative</b>								
CR	Medical Leave	Supervisor of Special Ed. 25.80.80.ABO			District	11/20/12	11/28/12	Utilizing 2 personal and 2 sick days
<b>B. Instructional</b>								
Babette Stewart	Retirement	Special Education Teacher 10.50.50.AJI			High School/ Cozy Lake	12/31/12	1/1/13	Retiring after 26 ½ years
Dustin Weinstein* 11-130-100-101	Appoint	English Teacher 10.70.70.AOP	BA Step 1	\$47,875	Middle School	9/1/12	6/30/13	Replacing GM
Meghan Culik	Appoint	Bedside Instruction		\$40.80/hr	District	11/14/12	6/30/13	
Janet Tanis	Appoint	Job Coach 10.80.80.ACZ		\$40.80/hr	High School	12/3/12	6/30/12	New Position, budgeted Part-time
Kira Arnold	Additional Hours	Social Worker	MA Step 6	\$37.74/hr	Middle School	12/17/12	2/28/13	Cover LOA Not to exceed 110 hours
Niemah Scherlacher	Additional Days	Social Worker	MA+45 Step 19	\$476.93/day	Middle School	12/17/12	2/28/13	Cover LOA Not to exceed 13 days
GM	Adjusted Medical Leave	English Teacher 10.70.70.AOP			Middle School	9/4/12	6/22/13	Utilizing 10 sick days and 178 unpaid days
ML	Adjusted Maternity Leave	Elementary Teacher 10.50.50.AUC			Cozy Lake	5/14/12	4/30/13	Utilizing 26.5 sick days and 143 unpaid days
CG	Maternity Leave	Spanish Teacher 10.80.80.ASQ			High School	4/8/13	6/22/13	Utilizing 17 sick days and 33 unpaid days
JC	Maternity Leave	English Teacher 10.80.80.BMB			High School	1/21/13	3/28/13	Utilizing 9 sick days and 34 unpaid days

(\*) Requires mentoring

<b>C. Non-Instructional</b>								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Deanna Palmiere	Resignation	Special Education Aide 09.30.30.BJP			High School	10/19/12	10/27/12	
Joy Olmsted 11-000-217-106	Appoint	Special Education Aide 09.40.40.BNU	Step 1	\$19.03/hr	Milton	10/29/12	6/22/13	New Unbudgeted
Susan Mautone 11-000-217-106	Appoint	Special Education Aide 09.40.40.BBK	Step 1	\$19.03/hr	Milton	10/29/12	6/22/13	New Unbudgeted
Maria Gross 11-209-100-106	Appoint	Special Education Aide 09.30.30.BJP	Step 1	\$19.03/hr	High School	11/19/12	6/22/13	Replacing DP
JB	Medical Leave	Custodian 12.30.32.AKS			Briggs	10/9/12	10/27/12	Utilizing 13 sick days
MC	Adjusted Medical Leave	Special Ed. Aide 09.70.70.BHU			Middle School	9/25/12	10/24/12	Utilizing 11 sick days and 8 unpaid days

<b>D. Substitutes/Other</b>								
Name	Nature of Action	Position	Level	Salary	Loc.	Date Effective	Date Termin.	Discussion
Zara Fox	Appoint	Substitute Teacher		\$80/diem	District	11/20/12	6/30/13	
Brittany Kaminski	Appoint	Substitute Teacher		\$80/diem	District	11/20/12	6/30/13	
Saranda Murati	Appoint	Substitute Teacher		\$80/diem	District	11/20/12	6/30/13	
Jennifer Ostolaza	Appoint	Substitute Teacher		\$80/diem	District	11/20/12	6/30/13	
Janet Eltringham	Appoint	Substitute Aide		\$10/hr	District	10/22/12	6/30/13	
Shirley Wallace	Appoint	Substitute Aide		\$10/hr	District	10/25/12	6/30/13	
Cathy Jauch	Appoint	Substitute Aide		\$10/hr	District	10/25/12	6/30/13	
Ibrahim Alili	Appoint	Substitute Custodian		\$12.50/hr	District	11/20/12	6/30/13	

<b>E. Extra Duty Pay</b>								
Name	Nature of Action	Position	Level	Salary	Loc.	Date Effective	Date Termin.	Discussion
Jodi Reiss	Appoint	Special Education Aide	Step 2	\$19.33/hr	Middle School	11/6/12	12/20/12	Crafter's Club Not to exceed 5 days
Julie Jahnke	Appoint	Special Education Aide	Step 3	\$19.64/hr	Middle School	10/4/12	11/22/12	Open Gym/Garden Club Not to exceed 7 days
Michelle Wanna	Appoint	Special Education Aide	Step 3	\$19.64/hr	Middle School	10/18/12	11/20/12	Open Gym/Garden Club Not to exceed 5 days
Kelly Miller	Appoint	Special Education Aide	Step 3	\$19.64/hr	Middle School	10/18/12	10/25/12	Open Gym/Garden Club Not to exceed 10 days
Laura Ryan	Appoint	Special Education Aide	Step 3	\$19.64/hr	High School	12/6/12	2/22/13	Freshman Basketball Not to exceed 18 hours
Jessica Hoertel	Appoint	Spring Musical: Costumes	Level 1	\$493.00	Middle School	9/1/12	6/30/13	
Donald Rutsch	Appoint	Debate Coach	N/A	N/A	High School	11/1/12	6/22/13	Volunteer
Amanda Osbun	Appoint	Robotics Team	N/A	N/A	High School	10/9/12	6/22/13	Volunteer

<b>F. WORKSHOP PRESENTATION</b>					
Presenter	Nature of Action	Workshop	Salary	Date	# of Hours
Danielle Castiglia	Appoint	Crisis Intervention Training	\$55/hr	10/8/12	3 hours

<b>G. 2012-13 School Year Coaching Staff</b>								
<b>WINTER</b>								
Name	Nature of Action	Position	Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Kathleen Paiva	Appoint	Assistant Indoor Track	1	\$3609.24	High School	9/1/12	6/30/13	

**O. 2 Motion to approve Advanced Salary Placements retroactive to 9/1/12 as indicated below:**

Name	From	Present Salary	To	New Salary
Boyle, Nancy	MA+30/19	\$91,298	MA+45/19	\$95,386
Corbett, Julie	BA/07	\$52,959	BA+15/07	\$53,974
Daly, Kelly	MA+30/06	\$55,995	MA+45/06	\$57,213
DeLoreto, Michael	BA+15/04	\$50,920	MA/04	\$51,935
Eastman, Christopher	MA/06	\$53,965	MA+15/06	\$54,980
Fisher, Janice	MA+30/07	\$57,455	MA+45/07	\$58,676
Hayward, Amanda	BA/01	\$47,875	MA/01	\$49,905
Helfand, Deborah	MA+30/15	\$74,737	MA+45/15	\$77,842
Hu, Hong	MA+15/19	\$85,143	MA+30/19	\$91,298
Kaminski, Kathryn	BA/03	\$48,890	BA+15/03	\$49,905
Keyser, Rebecca	MA/05	\$52,950	MA+30/05	\$54,980
Mathiasen, Susan	MA/14	\$64,243	MA+30/14	\$71,561
Morris, Jenna	BA+15/03	\$49,905	MA/03	\$50,920
Oliynik, Laura	BA+15/05	\$51,935	MA/05	\$52,950

Name	From	Present Salary	To	New Salary
Panka, Meredith	MA/06	\$53,965	MA+15/06	\$54,980
Papa, Daniel	BA/04	\$49,905	BA+15/04	\$50,920
Pierson, Katherine	MA/10	\$56,006	MA+30/10	\$60,196
Prado, Stacey	BA/03	\$48,890	BA+15/03	\$49,905
Reid, James	MA/15	\$67,286	MA+15/15	\$68,835
Rose, Gino	BA/12	\$56,209	BA+15/12	\$57,427
Seals, Lauren	BA+15/05	\$51,935	MA/05	\$52,950
Simler, Renee	BA+15/15	\$63,226	MA+15/15	\$68,835
Stumpf, Cynthia	MA+30/19	\$91,298	MA+45/19	\$95,386
Szwartz, Anthony	MA/19	\$83,006	MA+30/19	\$91,298
Tamaync- Hetteema, Jennifer	BA+15/06	\$52,950	MA/06	\$53,965
Toth, John	MA+30/19	\$91,298	MA+45/19	\$95,386
Weiss, Christy	BA/10	\$53,976	BA+15/10	\$54,991
<b>TOTAL ADVANCEMENT COST:</b>				<b>\$68,379</b>

### O.3 Motion to approve Summer 2012-2013 Course Reimbursements as indicated below:

Name	College	Class	Approval	Credits	Amount
Beverly Mallatratt	University of San Diego	Reaching Students Through Character Education	43	3	\$387.00
Beverly Mallatratt	University of San Diego	Writer's Workshop in the Elementary Classroom	44	3	\$387.00
Beverly Mallatratt	University of San Diego	Implementing Third Grade Common Core Standards	45	3	\$387.00
Christopher Eastman	Walden University	Using Technology to Engage Diverse Learners	14	3	\$475.00
Christopher Eastman	Walden University	Introduction to Teacher Leadership	15	3	\$245.00
Christy Weiss	Marygrove College	Evidence Based Interventions	2	3	\$596.83
Cynthia Stumpf	University of San Diego	Hands on Learning with Math Manipulates	35	3	\$387.00
Daniel Papa	Montclair State University	Effective Leadership in a Diverse Society	19	3	\$596.83
Daniel Papa	Montclair State University	Education Law	20	3	\$596.83
Daniel Papa	Montclair State University	Staff, Personnel, Administration and Supervision	21	3	\$596.83
Deborah Helfand	The College of New Jersey	Universal Design for Learning	46	3	\$596.83
Dolores Bennett	University of San Diego	Reaching Students Through Character Education	36	3	\$387.00
Emily James	Montclair State University	Teaching Music as a Democratic Practice	29	3	\$596.83
Gino Rose	Grand Canyon University	Corrective Reading Assessment	28	3	\$596.83
James Scott Reid	University of San Diego	Educational Technology (K-12)	37	3	\$415.00
James Scott Reid	University of San Diego	Reaching Students Through Character Education	38	3	\$387.00
James Scott Reid	University of San Diego	Designing and Creating a Web Quest (3-12)	39	3	\$415.00
Joanna Reiss	Sussex County Community College	American Literature II	50	3	\$596.83
John Toth	Walden University	Writing Strategies for Increasing Achievement (6-12)	49	3	\$495.00
Katherine Pierson	University of San Diego	Hands on Learning with Math Manipulates	40	3	\$387.00
Katherine Pierson	University of San Diego	Writer's Workshop in the Elementary Classroom	41	3	\$387.00
Katherine Pierson	University of San Diego	A New Approach to Spelling Instruction (K-6)	42	3	\$387.00
Kathryn Kaminski	Monmouth University	Assessment and Interventions for Individuals with Autism I	22	3	\$596.83
Kathryn Kaminski	Monmouth University	Technology and Students with Disabilities	23	3	\$596.83
Kim Hollar	Marygrove College	Evidence Based Interventions	1	3	\$596.83
Laurie Boucher	A.T. Still University	Issues in Diverse Population and Settings	26	3	\$596.83
Lori Kircher	Walden University	How to Get Parents on Your Side	53	3	\$455.00
Louis Migliacci	East Stroudsburg University	Teaching ELL's in the Diverse Classroom Setting	5	3	\$596.83
Louis Migliacci	East Stroudsburg University	The Teacher and the School Community	6	3	\$596.83
Louis Migliacci	East Stroudsburg University	Professional Experience in Educational Administration II	7	3	\$596.83
Marianne DiRupo	California University of Pennsylvania	School Community Relations Seminar	24	3	\$596.83
Marianne DiRupo	California University of Pennsylvania	Orientation and Assessment	25	3	\$596.83
Nancy Boyle	The College of New Jersey	Motivation: Art/Science Class Success	8	3	\$596.83
Nancy Boyle	The College of New Jersey	Universal Design for Learning	9	3	\$596.83
Nancy Boyle	The College of New Jersey	The Gendered Brain	47	3	\$596.83
Nancy Boyle	The College of New Jersey	The Bully Proof Classroom	48	3	\$596.83
Rebecca Keyser	University of San Diego	Implementing Second Grade Common Core Standards	33	3	\$415.00
Rebecca Keyser	University of San Diego	Writer's Workshop in the Elementary Classroom	34	3	\$415.00
Sara Mykietyn	Rutgers University	Methods of Foreign Language Teaching	17	3	\$596.83
Susan Mathiasen	University of San Diego	Hands on Learning with Manipulates	31	3	\$387.00
Susan Mathiasen	University of San Diego	Implementing Second Grade Common Core Standards	32	3	\$415.00
Susan Mathiasen	University of San Diego	Reaching Students Through Character Education	51	3	\$382.50
Susan Mathiasen	University of San Diego	Writer's Workshop in the Elementary Classroom	52	3	\$415.00
Vincent Stasio	Montclair State University	Ethical Leadership in Decision Making	3	3	\$596.83
Wendy Towers	New Jersey City University	Introduction to Authoring Tools	12	3	\$596.83
Wendy Towers	New Jersey City University	Technology Facilitator: Issues and Challenges	13	3	\$596.83

MOTION: Mr. Millar		SECOND: Mrs. Van Ness		
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			

**P. EDUCATION, SPECIAL EDUCATION AND TECHNOLOGY COMMITTEE**

Motion by Mrs. Van Ness, seconded by Mrs. Senatore, to accept the recommendation of the Superintendent to approve and adopt motions P.1 through P.5, as described below:

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

Student	School	Tuition	Date
M/16-7	Bergen County Special Services School District	\$ 60/hr not to exceed 10 hrs per wk.	11/14/12 – 6/30/12

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

School/Group/Activity	Location	Date(s)
JTHS Chorus – Region I Choral Festival	Randolph High School, Randolph, NJ	November 27, 2012
JTHS Habitat for Humanity Build	Morris County Habitat Build Site	December, 8, 2012, February 16, 2013, March 16, 2013, May 11, 2013
JTMS Chorus – Rotary Club Performance	Star of the Sea Church, Lake Hopatcong, NJ	December 12, 2012
JTHS Spanish IV and AP Classes	El Repertorio Espanole, New York, NY	December 12, 2012
JTHS AP English Class	Newark Museum, Newark, NJ	December 13, 2012
JTHS PDP – Junior PDP Retreat	St. Thomas the Apostle Church, Oak Ridge, NJ	January 17, 2013
Cozy Lake School, Grade 2	Field Station, Dinosaur Park, Secaucus, NJ	April 26, 2013
JTMS Grade 6 White	SCUMA and Lafayette Park, Lafayette, NJ	May 22, 2013
White Rock School, Grade 3	Bronx Zoo, Bronx, NY	May 30, 2013

**P.3** Motion to approve the following **overnight field trips**: JTHS – Presentation by students at New Jersey,–

School/Group/Activity	Location	Date(s)
Music Educators Conference	East Brunswick, NJ	February 22 to February 23, 2013

**P.4** Motion to approve the following **new courses**:

- French and Spanish, Level 2 Honors – new course
- French and Spanish, Level 3 Honors – new course
- French and Spanish, Level 4 Honors - name change from Level 4 CP
- American Sign Language Level 3 CP- new course
- Psychology CP – new course
- Computer 3D Graphic Animation – new course
- Physics 1 – AP – new course
- Physics 2 – AP – new course
- Personal Finance – new course
- Marketing Education II – curriculum enrichment
- Pathways to Business – name change from “Intro to Business”



**P.5** Motion to Recognize and Accept the Harassment, Intimidation and Bullying Incidences (HIB) October 17, 2012 through November 19, 2012.

RESOLVED, THAT UPON THE RECOMMENDATION OF THE Superintendent, the Jefferson Township Board of Education recognizes the Harassment, Intimidation, and Bullying incidences reported from October 17, 2012 through November 19, 2012, as summarized below:

School	Incidents Reported	Confirmed Incidents of HIB	Inconclusive – Case Will Remain Active
Milton	0	0	0
Briggs	1	0	0
Cozy Lake	0	0	0
Stanlick	1	0	0
White Rock	0	0	0
Middle School	13	3	1
High School	1	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. Van Ness		SECOND: Mrs. Senatore			
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				

**Enrollment as of 10/31/12:**

	Oct. 2011	Oct. 2012
Milton	159	153
Cozy Lake	254	260
Arthur Stanlick	380	390
E.T. Briggs	372	352
White Rock	410	385
<b>Total Elementary</b>	<b>1,575</b>	<b>1,540</b>
JTMS	829	832
JTHS	1,055	1,035
<b>GRAND TOTAL</b>	<b>3,459</b>	<b>3,407</b>
Tuition students received	1	1
Out-of-district placement	41	41

**Q. POLICY COMMITTEE**

Motion by Mr. Millar, seconded by Mr. Cuccio, to accept the recommendation of the Superintendent to approve Motion Q.1, as described below:

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

File Code	Document	Title	Description of Action
2415.04p	Policy	Title I – Parent Involvement	Replaces 2415.04p Title I-Parent Involvement (03/24/11)

MOTION: Mr. Millar	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			

**R. COMMUNICATIONS**

- Ms. Zeno addressed two letters the district had received regarding a few precarious trees adjoining private property.

**S. OLD BUSINESS**

- None

**T. NEW BUSINESS**

- The Board discussed meeting on January 2, 2013 for its Annual Organization Meeting. It is noted that Mr. Stewart is unable to attend that date.
- Revision of the school calendar was discussed to include President’s Day, Martin Luther King Day and Friday, April 5, 2013 of Spring Recess.

**U. PUBLIC COMMENTS**

- A CERT Coordinator thanked everyone for their response in helping to man the warming centers set up throughout town in the aftermath of Hurricane Sandy.

**V. BOARD MEMBER COMMENTS**

- Several Board members welcomed Mr. Quigley.
- Mr. Cuccio noted the football game on November 9 felt like a return to normal.
- Mrs. Scott wished everyone a Happy Thanksgiving.
- Mr. Stewart commented that the kids are happy to be back in school.
- Mrs. Van Ness thanked the administration for their help during Hurricane Sandy.
- Mr. Quigley thanked everyone for their support and noted his hopes at making a difference.
- Mrs. Senatore thanked the parents and PTA for the Halloween parties at the schools.
- Mr. Millar offered his congratulations on several sporting accomplishments.
- Mr. Smith appointed Mr. Quigley to the Policy and Personnel Committee and the Negotiation Committee.

**W. ADJOURN**

Motion by Mr. Cuccio, seconded by Mrs. Van Ness, that the meeting adjourn at 8:52 PM.

Respectfully submitted,

Dora E. Zeno

Board Secretary

Name	Event Date	Location	Function Description (i.e. Seminar Subject)	Transportation	Registration Fee \$	Travel/ Miles	Lodging Cost/day/person (not to exceed)	# Nights	Meal Cost per day (not to exceed)	# Meal Days	Total Expenses/person daily costs (does not include mileage, parking and tolls)
Basket, Eileen	Multiple Dates (7)	Morris Plains, NJ	Community Based Instruction	Own	\$ 77.00	350	\$ -		\$ -		\$ 77.00
Carline, Michele	Nov. 30	Morris Plains, NJ	Down Syndrome 101	Own	\$ 40.00	23	\$ -		\$ -		\$ 40.00
Carline, Michele	Dec. 13	Parsippany, NJ	Increase Your Students' Reading Fluency	Own	\$ 215.00	24	\$ -		\$ -		\$ 215.00
Doyle, Elizabeth	Nov. 30	Long Branch, NJ	NJASL Annual Fall Conference	Own	\$ 75.00	95	\$ -		\$ -		\$ 75.00
Edge, Denyse	Nov. 14	Parsippany, NJ	The Nurtured Heart Approach: Strategies for Challenging Youth	Own	\$ 105.00	20	\$ -		\$ -		\$ 105.00
Edge, Denyse	Multiple Dates (7)	Morris Plains, NJ	Community Based Instruction	Own	\$ 77.00	140	\$ -		\$ -		\$ 77.00
Faber, Dan	Nov. 27	New Brunswick, NJ	Hazardous Tree Identification	Own	\$ 245.00	119	\$ -		\$ -		\$ 245.00
Faber, Dan	Dec. 5	New Brunswick, NJ	Snow and Ice Removal	Own	\$ 245.00	119	\$ -		\$ -		\$ 245.00
Fleming, Robert	Nov. 15	Chatham, NJ	NJAC Technology Conference	Own	\$ -	75	\$ -		\$ -		\$ -
Fleming, Robert	Nov. 16	Montclair, NJ	NJECC Technology Conference	Own	\$ -	75	\$ -		\$ -		\$ -
Fleming, Robert	Dec. 3	Piscataway, NJ	Honeywell's Energy Symposium	Own	\$ -	115	\$ -		\$ -		\$ 105.00
Kalish, Jason	Dec. 13	Flemington, NJ	Baseball Coaches Clinic	Own	\$ 70.00	116	\$ -		\$ -		\$ 70.00
Kandel, Kristen	Dec. 12	Morris Plains, NJ	Supporting Students with Disabilities in General Education Programs Through Collaborative Consultation	Own	\$ 11.00	24	\$ -		\$ -		\$ 11.00
Kester, Matthew	Nov. 14	Manhattan, NY	Feed the Speed: Sports Nutrition for Peak Performance	Own	\$ -	0	\$ -		\$ -		\$ -
Kula, Kathryn	Nov. 28	West Hartford, CT	AP Chemistry: Transitioning to Inquiry Based Labs	Own	\$ 205.00	285	\$ -		\$ 42.00	.75	\$ 247.00
McHugh, Rosemary	Nov. 30	Long Branch, NJ	NJASL Annual Fall Conference	Own	\$ 125.00	186	\$ -		\$ -		\$ 125.00
Molinet, Estrella	Dec. 3	Piscataway, NJ	Honeywell's Energy Symposium	Own	\$ -	105	\$ -		\$ -		\$ 105.00
Nadler, Vickki	Nov. 20	Montvale, NJ	Tenure Reform, Staff Accountability and the Law	Own	\$ 147.00	88	\$ -		\$ -		\$ 147.00
Russo, Cara	Nov. 30	Morris Plains, NJ	Down Syndrome 101	Own	\$ 40.00	10	\$ -		\$ -		\$ 40.00
Sanchez, Yolanda	Nov. 14	Parsippany, NJ	The Nurtured Heart Approach: Strategies for Challenging Youth	Own	\$ 105.00	20	\$ -		\$ -		\$ 105.00
Thomas, Lauren	Jan. 14	Morris Plains, NJ	Transition Assessments for Students with Disabilities	Own	\$ 11.00	0	\$ -		\$ -		\$ 11.00
Thomas, Lauren	Dec. 7	Morris Plains, NJ	Transition from School to Adult Life: Making the Process Meaningful	Own	\$ 11.00	0	\$ -		\$ -		\$ 11.00
Tordoff, Susan	Multiple Dates (7)	Morris Plains, NJ	Community Based Instruction	Own	\$ 77.00	350	\$ -		\$ -		\$ 77.00
Torkos, Tara	Nov. 15	Denville, NJ	Morris County School of Technology Information Day	Own	\$ -	17	\$ -		\$ -		\$ -
Villa, Kelly	Nov. 15	Chatham, NJ	NJAC Technology Conference	Own	\$ -	24	\$ -		\$ -		\$ -
Villa, Kelly	Nov. 16	Montclair, NJ	NJECC Technology Conference	Own	\$ -	20	\$ -		\$ -		\$ -
Villa, Kelly	Nov. 27 & Dec. 10	Monroe Twp., NJ	League One Series	Own	\$ 315.00	196	\$ -		\$ -		\$ 315.00
Zeno, Dora	Dec. 3	Piscataway, NJ	Honeywell's Energy Symposium	Own	\$ -	105	\$ -		\$ -		\$ 105.00