

JEFFERSON TOWNSHIP BOARD OF EDUCATION

Regular Meeting Agenda

Monday, January 24, 2011 – 7:30 PM (Closed Session) 8:00 PM (Regular Session)

Jefferson Township High School Media Center

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

B. Pledge of Allegiance.

C. ROLL CALL:

Present

Absent

Mr. Anzano

Mrs. Castiglione

Mr. Feldmann

Mrs. Mastricola

Mr. Millar

Mrs. Scott

Mrs. Servedio

Mr. Stewart

Mr. Vander Ploeg

Dylan Johnson, *Student Representative*

Brandon Coveney, *Student Representative*

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 24th day of January, 2011 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 or contract negotiation 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

- District Goals – Presented by Dr. Kathaleen F. Fuchs, Superintendent of Schools

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

H. STUDENT REPRESENTATIVES

I. COMMITTEE REPORTS

J. MINUTES OF MEETINGS

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

December 20, 2010 Regular Meeting Minutes December 20, 2010 Executive Session Minutes #1

K. FINANCE AND BUILDING NEEDS COMMITTEE

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions K.1 through K.11, as described below:

K.1 Motion to approve the **purchase order** list dated December 2010 in the amount of **\$ 911,242.54.**

K.2 Motion to approve the **check journal** as of December 2010 in the amount of **\$ 3,941,762.03.**

Fund	Amount
General (10)	\$ 3,687,227.43
Special Revenue (20)	\$ 126,878.56
Capital Projects (30)	\$ 0
Debt Service (40)	\$ 0
Food Service Enterprise (60)	\$ 127,656.04
Total	\$ 3,941,762.03

K.3 Motion to accept the **Treasurer and Secretary’s Report** dated November 2010 as being in balance.

K.4 Motion to approve the funds **transfers** in the 2010-2011 Fiscal Year, dated December 2010 in the amount of **\$ 0.**

K.5 Motion that the Board of Education approve the **certification** by the Board Secretary, pursuant to NJAS 18A:17-9, that as of November 30, 2010 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of NJAC 6A:23-2.11(a).

K.6 Motion to certify, in accordance with NJAC 6A:23-2.11(c), that as of November 30, 2010, after review of the Board Secretary’s and Treasurer’s **Monthly Financial Reports** and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been over-expended in violation of NJAC 6A:23-2.11(b), and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year

K.7 Motion to approve **Resolution** as described below:

WHEREAS, the Jefferson Township Board of Education (the “Board”) has determined that it is necessary to secure a student information system to manage student data; and

WHEREAS, the Board has determined to engage Realtime Information Technology, Inc, to provide a student information technology system and train Board employees in the use of the system; and

WHEREAS, the Board, pursuant to its authority under law, may negotiate and award this contract without the necessity of public advertising for bids and bidding;

Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
B. Instructional								
Catherine Hugo	Retirement	Social Worker			District	3/31/11	4/1/11	Retiring after 21 years
Jason Klebez	Resignation	Health & Physical Ed. Teacher 10.80.80.ATO			High School	1/14/11	3/15/11	May be released sooner if replacement is found.
Christine Cinnamon	Appoint	Bedside Instruction		\$40/hr	District	1/19/11	6/30/11	
JR	Maternity Leave	Health & Physical Education Teacher 10.70.70.APJ			Middle School	3/7/11	1/3/12	Utilizing 40 sick days and 72 unpaid days
SV	Adjusted Maternity Leave	English Teacher 10.70.70.APW			Middle School	4/11/11	9/30/11	Utilizing 19 sick days and 50 unpaid days

(*) Requires mentoring

C. Non-Instructional								
Name	Nature of Action	Position	Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Sandra Alfaro 11-204-100-106	Appoint	Special Ed. Aide	Step 1	\$18.30/hr	White Rock	1/28/11	6/22/11	Replacing 09.60.60.BFF 3.25 hrs/day No benefits
Christy Tonnesen 11-213-100-106	Appoint	Special Ed. Aide	Step 1	\$18.30/hr	White Rock	1/21/11	6/22/11	Replacing 09.60.60.BBH 3.25 hrs/day No benefits
Debra Crusco 11-215-100-106	Appoint	Special Ed. Aide Long-term replacement 09.40.40.BEM	Step 1	\$18.30/hr	Milton	9/13/10	6/21/11	Replacing 09.40.40.BCA 3 hrs/day No benefits
Radhika Ganta 11-214-100-106	Appoint	Special Ed. Aide Long-term replacement 09.70.70.BIK	Step 1	\$18.30/hr	Middle School	1/12/11	2/2/11	Replacing 09.70.70.BIK 3.5 hrs/day
Christopher Soda 11-213-100-106	Appoint	Special Ed. Aide 09.30.30.BIM	Step 1	\$18.30/hr	Briggs	1/12/11	6/22/11	New Position, unbudgeted 3.5 hrs/day No benefits
Emilie Lotzkar 11-213-100-106	Appoint	Special Ed. Aide 09.30.30.BIN	Step 1	\$18.30/hr	Briggs	1/14/11	6/22/11	New Position, unbudgeted 3.5 hrs/day No benefits
Janet Eltringham 11-190-100-106	Additional Hours	Kindergarten Aide 09.40.40.BEW	Step 5	\$19.19/hr	Milton	1/10/11	6/30/11	Additional 25 minutes/week
SF	Adjusted Medical Leave	Special Ed. Aide 09.40.40.BCA			Milton	9/14/10	6/21/11	Utilizing 52 sick days and 114 unpaid days
RS	Adjusted Medical Leave	Custodian 12.20.22.AKD			District	8/26/10	1/4/11	Utilizing 16 sick days and 54 unpaid days
JT	Adjusted Medical Leave	Bus Driver 10.90.90.BFM			District	12/21/10	1/22/11	Utilizing 15 sick days
TS	Adjusted Medical Leave	Special Ed. Aide 09.70.70.BIK			Middle School	12/21/10	2/2/11	Utilizing 9.9 sick days and 12.1 unpaid days

D. Substitutes/Other								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Nicole Hildebrandt	Appoint	Sub Teacher		\$80/diem	District	1/19/11	6/30/11	
Julie Levy	Appoint	Sub Teacher		\$80/diem	District	1/7/11	6/30/11	
Emily Moyer-Reid	Appoint	Sub Teacher		\$80/diem	District	1/10/11	6/30/11	
Linda Lang	Re-Appoint	Sub Teacher		\$80/diem	District	1/6/11	6/30/11	
Jessica Diedalis	Re-Appoint	Sub Teacher		\$80/diem	District	1/11/11	6/30/11	
Emilie Lotzkar	Appoint	Sub Teacher		\$80/diem	District	1/14/11	6/30/11	
Emilie Lotzka	Appoint	Sub Aide		\$10/hr	District	1/14/11	6/30/11	
Sandra Alfaro	Appoint	Sub Aide		\$10/hr	District	1/28/11	6/30/11	
Christy Tonnesen	Appoint	Sub Aide		\$10/hr	District	1/21/11	6/30/11	
Susan Noble	Appoint	Sub Nurse		\$150/day	District	1/19/11	6/30/11	
Eric Goodyear	Appoint	Sub Custodian		\$12.50/hr	District	1/19/11	6/30/11	Pending fingerprinting

E. Student Teachers						
Name	College	Assignment	Location	Date Effective	Date Terminated	Discussion
Sonia Simpson-Haughton	William Paterson University	Elementary/Special Education	White Rock	1/19/11	5/5/11	

F. Extra Duty Pay								
Name	Nature of Action	Position	Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Mary Ann Cantwell	Appoint	Spring Musical: Art/Set Design	Level 1	\$598.00	High School	9/1/10	6/30/11	
Joanne Patalive	Appoint	Homework Club Advisor	Level 4	\$1,375.50	Middle School	1/19/11	6/30/11	

G. Winter Coaches								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Kathleen Cutrona	Appoint	Assistant Indoor Track Coach	Step 3	\$3138.24	High School	12/22/10	2/28/11	11 years of service
Daniel Faber	Appoint	Volunteer Wrestling Coach	N/A	N/A	High School	1/10/11	6/22/11	

L.2 Motion to approve Administrator's Fall 2010/2011 Course Reimbursements as indicated below:

Name	College/University	Course Title	Approval #	# of Credits	Amount
Timothy Plotts	Seton Hall University	Dissertation Seminar in Administration I	2	3	\$2748

L.3 Motion to approve Supervisor's Fall 2010/2011 Course Reimbursements as indicated below:

Name	College/University	Course Title	Approval #	# of Credits	Amount
Eileen Daggett	Thomas Edison State College	Instructional Leadership	5	3	\$1251
Eileen Daggett	Thomas Edison State College	Driving Educational Change and Improvement	6	3	\$1251

L.4 Motion to approve the Summer 2010/11 Course Reimbursements as indicated below:

Name	College/University	Course Title	Approval #	# of Credits	Amount
Heather Rowens	University of San Diego	Non-Fiction Books in the K-3 Classroom	1	3	\$324.00
Christopher Hiben	The College of NJ	Inquiry into Practice	2	3	\$928.54
Heather Rowens	University of San Diego	Hands on Learning with Math Manipulatives	3	3	\$324.00
Kevin Moore	College of the Atlantic	Marine Mammals II	4	4	\$1,238.05
Christopher Eastman	Walden University	Effective Classroom Learning Environment	5	3	\$928.54
Christopher Eastman	Walden University	Designing Curriculum, Instruction & Assessment	6	3	\$928.54
Sharon Clayton	Marygrove College	Using Technology to Enhance Content Area Learning	7	3	\$495.00
Sharon Clayton	Marygrove College	Using Technology to Enhance Diverse Learners	8	3	\$495.00
Michelle Klinger	University of San Diego	Effective Strategies to Improve Student Writing	9	3	\$291.60
Michelle Klinger	University of San Diego	Writer's Workshop in the Elementary Classroom	10	3	\$291.60
Denise Tomaiko	University of San Diego	A New Approach to Spelling	12	3	\$275.40
Denise Tomaiko	University of San Diego	Written Workshops in the Elementary Classroom	13	3	\$275.40
Denise Tomaiko	University of San Diego	A Primary Teacher's Guide to Positive Thinking	14	3	\$275.40
Denise Tomaiko	University of San Diego	Educational Technology 101	15	3	\$275.40
Joy Toriello	University of San Diego	A New Approach to Spelling	16	3	\$291.60
Joy Toriello	University of San Diego	A Primary Teacher's Guide to Positive Thinking	17	3	\$291.60
Karen Correia	Marygrove College	Differentiating Instruction for Student Success	18	3	\$495.00
Karen Correia	Marygrove College	Returning Creativity to the Classroom	19	3	\$495.00
William Koch	Centenary College	Inquiry Based Instruction in the Classroom	22	3	\$928.54
Carol Gargone	Marygrove College	Measurement and Geometry	23	3	\$928.54
Carol Gargone	Marygrove College	Algebra	24	3	\$928.54
Janice Fisher	University of San Diego	Integrating the Internet and Multimedia	28	3	\$305.00
Jennifer Cimaglia	The College of NJ	Increasing Student Responsibilities & Self Discipline in Learning Communities	29	3	\$928.54

L.5 Motion to approve the following contracted services:

Name	Nature of Action	Salary	Date Effective	Date Termin.	Discussion
Sharon Slovick	Bedside Instruction	\$65/hr	9/1/10	6/30/11	University Medical Center at Princeton

M. EDUCATION, SPECIAL EDUCATION AND TECHNOLOGY COMMITTEE

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

M.1 Motion to rescind student placements and professional services for the 2010-2011 school year, as indicated below:

Student	School	Tuition	Effective
M/17-4	Daytop Prep	\$26,865.44	12/23/10

M.2 Motion to **approve student placements** and professional services for the 2010-2011 school year, as indicated below:

Student	School	Tuition	Effective
F/16-10	Kids Peace	\$25,990.19	1/5/11 – 6/30/11
M/8-10	Calais School	\$24,898.20	1/12/11 – 6/30/11

M.3 Motion to approve the following **field trips**:

School/Group	Dates	Location
Roxbury High School/Debate Tournament	February 11, 2011	Succasunna, New Jersey
Sparta High School//Debate Tournament	February 17, 2011	Sparta, New Jersey
Mount Olive High School//Debate Tournament	March 11, 2011	Mount Olive, New Jersey
Dover High School//Debate Tournament	March 18, 2011	Dover, New Jersey
West Morris Central High School//Debate Tournament	March 25, 2011	Chester, New Jersey
Jefferson Township High School Wind Ensemble/Region I Concert Band Festival	March 23, 2011	Bergenfield High School, Bergenfield, NJ

M.4 Motion to adopt a resolution proclaiming January 2011 as **School Board Recognition Month**:

WHEREAS, The New Jersey School Boards Association and the National School Boards Association have declared January 2011 to be School Board Recognition Month, a time that all residents might acknowledge the contributions made by our local school board members; and

WHEREAS, The Jefferson Township Board of Education is one of more than 600 local school boards in New Jersey that sets policies and oversees operations for public school districts; and

WHEREAS, The Jefferson Township Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey’s local school boards help determine community goals for the education of 1.4 million children in Pre-Kindergarten through 12th grade; and

WHEREAS, New Jersey’s 4,800 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public’s expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation’s best in indicators such as high school graduation rates, class size, college entrance exam participation, and Advanced Placement offerings and test scores.

NOW, THEREFORE, BE IT RESOLVED, That the Jefferson Township Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2011 as **SCHOOL BOARD RECOGNITION MONTH**; and be it further

RESOLVED, That the Jefferson Township Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the improvement of our children’s education.

M.5 Enrollment as of 12/23/10:

	Dec. 09	Dec. 10
R. F. Drummond**	117	--
Milton	164	180
Cozy Lake	277	245
Arthur Stanlick	401	383
E.T. Briggs	261	391
White Rock	431	427
Total Elementary	1,651	1,626
JTMS	821	810
JTHS	1,101	1,116
GRAND TOTAL	3,573	3,552
Tuition students received	2	2
Out-of-district placement	46	38
Students -Home Instruction	9	15

** Drummond enrollment is incorporated into the E.T. Briggs school enrollment, effective September 1, 2010.

N. POLICY COMMITTEE

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

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

File Code	Document	Title	Description of Action
0176b	Bylaw	Public Participation in Boarding Meetings	Replaces 0176b Public Participation in Board Meetings (08/18/2008)
2360p	Policy	Use of Technology	Replaces 2360p Use of Technology (03/19/2001)
3130p	Bylaw/Regulation	Assignment and Transfer	Replaces 3130p Assignment and Transfer (09/17/2001)
5430p	Policy	Class Rank	Replaces 5430p Class Rank (10/20/2003)

O. COMMUNICATIONS

P. OLD BUSINESS

Q. NEW BUSINESS

R. BOARD MEMBER COMMENTS

S. COMMENTS FROM THE AUDIENCE

T. 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 24th day of January, 2011 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 or contract negotiation 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.

U. ADJOURN

