

**JEFFERSON TOWNSHIP BOARD OF EDUCATION**  
**Regular Meeting and Public Hearing Minutes**  
**Thursday, March 24, 2011 – 7:30 PM (Closed Session) 8:00 PM (Regular Session)**  
**Jefferson Township Middle School Media Center**

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A. Mrs. Scott, called the meeting to order at 8:00 PM, and read the Open Meeting Statement.

B. Pledge of Allegiance.

C. **ROLL CALL:**

	<u>Present</u>	<u>Absent</u>
Mr. Anzano	<u>X</u>	<u>      </u>
Mrs. Castiglione	<u>X</u>	<u>      </u>
Mr. Feldmann	<u>X</u>	<u>      </u>
Mrs. Masticola	<u>      </u>	<u>X</u>
Mr. Millar	<u>X</u>	<u>      </u>
Mrs. Scott	<u>X</u>	<u>      </u>
Mrs. Servedio	<u>      </u>	<u>X</u>
Mr. Stewart	<u>X</u>	<u>      </u>
Mr. Vander Ploeg	<u>X</u>	<u>      </u>
Dylan Johnson, <i>Student Representative</i>	<u>      </u>	<u>X</u>
Brandon Coveney, <i>Student Representative</i>	<u>      </u>	<u>X</u>

D. **CLOSED SESSION**

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

BE IT RESOLVED, by the Jefferson Township Board of Education on this 24<sup>th</sup> day of March, 2011 at 7:35 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 personnel matters pertaining to certificated staff.
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 7:55 PM.

E. **SUPERINTENDENT'S REPORT**

Dr. Fuchs presented the *Good News and Progress in Our Schools*.

F. **PRESENTATIONS**

Dr. Fuchs presented the Proposed 2011-2012 Budget.

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

- An audience member expressed concerns over the intermittent absences of administration at the middle school and requested the Board reconsider the addition of a vice principal.
- A question was raised regarding renovations at the Drummond building.

- An audience member requested clarification in the bond repayment structure regarding the Drummond building.

**H. STUDENT REPRESENTATIVES**

- None

**I. COMMITTEE REPORTS**

- **Building Needs and Finance Committee** – Mr. Anzano reviewed the proposed 2011-2012 budget, renovations at Drummond, the Milton boiler replacement and the Professional Appointment cycle.
- **Community Relations Committee** – Mr. Stewart reviewed the budget status and community meetings. He also noted that Candidates Night is moderated by the County, the PTA and is also videotaped.
- **Education Committee** – Mr. Vander Ploeg highlighted the research paper guidelines and field trips.

**J. MINUTES OF MEETINGS**

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

February 22, 2011 Regular Meeting Minutes

February 22, 2011 Executive Session Minutes

MOTION: Mrs. Castiglione	SECOND: Mr. Stewart			
Name	Ayes	Nays	Abstain	Absent
Mr. Anzano	X			
Mrs. Castiglione	X			
Mr. Feldmann	X			
Mrs. Masticola				X
Mr. Millar	X			
Mrs. Scott	X			
Mrs. Servedio				X
Mr. Stewart	X			
Mr. Vander Ploeg	X			

Motion by Mrs. Castiglione, seconded by Mr. Vander Ploeg, that the minutes of the following meetings be approved as submitted:

March 2, 2011 Special Meeting Minutes

March 2, 2011 Executive Session Minutes

MOTION: Mrs. Castiglione	SECOND: Mr. Vander Ploeg			
Name	Ayes	Nays	Abstain	Absent
Mr. Anzano	X			
Mrs. Castiglione			X	
Mr. Feldmann	X			
Mrs. Masticola				X
Mr. Millar	X			
Mrs. Scott	X			
Mrs. Servedio				X
Mr. Stewart	X			
Mr. Vander Ploeg	X			

**K. FINANCE AND BUILDING NEEDS COMMITTEE**

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

**K.1 RESOLVED**, upon the recommendation of the Superintendent, that the Jefferson Township Board of Education, in the County of Morris, New Jersey approves the following resolution:

**BE IT RESOLVED**, to approve a 2011-2012 school district budget for submission to the voters as follows:

	<b>GENERAL FUND</b>	<b>SPECIAL REVENUES</b>	<b>DEBT SERVICE</b>	<b>TOTAL</b>
2011-2012 Total Expenditures	\$ 52,939,229	\$ 825,281	\$ 2,079,905	\$ 55,844,415
Less: Anticipated Revenues	\$ 17,222,961	\$ 825,281	\$ 42,326	\$ 18,090,568
Taxes to be Raised	\$ 35,716,268	\$ -	\$ 2,037,579	\$ 37,753,847

**BE IT FURTHER RESOLVED**, that there should be raised for the General Fund \$35,716,268 for the ensuing School Year (2011-2012); and

**BE IT FURTHER RESOLVED**, that the Board of Education approves the following capital projects for the 2011-2012 school year:

<u>Description/Activity</u>	<u>Project Number</u>	<u>Dollar Amount</u>
Milton School Window Replacement	2380-050-10-1005	\$224,674
Middle School Roof Replacement	2380-045-11-1000	\$297,000

**K.2 WHEREAS**, school district policy and N.J.A.C. 6A:23A-7.3(a) provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2011-2012 school year; and

**WHEREAS**, maximum expenditure amount allotted for travel and expense reimbursement for the 2010-2011 school year was \$77,011; and

**WHEREAS**, travel and expense reimbursement has reached a total amount \$53,280 as of March 1, 2011;

**NOW, THEREFORE, BE IT RESOLVED**, that the Jefferson Township Board of Education, in the County of Morris, New Jersey hereby establishes the school district travel maximum for the 2011-2012 school year at the sum of \$70,680; and

**BE IT FURTHER RESOLVED**, that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

**K.3 WHEREAS**, N.J.A.C. 6A:23A:5.2 (a) mandates boards to establish annually prior to budget preparation, for public relations and each type of professional service a maximum level of spending for the ensuing school year; and

**WHEREAS**, the tentative budget includes the following appropriations

Health	\$	24150
Student OT, PT & Extraordinary Services	\$	108,635
Guidance	\$	26,720
Child Study Teams	\$	82,000
Legal	\$	155,000
Accounting	\$	29,700
Architect	\$	26,000
Election	\$	14,300
Other Purchased Prof Service	\$	2,395
Business Office Other Purchased Prof Services	\$	5,400
Facilities Repair/Operations Services	\$	445,117
Professional Development	\$	70,680
Transportation	\$	18,665
Home Instruction	\$	10,000
Instruction Purchased Prof Services	\$	2,500
School Sponsored Co-Curricular/Athletics	\$	52,686

**WHEREAS**, the Administration needs to notice the board if there arises a need to exceed said maximums, upon which the board may adopt a dollar increase in the maximum amount through formal board action; and

**WHEREAS**, the Board and Administration wishes to minimize the amount of paperwork involved in this area;

**NOW, THEREFORE, BE IT RESOLVED**, that the Jefferson Township Board of Education establishes maximums for professional services in the areas listed above at a level of 120% of the amounts listed for the 2011-2012 school year.

**K.4** **WHEREAS**, the district has a taxing authority which is composed of \$200,834 for health benefits adjustment and \$ n/a for enrollment adjustment and \$ n/a for PERS Deferment are available to the district for the school budget for 2011-2012 in addition to the 2% cap increase over the prior year which totals \$714,325 resulting in a maximum district tax levy available of \$36,631,427.

**WHEREAS**, The Board has approved that there should be raised for the General Fund a tax levy of \$35,716,268 for the ensuing School Year (2011-2012).

**BE IT RESOLVED**, that the Jefferson Township Board of Education, in the County of Morris, New Jersey approves that the unused taxing authority of \$915,159 be banked for potential use in the subsequent three fiscal years.

**K.5** Motion to approve the **purchase order** list dated February 2011 in the amount of **\$155,595.73**.

**K.6** Motion to approve the **check journal** as of February 2011 in the amount of **\$3,756,022.30**.

<b>Fund</b>	<b>Amount</b>
General (10)	\$ 3,521,315.80
Special Revenue (20)	\$ 109,674.92
Capital Projects (30)	\$ 0
Debt Service (40)	\$ 0
Food Service Enterprise (60)	\$ 125,031.58
<b>Total</b>	<b>\$ 3,756,022.30</b>

**K.7** Motion to accept the **Treasurer and Secretary’s Reports** dated January and February 2011 as being in balance.

- K.8** Motion to approve the funds **transfers** in the 2010-2011 Fiscal Year, dated February 2011 in the amount of **\$ 0.**
- K.9** Motion that the Board of Education approve the **certification** by the Board Secretary, pursuant to NJAS 18A:17-9, that as of January 30, 2011 and February 28, 2011, 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.10** Motion to certify, in accordance with NJAC 6A:23-2.11(c), that as of January 30, 2011 and February 28, 2011, 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.11** Motion to approve the disposal of **obsolete equipment**, as shown below, in accordance with Policy #7300, Disposition of Property and to authorize the Business Administrator to seek sealed bids for the equipment.

<u>School/Department</u>	<u>Bar Code/Tag No.</u>	<u>Equipment Description</u>
District	VIN #1B7KM26Z6LS753605	1990 Dodge Pick Up Truck

- K.12** Motion to approve amendment to the current PAETEC Communications agreement for local and long distance telephone/communication services.
- K.13** Motion to award bid #2011-004, for Window Replacement at Milton School, to RD Architectural Products, Inc., for a bid amount of \$336,000, with a recommended contingency allowance in the amount of \$6,720 (equal to two (2%) percent of the base bid), pending Board Attorney review of bid documents. *(See attached bid breakdown sheet)*
- K.14** Motion to approve the Resolution to participate in the **Joint Transportation Agreement** for the 2011-2012 school year with the Sussex County Regional Transportation Cooperative. *(copy available for review).*
- K.15** Motion to authorize Fox Architects to submit an application to the State as an Other Capital Project (no state Funding) for the replacement of sections of the middle school roof. This project is already contained in the District’s Long Range Facilities Plans (LRFP), Section 10 – Details System Action Plan.
- K.16** Motion to approve Resolution to Continue Membership in The Workers Compensation Pooled Insurance Program of New Jersey, as described below:

**WHEREAS**, a number of Boards of Education in various Counties have joined together to form a Joint Insurance Pool as permitted by N.J. Title 18A-.18B and;

**WHEREAS**, said Workers Compensation Pool was approved effective July 1, 1984 by the New Jersey Commissioner of Insurance and has been in operation since that date and;

**WHEREAS**, the Bylaws and regulations governing the creation and operation of this Workers Compensation Insurance Pool contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Pool, and;

**WHEREAS**, the Board of Education of Jefferson Township has determined that membership in the Workers Compensation Pooled Insurance Program of New Jersey is in the best interest of the District;

**NOW THEREFORE**, be it resolved that the Board of Education of Jefferson Township does hereby agree to renew membership in the Workers Compensation Pooled Insurance Program of New Jersey and hereby accept the Bylaws as approved and adopted. The renewal term is from July 1, 2011 to June 30, 2014.

**BE IT FURTHER RESOLVED**, that the Board Secretary/Business Administrator is authorized to execute the application for membership and the accompanying certification on behalf of the District and;

**BE IT FURTHER RESOLVED**, that the Board Secretary/Business Administrator is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the Workers Compensation Pool as are required by the Group's Bylaws and to deliver the same to the Executive Director.

**K.17** 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. Anzano	SECOND: Mrs. Castiglione			
Name	Ayes	Nays	Abstain	Absent
Mr. Anzano	X			
Mrs. Castiglione	X			
Mr. Feldmann	X			
Mrs. Mastricola				X
Mr. Millar	X			
Mrs. Scott	X			
Mrs. Servedio				X
Mr. Stewart	X			
Mr. Vander Ploeg	X			

**L. PERSONNEL COMMITTEE**

Motion by Mrs. Castiglione, seconded by Mr. Anzano, to accept the recommendation of the Superintendent to approve and adopt motions L.1 and L.2, as described below:

**L.1** Motion to take action on personnel matters, as listed below; and appoint and submit to the 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>								
John Cinotti	Retirement	Vice Principal			High School	8/31/11	9/1/11	Retiring after 39 years of service
<b>B. Instructional</b>								
Suzanne Miliano	Retirement	Teacher of Mathematics			High School	6/30/11	6/30/11	Retiring after 14 years of service
Lisa Laganella 11-120-100-101-29	Appoint	Elementary Teacher Long-Term Sub 10.60.60.AHS	BA Step 1	\$231.93/day	White Rock	3/8/11	3/25/11	Replacing KW
Elizabeth Culmone 11-130-100-101-29	Appoint	Teacher of English Long-Term Sub 10.70.70.APW	BA Step 1	\$231.93/day	Middle School	4/11/11	6/22/11	Replacing SV
Heather Burns 11-140-100-101-29	Appoint	Teacher of Speech Arts/Drama Long-Term Sub 10.80.80.ARH	BA Step 1	\$231.93/day	High School	5/9/11	6/22/11	Replacing CS
Leslie Sherman 11-230-100-101	Appoint .49	BSIP Teacher of Math 10.60.60.AJR	BA+15 Step 1	\$23,227	White Rock	3/14/11	6/30/11	Replacing KR Part-time, no benefits
James Smith 11-140-100-101-29	Appoint	Social Studies Teacher Long-Term Sub 10.80.80.ASP	BA Step 1	\$231.93/day	High School	3/16/11	4/21/11	Replacing HS
Meredith Cruz 11-000-219-104	Appoint .49	School Social Worker 10.40.40.ACW	BA Step 2	\$23,228	Milton	4/11/11	6/30/11	Replacing CH Part-time, no benefits
Rachel Koenig* 11-130-100-101-29	Appoint	Math Teacher Long-Term Sub 10.70.70.AQN	BA Step 1	\$231.93/day	Middle School	4/18/11	6/11/11	Replacing JE
Eileen Basket	Appoint	Bedside Instruction		\$40/hr	District	3/25/11	6/30/11	
MP	Medical Leave	Spanish Teacher 10.80.80.ASS			High School	2/22/11	2/25/11	Utilizing 4 sick days
KW	Medical Leave	Elementary Teacher 10.60.60.AHS			White Rock	3/7/11	3/26/11	Utilizing 18 sick days
KC	Medical Leave	Teacher of Art 10.70.70.AQS			Middle School	3/31/11	4/22/11	Utilizing 12 sick days
TP	Maternity Leave	Teacher of Math 10.70.70.BHH			Middle School	6/10/11	11/18/11	Utilizing 9 sick days and 51 unpaid days
MW	Worker's Comp	Teacher of Electronics 10.80.80.ATF			High School	3/11/11	4/1/11	
CS	Adjusted Maternity Leave	Speech Arts/Drama Teacher 10.80.80.ARH			High School	5/9/11	11/18/11	Utilizing 29 sick days and 34 unpaid days

(\*) Requires mentoring

C. Non-Instructional								
Name	Nature of Action	Position	Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Danielle Davieau 11-209-100-106	Transfer	Special Ed. Aide 09.80.80.BII	Step 5	\$19.51/hr	High School	3/7/11	6/30/11	Transferred from Middle School
Laura Ryan 11-201-100-106	Transfer	Special Ed. Aide 09.70.70.BDF	Step 1	\$18.30/hr	Middle School	3/7/11	6/30/11	Transferred from High School
Linda Rogalsky 11-201-100-106	Account Change	Special Ed. Aide 09.70.70.BCV	Step 5	\$19.51/hr	Middle School	3/7/11	6/30/11	
Elizabeth Hickey	Retirement	Treasurer of School Monies			District	5/31/11	6/1/11	
DM	Medical Leave	Payroll Clerk 12.90.92.AEP			District	3/7/11	3/26/11	Utilizing 14 sick days
LF	Medical Leave	Bus Driver 10.90.90.BAF			District	3/25/11	4/16/11	Utilizing 11 sick days
AP	Medical Leave	Bus Driver 10.90.90.AZX			District	2/28/11	3/28/11	Utilizing 20 sick days

<b>D. Substitutes/Other</b>								
<b>Name</b>	<b>Nature of Action</b>	<b>Position/Control Number</b>	<b>Deg/Step</b>	<b>Salary</b>	<b>Loc.</b>	<b>Date Effective</b>	<b>Date Termin.</b>	<b>Discussion</b>
Susan Kappler	Appoint	Substitute Principal		\$450/diem	District	3/25/11	6/30/11	
Cindy Snyder	Appoint	Sub Teacher		\$80/diem	District	2/25/11	6/30/11	
Julie Kozakewich	Appoint	Sub Teacher		\$80/diem	District	2/24/11	6/30/11	
Frank Curley	Appoint	Sub Teacher		\$80/diem	District	3/25/11	6/30/11	
Kabita Choudhury	Appoint	Sub Teacher		\$80/diem	District	3/25/11	6/30/11	
Mary Beth Lapszynski	Appoint	Sub Teacher		\$80/diem	District	3/25/11	6/30/11	
Lee Roeder	Appoint	Sub Teacher		\$80/diem	District	3/25/11	6/30/11	
James Smith	Appoint	Sub Teacher		\$80/diem	District	4/25/11	6/30/11	
Kevin Jones	Appoint	Sub Teacher		\$80/diem	District	3/25/11	6/30/11	
Erin Goellner	Appoint	Sub Teacher		\$80/diem	District	3/25/11	6/30/11	
Eric Goodyear	Rescind	Sub Custodian			District	3/11/11	3/11/11	
Donna Stout	Appoint	Sub Secretary		\$11.50/hr	District	3/25/11	6/30/11	

<b>E. Student Teachers</b>						
<b>Name</b>	<b>College</b>	<b>Assignment</b>	<b>Location</b>	<b>Date Effective</b>	<b>Date Term.</b>	<b>Discussion</b>
Sean Kelley	Centenary College	Mathematics	JTHS	9/5/11	12/23/11	
Erin Fuchs	Caldwell College	Elementary	White Rock	9/6/11	12/16/11	

<b>F. Spring Coaches</b>								
<b>Name</b>	<b>Nature of Action</b>	<b>Position/Control Number</b>	<b>Deg/Step</b>	<b>Salary</b>	<b>Loc.</b>	<b>Date Effective</b>	<b>Date Termin.</b>	<b>Discussion</b>
William Koch III	Appoint	Assistant Boys Lacrosse Coach	Step 1	3538.47	High School	3/7/11	6/30/11	Funded by Booster Club
Richard Wroblewski	Appoint	Volunteer Baseball Coach	N/A	N/A	High School	3/21/11	6/30/11	Volunteer

**L.2 WHEREAS**, the Board took action at its August 17, 2009 meeting to withhold the employment and adjustment increments of Brian Hough effective September 1, 2009; and

**WHEREAS**, the Board and the JTEA have determined to resolve two grievance arbitrations regarding Hough.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education authorizes settlement of the grievance arbitrations bearing PERC docket numbers AR 2010-148 and 2010-306; and

**BE IT FURTHER RESOLVED**, that as part of that settlement Hough’s employment and adjustment increments will be restored, prospectively only, effective September 1, 2011; and

**BE IT FURTHER RESOLVED**, that the Board Secretary is authorized to take any and all action required to effectuate the settlement in accordance with the terms presented to the Board.

MOTION: Mrs. Castiglione		SECOND: Mr. Anzano			
<b>Name</b>	<b>Ayes</b>	<b>Nays</b>	<b>Abstain</b>	<b>Absent</b>	
Mr. Anzano	X				
Mrs. Castiglione	X				
Mr. Feldmann	X				
Mrs. Masticola				X	
Mr. Millar	X				
Mrs. Scott	X				
Mrs. Servedio				X	
Mr. Stewart	X				
Mr. Vander Ploeg	X				

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

Motion by Mr. Vander Ploeg, seconded by Mrs. Castiglione, to accept the recommendation of the Superintendent to approve and adopt motions M.1 through M.7, as described below:



**M.1** Motion to **appoint the following contractors to provide related services to students** for the 2010-2011 school year, as indicated below:

New Jersey Coalition for Inclusive Education	\$11,000	7/1/2010 – 6/30/2011
Creative Learning Studios, LLC	\$ 2,702	1/12/2011-6/30/2011

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

Student	School	Tuition	Effective
M/19-11	Lakeland Andover	\$16,500	3/9/11
F/18-3	Family Foundation School	\$27,496	12/1/10

**M.3** Motion to **approve student placements** and professional services for the 2010-2011 school year, as indicated below:

Student	School	Tuition	Effective
F/15-10	Willowglen Academy/Newton Campus	\$15,798.24	3/25/11-6/30/11

**M.4** Motion to approve the following **day field trips**:

School/Group	Event	Dates	Location
Briggs School	Space Farms Zoo & Museum	May 4, 2011	Sussex, NJ
Briggs School	Liberty Science Center	May 13, 2011	Jersey City, NJ
Jefferson Township High School	Teen Arts Festival	May 16, 2011	County College of Morris, Randolph, NJ
Stanlick, White Rock & Jefferson Township Middle School	Morris Area County Debate	May 20, 2011	College of St. Elizabeth , Morristown, NJ
White Rock School	NJ Marine Science Consortium	May 20, 2011	Sandy Hook/Fort Hancock, NJ
Stanlick & White Rock Schools	Stonybrook Band Festival	May 25, 2011	Stonybrook School, Kinnelon, NJ
Jefferson Township High School	Thomas Edison Invention Challenge	March 26, 2011	New Jersey Institute of Technology, Newark, NJ
White Rock & Jefferson Township Middle School	Interdistrict Debate	May 26, 2011	Stanlick School, Wharton, NJ
White Rock School	American Museum of Natural History	May 31, 2011	New York, NY
White Rock School	Bronx Zoo	June 2, 2011	Bronx, NY
Stanlick School	Bronx Zoo	June 3, 2011	Bronx, NY
Stanlick School	American Museum of Natural History	June 8, 2011	New York, NY
Stanlick School	NJ Marine Science Consortium	June 13, 2011	Sandy Hook/Fort Hancock, NJ
Milton School	Space Farms Zoo and Museum	June 13, 2011	Sussex, NJ
Briggs School	Fosterfields Farm	June 16, 2011	Morris Township, NJ
Briggs School	Fosterfields Farm	June 17, 2011	Morris Township, NJ

**M.5** Motion to approve the Jefferson Township Public Schools **Professional Development Plan** for 2011/2012.

**M.6** Motion to adopt the Jefferson Township Public Schools **Research Paper Guidelines**, revised 2011.

**M.7** Motion to adopt a resolution proclaiming the month of April 2011 as **Autism Awareness Month**:

**WHEREAS**, autism affects 1 in every 110 children born today. Over 1.5 million Americans today have some form of autism including some families in the Jefferson Community; and

**WHEREAS**, it is known that with proper education, training and community living options, individuals with autism can lead distinguished, productive lives in their communities and strive to reach their fullest potential; and

**WHEREAS**, the annual observance of Autism Awareness Month advocates for the rights, humane treatment, and appropriate education of all persons with autism, while educating families, professionals and the general public better to understand this lifelong disability.

**NOW, THEREFORE, BE IT RESOLVED** that the Jefferson Township Board of Education Recognizes the month of April 2011 as Autism Awareness Month.

MOTION: Mr. Vander Ploeg		SECOND: Mrs. Castiglione		
Name	Ayes	Nays	Abstain	Absent
Mr. Anzano	X			
Mrs. Castiglione	X			
Mr. Feldmann	X			
Mrs. Masticola				X
Mr. Millar	X			
Mrs. Scott	X			
Mrs. Servedio				X
Mr. Stewart	X			
Mr. Vander Ploeg	X			

**M.8 Enrollment as of 2/28/11:**

	February 10	Feb. 11
R. F. Drummond**	117	--
Milton	168	180
Cozy Lake	278	245
Arthur Stanlick	401	381
E.T. Briggs	261	392
White Rock	433	427
<b>Total Elementary</b>	<b>1,658</b>	<b>1,625</b>
JTMS	818	809
JTHS	1,111	1,112
<b>GRAND TOTAL</b>	<b>3,587</b>	<b>3,546</b>
Tuition students received	2	2
Out-of-district placement	46	40
Students -Home Instruction	10	16

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

**N. POLICY COMMITTEE**

Motion by Mrs. Castiglione, seconded by Mr. Feldmann, 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
1110p	Policy	Organizational Chart	Replaces 1110p Organizational Chart (10/19/09)
1140p	Policy	Affirmative Action Program	New Policy
1523p	Policy	Comprehensive Equity Plan	Replaces 1523p Comprehensive Equity Plan (08/09/04)
1530p	Policy	Equal Employment Opportunities	Replaces 1530p Equal Employment Opportunities (08/11/03)
1530r	Regulation	Equal Employment Opportunity Complaint Procedure	Replaces 1530r Equal Employment Opportunity Complaint Procedure (07/16/07)
1550p	Policy	Affirmative Action Program for Employment and Contract Practices	Replaces 1550p Affirmative Action Program for Employment and Contract Practices Employment Practices Plan (08/09/04)
1550r	Regulation	Affirmative Action Program for Employment and Contract Practices Complaint Procedure	Replaces 1550r Affirmative Action Program for Employment and Contract Practices Employment Practices Plan Complaint Procedure (07/16/07)
2260p	Policy	Affirmative Action Program for School and Classroom Practices	Replaces 2260p Affirmative Action Program for School and Classroom Practices Complaint Procedure (12/17/01)
2415.01p	Policy	Academic Standards, Academic Assessments and Accountability	Replaces 2416.01p Academic Standards, Academic Assessments and Accountability (08/09/05)
2415.04p	Policy	Title I: Parent Involvement	Replaces 2415.04p Title I: Parent Involvement (04/20/09)
2423p	Policy	Bilingual and ESL Education	Replaces 2423p Bilingual and ESL Education (01/18/10)
2423r	Regulation	Bilingual and ESL Education	Replaces 2423r Bilingual and ESL Education (01/18/10)
6360p	Policy	Political Contributions	Replaces 6360p Political Contributions (08/16/10)
6362p	Policy	Contributions to Board Members and Contract Awards	Replaces 6362p Contributions to Board Members and Contract Awards (10/20/08)
8420p	Policy	Emergency and Crisis Situations	Replaces 8420p Emergency Evacuation and Crisis Situations (07/16/07)
8420r	Regulation	Emergency Evacuation	Replaces 8420r Emergency Evacuation (01/19/09)
8420.2r	Regulation	Bomb Threats	Replaces 8420.2r Bomb Threats (01/19/09)
8420.7r	Regulation	Lockdown Procedures	Replaces 8420.7r Lockdown Procedures (03/16/09)
8420.10r	Regulation	Active Shooter	New Regulation
8630p	Policy	Bus Driver Responsibility	Replaces 8630p Bus Driver Responsibility (03/17/04)
8740p	Policy	Bonding	Replaces 8740p Bonding (12/16/02)

MOTION: Mrs. Castiglione	SECOND: Mr. Feldmann			
Name	Ayes	Nays	Abstain	Absent
Mr. Anzano	X			
Mrs. Castiglione	X			
Mr. Feldmann	X			
Mrs. Masticola				X
Mr. Millar	X			
Mrs. Scott	X			
Mrs. Servedio				X
Mr. Stewart	X			
Mr. Vander Ploeg	X			

**O. COMMUNICATIONS**

- None

**P. OLD BUSINESS**

- None

**Q. NEW BUSINESS**

- None

**R. BOARD MEMBER COMMENTS**

- Mrs. Scott requested that all documents be done in a .pdf format, making them accessible to all Board members.
- Mrs. Castiglione suggested the district investigate the legality of advertising on its website and using the proceeds towards anti-bullying and anti-drug awareness programs. She also commented on a mentoring program Randolph Township High School and Middle School has adopted. Dr. Fuchs remarked that perhaps a similar program could be included in a PDP program. Mrs. Castiglione also commented on the choral concert at the Rockaway Mall and that some district aides attended the last basketball game of the year. She noted that the Professional Learning Communities (PLC’s) have revolutionized interaction between teachers, students and the community.
- Mr. Vander Ploeg suggested including a department supervisor on the Board Committees, such as Mrs. Nadler on the Education Committee, in an effort to enhance the correlation between the two groups.
- Many of the Board members remarked that they were pleased with the number of candidates running for the Board.
- Mr. Stewart commented that at each Education Committee meeting, the department supervisors make a presentation of the work they are currently doing and what their future lesson plans include. He suggested these presentations be made available to the public to increase awareness of the work the supervisors do.
- Mrs. Scott thanked the administration for their work on the proposed budget, recognizing that it is a frustrating and difficult process. She also commented on the recent court ruling regarding state aid.

**S. COMMENTS FROM THE AUDIENCE**

- An audience member requested a reminder of Candidates Night be placed on the district website. It was also noted that many students appear to be having difficulties with the Connected Math program.
- A request was made to consider sharing a vice principal between the high school and middle school.

- An audience member wished to promote the use of netbooks as an alternate to laptops for students and also announced the following activities: the Principals Coffee and College Planning night will take place on April 20, and April is Autism Awareness Month. She also asked that the district website show the numbers showing the cost effectiveness of renovating the Drummond Building.
- An audience member noted that the information supplied regarding the budget is appreciated and suggested more publicity be given for the requirements of a black seal licensed technician for the furnace being moved to Milton.

**T. ADJOURN**

Motion by Mrs. Castiglione, seconded Mr. Feldmann by that the meeting was adjourned at 9:14 pm.

Respectfully submitted,

Dora E. Zeno  
Board Secretary

## ATTACHMENT A – BOARD APPROVED TRAVEL

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)
Behm, Megan	Apr. 1	Somerset, NJ	43 <sup>rd</sup> Annual Conference on Reading and Writing: - From Book Clubs to Inquiry Circles: Sociable Structures for Comprehension and Collaboration -Teaching Phonics, Vocabulary & Spelling Developmentally	Own	\$ 195.00	50	\$ -	0	\$ -	0	\$ 195.00
Bennett, Dolores	May 3	Secaucus, NJ	Already Ready: Teaching Practices That Support Our Very Youngest Writers	Own	\$ 219.00	38	\$ -	0	\$ -	0	\$ 219.00
Carlson, Susan	May 3	Secaucus, NJ	Already Ready: Teaching Practices That Support Our Very Youngest Writers	Own	\$ 219.00	76	\$ -	0	\$ -	0	\$ 219.00
DeGraw, Gail	Mar. 17	Montclair, NJ	Scratch 1 & Scratch 2	Own	\$ -	0	\$ -	0	\$ -	0	\$ -
DiGennaro, Joseph	Mar. 24	Newark, NJ	National College Athletic Association – Open Practice	Own	\$ -	0	\$ -	0	\$ -	0	\$ -
Dixon, Bethany	Apr. 28	Long Branch, NJ	2011 New Jersey Speech & Hearing Association Convention	Own	\$ 250.00	76	\$ -	0	\$ -	0	\$ 250.00
Edge, Denyse	Apr. 26	West Orange, NJ	Standing on the Firing Line	Own	\$ -	40	\$ -	0	\$ -	0	\$ -
Koontz, Teresa	Mar. 16- 18	Atlantic City, NJ	American Camp Association Tri-State Convention	Own	\$ -	0	\$ -	0	\$ -	0	\$ -
Larson, Claude	Apr. 14 & 15	High Point & Sparta, NJ	PolarTREC/Prehistoric Human Response to Climate Change Presentations	Own	\$ -	0	\$ -	0	\$ -	0	\$ -
Larson, Claude	Apr. 28 & 29	Buffalo, NY	PolarTREC/Prehistoric Human Response to Climate Change Presentations	Own	\$ -	0	\$ -	0	\$ -	0	\$ -
Mathiasen, Susan	Jun. 27 – Jul.1	New York, NY	Teaching of Writing Summer Institute	Own	\$ 675.00	480	\$ -	0	\$ -	0	\$ 675.00
Meehan, Denise	Apr. 14	Montvale, NJ	Legal One Advanced: New Jersey's New Bullying Law	Own	\$ 75.00	83	\$ -	0	\$ -	0	\$ 75.00
Minnecci, Laura	Apr. 1	Somerset, NJ	43 <sup>rd</sup> Annual Conference on Reading and Writing: - Deep Vocabulary Instruction -Increasing Proficiency and Test Scores with Process Driven, Trait Specific Writing Instruction	Own	\$ 195.00	64	\$ -	0	\$ -	0	\$ 195.00
Molinet, Estrella	Apr. 19	Rockaway, NJ	How to Communicate Effectively	Own	\$ 75.00	20	\$ -	0	\$ -	0	\$ 75.00
Molinet, Estrella	June 29	Rockaway, NJ	Audit and CAFR Preparation	Own	\$ 75.00	20	\$ -	0	\$ -	0	\$ 75.00
Montegari, Robin	Mar. 25	Randolph, NJ	CCM Counselor Workshop	Own	\$ -	25	\$ -	0	\$ -	0	\$ -
Montegari, Robin	Apr. 15	Union, NJ	School Counselor Conference	Own	\$ 25.00	36	\$ -	0	\$ -	0	\$ 25.00
Moscatello, Matthew	May 6	Trenton, NJ	NJSCA Annual Coaches Clinic	Own	\$ 25.00	60	\$ -	0	\$ -	0	\$ 25.00

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)
Mundi, Karl	Apr. 6	Parsippany, NJ	2011 Drug and Alcohol Summit	Own	\$ -	60	\$ -	0	\$ -	0	\$ -
Pierson, Katie	Mar. 30	Clinton, NJ	Easy Solutions to Big Problems: Getting the Most Out of Writers Workshop	Own	\$ 65.00	30	\$ -	0	\$ -	0	\$ 65.00
Pierson, Katie	Jun. 27 – Jul.1	New York, NY	Teaching of Writing Summer Institute	Own	\$ 675.00	480	\$ -	0	\$ -	0	\$ 675.00
Reichel, Rebecca	Mar. 30	Clinton, NJ	Easy Solutions to Big Problems: Getting the Most Out of Writers Workshop	Own	\$ 65.00	30	\$ -	0	\$ -	0	\$ 65.00
Rowe, Kristie	Apr. 1	Somerset, NJ	43 <sup>rd</sup> Annual Conference on Reading and Writing: – Differentiated Instruction During Language Arts in Small Group and Center Activities -Strategies for Struggling Readers	Own	\$ 195.00	107	\$ -	0	\$ -	0	\$ 195.00
Sabarese, Dorothy	Apr. 1	Somerset, NJ	43 <sup>rd</sup> Annual Conference on Reading and Writing: - Critical Reading: Getting into the Zone -RTI & Multi Tier Intervention	Own	\$ 195.00	108	\$ -	0	\$ -	0	\$ 195.00
Stewart, Christine	May 4	Morris Plains, NJ	Specifically Designed Instruction for Cognitive Disabilities	Own	\$ -	0	\$ -	0	\$ -	0	\$ -
Winson-Reidel, Barbara	Apr. 28	Long Branch, NJ	2011 New Jersey Speech & Hearing Association Convention	Own	\$ 250.00	76	\$ -	0	\$ -	0	\$ 250.00



