

JEFFERSON TOWNSHIP BOARD OF EDUCATION

Regular Meeting Agenda

Wednesday, February 17, 2010 – 7:00 PM (Closed Session) 7:30PM (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:	<u>Present</u>	<u>Absent</u>
Mr. Anzano	_____	_____
Mrs. Castiglione	_____	_____
Mr. Cerny	_____	_____
Mr. Feldmann	_____	_____
Mrs. Mastricola	_____	_____
Mrs. Scott	_____	_____
Mrs. Servedio	_____	_____
Mr. Stewart	_____	_____
Mr. Vander Ploeg	_____	_____
Brandon Coveney, <i>Student Representative</i>	_____	_____
Gabrielle Haak, <i>Student Representative</i>	_____	_____

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 17th day of February, 2010 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

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

H. COMMITTEE REPORTS

I. STUDENT REPRESENTATIVES

J. MINUTES OF MEETINGS

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

January 18, 2009 Regular Meeting Minutes January 18, 2009 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.16 as described below:

K.1 Motion to approve the **purchase order** list dated January 2010 in the amount of **\$284,590.45.**

K.2 Motion to approve the **check journal** as of January 2010 in the amount of **\$ 4,665,277.05.**

Fund	Amount
General (10)	\$ 4,349,021.89
Special Revenue (20)	\$ 169,692.55
Capital Projects (30)	\$ 36,439.65
Debt Service (40)	\$ 0
Food Service Enterprise (60)	\$ 110,122.96
Total	\$ 4,665,277.05

K.4 Motion to approve the funds **transfers** in the 2009-2010 Fiscal Year, dated January 2010 in the amount of **\$ 0.00 .**

K.5 Motion to accept the **Treasurer and Secretary’s Report** dated December 2009 as being in balance.

K.6 Motion that the Board of Education approve the **certification** by the Board Secretary, pursuant to NJAC 6A:23-2.11(c)3, that as of December 31, 2009 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.7 Motion to certify, in accordance with NJAC 6A:23-2.11(c) 4, that as of December 31, 2009, 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.8 Motion to approve resolution as described below:

The Jefferson Township Board of Education will not require **Lakeland Andover School** to apply for and receive funding from the New Jersey Child Nutrition Program, nor charge students for a reduced and/or paid meal for any classified students from Jefferson Township Public Schools in accordance with N.J.A.C. 6A:23-4(a)ii and iii during the 2009-2010 school year.

K.9 Motion to accept the **donation** of \$10,000 to establish a scholarship in the name of Francis J. Militano, former English Teacher at the Jefferson Township High School (1965-1994), from an anonymous donor. Scholarship to be disseminated in \$1,000 yearly increments, in accordance with Policy # 7230, Gifts, Grants and Donations.

- K.10** Motion to approve **Change Order #5** to Liberty Mechanical Contractors, Inc. for the **Briggs Boiler** replacement in the amount of \$1,381.90, for a total net Change Order increase of \$11,002.38, thus the new total contract amount is \$221,002.38. Scope of change order #5 is to install one (1) lockable single pole toggle switch on each boiler.
- K.11** Motion to approve **Change Order #6** to Lanyi & Tevald, Inc. for the Middle School Family and Consumer Life Sciences Classroom renovation in the amount of -\$362.40, thus the new total contract amount is \$414,127.96. Scope of Change Order #6 at M/S to **provide a credit** for the over the sink white boards.
- K.12** Motion to authorize Verizon to upgrade the district’s existing Wide Area Network from ATM to Ethernet over Virtual Private Line (EVPL), effective July 1, 2009 through June 30, 2012 at a cost of \$7,444.31/month.
- K.13** Motion to transition from the Morris County Internet Consortium to Cablevision Optimum Lightpath to provide internet access, effective July 1, 2010 through June 30, 2012, at a cost of \$2,749/month.
- K.14** Motion to approve appointment of **Advocate** to design specifications for the food service program at a cost of \$6,976 (*Fund source Food Services Enterprise Fund 60*)
- K.15** Motion to approve the following resolution:

WHEREAS, the Federal Government passed the American Recovery Reinvestment Act of 2009, which included domestic spending for education; and

WHEREAS, the State of New Jersey benefited from this legislation with over \$1 billion being directly utilized for funding the education budget for 2009-2010 school year; and

WHEREAS, the State of New Jersey, as all states in the union, are amidst a fiscal crisis that could potentially and negatively affect the educational system; and

WHEREAS, the State of New Jersey continues to score above the national average in achievement tests; and

WHEREAS, the State of New Jersey’s education system has made great strides in increasing the improvement of student achievement, and has been recently recognized by the Education Trust as one of the top states in closing the achievement gap between low-income or minority students and their peers; and

WHEREAS, the State of New Jersey Department of Education has focused on implementing an accountability system for the spending of taxpayers resources; and

WHEREAS, the future of all states and the nation as a whole are dependant upon the education of our children; in the words of President John Fitzgerald Kennedy: “Our progress as a nation can be no swifter than our progress in education. The human mind is our fundamental resource”; and

WHEREAS, without the infusion of federal aid, education in the State of New Jersey is destined to go backwards;

NOW THEREFORE BE IT RESOLVED, by the Jefferson Township Board of Education, Morris County, New Jersey, to respectfully request the enactment of federal legislation that would secure funding for the 2010-2011 school year similar to the American Recovery Reinvestment Act of 2009 that funded the 2009-2010 education budgets.

K.16 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)*.

L. PERSONNEL COMMITTEE

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions L.1 through L.3, as described below:

L.1 Motion to 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	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
A. Administrative								
B. Instructional								
Ines Prost	Adjusted release date	Spanish Teacher			Middle School	1/11/10	2/16/10	
Ruth Sedlewicz 11-130-100-101-00	Appoint	Spanish Teacher	BA Step 5	\$48,300**	Middle School	2/11/10	6/18/10	Replacing I. Prost
Melissa Miller 11-130-100-101-00	Appoint	English/Drama Teacher	MA Step 2	\$48,300**	Middle School	2/12/10	6/18/10	Replacing C. Restaino
Elizabethanne Loffredo* 11-140-100-101-00	Appoint	Long-term Sub English Teacher	BA Step 1	\$226.50/day**	High School	2/12/10	6/18/10	Replacing K. Smith
KS	Unpaid Medical Leave	English Teacher			High School	2/3/10	6/18/10	Utilizing 90 unpaid days
JC	Medical Leave	Special Education Teacher			High School	5/5/10	6/18/10	Utilizing 29 sick days
RK	Medical Leave	Science Teacher			High School	2/17/10	3/5/10	Utilizing 13 sick days

(*) Requires mentoring
 (**) 2008-09 Salary Guide

C. Non-Instructional								
Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
William Wiles	Rescind	Saturday Custodian	Step 1	\$20.93/hr**	District	1/19/10	6/30/10	
RL	Adjusted Medical Leave	Bus Driver			District	1/4/10	1/22/10	Utilizing 15 sick days
IJ	Adjusted Medical Leave	Special Education Aide			High School	1/8/10	1/29/10	Utilizing 14 sick days and 2 unpaid days
DM	Medical Leave	Special Education Aide			High School	2/19/10	3/19/10	Utilizing 11 sick days and 10 unpaid days
TC	Medical Leave	Technical Support Assistant			District	2/3/10	4/9/10	Utilizing 44 sick days

(**) 2008-09 Salary Guide

D. Substitutes/Other								
Heather Yukes	Re-Appoint	Substitute Teacher		\$80/diem	District	1/25/10	6/30/10	
Bruce Smith	Appoint	Substitute Teacher		\$80/diem	District	2/17/10	6/30/10	
Leo Maragliano	Appoint	Substitute Teacher		\$80/diem	District	2/17/10	6/30/10	
Caitlin Kest	Appoint	Substitute Teacher		\$80/diem	District	2/17/10	6/30/10	
Daniel Schneider	Appoint	Substitute Teacher		\$80/diem	District	2/17/10	6/30/10	
Lise Meisner	Appoint	Substitute Teacher		\$80/diem	District	2/8/10	6/30/10	
Lauren Harper	Appoint	Substitute Teacher		\$80/diem	District	2/17/10	6/30/10	
Janelle Barnes	Appoint	Substitute Teacher		\$80/diem	District	2/17/10	6/30/10	
Andrew LaMonica	Appoint	Substitute Teacher		\$80/diem	District	2/17/10	6/30/10	
Keith Shepard	Appoint	Substitute Teacher		\$80/diem	District	2/17/10	6/30/10	
Christina LaMonica	Appoint	Substitute Teacher		\$80/diem	District	2/17/10	6/30/10	
Lauren Boyle	Appoint	Homebound Teacher		\$40/hr	District	2/16/10	6/30/10	
Kathryn Kaminski	Appoint	Homebound Teacher		\$40/hr	District	2/17/10	6/30/10	
Florence Watson	Appoint	Substitute Bus Driver		\$15/hr	District	2/17/10	6/30/10	

G. Winter Coaches - Salary/Step based on 2008/09 salary guide								
Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Curt Pakutka	Salary Correction	Assistant Wrestling Coach	Step 3	4947.08	High School	9/1/09	6/30/10	1 year of service

H. Spring Coaches - Salary/Step based on 2008/09 salary guide								
Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Marianne DiRupo	Salary/Step Correction	Head Softball Coach	Step 2	6002.44	High School	9/1/09	6/30/10	Credit for 4-1 ratio Head Coach experience in another sport
Daniel Papa	Rescind	Assistant Baseball Coach	Step 2	4695.30	High School	9/1/09	6/30/10	
Ryan McCarney	Rescind	Assistant Girls Softball Coach	Step 2	4066.88	High School	9/1/09	6/30/10	
Jason Kalish	Appoint	Assistant Baseball Coach	Step 1	3538.47	High School	9/1/09	6/30/10	
Michael Tanis	Appoint	Assistant Boys Lacrosse Coach	Step 1	3538.47	High School	9/1/09	6/30/10	Pending fingerprinting
Melissa Hall	Appoint	Assistant Girls Softball Coach	Step 1	3538.47	High School	9/1/09	6/30/10	

L.2 Motion to approve the following contracted services:

Name	Nature of Action	Position	Rate	Loc.	Date Effective	Date Terminated	
Michelle Lockwood/ NJ Coalition for Inclusive Education	Appoint	Inclusion Facilitator	\$150/hr	Middle School	2/17/10	6/18/10	Not to exceed 5 hrs/month
Jamie Lehrhoff	Appoint	Inclusion Facilitator	\$100/hr	Middle School	2/17/10	6/18/10	Not to exceed 10 hrs/month

L.3 Motion to approve the job description for the following position (copy available for review):

Volunteer Coaching (Paraprofessional) Aide

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.3 , as described below:

M.1 Motion to rescind student placement and professional services, as indicated below:

Student	School	Tuition	Effective Date
M/15-0	Bonnie Brae School	\$32,640	1/20/10
M/14-3	Chancellor Academy		1/29/10

M.2 Motion to approve student placement and professional services, as indicated below:

Student	School	Tuition	Effective Dates
M/14-3	Daytop Prep	\$21,526	2/1/10-6/30/10

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

School/Group	Dates	Location
DECA State Competition	February 21-23, 2010	Cherry Hill, NJ
FIRST Robotics Competition	March 5-8, 2010	Trenton, NJ

M.4 Enrollment as of 1/31/2010:

	Jan. 09	Jan. 10
R. F. Drummond	133	117
Milton	190	166
Cozy Lake	278	278
Arthur Stanlick	387	401
E.T. Briggs	253	261
White Rock	437	429
Total Elementary	1,678	1,652
JTMS	822	818
JTHS	1,106	1,113
GRAND TOTAL	3,606	3,583
Tuition students received	3	2
Out-of-district placement	46	46
Students - Home Instruction	7	10

N. COMMUNICATIONS

O. OLD BUSINESS

P. NEW BUSINESS

- 2010-2011 Budget

Q. BOARD MEMBER COMMENTS

R. COMMENTS FROM THE AUDIENCE

S. 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 17th day of February, 2010 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.

T. ADJOURN

BOARD APPROVED TRAVEL FEBRUARY 2010

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)
Arnold, Kira	Feb. 23	Morristown, NJ	Practical Strategies for Managing Oppositional and Other Challenging Student Behaviors	own	\$ -	54	\$ -	0	\$ -	0	\$ -
Belden, Vicky	Feb. 17	Monroe, NJ	PLC Lab School	own	\$ -	0	\$ -	0	\$ -	0	\$ -
Brennan, Claire	Mar. 16	Pompton Plains, NJ	Understanding Personality Disorders	own	\$ 75.00	74	\$ -	0	\$ -	0	\$ 75.00
Daggett, Eileen	Feb. 23-24	Union, NJ	Differentiation of Instruction: What Every Teacher Needs to Know, Understand and Do	own	\$ 250.00	124	\$ -	0	\$ -	0	\$ 250.00
DeGraw, Gail	Mar. 19	Totowa, NJ	Business Conference for Educators; "Our Focus on You, New Jersey"	own	\$ -	0	\$ -	0	\$ -	0	\$ -
DiRupo, Marianne	Mar. 22	New Brunswick, NJ	Making the Links: Achievement with Integrity	own	\$ 75.00	120	\$ -	0	\$ -	0	\$ 75.00
Fernandez, George	Mar. 30 - 31	Atlantic City, NJ	NJ School Buildings & Grounds Association Conference	own	\$ 100.00	588	\$ -	0	\$ -	0	\$ 100.00
Fouad, Manal	Feb. 23	Mt. Olive, NJ	Workers Compensation and Payroll Practices & Procedures	own	\$ 100.00	28	\$ -	0	\$ -	0	\$ 100.00
Fuchs, Kathaleen	Feb. 19, Mar. 12, Apr. 16, May 14 & Jun. 11	Trenton, NJ	Professional Teaching Standards Board Meeting	own	\$ -	0	\$ -	0	\$ -	0	\$ -
Fuchs, Kathaleen	Mar. 19	Monroe, NJ	New Jersey Council of Education Meeting	own	\$ -	0	\$ -	0	\$ -	0	\$ -
Howe, Jeanne	Feb. 17	Monroe, NJ	PLC Lab School	own	\$ -	0	\$ -	0	\$ -	0	\$ -
Hulbert, Joyce	Mar. 19	Totowa, NJ	Business Conference for Educators "Our Focus on You, New Jersey"	own	\$ -	0	\$ -	0	\$ -	0	\$ -
Iasiello, Christopher	Mar.12	Lyndhurst, NJ	Phase 2: 21st Century Standards/Including the New Social Studies Standards into Curriculum K-12	own	\$ -	64	\$ -	0	\$ -	0	\$ -
Iasiello, Christopher	Mar.19	Randolph, NJ	Phase 2: 21st Century Standards/Including the New Social Studies Standards into Curriculum K-12	own	\$ -	32	\$ -	0	\$ -	0	\$ -
Iasiello, Christopher	May. 7	Lyndhurst, NJ	Phase 2: 21st Century Standards/Including the New Social Studies Standards into Curriculum K-12	own	\$ -	64	\$ -	0	\$ -	0	\$ -
Iasiello, Christopher	Feb. 19	Monroe, NJ	Creating 21 st Century NJ Schools: Phase 2: Navigating the Legal Landmines of New Technology	own	\$ -	144	\$ -	0	\$ -	0	\$ -
Kirshenbaum, Jane	Mar. 19-21	Philadelphia, PA	85th Annual NSTA Conference on Science Education	own	\$ 195.00	225	\$ -	0	\$ 66.00	3	\$ 393.00
Knutelsky, Robin	Feb. 23-24	Union, NJ	Differentiation of Instruction: What Every Teacher Needs to Know, Understand and Do	own	\$ 250.00	124	\$ -	0	\$ -	0	\$ 250.00
Kowalski, Danielle	Mar. 5	Parsippany, NJ	Executive Dysfunction: The Disorganized, Defiant, and Chaotic Child/Adolescent	own	\$ 184.99	33	\$ -	0	\$ -	0	\$ 184.99
Lipton, Kevin	Jan. 28	Whippany, NJ	Developing Safe and Civil Schools	own	\$ -	0	\$ -	0	\$ -	0	\$ -
Lipton, Kevin	Feb. 17	Monroe, NJ	PLC Lab Schools	own	\$ -	0	\$ -	0	\$ -	0	\$ -

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)
Markowick, Jennifer	May. 27	Stamford, CT	Law of Attraction Workshop	own	\$ 195.00	0	\$ -	0	\$ -	0	\$ 195.00
Martino, Joanne	Feb. 23	Morristown, NJ	Practical Strategies for Managing Oppositional and Other Challenging Student Behaviors	own	\$ -	50	\$ -	0	\$ -	0	\$ -
Mattessich, Joseph	Mar. 4-6	Allentown, PA	Nike Eastern Pennsylvania Coach of the Year Football Clinic	own	\$ 85.00	218	\$ -	0	\$ -	0	\$ 85.00
McLoughlin, Lori	Apr. 23	Pompton Plains, NJ	101 Low Prep, High Impact Differentiated Intervention Strategies	own	\$ 199.00	30	\$ -	0	\$ -	0	\$ 199.00
Melchoni, Dawn	Feb. 23	Mt. Olive, NJ	Workers Compensation and Payroll Practices & Procedures	own	\$ 100.00	28	\$ -	0	\$ -	0	\$ 100.00
Nadler, Vickki	Feb. 23-24	Union, NJ	Differentiating Instruction: Two Day Institute	own	\$ 250.00	124	\$ -	0	\$ -	0	\$ 250.00
Nadler, Vickki	Mar. 26	High Point, NJ	Northern New Jersey Science Educational Leadership Roundtable	own	\$ -	40	\$ -	0	\$ -	0	\$ -
Nadler, Vickki	Feb. 19	Monroe, NJ	Creating 21 st Century NJ Schools: Phase 2: Navigating the Legal Landmines of New Technology	own	\$ -	144	\$ -	0	\$ -	0	\$ -
Pepe, Jennifer	Mar. 18	Saddle Brook, NJ	Phonemic Awareness, Fluency and Comprehensive Strategies for K-12 Professionals Decoding Spoken and Written Words	own	\$ 169.00	64	\$ -	0	\$ -	0	\$ 169.00
Peterson, Vanessa	Feb. 23	Morristown, NJ	Practical Strategies for Managing Oppositional and Other Challenging Student Behaviors	own	\$ -	53	\$ -	0	\$ -	0	\$ -
Phillips, Kimberly	Feb. 26	Clark, NJ	Making the Most of Technology in an ABA Program	own	\$ 75.00	132	\$ -	0	\$ -	0	\$ 75.00
Phillips, Kimberly	Apr. 19	Monroe, NJ	Facilitation of Pull-out Social Skills Groups	own	\$ 75.00	78	\$ -	0	\$ -	0	\$ 75.00
Sanchez, Yolanda	Feb. 26	Morris Plains, NJ	Transitioning Student with Disabilities within General Education Setting	own	\$ 11.00	30	\$ -	0	\$ -	0	\$ 11.00
Schwimmer, Cara	Mar. 22	New Brunswick, NJ	Making the Links: Achievement with Integrity	own	\$ 75.00	120	\$ -	0	\$ -	0	\$ 75.00
Vitkovsky, Sharon	Feb. 18-20	East Brunswick, NJ	NJ Music Education Association Statewide Conference	own	\$ 180.00	0	\$ -	0	\$ -	0	\$ 180.00
Walker, Douglas	Feb. 19	Monroe, NJ	Creating 21 st Century NJ Schools: Phase 2: Navigating the Legal Landmines of New Technology	own	\$ -	144	\$ -	0	\$ -	0	\$ -
Wilson, Shannon	Feb. 26	Denville, NJ	School Transportation Supervisors of NJ	own	\$ 10.00	0	\$ -	0	\$ -	0	\$ 10.00