

**JEFFERSON TOWNSHIP BOARD OF EDUCATION**

**Regular Meeting Agenda**

**Monday, March 15, 2010 – 7:45 PM (Closed Session) 8:00PM (Regular Session)**

**Jefferson Township High School Media Center**

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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 15<sup>th</sup> day of March, 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:

- February 17 2010 Regular Meeting Minutes
- February 17 2010 Executive Session Minutes (1)
- February 17 2010 Executive Session Minutes (2)

**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.17 as described below:

**K.1** Motion to approve the **purchase order** list dated February 2010 in the amount of **\$ 352,290.75.**

**K.2** Motion to approve the **check journal** as of February 2010 in the amount of **\$ 4,272,166.93 .**

<b>Fund</b>	<b>Amount</b>
General (10)	\$ 3,987,716.89
Special Revenue (20)	\$ 171,083.36
Capital Projects (30)	\$ 376.40
Debt Service (40)	\$ 0
Food Service Enterprise (60)	\$ 112,990.28
<b>Total</b>	<b>\$ 4,272,166.93</b>

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

**K.5** Motion to accept the **Treasurer and Secretary’s Report** dated January 2010 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 January 31, 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.7** Motion to certify, in accordance with NJAC 6A:23-2.11(c) 4, that as of January 31, 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.8** Motion to approve a Trip Transportation Agreement with the **Jefferson Child Care & Education Center**, from July 1, 2010 to June 30, 2011, to provide vehicles and drivers to be used for field trips, assessing a fee of \$56 per hour for the use of the Jefferson Township School District buses

**K.9** Motion to approve the Resolution to participate in the **Joint Transportation Agreement** for the 2010-2011 school year with Sussex County Regional Cooperative (*copy available for review*).

**K.10** Motion to accept the **FY10 No Child Left Behind (NCLB)** Funds, in the total amount of \$78,977, allocated as follows:

TITLE II – PART A	\$ 72,110
TITLE II – PART D	\$ 844
TITLE IV	\$ 6,023

**K.11** Motion to accept the **donation** to the Jefferson Township High School Robotics Team from various donors listed below, in accordance with Policy # 7230, Gifts, Grants and Donations.

<u>Donor</u>	<u>Item/Donation</u>
National Defense Education Program and Picatinny Arsenal Grant	\$ 5,000
BAE Systems	\$ 1,500
Versa Valves	\$ 250
Elite Roofing	\$ 750
Wolf Telecom	\$ 100
Hilton Garden Inn, Hamilton, NJ (8 rooms x 3 nights @ \$140/night)	\$ 3,360
<b>TOTAL COST ESTIMATE OF DONATION</b>	<b>\$10,960</b>

**K.12** Motion to accept a \$5,000 Student Achievement Grant that has been awarded to Mrs. Nancy Harris, Science/Biology Department, at the Jefferson Township Middle school from the NEA Foundation.

**K.13** Motion to accept a \$1,944.67 Mini Grant that has been awarded to Ms. Stacy Milan at the Milton School from the NJAET to help facilitate communication skills, independence and academic goals for special needs students.

**K.14** Motion to approve recommendation that the Jefferson Township Board of Education enter into an agreement with MSG Varsity Network LLC to contribute electronic content for the MSG Varsity website in exchange for stipend, equipment and scholarship money *(copy available for review)*.

**K.15** Motion to approve resolution, as described below:

**Restoration of 2009-2010 State School Aid Cuts**

**WHEREAS**, the Jefferson Township Board of Education recognizes that sound financial management is necessary to support the school program; and

**WHEREAS**, the Jefferson Township School District bases its budget on academic goals, current needs and data collected through a long-range planning process; and

**WHEREAS**, the district’s prudent expenditure practices did not result in an excess surplus during the current fiscal year; and

**WHEREAS**, current state law requires districts to apply these excess funds toward the 2010-2011 school budget in order to control local property taxes;

**WHEREAS**, through its policy of sound fiscal management, the Jefferson Township Board of Education has placed in reserve for the current school year \$269,675 to ensure that maintenance and facility repairs do not affect its financial stability; and

**WHEREAS**, under Executive Order 14, the Governor has frozen the Jefferson Township school district's current-year state aid in an amount equal to its excess surplus and 25 percent of its capital reserve and other reserve accounts; and

**WHEREAS**, the aid cut unfairly targets the Jefferson Township School District and others that accumulated additional surplus and/or put aside reserve funds as the result of sound financial practices; and

**WHEREAS**, by forcing the expenditure of these surplus funds in the current school year, the Jefferson Township district will not have them available to control next year's school property taxes; and

**WHEREAS**, replenishment of reserve accounts next year will divert limited resources from the classroom; and

**WHEREAS**, Executive Order 14 will have a negative impact on property taxpayers and the education program in the Jefferson Township School District in 2010-2011. Therefore, be it

**RESOLVED**, that the Jefferson Township Board of Education urges the state Legislature and the Governor to pursue other means to resolve the state's current-year budget gap without jeopardizing school programs or penalizing property taxpayers in the future; and be it further

**RESOLVED**, that such an alternative should leave in place school districts' excess surplus, as well as their capital reserves; and be it further

**RESOLVED**, that this resolution be sent to Governor Christopher Christie, Commissioner of Education Bret Schundler, Senate President Stephen Sweeney, Assembly Speaker Sheila Oliver, state Senator Anthony R. Bucco and Assembly Representative Michael Patrick Carroll; and be it further

**RESOLVED**, that a copy of this resolution be forwarded to the New Jersey School Boards Association.

**K.16** Motion to approve resolution, as described below:

### **Suspension of 2010 School Budget Elections**

**WHEREAS**, on February 11, 2010, Governor Christopher Christie issued Executive Order 14, which froze current-year state aid payments in more than 500 local school districts, including Jefferson Township School District; and

**WHEREAS**, Executive Order 14 sets out a process whereby affected school districts would use their excess surplus and portions of reserve accounts to make up for the loss of current-year aid, a strategy that will have an uncertain impact on next year's (2010-2011) school budgets; and

**WHEREAS**, local school districts have been advised of four possible scenarios concerning their 2010-2011 state aid allocations, adding to the uncertainty over future school finances; and

**WHEREAS**, the Governor's annual budget message, through which official state school aid amounts for 2010-2011 will be released, has been postponed until March 16; and

**WHEREAS**, local school boards must finalize proposed budgets for placement on the election ballot by April 3, a span of less than three weeks; and

**WHEREAS**, the lack of complete information about state school funding and the compressed budget timelines will pose a burden to local school districts in developing intelligent, responsible budgets; and

**WHEREAS**, the scheduling of the school budget referendums on April 20 precludes the allotment of additional time needed for budget development; and

**WHEREAS**, proposed school budgets are controlled by a tax-levy cap and undergo thorough review by the state’s Executive County Superintendents, thereby ensuring efficient and responsible use of taxpayer funds; now therefore be it

**RESOLVED**, that the Jefferson Township Board of Education urges Governor Christopher Christie and the state Legislature to take necessary action to suspend the 2010 school budget elections; and be it further

**RESOLVED**, that the Jefferson Township Board of Education also urges state lawmakers to permit certification of school tax levies based on the budgets approved by local boards of education following the public hearings required pursuant to N.J.S.A. 18A: 22-10 et seq.; and be it further

**RESOLVED**, that the Jefferson Township Board of Education also urges state lawmakers to adjust the school budget calendar to extend timelines for the budget development, hearing and adoption process, thereby enabling school districts to develop responsible budgets necessary to meet state and local education goals; and be it further

**RESOLVED**, that this resolution be sent to Governor Christopher Christie, Commissioner of Education Bret Schundler, Senate President Stephen Sweeney, Assembly Speaker Sheila Oliver, state Senator Anthony R. Bucco and Assembly Representative Michael Patrick Carroll; and be it further

**RESOLVED**, that a copy of this resolution be forwarded to the New Jersey School Boards Association.

**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*).

**L. PERSONNEL COMMITTEE**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motion L.1, 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/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
<b>A. Administrative</b>								
<b>B. Instructional</b>								
Steven Gottlieb	Retirement	Science Teacher #2206G			Middle School	4/30/10	5/1/10	Retiring after 21 years of service
Katelyn Gardepe	Resignation	BSI Math Teacher .49 #1904G			White Rock	2/23/10	4/24/10	Release may be sooner if replacement is found
Darlene White	Resignation	Drama Teacher #1441G			Middle School	3/8/10	5/7/10	
Elizabethann Loffredo	Resignation	English Long-Term Sub			High School	3/7/10	3/13/10	
Megan Leigh* 11-140-100-101-29	Appoint	Science Long-Term Sub	BA Step 1	\$226.50/diem**	High School	3/16/10	6/18/10	Medical leave replacement of RK
Kristie Rowe 11-230-100-101	Appoint	BSI Math Teacher .49 #1904G	BA Step 1	\$22,197**	White Rock	3/19/10	6/30/10	Pending fingerprinting Replacing K. Gardepe
KM	Family Medical Leave	Special Education Teacher			High School	3/10/10	3/12/10	Utilizing 3 unpaid days
SB	Medical Leave	Special Education Teacher			White Rock	2/8/10	2/25/10	Utilizing 10 sick days
RM	Medical Leave	Media Specialist			Middle School	3/23/10	4/20/10	Utilizing 14 sick days
RK	Adjusted Medical Leave	Science Teacher			High School	2/17/10	6/18/10	Utilizing 38 sick days and 38 unpaid days

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

C. Non-Instructional								
Regina Hosler	Resignation	Special Education Aide #9150			Cozy Lake	2/23/10	3/26/10	
MaryAnne Cuervo 11-213-100-106	Additional Hours	Special Education Aide	Step 2	\$18.46/hr**	Cozy Lake	2/23/10	6/30/10	Additional 5 hours/week Resource Program
William Johnson 11-000-252-100	Appoint	Technical Support Assistant	N/A	\$25/hr	District	3/16/10	4/16/10	Medical leave replacement of TC
MB	Medical Leave	Technical Support Specialist			District	3/22/10	4/17/10	Utilizing 19 sick days

(\*\*) 2008-09 Salary Guide

D. Substitutes/Other								
Michelle Corallo	Appoint	Substitute Teacher		\$80/diem	District	3/15/10	6/30/10	
Rachel Massaro	Appoint	Substitute Teacher		\$80/diem	District	3/16/10	6/30/10	
Jenna Schuessler	Appoint	Substitute Teacher		\$80/diem	District	3/16/10	6/30/10	
Sheila Turner	Appoint	Substitute Teacher		\$80/diem	District	3/16/10	6/30/10	
Lisa Gebhardt-Anderson	Appoint	Substitute Teacher		\$80/diem	District	3/16/10	6/30/10	
Michelle Lopez	Appoint	Substitute Teacher		\$80/diem	District	3/16/10	6/30/10	
Adam Lozier	Appoint	Substitute Teacher		\$80/diem	District	3/16/10	6/30/10	
Gina Marie LoMonaco	Appoint	Substitute Teacher		\$80/diem	District	3/16/10	6/30/10	
Gloria Silva	Appoint	Substitute Aide		\$10/hr	District	3/16/10	6/30/10	
Frank Ciaburri	Appoint	Substitute Custodian		\$12.50/hr	District	3/16/10	6/30/10	
William Applegate	Appoint	Substitute Custodian		\$12.50/hr	District	3/16/10	6/30/10	

**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 authorize submission of the 2010-2011 Professional Development Plan for initial review.

**M.2** Motion to adopt the 2010-2011 school calendar.

**M.3** Motion to adopt a resolution proclaiming the month of April 2010 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 2010 as Autism Awareness Month.

**M.4 Enrollment** as of 2/26/2010:

	<b>February 09</b>	<b>February 10</b>
R. F. Drummond	132	117
Milton	189	168
Cozy Lake	280	278
Arthur Stanlick	386	401
E.T. Briggs	253	261
White Rock	435	433
<b>Total Elementary</b>	<b>1,675</b>	<b>1,658</b>
JTMS	821	818
JTHS	1,109	1,111
<b>GRAND TOTAL</b>	<b>3,605</b>	<b>3,587</b>
Tuition students received	2	2
Out-of-district placement	46	46
Students - Home Instruction	11	10

**N. COMMUNICATIONS**

**O. OLD BUSINESS**

**P. NEW BUSINESS**

- Proposed budget 2010-2011
  - Tentative Special Board of Education Meeting date to adopt preliminary budget – **8:00 a.m.** Monday, March 22, 2010.
  - Date of Public Hearing to adopt 2010-2011 budget: 8:00 p.m., Monday, March 29, 2010, H/S

**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 15<sup>th</sup> day of March, 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**



