

JEFFERSON TOWNSHIP BOARD OF EDUCATION

Regular Meeting Agenda

Monday, April 19, 2010 – 7:00 PM (Closed Session) 8:00PM (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 19th day of April, 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:

- March 15, 2010 Regular Meeting Minutes
- March 15, 2010 Executive Session Minutes (2)
- March 22, 2010 Executive Session Minutes (1)
- March 15, 2010 Executive Session Minutes (1)
- March 22, 2010 Special Meeting Minutes

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.13 as described below:

- K.1** Motion to approve the **purchase order** list dated March 2010 in the amount of **\$165,824.67.**
- K.2** Motion to approve the **check journal** as of March 2010 in the amount of **\$ 4,321,278.61 .**

Fund	Amount
General (10)	\$ 4,113,294.14
Special Revenue (20)	\$ 115,012.88
Capital Projects (30)	\$ 0
Debt Service (40)	\$ 0
Food Service Enterprise (60)	\$ 92,971.59
Total	\$ 4,321,278.61

- K.3** Motion to accept the **Treasurer and Secretary’s Report** dated February 2010 as being in balance.
- K.4** 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 February 28, 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.5** Motion to certify, in accordance with NJAC 6A:23-2.11(c) 4, that as of February 28, 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.6** 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 2008-2009 school year.
- K.7** Motion to adopt a resolution to enter into a cooperative pricing system agreement for electricity generating services as a participant in **Alliance for Competitive Energy Services (ACES)**, effective June 2010 through May 2011. *(Copy attached)*

- K.8** Motion to accept the **donation** to the White Rock School 3 Interactive White boards, at an estimated value of \$10,050; and to the Cozy Lake School 2 Interactive White boards, at an estimated value of \$6,700. Donations made from the Milton Tri-School PTA with a total estimated value of \$ 16,750, in accordance with Policy # 7230, Gifts, Grants and Bequests.
- K.9** Motion to authorize EI Associates to submit a Closing of School Facility Request Form #152 to the State for the Drummond School.
- K.10** Motion to authorize EI Associates to submit an application to the State as an Other Capitol Project (not state Funding) for the Relocation of the Board Offices to the Drummond School.
- K.11** Motion to authorize EI Associates to withdraw the applications to the State for the Expansion at the Milton Elementary School and the Expansion at the Briggs Elementary School.
- K.12** Motion to **amend** the district’s application for the Federal Government’s IDEA American Recovery Reinvestment Act of 2009, to meet eligibility requirements, as the capital projects portion allocation to the Milton School window project was limited to special education related students only and could not enhance a facility housing general ed students.
- K.13** 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 L3, 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
A. Administrative								
B. Instructional								
David Bresett	Retirement	Technology Teacher #1897G			Middle School	6/30/10	7/1/10	Retiring after 32 years
Elizabeth Cieri	Retirement	English Teacher			High School	6/30/10	7/1/10	Retiring after 41 years of service
Christine Czochanski	Resignation	English Teacher #1401G			High School	6/30/10	7/1/10	
Audrey Dworak 11-215-100-101	Appoint	Long-Term PSD Teacher	BA Step 1	\$226.50/diem**	Milton School	4/22/10	6/18/10	Replacing MP Assignment pending employee’s return
Caitlin Kest* 11-120-100-101-29	Appoint	Long-Term Elementary Teacher	BA Step 1	\$226.50/diem**	Stanlick School	4/12/10	6/18/10	Replacing KC
Michelle Corallo* 11-140-100-101-29	Appoint	Long-Term English Teacher	BA Step 1	\$226.50/diem**	High School	3/15/10	6/18/10	Replacing KS
Cheryl Bellew* 11-130-100-101-29	Appoint	Long-Term Science Teacher	BA Step 1	\$226.50/diem**	Middle School	4/30/10	6/18/10	Replacing SG
RM	Adjusted Medical Leave	Media Specialist #3105G			Middle School	3/23/10	6/2/10	Utilizing 44 sick days
MC	Extended Maternity Leave	Elementary Teacher #1001			Stanlick School	9/1/10	6/30/11	Extend leave through 2010-11 school year
MP	Medical Leave	PSD Teacher #1000S			Milton School	4/26/10	6/18/10	Utilizing 39 sick days

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

C. Non-Instructional								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Virginia Osborne	Retirement	Secretary #9300			Middle School	6/30/10	7/1/10	Retiring after 33 years of service
Sandra Brown	Retirement	Custodian #9600			High School	7/30/10	8/1/10	Retiring after 24 years of service
Mary Ann Marchiano	Retirement	Secretary #9300			Middle School	6/30/10	7/1/10	Retiring after 25 years of service
Gloria Silva 11-190-100-106	Appoint	Kindergarten Aide	Step 1	\$17.84/hr**	Drummond School	4/26/10	6/17/10	Enrollment increase
TC	Adjusted Medical Leave	Technical Support Assistant #2717G			District	2/3/10	4/19/10	Utilizing 42 sick days
MJ	Maternity Leave	Nurse’s Clerk #9300			High School	4/24/10	6/18/10	Utilizing 5 sick days and 31.5 unpaid days
MH	Workers’ Comp	Hall Monitor #9150			High School	9/24/10	3/31/10	Utilizing 118 days
BG	Workers’ Comp	Custodian #9600			White Rock	3/1/10	4/13/10	Utilizing 31 days – waiting for doctor’s release
SR	Medical Leave	Special Education Aide #9150			Milton School	3/24/10	4/30/10	Utilizing 15 sick days and 7 unpaid days

(**) 2008-09 Salary Guide

D. Substitutes/Other								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Kristin Griffin	Appoint	Substitute Teacher		\$80/diem	District	4/20/10	6/30/10	
Eleanore Prestas McCann	Appoint	Substitute Teacher		\$80/diem	District	4/20/10	6/30/10	
Michael Gramp	Appoint	Substitute Teacher		\$80/diem	District	4/20/10	6/30/10	
Lori Castiglione	Appoint	Homebound Teacher		\$40/hr	District	3/17/10	6/30/10	
Patricia Vandigriff	Appoint	Homebound Teacher		\$40/hr	District	3/26/10	6/30/10	
William Applegate	Rescind	Substitute Custodian		\$12.50/hr	District	3/17/10	3/17/10	

E. Spring Coaches - Salary/Step based on 2008/09 salary guide								
Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
William Koch	Appoint	Assistant Boys' Lacrosse Coach	Step 1	\$3538.47	High School	3/29/10	6/30/10	Salary pro-rated
Brian Silipena	Correction	Head Girls' Track Coach	Step 2	\$6002.44	High School	9/1/09	6/30/10	2 years of service
Luke Miller	Appoint	Volunteer Paraprofessional Aide Boys' Lacrosse	N/A	N/A	High School	3/30/10	6/30/10	
Kathryn Kaminski	Appoint	Volunteer Paraprofessional Aide Girls' Lacrosse	N/A	N/A	High School	9/1/09	6/30/10	

L.2 Motion to approve the following 2009/2010 Administrative contract:

NAME	Nature of Action	POSITION	SALARY
Lynne Stanlick	Contract Approval	Director of Transportation & Educational Facilities	\$124,092

L.3 Motion to approve the following contracted services:

Name	Nature of Action	Position	Rate	Loc.	Date Effective	Date Terminated	Discussion
J&B Occupational Therapy, LLC	Contracted ESY Services	N/A	\$97.00/hr not to exceed 80 hrs	Milton School	7/1/10	7/31/10	Occupational Therapy

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 and M.2 , as described below:

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

Student	School	Tuition	Effective Date
M/12-8	Calais School	\$12,470	4/13/10-6/30/10

M.2 Motion to approve the **Three Year Technology Plan – 2010-2013** for submission to Department of Education.

M.3 Enrollment as of 3/31/2010:

	March 09	March 10
R. F. Drummond	132	119
Milton	189	172
Cozy Lake	280	279
Arthur Stanlick	386	398
E.T. Briggs	253	262
White Rock	435	435
Total Elementary	1,675	1,665
JTMS	821	812
JTHS	1,109	1,111
GRAND TOTAL	3,605	3,588
Tuition students received	2	2
Out-of-district placement	46	49
Students - Home Instruction	11	15

N. POLICY COMMITTEE

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

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

File Code	Document	Title	Description of Action
0142.1b	By-law	Nepotism	Replace 0142.1b Nepotism (05/04/09)
0174b	By-law	Legal Services	Replaces 0174b Legal Services (10/20/08)
0177b	By-law	Professional Services	Replaces 0177b Professional Services (10/20/08)
1570p	Policy	Internal Controls	Replaces 1570p Internal Controls (10/20/08)
1570r	Regulation	Internal Controls	Replaces 1570r Internal Controls (10/20/08)
1620p	Policy	Administrative Contracts	Replaces 1620p Administrative Contracts (05/04/09)
3351p	Policy	Healthy Workplace Environment	New Policy
4351r	Regulation	Healthy Workplace Environment	New Policy
5338p	Policy	Diabetes Management	New Policy
5338r	Regulation	Diabetes Management	New Policy
5512.01p	Policy	Harassment, Intimidation and Bullying	Replaces 5512.01p Harassment, Intimidation and Bullying (03/16/09)
5533p	Policy	Pupil Smoking	Replaces 5533p Smoking (01/17/05)
5533r	Regulation	Pupil Smoking	Replaces 5533r Smoking (01/17/05)
6111p	Policy	Special Education Medicaid Initiative Program	Replaces 6111p Special Education Medicaid Initiative Program (10/20/08)
6111r	Regulation	Special Education Medicaid Initiative Program	Replaces 6111r Special Education Medicaid Initiative Program (10/20/08)
6360p	Policy	Political Contributions	Replaces 6360p Political Contributions (10/20/08)
6471p	Policy	School District Travel	Replaces 6471p School District Travel (05/04/09)
6471r	Regulation	School District Travel	Replaces 6471r School District Travel (05/04/09)
7434p	Policy	Smoking on School Grounds	Replaces 7434p Smoking on School Grounds (02/17/04)
8461p	Policy	Reporting Violence, Vandalism, Alcohol and Other Drug Abuse	Replaces 8461p Reporting Violence, Vandalism, Alcohol and Other Drug Abuse (06/16/08)
9700p	Policy	Special Interest Groups	Replaces 9700p Special Interest Groups (02/17/04)

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 19th day of April, 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.

U. ADJOURN

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)
Cattafi, Melissa	Apr. 20	Edison, NJ	101 Writing Mini-Lessons & Practical Strategies to Strengthen Your Students' Writing (Grades 3-6)	own	\$ 199.00	0	\$ -	0	\$ -	0	\$ 199.00
Currie, Gregory	Apr. 30	Convent Station, NJ	Culturally Diverse Children and Families	own	\$ 25.00	25	\$ -	0	\$ -	0	\$ 25.00
Daly, Kelly	Apr. 20	Edison, NJ	101 Writing Mini-Lessons & Practical Strategies to Strengthen Your Students' Writing (Grades 3-6)	own	\$ 199.00	0	\$ -	0	\$ -	0	\$ 199.00
Going, Krista	May 27 & 28	Randolph, NJ	Materials World Modules Workshop: How Food Packaging Affects the Environment, sponsored by Picatinny Arsenal	own	\$ -	30	\$ -	0	\$ -	0	\$ -
Helfand, Deborah	May 27 & 28	Randolph, NJ	Materials World Modules Workshop: How Food Packaging Affects the Environment, sponsored by Picatinny Arsenal	own	\$ -	30	\$ -	0	\$ -	0	\$ -
Iasiello, Christopher	May 20	Monroe, NJ	NJ Social Studies Supervisor's Association Spring Meeting	own	\$ -	142	\$ -	0	\$ -	0	\$ -
Kesheneff, Kate	June 8	West Windsor, NJ	The Capstone Experience	own	\$ -	45	\$ -	0	\$ -	0	\$ -
Mason, Karen	May 27 & 28	Randolph, NJ	Materials World Modules Workshop: How Food Packaging Affects the Environment, sponsored by Picatinny Arsenal	own	\$ -	30	\$ -	0	\$ -	0	\$ -
Materia, Joseph	Mar. 31	Montclair, NJ	WL Strategies Exchange	own	\$ -	0	\$ -	0	\$ -	0	\$ -
Moscato, Matthew	Apr. 30	New Brunswick, NJ	NJSCA 16th Annual Coaches Clinic	own	\$ 50.00	60	\$ -	0	\$ -	0	\$ 50.00
O'Connor, James	May 14 - 16	Verona, NY	Championship Basketball Clinic	own	\$ 120.00	480	\$ -	0	\$ -	0	\$ 120.00
Reid, Scott	Apr. 23	New Brunswick, NJ	NJSCA Soccer Coaches Clinic	own	\$ 80.00	114	\$ -	0	\$ -	0	\$ 80.00
Winson-Reidel, Barbara	May 6 & 7	Atlantic City, NJ	New Jersey Speech-Language Association Convention	own	\$ -	0	\$ -	0	\$ -	0	\$ -
Zeno, Dora	June 2-5	Atlantic City, NJ	NJASBO	own	\$ 150.00	300	\$ 119.00	2	\$ 66.00	4	\$ 652.00

A RESOLUTION BINDING THE JEFFERSON TOWNSHIP BOARD OF EDUCATION
TO PURCHASE ELECTRIC GENERATION SERVICES THROUGH THE ALLIANCE FOR
COMPETITIVE ENERGY SERVICES (“ACES”) Bid
Cooperative Pricing System ID#E8801-ACESCPS
RESOLUTION NUMBER 20100419 K-8

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as “ACES”), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as “NJSBA”), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from electric power suppliers for electric generation services through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the “Public School Contracts Law”, N.J.S.A. 18A:18A-1 *et seq.*, and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 *et seq.* (“EDECA”) and the regulations promulgated thereunder; and

WHEREAS, the Jefferson Township Board of Education is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain electric generation services for its own use through one or more contracts to be awarded to electric power suppliers following said bids for electric generation services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2011 hereinafter referred to as “Effective Period”) issue one or more Requests for Bids for electric generation services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale electric market, Participating Members will preauthorize the Lead Agency to award contracts for Electric Generation Service for no more than two years at a time in each service territory to one or more electric power suppliers that submit bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous electric usage and utility provided Basic Generation Service rates; and

WHEREAS, the Lead Agency will only award contracts for said electric generation services to electric power suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic generation service; and

WHEREAS, the District agrees to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period through any electric power supplier(s) awarded a contract, it being understood that the term of any one contract shall not exceed two-years;

WHEREAS, the Lead Agency will notify the Department of Community Affairs’ Division of Local Government Services by mail prior to the issuance a Request for Bids for electric generation services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW, therefore, be it

RESOLVED that the District binds itself to the ACES Cooperative Pricing System ##E8801-ACESCPS to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period from the electric power supplier or suppliers awarded a contract for electric generation services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase electricity at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), provided that no single contract shall have a term exceeding two years, and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the Districts relative to the price charged for basic generation service by the electric public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain electric generation services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2011 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission of this resolution shall not affect any Agreements entered into prior to such rescission.

CERTIFICATION

I hereby certify that the foregoing is a true, full and correct copy of Resolution Number _____ adopted by _____ at its meeting on _____ 20__.

BY: _____ ATTESTED BY: _____
Name and Title Name and Title

On Behalf of: _____

County of _____, State of New Jersey
(Insert county name)