

JEFFERSON TOWNSHIP BOARD OF EDUCATION

Regular Meeting Minutes

Monday, August 17, 2009 – 7:00 PM (Closed Session) 8:00 PM (Regular Session)

Jefferson Township High School Media Center

A. Mrs. Mastricola , called the meeting to order at 7:05 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. Cerny (arrived at 7:20pm)	<u> X </u>	<u> </u>
Mr. Feldmann	<u> X </u>	<u> </u>
Mrs. Mastricola	<u> X </u>	<u> </u>
Mrs. Scott	<u> </u>	<u> X </u>
Mrs. Servedio	<u> X </u>	<u> </u>
Mr. Stewart	<u> X </u>	<u> </u>
Mr. Vander Ploeg	<u> X </u>	<u> </u>

D. **CLOSED SESSION**

Motion by Mrs. Servedio, seconded by Mrs. Castiglione, that the Board of Education adopt the following resolution:

BE IT RESOLVED, by the Jefferson Township Board of Education on this 17th day of August, 2009 at 7:06 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.
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 8:00 PM.

E. **SUPERINTENDENT'S REPORT**

Dr. Fuchs reported on the *Good News and Progress in Our Schools* including the new Honeywell Instant Alert System, new curriculum and JT2015.

F. **PRESENTATIONS**

- Central Office/Pre-School/Kindergarten Feasibility Study Results – Ms. Zeno
- Recognition of Jefferson Consolidated PTA and Milton Tri School PTA Presidents and JTSNAP President

• Board of Education Development of Annual Goals

1. Determine how the district should proceed with facility needs as identified in a feasibility study that was conducted in 2008-2009 and, as deemed appropriate/due to mandate, plan and implement.
 - A. Relocation of board offices
 - B. Full-day preschool for at-risk students (NJDOE mandate)
 - C. Possible full-day kindergarten (JT2015)
 - D. STAR project - High school football stadium

2. Place emphasis on character of students and staff via a multi-faceted approach.
 - A. Students: Character Counts, bullying, substance abuse
 - B. Staff: Ethics, professionalism, as well as professional standards and expectations
 - C. JT2015

3. Increase student achievement.
 - A. Examination of current practices and gathering and review/analysis of baseline data
 - B. Pilot of professional learning communities – data driven analysis
 - C. Pilot of common formative assessments – analysis
 - D. Sustained and differentiated professional development
 - E. JT2015

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

- An audience member commented that it was easy to transition to new Honeywell Instant Alert System.
- A question was raised as to whether Pre-K, in the Long Range Facilities Plan (LRFP), will continue to be conducted only at the Milton School. The response was yes.

H. COMMITTEE REPORTS

- **Building Needs and Finance Committee** – Mrs. Servedio reviewed the minutes of August 4, 2009. She also spoke about the purchasing process and payment cycle.
- **Education Committee Minutes** – Mrs. Castiglione noted the Committee Meeting focused on Student Athletics. A request was made to update and/or clarify how athletes are selected. A request was made to clarify and correct, if warranted, the Committee Minutes.
- **Negotiations Committee** – Mr. Cerny reported that the Committee met with mediators.

I. MINUTES OF MEETINGS

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

July 20, 2009 Regular Meeting Minutes

July 20, 2009 Executive Session Minutes (1)

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

Due to the Board Member abstentions, this motion will be placed on the September 21 agenda for action.

J. FINANCE AND BUILDING NEEDS COMMITTEE

Motion by Mrs. Servedio, seconded by Mrs. Castiglione, to accept the recommendation of the Superintendent to approve and adopt motions **J.1** through **J.23**, as described below:

- J.1** Motion to approve the **purchase order** list dated July, 2009 in the amount of **\$43,722,238.94.**
- J.2** Motion to approve the **revised purchase order** list dated June, 2009 in the amount of **\$427,295.79.**
- J.3** Motion to approve the **check journal** as of July, 2009 in the amount of **\$2,481,375.91.**
- J.4** Motion to approve the funds **transfers** in the 2008-2009 Fiscal Year, dated June 2009 in the amount of **\$ 0.00.**
- J.5** Motion to certify, in accordance with NJAC 6A:23-2.11(c) 4, that as of June 30, 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 overexpended 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.
- J.6** Motion to award contract to Liberty Mechanical Contractors, Inc. (bid #**2010-002**) for the **Briggs Boiler replacement**, to Liberty Mechanical Contractors, Inc. for a base bid amount of \$205,900, **plus** an allowance of \$4,100.00 for a total award amount of \$210,000.00. With the two change orders authorized at the July BOE meeting, the total award amount is \$221,476.00.
- J.7** Motion to approve **Change Order #3** to Liberty Mechanical Contractors, Inc. for the **Briggs Boiler** replacement in the amount of \$1,700.00, using an allowance of \$0, for a total net Change Order increase of \$13,176.00, thus the new total contract amount is \$223,276.00. Scope of Change Order #3 is to perform a detailed field.
- J.8** Motion to approve **Change Order #4** to Liberty Mechanical Contractors, Inc. for the **Briggs Boiler** replacement in the amount of \$544.48, using an allowance of \$0, for a total net Change Order increase of \$13,720.48, thus the new total contract amount is \$223,720.48. Scope of change order #4 is to install a domestic hot water recirculating pump.
- J.9** Motion to award the bid received (bid #**2010-003**) for renovation to the **High School and Middle School Family and Consumer Life Sciences Classrooms** to Lanyi & Tevald, Inc, of Rockaway, NJ, for a base bid amount of \$365,578, **plus** an allowance of \$7,168, for a total award amount of \$372,476.00.
- J.10** Motion to approve **Change Order #1** to Lanyi & Tevald, Inc. for the High School and Middle School Family and Consumer Life Sciences Classroom renovation in the amount of \$5,919.36, using an allowance of \$5,919.36, for a total net Change Order increase of \$0, thus the new total contract amount is \$372,476.00. Scope of Change Order #1 at H/S: replace domestic water piping and valves.
- J.11** Motion to approve **Change Order #2** to Lanyi & Tevald, Inc. for the High School and Middle School Family and Consumer Life Sciences Classroom renovation in the amount of \$3,104.66, using an allowance of \$1,248.64, for a total net Change Order #2 increase of \$1,856.02, thus the new total contract amount is \$374,602.02. Scope of Change Order at M/S: replace domestic water piping and valves.

- J.12** Motion to approve **Change Order #3** to Lanyi & Tevald, Inc. for the High School and Middle School Family and Consumer Life Sciences Classroom renovation in the amount of \$6,147.11, using an allowance of \$0, for a total net Change Order increase of \$8,003.13, thus the new total contract amount is \$380,749.13. Scope of Change Order #3 at H/S revise entrance to classroom 101 to accommodate handicapped access, refeed circuits in conduit embedded in concrete slab.
- J.13** Motion to approve **Change Order #4** to Lanyi & Tevald, Inc. for the High School and Middle School Family and Consumer Life Sciences Classroom renovation in the amount of \$10,956.08, using an allowance of \$0, for a total net Change Order increase of \$18,959.21, thus the new total contract amount is \$391,705.21. Scope of Change Order #4 at H/S temperature control valve, water feed to refrigerator, trace out circuits in electric panel, refeed circuit, relocate clock and increase soffit size.
- J.14** Motion to approve **Change Order #5** to Lanyi & Tevald, Inc. for the High School and Middle School Family and Consumer Life Sciences Classroom renovation in the amount of \$8,731.67, using an allowance of \$0, for a total net Change Order increase of \$27,690.88, thus the new total contract amount is \$400,436.88. Scope of Change Order #5 at H/S supply duct work and new equipment installation and modify exhaust duct work.
- J.15** Motion to approve **Change Order #6** to Lanyi & Tevald, Inc. for the High School and Middle School Family and Consumer Life Sciences Classroom renovation in the amount of \$147.29, using an allowance of \$0, for a total net Change Order increase of \$27,838.17, thus the new total contract amount is \$400,584.17. Scope of Change Order #6 at M/S to provide water hookup to refrigerator.
- J.16** Motion to authorize **EI Associates'** to provide professional architect/engineering services at a cost of \$22,000 to design Phase 1 of future facilities renovations schematic design drawings in preparation to apply for the State of New Jersey Grant Program for School Facilities Projects for Regular Operating Districts (ROD Grants).
- J.17** Motion to authorize the Board Secretary/Business Administrator to close out the Lakeland Bank Capital Projects Bank Account. *(No longer necessary)*
- J.18** Motion to approve the application and 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 |
- J.19** Motion not to apply for the **FY10 No Child Left Behind** (NCLB) Fund in the amount of \$85,243, allocated as follows:
- | | | |
|-----------|----|--------|
| TITLE I | \$ | 80,489 |
| TITLE III | \$ | 4,754 |
- J.20** Motion to **Accept Donation** of \$4,700.00 from Cannarozzi Construction, LLC towards the construction of two portable ticket booths to be located on the Jefferson Township High School fields in accordance with Policy # 7230, Gifts, Grants and Donations.

J.21 Motion to **Accept the Recommendation** of the Superintendent to approve settlement resolution as described below:

WHEREAS, the Superintendent recommends that the Board of Education approve the proposed Settlement Agreement on behalf of student # 5482148733,

NOW THEREFORE, BE IT RESOLVED THAT the Board of Education authorizes settlement in accordance with the terms presented to the Board, and that the Superintendent, Board Secretary/ Business Administrator, and Board Counsel are authorized to take action as necessary to effectuate that settlement in accordance with the terms set forth therein.

J.22 Motion to **Authorize Payment** of \$24,700 to Lucas Electric, Inc. for the soil preparation to install footings, concrete forms, and related materials to complete the High School football field lights installation.

J.23 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

RESOLVED, That the expense is justified and therefore reimbursable *(copy attached)*.

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

K. PERSONNEL COMMITTEE

Motion by Mrs. Castiglione, seconded by Mrs. Servedio, to accept the recommendation of the Superintendent to approve and adopt motions K.1 through K.2, as described below:

K.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, * denotes mentoring required).

PERSONNEL								
Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
A. Administrative								
B: Instructional								
Amy Stettler* 11-140-100-101-29	Appoint	Long-Term Language Arts Teacher	BA Step 1	\$45,300**	High School	9/1/09	6/30/10	Replacing PK
Kelli Bond 11-140-100-101-29	Appoint	Long-Term Language Arts Teacher	BA Step 1	\$226.50/day**	High School	9/1/09	12/23/09	Medical leave replacement PV
Megan Ackerman	Rescind	Spanish Teacher			Middle School	8/11/09	8/11/09	
MC	Maternity Leave	Elementary Teacher			Stanlick	12/7/09	6/30/10	Utilizing 50 sick days and 75 unpaid days
(* Requires mentoring (**) 2008-09 Salary Guide								
C: Non-Instructional								
Mary Ann Doyle	Retirement	Secretary			High School	7/21/09	9/1/09	Retiring after 25 years of service
Christine Vnencak	Resignation	Special Ed. Aide			Stanlick	7/22/09	7/23/09	
Sheryl Kristofferson	Resignation	Special Ed. Aide			High School	8/10/09	8/11/09	
Linda Silbernagel	Resignation	Special Ed. Aide			High School	8/17/09	8/18/09	
Donna Matthews	Resignation	General Aide			Stanlick	8/17/09	8/18/09	
Shannon Wilson 11-000-270-160	Appoint	Transportation Coordinator		\$55,000	District	9/1/09	6/30/10	Replacing TT
Donna Matthews 11-209-100-106	Appoint	Special Ed. Aide	Step 3	\$18.76/hr**	High School	9/1/09	6/30/10	Replacing SK BD Class 3.5 hrs/day
Robert Mahler 11-000-262-100-26	Appoint	Custodian	Step 1	\$23.02**	District	9/1/09	6/30/10	Replacing AV Midnight shift + 10%
Christopher LePore 11-000-262-100-26	Appoint	Custodian	Step 1	\$20.93**	District	9/1/09	6/30/10	Replacing CB 3 – 11 pm shift
Audrey Kazimir 11-209-100-106	Transfer/Hours Change	Special Ed. Aide	Step 3	\$18.76/hr	Stanlick	9/1/09	6/30/10	Transfer from Middle School to Stanlick BD Class From 3.75 hrs/day to 3.5 hrs/day
Renee Moran 11-000-218-105	Appoint	Secretary	Group 4 Step 1	\$40,800*	High School	8/18/09	6/30/10	Replacing MD
Lisa Dorph 11-190-100-106	Appoint	Kindergarten Aide	Step 1	\$17.84/hr**	Drummond	9/1/09	6/30/10	Replacing SP 14.75 hrs/week No benefits
Lisa Dorph 11-190-100-106	Appoint	General Aide	Step 1	\$17.84/hr**	Briggs	9/1/09	6/30/10	Replacing SP 5 hrs/week
Lillian Rimmer 11-000-270-107	Appoint	Transportation Aide	Step 3	\$18.45/hr**	District	9/1/09	6/30/10	4 hours/day With benefits
Florence Watson 11-000-270-107	Appoint	Transportation Aide	Step 1+	\$17.84/hr**	District	9/1/09	6/30/10	3 hours 37 minutes/day w/o benefits
Gina Riso 11-000-270-107	Appoint	Transportation Aide	Step 1+	\$17.84/hr**	District	9/1/09	6/30/10	3 hours 23 minutes/day w/o benefits
EK	Medical Leave	Custodian			District	8/10/09	9/8/09	Utilizing 21 sick days
(**) 2008-09 Salary Guide (+) Step remains same for 2009/10								
D. Substitutes/Other								
Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Manuela Barbosa	Re-Appoint	Substitute Aide		\$10.00/hr	District	9/1/09	6/30/10	
Angela Albano	Re-Appoint	Substitute Teacher		\$80/diem	District	9/1/09	6/30/10	
Megan Ackerman	Appoint	Substitute Teacher		\$80/diem	District	9/1/09	6/30/10	
Mary Beth Neushatz	Appoint	Substitute Teacher		\$80/diem	District	9/1/09	6/30/10	
Linda Lang	Appoint	Substitute Teacher		\$80/diem	District	9/1/09	6/30/10	
Sean Heller	Re-Appoint	Substitute Teacher		\$80/diem	District	9/1/09	6/30/10	
Lisa Martin	Appoint	Substitute Teacher		\$80/diem	District	9/1/09	6/30/10	
Maria Cuadrado	Re-Appoint	Substitute Teacher		\$80/diem	District	9/1/09	6/30/10	

Jodi Reiss	Appoint	Substitute Teacher		\$80/diem	District	9/1/09	6/30/10	
Thomas Ubriaco	Re-Appoint	Substitute Teacher		\$80/diem	District	9/1/09	6/30/10	
Tony Clark	Appoint	Substitute Teacher		\$80/diem	District	9/1/09	6/30/10	
Jamie Lerman	Appoint	Substitute Teacher		\$80/diem	District	9/1/09	6/30/10	
Trevor Silbernagel	Appoint	Substitute Teacher		\$80/diem	District	9/1/09	6/30/10	
Laurence Bennett	Appoint	Substitute Teacher		\$80/diem	District	9/1/09	6/30/10	
Heather Ginder	Appoint	Substitute Teacher		\$80/diem	District	9/1/09	6/30/10	
Nicole Duda	Appoint	Substitute Teacher		\$80/diem	District	9/1/09	6/30/10	
Kate Kesheneff	Re-Appoint	Substitute Teacher		\$80/diem	District	9/1/09	6/30/10	
Agnes Niedenthal	Appoint	Substitute Teacher		\$80/diem	District	9/1/09	6/30/10	
Nanette Fandino-Diaz	Re-Appoint	Homebound Teacher		\$40.00/hr	District	7/1/09	6/30/10	

E. Student Teachers						
Name	College	Grade	Location	Date Effective	Date Terminated	Discussion
Matthew Hill	Monmouth University	Social Studies	Middle School	9/8/09	12/18/09	
Laurie Kucera	Centenary College	Grade 2	Cozy Lake	9/1/09	12/16/09	

F. Extra Duty Pay - Salary/Step based on 2008/09 salary guide; will be adjusted when negotiations have been completed and new guides have								
Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Mary Johnston	Appoint	Class Advisor: Freshman-2013, Co-Advisor, 2 of 2	Level 2	\$598.00	High School	9/1/09	6/30/10	
Susan Tordoff	Appoint	Special Ed. Evaluations & CST Summer Meetings		\$389.75/day**	District	7/20/09	8/30/09	Not to exceed 2 days
Cathy Hugo	Additional days	Social History Evaluations & CST Summer Meetings		\$480.32/day**	District	7/1/09	8/30/09	Not to exceed 6 days
Niemah Scherlacher	Additional hours	General Ed Teacher: Summer CST Meetings		\$54.07/hr	District	7/29/09	8/11/09	Not to exceed 2 hours

G. Curriculum Writing 11-000-221-104-20								
Name	Nature of Action	Position	Salary	Loc.	Date Effective	Date Termin.	Maximum Hours	
Margaret Widgren	Appoint	Family & Consumer Science, Grades 6 & 7	\$30/hr	JTMS	7/1/09	8/31/09	30 hours	
Margaret Widgren	Appoint	Family & Consumer Science, Grade 8	\$30/hr	JTMS	7/1/09	8/31/09	25 hours	
Marius Petric	Appoint	Financial Math	\$30/hr	JTHS	7/1/09	8/31/09	25 hours	
Marius Petric	Appoint	Supervision of Curriculum Writing as per JTSA Agreement	\$40/hr	JTHS	7/1/09	6/30/10	Not to exceed 75 hours	

H. Coaches								
Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Jane Kirshenbaum	Appoint	Assistant Girls' Volleyball	Paraprofessional Coaching Aide	N/A	JTHS	9/1/09	6/30/10	Volunteer
Toni-Ann Cavallo	Appoint	Assistant Girls' Soccer	Paraprofessional Coaching Aide	N/A	JTHS	9/1/09	6/30/10	Volunteer
Laurie Studley	Appoint	Assistant Girls' Field Hockey	Paraprofessional Coaching Aide	N/A	JTHS	9/1/09	6/30/10	Volunteer

K.2 Motion to approve Administrator Spring 2008/2009 Course Reimbursements as indicated below:

Name	College/University	Course Title	Approval #	# of Credits	Amount
Marius Petric	Montclair State University	Dissertation Proposal Seminar	4	3	\$1,402.35

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

Motion by Mrs. Castiglione, seconded by Mrs. Servedio, to accept the recommendation of the Superintendent to approve and adopt motion K.3, as described below:

K.3 WHEREAS, Brian Hough was the subject of investigation during the Spring and Summer, 2009; and

WHEREAS, the investigation resulted in a finding that Mr. Hough engaged in unprofessional and inappropriate verbal and written communications with students, in violation of District policy, which constitutes unbecoming conduct and which demonstrates a lack of judgment and professionalism; and

WHEREAS, the Board of Education has considered the information presented before it during executive session on August 17, 2009.

NOW, THEREFORE, BE IT RESOLVED, that Mr. Hough’s employment and adjustment increments are withheld for the 2009-2010 school year; and

BE IT FURTHER RESOLVED, that Mr. Hough’s increments will not be restored in future years until formal action is taken by the Board.

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

L. EDUCATION, SPECIAL EDUCATION AND TECHNOLOGY COMMITTEE

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

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

Student	School	Tuition	Effective Date
M/13-9	Chancellor Academy	\$50,504.40	9/3/2009
F/13-11	New Road School-Parlin Location	\$35,866.80	9/2/2009

L.2 Motion to approve tuition **students received** for the 2009-2010 school year, as shown below, plus related services as needed at \$33.31 per hour for speech and \$40.00 per hour for occupational therapy:

Student	School	Tuition	Date
F/20-0	Mine Hill Public Schools	\$32,079.00	9/2/09-6/30/10
F/19-1	Wallkill Valley Regional High School	\$32,079.00	9/2/09-6/30/10
F/20-0	Mine Hill Public Schools-ESY	\$1,782.20	7/6/09-7/31/09

L.3 Motion to approve, as required by the New Jersey Department of Education, the **Violence, Vandalism and Substance Abuse (VV-SA) Incident Report Form** which includes all offender, victim and incident detail contained in the department’s EVVR incident report form for reporting incidents of violence, vandalism and substance abuse (V&V).

L.4 Motion to approve agreement between Jefferson Township School District and Q3 Solutions to provide student database software at a one-time cost of \$26,975.00 and an annual maintenance fee of \$2,187.00, provided this company meets eligibility criteria to conduct business in the State of New Jersey.

L.5 Motion to approve the following start dates for all sports as stipulated and provided by the NJSIAA Pre-Season Practice Guidelines:

<u>SPORT</u>	<u>START DATE</u>
Field Hockey	August 12, 2009
Football	August 13, 2009
Girls' Soccer	August 17, 2009
Boys' Soccer	August 20, 2009
Girls' Volleyball	August 24, 2009
Cross Country	August 26, 2009

L.6 Motion to approve the Jefferson Township Public Schools Athletic Operations Manual.

L.7 Motion to approve curriculum for the following new courses:

- Contemporary Global Issues – Exploratory Cycle/Grades 6 & 7
- Family & Consumer Science – Exploratory Cycle/Grades 6 & 7
- Family & Consumer Science – Semester Elective/Grade 8
- Studio Art – Fine & Performing Arts/Grades 6, 7 & 8

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

*Mr. Vander Ploeg dissented on Item L.4.

M. POLICY COMMITTEE

Motion by Mr. Feldmann, seconded by Mrs. Servedio, to accept the recommendation of the Superintendent to approve and adopt motions M.1, as described below:

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

File Code	Document	Title	Description of Action
3125p	Policy	Employment of Teaching Staff Members	Replaces 3125p Employment of Teaching Staff Members
4125p	Policy	Employment of Support Staff Members	Replaces 4125p Employment of Support Staff Members
5330r	Regulation	Administration of Medication	Replaces 5330r Administration of Medication
5530r	Regulation	Substance Abuse	Replaces 5530r Substance Abuse
5600r	Regulation	Pupil Discipline/Code of Conduct	Replaces 5600 Pupil Discipline/Code of Conduct
6480p	Policy	Purchase of Food Supplies	New Policy
7300.3r	Regulation	Disposition of Personal Property	New Regulation
7300.4r	Regulation	Disposition of Federal Property	New Regulation
7422r	Regulation	School Integrated Pest Management Plan	New Regulation
8441r	Regulation	Care of Ill or Injured Persons	New Regulation
8451r	Regulation	Control of Communicable Diseases	New Regulation
8465r	Regulation	Hate Crimes and Bias-related Acts	New Regulation
8467r	Regulation	Weapons	New Regulation
8468r	Regulation	Crisis Response	New Regulation
9120p	Policy	Public Relations Program	New Policy

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

Motion by Mrs. Masticola, seconded by Mrs. Castiglione, to table approval and adoption of motion M.1, File Code 5511r as described below:

File Code	Document	Title	Description of Action
5511r	Regulation	Dress and Grooming (Pupils)	Replaces 5511r Dress and Grooming (Pupils)

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

N. COMMUNICATIONS

None

O. OLD BUSINESS

None

P. NEW BUSINESS

- Mrs. Masticola raised questions regarding meningitis inoculations and timelines.

R. BOARD MEMBER COMMENTS

- It was suggested that the District better monitor how athletic equipment is allocated by sport.
- The Board discussed how to work with parents who cannot afford to pay for inoculations. It was suggested those parents contact NJ Family Care for more information.
- Mr. VanderPloeg noted that August 22 is Media Day for the high school cheerleaders and band. He also noted the high school field lights installation was nearly complete.
- Mrs. Servedio voiced her concerns regarding the volume of summer work assigned to students in the honors program and testing on material not yet instructed. Mrs. Servedio also noted the HSPA Test results and commented on the Federal initiative to have H1N1 inoculations done in school.
- Mr. Cerny thanked the district on behalf of the Community Players for use of facilities for their “Father of the Bride” performance.
- Mr. Stewart noted he has a conflict with the next Policy and Procedures meeting and Middle School Orientation.

- Several members commented there appeared to be some confusion as to when school starts.
- Several members commented on the amount of summer work AP students perform. They also commented on the need to be consistent with curriculum on both sides of town.

S. COMMENTS FROM THE AUDIENCE

None

T. CLOSED SESSION

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

BE IT RESOLVED, by the Jefferson Township Board of Education on this 17th day of August, 2009 at 10:29 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 10:29 PM.

U. ADJOURN

Motion by Mr. Feldmann, seconded by Mrs. Castiglione, that the meeting adjourn at 10:29 PM.

Respectfully submitted,

Dora E. Zeno
Board Secretary

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)
Ciaraffo, Jodie	10/28/2009	New Brunswick, NJ	NJ Coalition for Financial Education 3rd Annual Financial Education Symposium	own	\$ 45.00	80	\$ -	0	\$ -	0	\$ 45.00
Cinotti, John	7/29/2009	Parsippany, NJ	State Mandated Training-Governance & Special Education	own	\$ -	0	\$ -	0	\$ -	0	\$ -
Cooke, Kelly	7/29/2009	Parsippany, NJ	State Mandated Training-Governance & Special Education	own	\$ -	0	\$ -	0	\$ -	0	\$ -
Currie, Gregory	7/29/2009	Parsippany, NJ	State Mandated Training-Governance & Special Education	own	\$ -	0	\$ -	0	\$ -	0	\$ -
Daggett, Eileen	8/5/2009	Parsippany, NJ	State Mandated Training-Governance & Special Education	own	\$ -	0	\$ -	0	\$ -	0	\$ -
DeBrito, Randi	8/5/2009	Parsippany, NJ	State Mandated Training-Governance & Special Education	own	\$ -	0	\$ -	0	\$ -	0	\$ -
DiColo, John	8/5/2009	Parsippany, NJ	State Mandated Training-Governance & Special Education	own	\$ -	0	\$ -	0	\$ -	0	\$ -
Dimiceli, Gregory C.	7/29/2009	Parsippany, NJ	State Mandated Training-Governance & Special Education	own	\$ -	0	\$ -	0	\$ -	0	\$ -
Fuchs, Kathaleen	8/5/2009	Parsippany, NJ	State Mandated Training-Governance & Special Education	own	\$ -	0	\$ -	0	\$ -	0	\$ -
Howe, Jeanne	8/18/2009	Hackensack, NJ	PLC Lab Schools,(NJ Department of Education)	own	\$ -	102	\$ -	0	\$ -	0	\$ -
Knutelsky, Robin	8/5/2009	Parsippany, NJ	State Mandated Training-Governance & Special Education	own	\$ -	0	\$ -	0	\$ -	0	\$ -
Kraemer, Joseph	7/29/2009	Parsippany, NJ	State Mandated Training-Governance & Special Education	own	\$ -	0	\$ -	0	\$ -	0	\$ -
Latham, Ginger	10/28/2009	New Brunswick, NJ	NJ Coalition for Financial Education 3rd Annual Financial Education Symposium	own	\$ 45.00	80	\$ -	0	\$ -	0	\$ 45.00
Lipton, Kevin	8/5/2009	Parsippany, NJ	State Mandated School Governance and Special Education Training	own	\$ -	52	\$ -	0	\$ -	0	\$ -
Lipton, Kevin	8/18/2009	Hackensack, NJ	PLC Lab Schools (NJ Department of Education)	own	\$ -	76	\$ -	0	\$ -	0	\$ -
Lubin, Marlene	10/24 - 25/2009	Delaware Water Gap, PA	"Voices from the Land"	own	\$130.00	56	\$ -	2	\$ -	0	\$ 130.00
Mole-Hsieh, Jacqueline	8/5/2009	Parsippany, NJ	State Mandated Training-Governance & Special Education	own	\$ -	0	\$ -	0	\$ -	0	\$ -
Mundi, Karl	7/29/2009	Parsippany, NJ	State Mandated Training-Governance & Special Education	own	\$ -	0	\$ -	0	\$ -	0	\$ -
Mundi, Karl	10/22/2009	Monroe, NJ	NJPSA/NJASCD Fall Conference	own	\$150.00	142	\$ -	0	\$ -	0	\$ 150.00
Nadler, Vickki	8/3-4/2009	Somerset, NJ	May 2009 End of Course Biology Assessment-Regional Sessions	own	\$ -	164	\$ -	0	\$ -	0	\$ -
Nadler, Vickki	8/5/2009	Parsippany, NJ	State Mandated Training-Governance & Special Education	own	\$ -	0	\$ -	0	\$ -	0	\$ -
Petric, Marius	8/5/2009	Parsippany, NJ	State Mandated Training-Governance & Special Education	own	\$ -	0	\$ -	0	\$ -	0	\$ -

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)
Plotts, Timothy	7/29/2009	Parsippany, NJ	State Mandated Training-Governance & Special Education	own	\$ -	0	\$ -	0	\$ -	0	\$ -
Silverstein, Patricia	7/24/2009	Madison, NJ	American Red Cross Baby Sitter Instructor Training	own	\$120.00	54	\$ -	0	\$ -	0	\$ 120.00
Steinberg, Tina	7/29/2009	Parsippany, NJ	State Mandated Training-Governance & Special Education	own	\$ -	0	\$ -	0	\$ -	0	\$ -
Thornton, Mary	7/29/2009	Parsippany, NJ	State Mandated Training-Governance & Special Education	own	\$ -	0	\$ -	0	\$ -	0	\$ -
Valenti, Michael	7/29/2009	Parsippany, NJ	State Mandated Training-Governance & Special Education	own	\$ -	0	\$ -	0	\$ -	0	\$ -
Walker, Douglas	8/5/2009	Parsippany, NJ	State Mandated Training-Governance & Special Education	own	\$ -	0	\$ -	0	\$ -	0	\$ -
Widgren, Margaret	8/5/2009	Parsippany, NJ	State Mandated School Governance and Special Education Training	own	\$ -	53	\$ -	0	\$ -	0	\$ -
Zeno, Dora	7/29/2009	Parsippany, NJ	State Mandated School Governance and Special Education Training	own	\$ -	0	\$ -	0	\$ -	0	\$ -