

JEFFERSON TOWNSHIP BOARD OF EDUCATION

Regular Meeting Agenda

Monday, September 22, 2008 – 7:00 PM (Closed Session) 8:00 PM (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. Chamberlain	_____	_____
Mr. Feldmann	_____	_____
Mrs. Mastricola	_____	_____
Mrs. Scott	_____	_____
Mrs. Servedio	_____	_____
Mr. Vander Ploeg	_____	_____
Gabrielle Haak, <i>Student Representative</i>	_____	_____
Carol Ann Sudia, <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 22nd day of September, 2008 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

- Introduction of Student Representatives
- Introduction of New Certificated Staff
- Spring 2008 Testing Analysis/Progress on NJ Core Curriculum Content Standards – Mr. Joseph F. Kraemer, Assistant Superintendent

G. COMMENTS FROM THE AUDIENCE *(on agenda action items only, if applicable)***H. COMMITTEE REPORTS****I. MINUTES OF MEETINGS**

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

August 28, 2008 Regular Meeting Minutes	August 18, 2008 Executive Session Minutes (1)
August 18, 2008 Executive Session Minutes (2)	August 18, 2008 Executive Session Minutes (3)
September 3, 2008 Special Meeting	September 3, 2008 Executive Session Minutes (1)

J. FINANCE AND BUILDING NEEDS COMMITTEE

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions J.1 through J.17 as described below:

- J.1** Motion to approve the **purchase order** list dated August, 2008 in the amount of **\$1,384,098.47.**
- J.2** Motion to approve the **check journal** as of August, 2008 in the amount of **\$2,520,838.83.**
- J.3** Motion to approve the funds **transfers** in the 2008-2009 Fiscal Year, dated July 2008 in the amount of **\$ 0.00.**
- J.4** Motion to accept the **Treasurer and Secretary's Report** dated July 2008 as being in balance.
- J.5** 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 July 31, 2008 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).
- J.6** Motion to certify, in accordance with NJAC 6A:23-2.11(c) 4, that as of July, 31 2008, 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.7** Motion to approve **Food Service Check Journal** for August 2008 in the amount of **\$ 92,745.68.**
- J.8** Motion to approve a Parental Contract for **Student Transportation** (R.B.) for the 2008-2009 school year in the amount of \$2,737, and reimbursement for liability insurance policy in the amount of \$416.
- J.9** Motion to approve resolution that the **Lakeland Andover School** not be required to apply for and receive funding from the NJ Child Nutrition Program nor charge for a reduced and/or paid meal for any Jefferson Township Classified Student who may attend Lakeland-Andover School during the school year 2008-2009.
- J.10** Motion by _____, seconded by _____, to approve the appointment of _____ as Labor Relations Negotiator, per agreement, for the 2008-2009 school year.

J.11 Motion to approve volunteer band equipment truck drivers for acquiring, driving and returning rental truck from Jefferson Township High School to all marching band competitions and away football games for the 2008-2009 school year.

Merrie Barrieres
 Richard Barrieres
 James Francaviglia
 Justin Kulick
 John Tschischik
 Lawrence Wolst

J.12 Motion to declare the following checks stale and thus void:

Check #	Date	Payable to:	Amount	Account	Reason
1322	8/28/06	Kathleen Mansbery	\$ 43.21	Petty Cash	Reimbursement for computer supplies
1408	1/22/07	John Severs	\$ 2.50	Petty Cash	Co-Curricular/Miscellaneous Expense

J.13 Motion to appoint **EI Associates** as Architect to design Phase I: Schematic Design Phase the Briggs Elementary School boiler project at a professional services fee, per proposal, of \$7,000.

J.14 Motion to authorize EI Associates to submit the Boiler Replacement project at the Briggs Elementary School to the New Jersey Department of Education for approval on the district’s behalf; to amend the Long Range Facilities Plan and that the above project be approved as an “other capital project” as defined in N.J.A.C. 6A:26-3.12.

J.15 **WHEREAS**, pursuant to the Educational Facilities Construction and Financing Act, the New Jersey Department of Education (the “Department”) administers a grant program (hereinafter the “Grant Program”) which allows for the funding of facilities construction projects if they meet certain criteria;

WHEREAS, grant funding will be available for specific projects under the Grant Program if the Department determines that the proposed scope of work is 100% eligible for State support and is also included in one of the priority level categories developed by the Department;

WHEREAS, under the Department’s Level 1 category, the Department will provide grant funding for the most critical operational building needs, including emergent projects, essential building systems upgrades, issues relating to possible building code violations, upgrades to remain compliant with the Americans with Disabilities Act and hazardous materials abatement;

WHEREAS, the boiler currently in operation at the Ellen T. Briggs Elementary School is the original boiler installed in 1955, and has been subject to numerous repairs due to leaking and other problems;

WHEREAS, said boiler may have to be replaced during the 2008/2009 heating season if it ceases to function properly;

WHEREAS, while a temporary mobile boiler is available and ready to go into operation, this Board believes that the existing boiler at Ellen T. Briggs Elementary School should be replaced as soon as possible and that this proposed project meets the requirements for Level 1 funding under the Grant Program because it is an essential building systems upgrade;

WHEREAS, under the Grant Program’s requirements, this Board must file its application for funding with the Department by November 20, 2008, if it is to receive funding under the Grant Program in the near future.

NOW THEREFORE BE IT RESOLVED by the Jefferson Township Board of Education that its staff is hereby authorized to file an application with the New Jersey Department of Education seeking Level 1 funding under the Grant Program to be used for replacement of the boiler at the Ellen T. Briggs Elementary School.

J.16 WHEREAS, pursuant to the Educational Facilities Construction and Financing Act, the New Jersey Department of Education (the “Department”) administers a grant program (hereinafter the “Grant Program”) which allows for the funding of facilities construction projects if they meet certain criteria;

WHEREAS, grant funding will be available for specific projects under the Grant Program if the Department determines that the proposed scope of work is 100% eligible for State support and is also included in one of the priority level categories developed by the Department;

WHEREAS, under the Department’s Level 1 category, the Department will provide grant funding for the most critical operational building needs, including emergent projects, essential building systems upgrades, issues relating to possible building code violations, upgrades to remain compliant with the Americans with Disabilities Act and hazardous materials abatement;

WHEREAS, students and staff operate appliances in the Family and Consumer Life Sciences rooms at the High School and Middle School which should be replaced due to age and other deficiencies and;

WHEREAS, this Board believes that projects designed to remedy these deficiencies in the Family and Consumer Life Sciences rooms at High School and Middle School meet the requirements for Level 1 funding under the Grant Program, because they involve essential systems upgrades;

WHEREAS, under the Grant Program’s requirements, this Board must file its application for funding with the Department by November 20, 2008, if it is to receive funding under the Grant Program in the near future.

NOW THEREFORE BE IT RESOLVED by the Jefferson Township Board of Education that its staff is hereby authorized to file an application with the New Jersey Department of Education seeking Level 1 funding under the Grant Program for improvements to the Family and Consumer Life Sciences rooms at the High School and Middle School.

J.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

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

K. PERSONNEL COMMITTEE

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions K.1 through K.____, 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 Eff.	Date Termin.	Discussion
A. Administrative								
Dora Zeno	Adjustment	Board Secretary/ Business Administrator		\$152,249	Board Office	7/01/08	6/30/09	To comply w N.J.A.C. 6A:23A-3.1
Joseph Kraemer	Adjustment	Assistant Superintendent		\$151,911	Board Office	7/01/08	6/30/09	To comply w N.J.A.C. 6A:23A-3.1
B. Instructional								
Joyce Hulbert* 11-140-100-101	Appoint	Business Education Teacher	BA Step 1	\$45,300	High School	9/1/08	6/30/09	Replacing B. Palumbo
Suzan Maragliano	Retirement	Teacher of Reading			Briggs	6/30/09	7/1/09	Retiring after 34 years of service
Michele Smith	Retirement	Speech/Language Specialist			Briggs	6/30/09	7/1/09	Retiring after 31 years of service
Kimberly Hirsch	Resignation	Special Ed. Teacher			Stanlick	9/12/08	9/15/08	
Stacey Christiano	Transfer	BSIP Math Teacher .49			Stanlick	9/22/08	9/23/08	Transferred to Special Ed. Position full-time
Stacey Christiano 11-204-100-101	Appoint	Special Ed. Teacher	MA +15/ Step 8	\$53,400	Stanlick	9/23/08	6/30/09	Replacing K. Hirsch
DW	Maternity Leave	Elementary Teacher			Cozy Lake	12/1/08	6/19/08	Utilizing 20 sick days and 110 unpaid days
Vanessa Petersen 11-000-219-104	Appoint	School Psychologist		\$355.25/day	Middle School	8/14/08	8/14/08	Child Study Team IEP Meetings
Priscilla Gelinis	Appoint	Applied Behavioral Analysis		\$49 hr	Jefferson Child Care Ctr	8/4/08	8/13/08	Not to exceed 12 hours
Patricia Szuszkowski	Appoint	Applied Behavioral Analysis		\$49 hr	Jefferson Child Care Ctr	6/23/08	8/22/08	Not to exceed 9 hours
CC	Adjusted Maternity Leave	Elementary Teacher			Cozy Lake	9/23/08	11/24/08	Utilizing 41 sick days for the 08/09 school year
Carly Smith 11-120-100-101-29	Adjusted Start Date	Long-Term Elementary Teacher	BA Step 1	\$226.50/day	Cozy Lake	9/23/08	11/24/08	Replacing CC
(*) Requires mentoring								
C. Non-Instructional								
Theresa Townsend 11-000-270-160	Appoint	Transportation Coordinator		\$60,000	District	9/23/08	6/30/09	Replacing J. Williams
Kelly Tarsitano 11-209-100-106	Increase Hours	Special Ed. Aide	Step 3	\$18.76/hr	Middle School	9/23/08	6/30/09	7 hrs/day w/Benefits
Mary Ann Cantwell 11-212-100-106	Increase Hours	Special Ed. Aide	Step 3	\$18.76/hr	Stanlick	9/1/08	6/30/09	Increase to full-time 7 hrs/day w/Benefits MD Class

Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Eff.	Date Termin.	Discussion
Jennifer Plevin 11-212-100-106	Rescind	Special Ed. Aide			High School	9/1/08	6/30/09	Accepted full-time position
Jennifer Plevin 11-213-100-106	Appoint	Special Ed. Aide	Step 3	\$18.76/hr	Middle School	9/1/08	6/30/09	Replacing M. Hokenberg 6.5 hrs/day w/ Benefits SCP/LA Program
Milagros Castro	Resignation	Special Ed. Aide			High School	8/28/08	8/28/08	
Regina Hosler 11-213-100-106	Salary//Position Correction	Special Education Aide	Step 1	\$18.16/hr	Milton	9/1/08	6/30/09	Replacement 3 hrs/day w/o Benefits Resource Aide
Linda Silbernagel 11-215-100-106	Appoint	Special Ed. Aide	Step 1	\$18.16/hr	Milton	9/22/08	6/30/09	New Position PSD 3 hrs/day w/o Benefits Not Budgeted
Donna Struck 11-215-100-106	Appoint	Special Ed. Aide	Step 1	\$18.16/hr	Milton	9/22/08	6/30/09	New Position PSD 3 hrs/day w/o Benefits Not Budgeted
Christine Bosland 11-204-100-106	Appoint	Special Ed. Aide	Step 1	\$18.16/hr	Cozy Lake	9/29/08	6/30/09	New Position 3.5 hrs/day w/o Benefits LLD Class Not Budgeted Pending Fingerprinting
Debra Kalish 11-213-100-106	Additional Hours	Special Ed. Aide	Step 1	\$18.16/hr	White Rock	9/22/08	6/30/09	1 additional hr/week
Frances Ferucci 11-213-100-106	Additional Hours	Special Ed. Aide	Step 3	\$18.76/hr	White Rock	9/22/08	6/30/09	4.5 additional hrs/week
Susan Ryder 11-213-100-106	Additional Hours	Special Ed. Aide	Step 3	\$18.76/hr	Cozy Lake	9/22/08	6/30/09	2.5 additional hrs/week
SM	Medical Leave	Bus Driver			District	9/15/08	9/26/08	Utilizing 9.5 sick days
Audrey Kazimir	Unpaid Leave	Special Ed. Aide			White Rock	10/15/08	10/24/08	Total of 8 unpaid days
D. Substitutes/Other								
Regina Hosler	Appoint	Sub Aide		\$10/hr	District	9/1/08	6/30/09	
Patricia Galfo	Appoint	Sub Aide		\$10/hr	District	9/1/08	6/30/09	
Monica Soules	Appoint	Sub Aide		\$10/hr	District	9/1/08	6/30/09	
Lisa Dorph	Appoint	Sub Aide		\$10/hr	District	9/23/08	6/30/09	
Irene Wojcik	Appoint	Sub Aide		\$10/hr	District	9/23/08	6/30/09	
Lisa Dorph	Appoint	Sub Secretary		\$11.50/hr	District	9/23/08	6/30/09	
Ryan McCarney	Appoint	Sub Teacher		\$80/diem	District	9/1/08	6/30/09	
Christopher Burdette	Appoint	Sub Teacher		\$80/diem	District	9/1/08	6/30/09	
Alyce Maynard	Appoint	Sub Teacher		\$80/diem	District	9/23/08	6/30/09	
Scott Davis	Appoint	Sub Teacher		\$80/diem	District	9/23/08	6/30/09	
Wayne Guarino	Appoint	Sub Teacher		\$80/diem	District	9/23/08	6/30/09	
Dorothy Von Brook	Appoint	Sub Teacher		\$80/diem	District	9/23/08	6/30/09	
Deidre Collins	Appoint	Sub Teacher		\$80/diem	District	9/23/08	6/30/09	
Katelyn Gardepe	Appoint	Homebound Teacher		\$40.00/hr	District	9/1/08	6/30/09	
Sarah Corring	Appoint	Homebound Teacher		\$40.00/hr	District	9/1/08	6/30/09	
Lois Fitzgerald	Appoint	Homebound Teacher		\$40.00/hr	District	9/1/08	6/30/09	
Vicky Belden	Appoint	Homebound Teacher		\$40.00/hr	District	9/1/08	6/30/09	
Jane Schnur	Appoint	Homebound Teacher		\$40.00/hr	District	9/1/08	6/30/09	
Lauren Major	Appoint	Homebound Teacher		\$40.00/hr	District	9/1/08	6/30/09	
Serina Signorello	Appoint	Homebound Teacher		\$40.00/hr	District	9/1/08	6/30/09	
Theresa Roman	Appoint	Homebound Teacher		\$40.00/hr	District	9/1/08	6/30/09	
Carol Gargone	Appoint	Homebound Teacher		\$40.00/hr	District	9/1/08	6/30/09	
Sandra Fisher	Appoint	Homebound Teacher		\$40.00/hr	District	9/1/08	6/30/09	
Steven Giessuebel	Appoint	Homebound Teacher		\$40.00/hr	District	9/1/08	6/30/09	
Israel Morales	Appoint	Sub Custodian		\$12.50/hr	District	9/1/08	6/30/09	
Richard Shay	Appoint	Sub Custodian		\$12.50/hr	District	9/1/08	6/30/09	
E. Extra Duty Pay								
Serina Alfano	Rescind	Drama (Per Production)	Level 3	\$2,033	Middle School	9/1/08	6/30/09	
Cheryl Miskimmon	Appoint	Drama (Per Production)	Level 3	\$2,033	Middle School	9/1/08	6/30/09	
Kirsten Smith	Rescind	Academic Decathlon Advisor	Level 3	\$2,250	High School	8/25/08	8/25/08	
Kirsten Smith	Rescind	Class of 2011 Co-Advisor	Level 2	\$598	High School	8/25/08	8/25/08	
Deborah Cohen	Appoint	Academic Decathlon Advisor	Level 3	\$2,250	High School	9/1/08	6/30/09	
Anne Quintavella	Appoint	Class of 2011 Co-Advisor	Level 2	\$598	High School	9/1/08	6/30/09	
Mark Schwarz	Appoint	Yearbook Financial Advisor	Level 3	\$2,153	High School	9/1/08	6/30/09	
Phyllis Smith	Salary Correction	Science League/Biology	Level 1	\$990	High School	9/1/08	6/30/09	
Katherine Kula	Salary Correction	Science League/Chemistry	Level 1	\$990	High School	9/1/08	6/30/09	
Roseann Krygier	Salary Correction	Science League/Earth Science	Level 1	\$990	High School	9/1/08	6/30/09	
Joseph Guziewicz	Salary Correction	Science League/Physics	Level 1	\$990	High School	9/1/08	6/30/09	

Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Eff.	Date Termin.	Discussion
Virginia Osborne	Appoint	Co-Public Relations	Level 1	\$400.50	Middle School	9/1/08	6/30/09	
Karen Riccobono	Appoint	Co-Public Relations	Level 1	\$400.50	Middle School	9/1/08	6/30/09	
Denise Morando	Appoint	Public Relations	Level 1	\$801	Stanlick	9/1/08	6/30/09	
Carol-Lynn Monzo	Appoint	Public Relations	Level 1	\$801	White Rock	9/1/08	6/30/09	
Claire Olsen	Appoint	Public Relations	Level 1	\$801	Cozy Lake	9/1/08	6/30/09	
Judith Jahn	Appoint	Public Relations	Level 1	\$801	Milton	9/1/08	6/30/09	

F. Fall Coaches

Name	Nature of Action	Position	Salary	Loc.	Date Eff.	Date Termin.	Discussion
Ashley Geibb	Appoint	Volunteer Field Hockey Paraprofessional Aide	Volunteer	High School	9/1/08	6/30/09	Pending completion of fingerprinting
Amanda Gates	Appoint	Volunteer Girl's Soccer Paraprofessional Aide	Volunteer	High School	9/1/08	6/30/09	
Michael Mattessich	Appoint	Volunteer Football Paraprofessional Aide	Volunteer	High School	9/1/08	6/30/09	
Jane Kirshenbaum	Appoint	Assistant Girl's Volleyball Coach	Volunteer	High School	9/1/08	6/30/09	

G. Workshop Presentation

11-000-223-101

Name	Nature of Action	Position	Salary	Date Effective	# of Hours
Linda Hack	Appoint	Writing Strategies Presenter	\$75/hr	8/27/08	1 hour
Karen Olsen	Appoint	Writing Strategies/Literacy Center Presenter	\$75/hr	8/27/08	2 hours

I. Curriculum Writing

11-000-221-104-20

Name	Nature of Action	Position	Salary	Loc.	Date Effective	Date Termin.	Maximum Hours
Vicki Nadler	Appoint	Supervision of Curriculum	\$40/hr	JTHS	7/28/08	8/13/08	Not to exceed 75 hours
Joseph Guziewicz	Hours Correction	Physics, Honors	\$30/hr	JTHS	7/1/08	6/30/09	Not to exceed 25 hours

K.2 Motion to approve the following contracted services:

Name	Nature of Action	Position	Salary	Loc.	Date Effective	Date Termin.	Discussion
Anne-Marie Ambjor	Additional Hours	Physical Therapist	\$75/hr	District	9/23/08	6/30/09	Not to exceed 19 additional hours
Kristen Argondizzo	Additional Hours	Physical Therapist	\$85/hr	District	9/1/08	6/30/09	Not to exceed 14 additional hours

K.3 Motion to approve the following Extra Duty Pay (EDP) job descriptions in accordance with negotiated agreement between the Jefferson Township Board of Education and the Jefferson Township Education Association:

EDP's – Middle School	Level	Salary	Budgeted
Detention Monitor	4	\$3,349	No

K.4 Motion to approve Administrator Summer Course Reimbursements as indicated below:

Name	College/University	Course Title	Approval #	# of Credits	Amount
Timothy Plotts	Seton Hall University	Curriculum Design & Engineering	1-A	3	\$2,000.00
Marius Petric	Montclair State University	Critical Thinking and Cognitive Development	1-S	3	\$1,402.35
Vicki Nadler	William Paterson University	Independent Reading	2-S	3	\$844.50

K.5 Motion to approve Spring Course Reimbursements as indicated below:

Name	College/University	Course Title	Approval #	# of Credits	Amount
Dorothy Sabarese	Walden University	Supporting the Struggling Reader	172	3	\$208.77
Christine Cinnamon	Marygrove College	Strategies for Literacy Instructional	207	3	\$208.77
Christine Cinnamon	Marygrove College	Strategies for Literacy Instructional Phonics	208	3	\$208.77
Christine Cinnamon	Marygrove College	Designing Curriculum & Instruction	209	3	\$208.77
Alex Montanez	Marygrove College	Assertive Discipline & Beyond	226	3	\$208.77
Laura Ajaj	Marygrove College	Assertive Discipline & Beyond	227	3	\$208.77
Mimely Little	Walden University	Instructional Models & Strategies	231	3	\$208.77
Serina Alfano	Walden University	Geometry & Measurement gr 6-8	233	3	\$208.77

K.6 Motion to approve Middle School Stokes Trip Chaperones as indicated below:

Stokes Trip 11-401-100-101-00

Name	Nature of Action	Position	Salary/Night	Loc.	Date Effective	Date Termin.	Discussion
Jennifer Escolano	Appoint	Stokes Chaperone	\$125.00	JTMS	10/06/08	10/08/08	2 nights
Travis Gage	Appoint	Stokes Chaperone	\$125.00	JTMS	10/06/08	10/08/08	2 nights
Theresa Koontz	Appoint	Stokes Chaperone	\$125.00	JTMS	10/06/08	10/08/08	2 nights
Lauren Major	Appoint	Stokes Chaperone	\$125.00	JTMS	10/06/08	10/08/08	2 nights
Brian McHale	Appoint	Stokes Chaperone	\$125.00	JTMS	10/06/08	10/08/08	2 nights
Louis Migliacci	Appoint	Stokes Chaperone	\$125.00	JTMS	10/06/08	10/08/08	2 nights
William Koch	Appoint	Stokes Chaperone	\$125.00	JTMS	10/06/08	10/08/08	2 nights
William Koch	Appoint	Stokes Chaperone	\$125.00	JTMS	10/27/08	10/29/08	2 nights
Jessica Hoertel	Appoint	Stokes Chaperone	\$125.00	JTMS	10/06/08	10/08/08	2 nights
Jessica Hoertel	Appoint	Stokes Chaperone	\$125.00	JTMS	10/27/08	10/29/08	2 nights
Deborah Helfand	Appoint	Stokes Chaperone	\$125.00	JTMS	10/06/08	10/08/08	2 nights
Gail Elsey	Appoint	Stokes Chaperone	\$125.00	JTMS	10/06/08	10/08/08	2 nights
Nancy Harris	Appoint	Stokes Chaperone	\$125.00	JTMS	10/06/08	10/08/08	2 nights
Nancy Harris	Appoint	Stokes Chaperone	\$125.00	JTMS	10/27/08	10/29/08	2 nights
Nancy Harris	Appoint	Stokes Chaperone	\$125.00	JTMS	10/29/08	10/31/08	2 nights
Sharon Ciliento	Appoint	Stokes Chaperone	\$125.00	JTMS	10/06/08	10/08/08	2 nights
Sharon Ciliento	Appoint	Stokes Chaperone	\$125.00	JTMS	10/29/08	10/31/08	2 nights
Joan Lucas	Appoint	Stokes Chaperone	\$125.00	JTMS	10/06/08	10/08/08	2 nights
Joan Lucas	Appoint	Stokes Chaperone	\$125.00	JTMS	10/27/08	10/29/08	2 nights
Kimberly Simon	Appoint	Stokes Chaperone	\$125.00	JTMS	10/06/08	10/08/08	2 nights
Kevin Moore	Appoint	Stokes Chaperone	\$125.00	JTMS	10/27/08	10/29/08	2 nights
Kevin Moore	Appoint	Stokes Chaperone	\$125.00	JTMS	10/29/08	10/31/08	2 nights
Serina Signorello	Appoint	Stokes Chaperone	\$125.00	JTMS	10/27/08	10/29/08	2 nights
Kenneth Westberg	Appoint	Stokes Chaperone	\$125.00	JTMS	10/27/08	10/29/08	2 nights
Kenneth Westberg	Appoint	Stokes Chaperone	\$125.00	JTMS	10/29/08	10/31/08	2 nights
Vicky Belden	Appoint	Stokes Chaperone	\$125.00	JTMS	10/27/08	10/29/08	2 nights
Vicky Belden	Appoint	Stokes Chaperone	\$125.00	JTMS	10/29/08	10/31/08	2 nights
Jean Anderson	Appoint	Stokes Chaperone	\$125.00	JTMS	10/29/08	10/31/08	2 nights
Cherilyn Brooks	Appoint	Stokes Chaperone	\$125.00	JTMS	10/27/08	10/29/08	2 nights
Cherilyn Brooks	Appoint	Stokes Chaperone	\$125.00	JTMS	10/29/08	10/31/08	2 nights
Gail Elsey	Appoint	Stokes Chaperone	\$125.00	JTMS	10/27/08	10/29/08	2 nights
Gail Elsey	Appoint	Stokes Chaperone	\$125.00	JTMS	10/29/08	10/31/08	2 nights
Sara Vybihal	Appoint	Stokes Chaperone	\$125.00	JTMS	10/27/08	10/29/08	2 nights
Sharon Clayton	Appoint	Stokes Chaperone	\$125.00	JTMS	10/27/08	10/29/08	2 nights
Teri Haight	Appoint	Stokes Chaperone	\$125.00	JTMS	10/27/08	10/29/08	2 nights
Kathy D' Ambrosio	Appoint	Stokes Chaperone	\$125.00	JTMS	10/29/08	10/31/08	2 nights
Wendy Towers	Appoint	Stokes Chaperone	\$125.00	JTMS	10/29/08	10/31/08	2 nights
Krista Going	Appoint	Stokes Chaperone	\$125.00	JTMS	10/29/08	10/31/08	2 nights
Marlene Lubin	Appoint	Stokes Chaperone	\$125.00	JTMS	10/29/08	10/31/08	2 nights
Pamela Graham	Appoint	Stokes Chaperone	\$125.00	JTMS	10/27/08	10/29/08	2 nights
Monica Heller	Appoint	Stokes Chaperone	\$125.00	JTMS	10/29/08	10/31/08	2 nights
Claude Larson	Appoint	Stokes Chaperone	\$125.00	JTMS	10/29/08	10/31/08	2 nights

L. EDUCATION, SPECIAL EDUCATION AND TECHNOLOGY COMMITTEE

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions L.1 through L.9, as described below:

L.1 Motion to approve a request to waive compliance with respect to the district's participation in the **Special Education Medicaid Initiative (SEMI)** Program for the 2008-2009 based on the projection of fewer than 30 Medicaid eligible classified students and authorize the Superintendent to submit to the Executive County Superintendent of Schools in the County of Morris an appropriate waiver request of the requirements of NJAC 6A-23A5.3 for the 2008-2009 school year.

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

Student	School	Tuition	Effective Date
M/14-4	Middlesex Regional Educational Services Commission	\$2,480	9/3/08 – 10/29/08
M/13-8	Windsor	\$42,421.20	9/16/08 – 6/30/09

L.3 Motion to rescind student placement and professional services, as indicated below:

Student	School	Tuition	Effective Date
M/17-1	The Children's Home – Mary A. Dobbins School		8/15/08

L.4 Motion to approve the Jefferson Township Public Schools Athletics Operations Manual.

L.5 Motion for approval of Improvement Plan for submission to the Office of Special Education Programs to address the following:

2007-08 Special Education Self-Assessment/Monitoring Process

L.6 Motion to approve Structured Learning Curriculum

Transitional Education 1
Transitional Education 2

L.7 Motion to approve the following overnight fieldtrips:

- Peer Leadership Training, September 21-23, 2008, Sacred Heart Center, Newton, NJ
- 7th Grade Team, October 6-8, 27-29 and 29-31, 2008, New Jersey School of Conservation, Branchville, NJ

L.8 Motion to approve a one-year contract with **Professional Education Services, Inc. (P.E.S.I)** to provide Home Instruction Services for the 2008-2009 school year at the District's current homebound hourly rate.

L.9 Motion to accept a \$1,000 grant from the Willow Tree Center to establish a **REBEL** Chapter at the Jefferson Township High School for the period of September 2, 2008 through June 12, 2009. *(Copy available)*

L.10 Enrollment as of 9/8/08:

	June 08	Sept 08
R. F. Drummond	121	128
Milton	203	178
Cozy Lake	283	281
Arthur Stanlick	363	382
E.T. Briggs	261	259
White Rock	415	441
Total Elementary	1,646	1,669
JTMS	866	821
JTHS	1,113	1,115
GRAND TOTAL	3,625	3,605
Tuition students received	3	2
Out-of-district placement	45	43
Students -Home Instruction	11	3

M. POLICY COMMITTEE

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motion M.1 through M.2, as described below:

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

File Code	Document	Title	Description of Action
0134b	Bylaw	Board Self Evaluation	New Bylaw
0169b	Bylaw	Board Member Use of Electronic Mail/Internet	New Bylaw
0173b	Bylaw	Duties of Public School Accountant	Replaces 0173b Duties of Public School Accountant
0174b	Bylaw	Legal Services	New Bylaw
0177b	Bylaw	Professional Services	New Bylaw
1570p	Policy	Internal Controls	New Policy
1570r	Regulation	Internal Controls	New Regulation
6111p	Policy	Special Education Medicaid Initiative Program	New Policy
6111r	Regulation	Special Education Medicaid Initiative Program	New Regulation
6320p	Policy	Purchases Subject to Bid	Replaces Policy 6320p Purchases Subject to Bid
6360p	Policy	Political Contributions	New Policy
6362p	Policy	Contributions to Board Members and Contract Awards	New Policy
6423p	Policy	Expenditure for Non-Employee Activities, Meals, and Refreshments	New Policy
6470rp	Policy	Payment of Claims	Replaces Policy 6470p Payment of Claims
6470rr	Regulation	Payment of Claims	New Regulation
6510p	Policy	Payroll Authorization	Replaces Policy 6510 Payroll Authorization
6831p	Policy	Withholding or Recovering State Aid	New Policy

M.2 Motion to approve the **Second Reading of the following** *(copy available for review)*

File Code	Document	Title	Description of Action
0142.1b	Bylaw	Nepotism	Replaces 0142.1b Nepotism
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
5111p	Policy	Eligibility of Resident/Non-resident Pupils	Replaces 5111p Eligibility of Resident/Non-resident Pupils
5512.01p	Policy	Harassment, Intimidation, and Bullying	Replaces 5512.01p Harassment, Intimidation, and Bullying
9320r	Regulation	Cooperation with Law Enforcement Agencies	Replaces 9322p Drug Free School Zones

N. COMMUNICATIONS**O. OLD BUSINESS****P. NEW BUSINESS****Q. STUDENT REPRESENTATIVES****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 22nd day of September, 2008 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/pers on (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)
Bamond, Donna Lee	10/7-10/8	Somerset	Art Educators of NJ Fall Conference	own	\$ 110.00	120	\$ -	0	\$ -	0	\$ 110.00
Bayley, Charlotte	11/5/08	Atlantic City	NJEA Convention Committee	own	\$ -	0	\$ -	0	\$ -	0	\$ -
Bayley, Charlotte	10/21/2008	Randolph	Morris County PD Training Committee Member	own	\$ -	0	\$ -	0	\$ -	0	\$ -
Castiglione, Judy	10/2/2008	Succasunna	NJSBA Mandated Training - Governance II: Finance	own	\$ 37.00		\$ -	0	\$ -	0	\$ 37.00
Cerny, Louis	7/30/08	N/A	NJSBA Mandated Training - Webinar	N/A	\$ 32.00	0	\$ -	0	\$ -	0	\$ 32.00
Chamberlain, Horace	10/2/08	Succasunna	NJSBA Mandated Training - Governance II: Finance	own	\$ 37.00		\$ -	0	\$ -	0	\$ 37.00
Cinotti, John	10/10/2008	Swainton	NJSCA Golf Coaches Clinic	own	\$ 160.00	300	\$ -	0	\$ -	0	\$ 160.00
Cohen, Deborah	11/13-11/15	East Brunswick	One Communal Goal: Student Learning	own	\$ 132.00	150	\$ -	0	\$ -	0	\$ 132.00
Courtney, Jan	11/12-11/15	Charlotte, NC	2008 American ORFF Schulwerk Assoc. National Conv.	own	\$ 250.00	0	\$ -	0	\$ -	0	\$ 250.00
Currie, Greg	10/1/08	Wayne	Redesigning NJ's Secondary Schools	own	\$ -	50	\$ -	0	\$ -	0	\$ -
Daggett, Eileen	10/7/2008	Wayne	Assessment Literacy Workshop	own	\$ -	0	\$ -	0	\$ -	0	\$ -
Daggett, Eileen	10/1/2008	Passaic	Transforming High Schools: Redesigning NJ Secondary Schools	own	\$ -	40	\$ -	0	\$ -	0	\$ -
Daken, Alice	9/26/2008	Stanhope	Dodge Poetry Festival Teachers Day	own	\$ -	40	\$ -	0	\$ -	0	\$ -
Davey, Patricia	10/3/2008	Morristown	Gender Differences in Adolescents Psychosocial Development	own	\$ -	0	\$ -	0	\$ -	0	\$ -
DeBrito, Randi	9/23/08	Montclair	Rainbows Facilitator Training	own	\$ 95.00	60	\$ -	0	\$ -	0	\$ 95.00
Dimiceli, Charles	10/1/08	Wayne	Redesigning NJ's Secondary Schools	own	\$ -	50	\$ -	0	\$ -	0	\$ -
DiRupo, Marianne	9/30/2008	North Brunswick	NJSCA 12th Annual Bowling Coaches Clinic	own	\$ 50.00	80	\$ -	0	\$ -	0	\$ 50.00
Feldmann, Robert	10/2/08	Succasunna	NJSBA Mandated Training - Governance II: Finance	own	\$ 37.00		\$ -	0	\$ -	0	\$ 37.00
Francavilla, Barbara	9/29/08	Morris Plains	Youth Empowerment Alliance-Phase II Lunch Meeting	own	\$ -	0	\$ -	0	\$ -	0	\$ -
Fuchs, Kathaleen	9/22/08	Trenton	NJASA Executive Committee Meeting	own	\$ -	144	\$ -	0	\$ -	0	\$ -
Fuchs, Kathaleen	9/26/08	Trenton	NJASA Curriculum & Instruction Committee Meeting	own	\$ -	144	\$ -	0	\$ -	0	\$ -
Fuchs, Kathaleen	10/10/08	Bridgewater	NJ Council of Education Meeting	own	\$ -	70	\$ -	0	\$ -	0	\$ -
Fuchs, Kathaleen	10/17/08	Trenton	NJASA Curriculum & Instruction Committee Meeting	own	\$ -	144	\$ -	0	\$ -	0	\$ -
Fuchs, Kathaleen	10/23/08	Mountain Lakes	Morris Area Curriculum Network	own	\$ 50.00	50	\$ -	0	\$ -	0	\$ 50.00

Gherardi, Richard	11/3-11/6	Springfield, IL	STI User Conference	\$ 480.00	\$ 400.00	150	\$ 123.20	3	\$ 171.50	1	\$ 1,421.10
Golas, Elizabeth	10/3/08	Mahwah	Social Skills Training & Positive Behavior Support	own	\$ -	76	\$ -	0	\$ -	0	\$ -
Greene, Marin	9/23/08	Montclair	Rainbows Facilitator Training	own	\$ 95.00	60	\$ -	0	\$ -	0	\$ 95.00
Hardcastle, Barbara	10/21/08	Randolph	NJDOE Academic & Professional Standards	own	\$ -	50	\$ -	0	\$ -	0	\$ -
Heckenberger, Lisa	10/17/08	Whippany	Strategies for Teaching Students w/Visual Impairments	own	\$ -	40	\$ -	0	\$ -	0	\$ -
Howe, Jeanne	10/22/08	Hackettstown	Assessment Literacy Workshop	own	\$ -	34	\$ -	0	\$ -	0	\$ -
King, Janet	10/21/08	Parsippany	Rubrics: An authentic Student Assessment Tool for Teachers and Administrators	own	\$ 218.00	10	\$ -	0	\$ -	0	\$ 218.00
Kircher, Lori	11/13/08	Somerset	CFLE's 2008 Annual Sex Ed Conference	own	\$ 110.00	42	\$ -	0	\$ -	0	\$ 110.00
Knutelsky, Robin	10/7/08	Wayne	Assessment Literacy Workshop	own	\$ -	70	\$ -	0	\$ -	0	\$ -
Knutelsky, Robin	10/1/08	Passaic	Transforming High Schools: Redesigning NJ Secondary Schools	own	\$ -	40	\$ -	0	\$ -	0	\$ -
Mole`-Hsieh, Jacqueline	9/22/08	Edison	New Bilingual/ESL/ELS Supervisors Training Session	own	\$ -	124	\$ -	0	\$ -	0	\$ -
Morando, Denise	10/7-10/8	Somerset	AENJ Annual Conference	own	\$ 140.00	120	\$ -	0	\$ -	0	\$ 140.00
Mundi, Karl	10/1/08	Wayne	Redesigning NJ's Secondary Schools	own	\$ -	18	\$ -	0	\$ -	0	\$ -
Nadler, Viccki	10/14/08	Somerset	NJ Science Convention	own	\$ 80.00	106	\$ -	0	\$ -	0	\$ 80.00
Nadler, Viccki	10/2/08	Monroe Twp.	Preparing for QSAC	own	\$ -	150	\$ -	0	\$ -	0	\$ -
Petric, Marius	9/22/2008	Livingston	Leaders in Mathematics Education Conference	own	\$ 30.00	61	\$ -	0	\$ -	0	\$ 130.00
Piscotto, Dominick	10/29/08	New Brunswick	Mock Trial Teachers Workshop	own	\$-	120	\$ -	0	\$ -	0	\$ -
Platz, B.	9/25/08	Morristown	General Consortium Meeting for NJ Gifted & Talented Programs	own	\$-	0	\$ -	0	\$ -	0	\$ -
Pratt, Margaret	10/24/08	Union	Design, Enrich, Create: An environment where every child grows	own	\$-	0	\$ -	0	\$ -	0	\$ -
Reichel, Rebecca	9/23/08	Montclair	Rainbows Facilitator Training	own	\$ 95.00	60	\$ -	0	\$ -	0	\$ 95.00
Roman, Theresa	10/17/08	Princeton	NJ Branch International Dyslexia Assoc. Fall Conf.	own	\$ 187.00	130	\$ -	0	\$ -	0	\$ 187.00
Rowens, Heather	10/17/08	Whippany	Strategies for Teaching Students w/Visual Impairments	own	\$ -	40	\$ -	0	\$ -	0	\$ -
Scott, Cynthia	11/12/08	Sussex County	NJSBA Mandated Training - Governance I - NJQSAC	own	\$ 37.00		\$ -		\$ -	0	\$ 37.00
Servedio, Fay	10/2/08	Succasunna	NJSBA Mandated Training - Adv. Training - Legal Update	own	\$ 37.00		\$ -	0	\$ -	0	\$ 37.00
Simler, Renee	10/8/08	Somerset	AENJ Annual Conference	own	\$ 120.00	98	\$ -	0	\$ -	0	\$ 120.00

