

**JEFFERSON TOWNSHIP BOARD OF EDUCATION**

**Regular Meeting Minutes**

**Monday, October 20, 2008 – 7:00 PM (Closed Session) 8:00 PM (Regular Session)**

**Jefferson Township High School Media Center**

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A. Mr. Cerny, called the meeting to order at 8:03 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>	_____
Mrs. Castiglione	<u>X</u>	_____
Mr. Cerny	<u>X</u>	_____
Mr. Chamberlain	<u>X</u>	_____
Mr. Feldmann	<u>X</u>	_____
Mrs. Mastricola	_____	<u>X</u>
Mrs. Scott	<u>X</u>	_____
Mrs. Servedio	_____	<u>X</u>
Mr. Vander Ploeg	<u>X</u>	_____
Gabrielle Haak, <i>Student Representative</i>	<u>X</u>	_____
Carol Ann Sudia, <i>Student Representative</i>	<u>X</u>	_____

D. **CLOSED SESSION**

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

BE IT RESOLVED, by the Jefferson Township Board of Education on this 20<sup>th</sup> day of October, 2008 at 7:09 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 contract negotiation.
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 7:32 PM.

*The Board took a short recess and reconvened at 8:03PM.*

E. **SUPERINTENDENT'S REPORT**

Dr. Fuchs reported on the *Good News and Progress in Our Schools*, including Back to School Night, and the article in NJ Monthly Magazine.

F. **PRESENTATIONS**

- Highlights of JT2015 Master Plan – Barbara Hardcastle, Chairperson, JT2015 Steering Committee
- Quality Assurance Annual Report (QAAR) – Joseph Kraemer, Asst. Superintendent
  - 2008-09 Nursing Services Plan
  - School Performance Objectives
  - Annual Violence & Vandalism Report

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

- A question was raised regarding the Pre-School Grant and how it offsets a teachers salary.

**H. STUDENT REPRESENTATIVES**

- **Student Representative Carol Ann Sudia** commented that the high school in general was very happy with the lunch program, school spirit is high and looks forward to the proposed environment curriculum.
- **Student Representative Gabrielle Haak** noted the morning announcements have improved and the Mr. Jefferson competition was well received and motivational.

**I. COMMITTEE REPORTS**

- **Building Needs and Finance Committee** – Mr. Feldmann highlighted the October 1<sup>st</sup> meeting.
- **Community Relations Committee** – Mr. Anzano noted the survey to solicit input for the Community Forums and falcon logo selection process.
- **Policy and Personnel Committee** – Mrs. Castiglione commented that the policy will align to NJQSAC requirements and they will be discussing job descriptions next month.
- **Education Committee** – Mrs. Scott commented on the Middle School Action Plan, the inclusion and at-risk programs, as well as the staffing implications of these programs and two new courses.
- **JTEA Ad Hoc Committee** – Mr. Chamberlain wished to promote civics curriculum.
- **JTEA Negotiations Committee** – Mr. Cerny noted that a November 1 target date is established by contract to exchange proposals.

**J. MINUTES OF MEETINGS**

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

**September 22, 2008 Regular Meeting Minutes**

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

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

**September 22, 2008 Executive Meeting Minutes (1)**

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

**K. FINANCE AND BUILDING NEEDS COMMITTEE**

Motion by Mr. Feldmann, seconded by Mrs. Castiglione, to accept the recommendation of the Superintendent to approve and adopt motions K.1 through K.14, as described below:

- K.1** Motion to approve the **purchase order** list dated September, 2008 in the amount of **\$395,663.76.**
- K.2** Motion to approve the **check journal** as of September, 2008 in the amount of **\$4,667,985.09.**
- K.3** Motion to approve the funds **transfers** in the 2008-2009 Fiscal Year, dated August 2008 in the amount of **\$14,959.46.**
- K.4** Motion to accept the **Treasurer and Secretary’s Report** dated August 2008 as being in balance.
- K.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 August 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).
- K.6** Motion to certify, in accordance with NJAC 6A:23-2.11(c) 4, that as of August, 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.
- K.7** Motion to approve **Food Service Check Journal** for September 2008 in the amount of **\$2,436.72.**
- K.8** Motion to approve the following resolution for Submission of **Comprehensive Maintenance Plan:**  
  

**WHEREAS**, the Department of Education required New Jersey School Districts to submit three year maintenance plans documenting "required" maintenance activities for each of its public school facilities, and

**WHEREAS**, the required maintenance activities as listed in the documents for the various school facilities of the Jefferson Township School District are consistent with these requirements, and

**WHEREAS**, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

**NOW THEREFORE BE IT RESOLVED**, that the Jefferson Township School District hereby authorizes the School Business Administrator to submit the Comprehensive Maintenance Plan for the Jefferson School District in compliance with Department of Education requirements.
- K.9** Motion to rescind the application and acceptance of the **FY09 No Child Left Behind (NCLB)** Funds, in the total amount of **\$147,719**, allocated as follows:

TITLE I – PART A	\$	71,475
TITLE II – PART A	\$	69,432
TITLE II – PART D	\$	594
TITLE IV	\$	6,218

**K.10** Motion to approve the application and accept the **FY09 No Child Left Behind (NCLB)** Funds, in the total amount of \$76,244, allocated as follows:

TITLE II – PART A	\$	69,432
TITLE II – PART D	\$	594
TITLE IV	\$	6,218

**K.11** Motion not to apply for the **FY09 No Child Left Behind (NCLB)** funds for Title I, Part A in the amount of \$71,475.

**K.12** Motion to designate the source of funding for the following individuals as funded from the **FY2009** respective Grants:

Name	Location	Position	Salary	Grant Share	FICA/TPAF	Benefits
Marin Greene	Briggs	Elementary Teacher	\$49,300	\$49,300	\$12,325	\$7,807
<b>Title IIA Total</b>			<b>\$69,432</b>			

**K.13** Motion to designate the source of funding for the following individuals as funded from the **FY2009 IDIEA Grant**:

Name	Location	Position	Salary	Grant Share	FICA/TPAF	Benefits
Patricia Szuskowski	Milton	Preschool	\$49,300	\$19,510	\$4,878	\$6,113

**IDIEA Part B - Preschool - \$30,992 (includes \$491 for supplies and materials not listed above)**

**K.14** 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: Mr. Feldmann	SECOND: Mrs. Castiglione			
Name	Ayes	Nays	Abstain	Absent
Mr. Anzano	X			
Mrs. Castiglione	X			
Mr. Cerny	X			
Mr. Chamberlain		X		
Mr. Feldmann	X			
Mrs. Masticola				X
Mrs. Scott	X			
Mrs. Servedio				X
Mr. Vander Ploeg	X			

**L. PERSONNEL COMMITTEE**

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

**L.1** Motion to appoint and submit to the County Superintendent applications for **emergent hiring** and the applicant’s attestation that he/she has not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18A:6-7.1 et. Seq., N.J.S.A. 18A:39-17 et. seq., or N.J.S.A. 18A:6-4.13 et. seq. for those employees listed below: (All appointments are contingent upon receipt of proper teaching certification and all salary placements are pending receipt of college transcripts verifying degree status and letter stating years of service in other districts, \* denotes mentoring required)

PERSONNEL								
Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
<b>A. Administrative</b>								
Kathleen Mansbery	Retirement	Instructional Curriculum Coordinator			District	12/31/08	1/1/09	Retiring after 34 years of service
<b>B: Instructional</b>								
Jamie Emmons	Retirement	Elementary Teacher			Briggs	11/1/08	11/2/08	Retiring after 21 years of service.
Janice Inguagiato	Retirement	Elementary Teacher			White Rock	6/30/09	7/1/09	Retiring after 39 years of service
Deidre Collins 11-120-100-101-29	Appoint	Long-Term Elementary Teacher	BA Step 1	\$226.50/day	Cozy Lake	12/1/08	6/30/09	Replacing DW
TK	Medical Leave	Social Studies Teacher			Middle School	10/28/08	11/5/08	Utilizing 7 sick days
(*) Requires mentoring								
<b>C. Non-Instructional</b>								
Mary Anzano 11-000-262-100	Additional Hours	General Aide	Step 3	\$18.45/hr	White Rock	9/1/08	6/30/09	Not to exceed 4.75 hrs/week
Stephanie McCormack	Terminate	Special Ed. Aide			Briggs	10/14/08	11/13/08	Student left district One-to-one aide
Donna Bandura	Terminate	Special Ed. Aide			Briggs	10/14/08	11/13/08	Student left district One-to-one aide
CB	Medical Leave	Custodian			High School	10/6/08	10/24/08	Utilizing 15 sick days
AC	Medical Leave	Custodian			Middle School	9/19/08	10/7/08	Utilizing 13 sick days
<b>D. Substitutes/Other</b>								
Deborah Georgens	Appoint	Sub Nurse		\$150/diem	District	10/21/08	6/30/09	
Robert Marckowick	Appoint	Sub Teacher		\$80/diem	District	10/21/08	6/30/09	
Raymond Lomax	Appoint	Sub Teacher		\$80/diem	District	10/21/08	6/30/09	
Catherine Warncke	Appoint	Sub Teacher		\$80/diem	District	10/21/08	6/30/09	
Kelli Bond	Appoint	Sub Teacher		\$80/diem	District	10/21/08	6/30/09	
Diane Paulson	Appoint	Sub Teacher		\$80/diem	District	10/21/08	6/30/09	
Toni-Marie Dispenziere	Appoint	Sub Teacher		\$80/diem	District	10/21/08	6/30/09	
Carol Drake	Appoint	Sub Teacher		\$80/diem	District	10/21/08	6/30/09	Upon verification of fingerprinting
Melissa Marino	Appoint	Sub Teacher		\$80/diem	District	10/21/08	6/30/09	
Bobbi Tomalo	Appoint	Sub Teacher		\$80/diem	District	10/21/08	6/30/09	
Jennifer Murphy	Appoint	Sub Teacher		\$80/diem	District	10/21/08	6/30/09	
Craig Moore	Re-Appoint	Sub Teacher		\$80/diem	District	10/21/08	6/30/09	
Deborah Dalton	Appoint	Homebound Teacher		\$40.00/hr	District	10/21/08	6/30/09	
Barbara Donnelly	Appoint	Homebound Teacher		\$40.00/hr	District	10/21/08	6/30/09	
Roy Weber	Appoint	Homebound Teacher		\$40.00/hr	District	10/21/08	6/30/09	
Frances Capraun	Appoint	Sub Aide		\$10/hr	District	10/17/08	6/30/09	
Jill Brown	Appoint	Sub Aide		\$10/hr	District	10/21/08	6/30/09	Upon verification of fingerprinting
Audrey Dworak	Appoint	Sub Aide		\$10/hr	District	10/21/08	6/30/09	
Deborah Dalton	Appoint	Sub Aide		\$10/hr	District	10/8/08	6/30/09	

Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
<b>E. Extra Duty Pay</b>								
Karen Riccobono	Rescind	Co-Public Relations	Level 1	\$400.50	JTMS	9/1/08	6/30/09	
Renee Moran	Appoint	Co-Public Relations	Level 1	\$400.50	JTMS	9/1/08	6/30/09	
Lori Kuzma	Appoint	Public Relations	Level 1	\$801	Drummond	9/1/08	6/30/09	
Marin Greene	Appoint	Co-Public Relations	Level 1	\$400.50	Briggs	9/1/08	6/30/09	
Susan Carlsen	Appoint	Co-Public Relations	Level 1	\$400.50	Briggs	9/1/08	6/30/09	
Renee Moran	Appoint	Public Relations	Level 1	\$801	High School	9/1/08	6/30/09	
Donald Rutsch	Appoint	Volunteer Debate Coach			High School	9/1/08	6/30/09	

<b>F. Coaches</b>								
Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
JoAnn Leccacorvi	Salary Correction	Assistant Field Hockey Coach	Step 3	\$4595.30	JTHS	9/1/08	6/30/09	3 years service
Terri McCarney	Appoint	Head Cheerleading	Step 3	\$4,688.69	JTHS	9/1/08	6/30/09	22 years of service
Melissa Hagggett	Appoint	Assistant Cheerleading	Paraprofessional Coaching Aide		JTHS	9/1/08	6/30/09	
Peter DiGennaro	Appoint	Head Basketball Boys	Step 3	\$7,265.79	JTHS	9/1/08	6/30/09	14 years of service
Frank Dwornikoski (*)	Appoint	Assistant Basketball Boys	Step 3	\$5,553.29	JTHS	9/1/08	6/30/09	29 years of service
Ryan McCarney (*)	Appoint	Assistant Basketball Boys	Step 2	\$3,296.17	JTHS	9/1/08	6/30/09	2 years of service
Christopher Burdette (*)	Appoint	Assistant Basketball Boys	Step 2	\$3,296.17	JTHS	9/1/08	6/30/09	2 years of service
James O'Connor	Appoint	Head Basketball Girls	Step 3	\$8,865.79	JTHS	9/1/08	6/30/09	26 years of service
Gregg Eck	Appoint	Assistant Basketball Girls	Step 3	\$6,353.29	JTHS	9/1/08	6/30/09	25 years of service
Nancy Harris	Appoint	Assistant Basketball Girls	Step 3	\$5,703.29	JTHS	9/1/08	6/30/09	12 years of service
Marianne DiRupo	Appoint	Head Bowling	Step 3	\$4,595.30	JTHS	9/1/08	6/30/09	3 years of service
Matthew Moscatello	Appoint	Head Wrestling	Step 3	\$7471.36	JTHS	9/1/08	6/30/09	5 years of service
Darren Bruseo	Appoint	Assistant Wrestling	Step 3	\$4,947.08	JTHS	9/1/08	6/30/09	1 year of service
Curt Pakutka (*)	Appoint	Assistant Wrestling	Paraprofessional Coaching Aide		JTHS	9/1/08	6/30/09	
Philip Togno (*)	Appoint	Head Ice Hockey	Step 3	\$7,421.36	JTHS	9/1/08	6/30/09	3 years of service
Dale Schmidt (*)	Appoint	Assistant Ice Hockey	Step 3	\$4,947.08	JTHS	9/1/08	6/30/09	2 years of service
John Notte	Appoint	Head Indoor Track	Step 3	\$8,113.37	JTHS	9/1/08	6/30/09	32 years of service
Kathleen Cutrona	Appoint	Assistant Indoor Track	Step 3	\$4,845.30	JTHS	9/1/08	6/30/09	9 years of service
Susan Tordoff	Appoint	Head Ski	Step 3	\$4,895.30	JTHS	9/1/08	6/30/09	10 years of service
Karen Gaba (*)	Appoint	Head Swimming	Step 3	\$6,713.37	JTHS	9/1/08	6/30/09	2 years of service
Anne Quintavella	Appoint	Assistant Swimming	Step 1	\$3,538.47	JTHS	9/1/08	6/30/09	1 year of service
Matthew Kester	Appoint	Athletic Trainer	Step 3	\$1,707.00	JTHS	9/1/08	6/30/09	
Joseph Mattessich	Appoint	Winter Weight Room		\$1,798.82	JTHS	9/1/08	6/30/09	

(\*) Represents out of district coach

<b>G. Workshop Presentation</b>						
11-000-223-101						
Name	Nature of Action	Position	Salary	Date Effective	# of Hours	
Lori Castiglione	Appoint	Kidspiration – Use It, But What Do I Do With It	\$55/hr	10/13/08	4 hours	
Patricia Carroll	Appoint	Kidspiration – Never Used It!	\$55/hr	10/13/08	4 hours	
Kelly Carney	Appoint	Kidspiration – Never Used It!	\$55/hr	10/13/08	4 hours	
Susan Mathiasen	Appoint	Type to Learn, Jr.	\$55/hr	10/13/08	1.5 hours	
Dolores Bennett	Appoint	Type to Learn, Jr.	\$55/hr	10/13/08	1.5 hours	
Jessica Hoertel	Appoint	Multimedia Madness – A Short Hop	\$55/hr	10/13/08	5 hours	
Brian McHale	Appoint	Multimedia Madness – Dive Right In!	\$55/hr	10/13/08	5 hours	
Louis Migliacci	Appoint	Inspiration - What a Tool!	\$55/hr	10/13/08	5 hours	
Gail DeGraw	Appoint	Inspiration - What a Tool!	\$55/hr	10/13/08	5 hours	
Gail DeGraw	Appoint	How Excel-lent	\$55/hr	10/13/08	1.5 hours	
Sharon Ciliento	Appoint	Inspiration - What a Tool!	\$55/hr	10/13/08	5 hours	
Patricia Vandigriff	Appoint	Turn-It-In	\$55/hr	10/13/08	2.5 hours	
Alice Daken-Stefanski	Appoint	Turn-It-In	\$55/hr	10/13/08	2.5 hours	
Michael Wagner	Appoint	How Excel-lent	\$55/hr	10/13/08	1.5 hours	
Karen Correia	Appoint	Photoshop	\$55/hr	10/13/08	3 hours	
James Wynne	Appoint	Finale	\$55/hr	10/13/08	4 hours	

<b>H. Student Teachers</b>						
Name	College	Grade	Location	Date Effective	Date Terminated	Discussion
Nicole Duda	Ramapo College of New Jersey	Grade 1	Cozy Lake	1/26/09	5/8/09	
Daniel Trappe	William Paterson University	PE/Health	JTHS	1/21/09	5/7/09	

**L.2 Motion to approve Middle School Stokes Trip Administrator Chaperones as indicated below:**

<b>Stokes Trip 11-401-100-101-00</b>							
<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Salary/Night</b>	<b>Loc.</b>	<b>Date Effective</b>	<b>Date Termin.</b>	<b>Discussion</b>
Margaret Widgren	Appoint	Stokes Chaperone	\$300	JTMS	10/6/08	10/6/08	1Night
Kevin Lipton	Appoint	Stokes Chaperone	\$300	JTMS	10/7/08	10/7/08	1Night
Jeanne Howe	Appoint	Stokes Chaperone	\$300	JTMS	10/27/08	10/27/08	1Night
Margaret Widgren	Appoint	Stokes Chaperone	\$300	JTMS	10/28/08	10/28/08	1Night
Kevin Lipton	Appoint	Stokes Chaperone	\$300	JTMS	10/29/08	10/29/08	1Night
Jeanne Howe	Appoint	Stokes Chaperone	\$300	JTMS	10/30/08	10/30/08	1Night

**L.3 Motion to approve Summer Course Reimbursements as indicated below:**

<b>Name</b>	<b>College/University</b>	<b>Course Title</b>	<b>Approval #</b>	<b># of Credits</b>	<b>Amount</b>
Catherine Hugo	Montclair State University	Advanced Educational Psychology	1	3	\$249.00
Ernest Fisher	Marygrove College	Getting Parents on Your Side	2	3	\$249.00
Peter Glusiec	Marygrove College	Getting Parents on Your Side	3	3	\$249.00
Laura Ajaj	Marygrove College	Getting Parents on Your Side	5	3	\$249.00
Claude Larson	Adams State College	Physical Science in Motion	9	3	\$249.00
Matthew Kester	University of Texas	Sports Nutrition	10	3	\$249.00
Tanya Senney	Marygrove College	Effective Classroom Mgmt.	14	3	\$249.00
Patricia Klebez	Walden University	Internship I	18	3	\$249.00
Jason Klebez	Walden University	Internship I	19	3	\$249.00
Brian Spatola	New Jersey City University	School Finance	20	3	\$249.00
Karen Correia	Marygrove College	Integrating the Internet into K-12 Curr.	21	3	\$249.00
Laura Ajaj	Marygrove College	Collaborative Action Research	22	3	\$249.00
Ernest Fisher	Marygrove College	Collaborative Action Research	23	3	\$249.00
Peter Glusiec	Marygrove College	Collaborative Action Research	25	3	\$249.00
Christine Cinnamon	Marygrove College	Introduction to Teaching Leadership	27	3	\$249.00
Christine Cinnamon	Marygrove College	Assertive Discipline & Beyond	28	3	\$249.00
Serina Alfano	Walden University	Intro to Educational Research	29	3	\$249.00
Melissa Cattafi	Walden University	Supporting the Struggling Reader	30	3	\$249.00
Sharon Clayton	Marygrove College	Assessment to Improve Student Learning	31	3	\$249.00
Sharon Clayton	Marygrove College	Assertive Discipline & Beyond	32	3	\$249.00
Sharon Clayton	Marygrove College	Helping Students Become Self Directed Learners	33	3	\$249.00
Elizabeth Golas	William Paterson University	Supervision w/ Psycho Pharmacology	34	3	\$249.00
Ernest Fisher	Converse College	Algebra I Content Refresher	36	3	\$249.00
Ernest Fisher	Converse College	Algebra II Content Refresher	37	3	\$249.00
Ernest Fisher	Converse College	Geometry Content Research	38	3	\$249.00
Ernest Fisher	Converse College	Pre-Calculus Content Research	39	3	\$249.00
Ernest Fisher	Converse College	Calculus I Content	40	3	\$249.00
Joan Lucas	Marygrove College	Helping Students Become Self Directed Learners	41	3	\$249.00
Joan Lucas	Marygrove College	Improve Your Singing-Improve Your Learning	42	3	\$249.00
Janet King	Marygrove College	Assessment to Improve Student Learning	43	3	\$249.00
Patricia Carroll	Chapman	Designing & Creating a Virtual Field trip	44	3	\$249.00
Sharon Ciliento	Marygrove College	Assessment to Improve Student Learning	45	3	\$245.00
Sharon Ciliento	Marygrove College	Assertive Discipline & Beyond	46	3	\$249.00
Sharon Ciliento	Marygrove College	Helping Students Become Self Directed Learners	47	3	\$249.00
Jane Kirshenbaum	Mississippi State University	Field Math in Geo Science	48	3	\$249.00
Jane Kirshenbaum	Mississippi State University	Field Math in Geo Science	49	3	\$249.00
Maryellen McLeod	Marygrove College	Classroom Mgmt. To Promote Learning	50	3	\$249.00
Maryellen McLeod	Marygrove College	Math Teaching for Understanding	51	3	\$249.00
Shannon Castimore	Marygrove College	Math Teaching for Understanding	52	3	\$245.00
Shannon Castimore	Marygrove College	Classroom Mgmt. To Promote Learning	53	3	\$249.00
Shannon Castimore	Marygrove College	Strategies for Literacy Instruction	54	3	\$249.00
Lisa Heckenberger	Marygrove College	Math Teaching for Understanding	55	3	\$249.00
Lisa Heckenberger	Marygrove College	Classroom Mgmt. To Promote Learning	56	3	\$245.00
Lisa Heckenberger	Marygrove College	Strategies for Literacy Instruction	57	3	\$249.00
Jamie Rowe	Marygrove College	Strategies for Literacy Instruction	58	3	\$200.00
Jan Courtney	Marygrove College	Classroom Mgmt. To Promote Learning	59	3	\$249.00
Dana Millar	Rutgers University	Literacy Development Ele. & MS	60	3	\$249.00
Maryellen McLeod	Marygrove College	Strategies for Literacy Instruction	61	3	\$249.00
Janet King	Marygrove College	Helping Students Become Self Directed Learners	64	3	\$249.00
Janet King	Marygrove College	Assertive Discipline & Beyond	65	3	\$245.00
Niemah Scherlacher	Marygrove College	Classroom Mgmt. To Promote Learning	66	3	\$249.00

Name	College/University	Course Title	Approval #	# of Credits	Amount
Niemah Scherlacher	Marygrove College	Strategies for Literacy Instruction	67	3	\$249.00
Gail Elsey	Marygrove College	Helping Students Become Self Directed	70	3	\$249.00
Gail Elsey	Marygrove College	Assessment to Improve Student Learning	71	3	\$245.00
Gail Elsey	Marygrove College	Assertive Discipline & Beyond	72	3	\$249.00
Denise Morando	University of the Arts	Creativity in the Process of Learning	75	3	\$249.00
Rebecca Reichel	William Paterson University	Recent Trends in Children's Literature	81	3	\$249.00
Matthew Moscatello	Walden University	Effective Teaching & Multiple Intelligences	84	3	\$249.00
Matthew Moscatello	Walden University	How to Get Parents On Your Side	85	3	\$249.00
Dorothy Sabarese	University of San Diego	Assessing the Six Traits of Writing	86	3	\$249.00
Patricia Carroll	College of NJ-RTC	It's All About You: Wellness in School	91	3	\$249.00
Kevin Moore	College of the Atlantic	Examining the Evidence Your Classroom as a Crime Lab	96	4	\$332.00
Nancy Harris	College of the Atlantic	Conservation Photography	96	4	\$332.00
Susan Mathiasen	Gratz College	Brain-Based Teaching & Technology	101	3	\$249.00
Jan Courtney	Marygrove College	Strategies for Literacy Instruction and Phonics	102	3	\$249.00
Dorothy Sabarese	University of San Diego	Traits of Writing, Ideas & Organization	103	2	\$166.00
Dorothy Sabarese	University of San Diego	Traits of Writing, Sentence Fluency	104	1	\$83.00
Dorothy Sabarese	University of San Diego	Traits of Writing, Voice	105	1	\$83.00
Dorothy Sabarese	University of San Diego	Traits of Writing, Word Choice	106	1	\$83.00
Susan Mathiasen	College of NJ-RTC	Differentiated Instruction	114	3	\$249.00

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

\* *Mr. Anzano abstained from voting on Item L. 1, Section C.*

**M. EDUCATION, SPECIAL EDUCATION AND TECHNOLOGY COMMITTEE**

Motion by Mrs. Scott, seconded by Mr. Chamberlain, to accept the recommendation of the Superintendent to approve and adopt motions M.1 through M.8, as described below:

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

Student	School	Tuition	Effective Date
M/17-2	Lakeland Andover School	\$38,465	10/3/08-6/30/09
M/16-9	Daytop Preparatory School	\$29,854	10/1/08-6/30/09

**M.2** Motion to approve submission of the 2008/2009 **QAAR** report and the **Nursing Services Plan** to the Acting Morris County Executive Superintendent.

**M.3** Motion to accept the 2007-2008 **Violence and Vandalism report** and proclaim **School Violence Awareness Week**, October 20-24, 2008 by the Jefferson Township Board of Education.

**M.4** Motion to accept the 2008-2009 **Emergency Management Plan** for the Jefferson Township School District. (*Viper Manuals for the Jefferson Township Police Department*)

**M.5** Motion to approve the following new courses:  
 Conceptual Chemistry  
 Environmental Science - CP

**M.6** Motion to accept the **Report of Progress** and to approve the 2008-2009 **School Performance Objectives**.

**M.7** Motion to adopt a resolution recognizing the week of October 18 through October 26, 2008 as **“National Red Ribbon Week”**.

**WHEREAS**, The Red Ribbon Campaign was started when drug traffickers in Mexico City murdered DEA agent Kiki Camarena in 1985. This began the continuing tradition of displaying Red Ribbons as a symbol of intolerance towards the use of drugs. The mission of the Red Ribbon Campaign is to present a unified and visible commitment towards the creation of a DRUG-FREE AMERICA.

**WHEREAS**, The Department of Human Services estimates approximately 14 million Americans use illegal drugs and 17 million are alcoholics or abusers.

**WHEREAS**, More than half of America’s school age children have tried illegal drugs.

**NOW THEREFORE BE IT RESOLVED**, that the Jefferson Township Board of Education (1) Celebrates the week of October 18-October 26, 2008 as “National Red Ribbon Week”; and (2) Calls upon the law enforcement, State and local officers and interested groups, to observe National Red Ribbon Week with appropriate programs and activities to keep children, families and communities safe, healthy and drug-free, through parent training, networking and sponsoring the National Red Ribbon Campaign.

**M.8** Motion to adopt a resolution recognizing the week of October 19 through October 25, 2008 as **“National Character Counts Week”**.

**WHEREAS**, A person’s “character ” is the summation of his or her habits, attitudes and attributes.

**WHEREAS**, Those qualities are learned, they can and should be purposefully taught.

**WHEREAS**, Good character doesn’t happen automatically and it’s too important to be left to chance. The effectiveness and well-being of individuals, their organizations and their society depend on it.

**NOW THEREFORE BE IT RESOLVED**, that the Jefferson Township Board of Education (1) Recognize the week of October 19-October 25, 2008, as “National Character Counts Week”; and (2) Calls upon the people of the United States, high schools, law enforcement, State and local officials, and interested groups, to observe National Character Counts Week with appropriate programs and activities that promote and teach the six pillars of character and promote good character.

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

**M.9 Enrollment as of 9/30/08:**

	<b>June 08</b>	<b>September 08</b>
R. F. Drummond	121	131
Milton	203	178
Cozy Lake	283	281
Arthur Stanlick	363	385
E.T. Briggs	261	259
White Rock	415	441
<b>Total Elementary</b>	<b>1,646</b>	<b>1,675</b>
JTMS	866	822
JTHS	1,113	1,114
<b>GRAND TOTAL</b>	<b>3,625</b>	<b>3,611</b>
Tuition students received	3	2
Out-of-district placement	45	43
Students -Home Instruction	11	4

**N. POLICY COMMITTEE**

Motion by Mr. Chamberlain, seconded by Mr. Feldmann, to accept the recommendation of the Superintendent to approve and adopt motions N.1 and N.2, as described below:

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

<b>File Code</b>	<b>Document</b>	<b>Title</b>	<b>Description of Action</b>
2411p	Policy	Guidance Counseling	Replaces 2411p Guidance Counseling
2411r	Regulation	Guidance and Counseling	New Regulation
2414r	Regulation	Programs for Pupils at Risk	New Regulation
7410p	Policy	Maintenance and Repair	Replaces 7410p Maintenance and Repair
7410.01r	Regulation	Facilities Maintenance, Repair, Scheduling and Accounting	New Regulation
7650p	Policy	School Vehicle Assignment, Use, Tracking, Maintenance and Accounting	New Policy
7650r	Regulation	School Vehicle Assignment, Use, Tracking, Maintenance and Accounting	New Regulation
9120p	Policy	Public Relations Program	New Policy
9541p	Policy	Student Teachers/Interns	Replaces 9541p Student Teachers

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

<b>File Code</b>	<b>Document</b>	<b>Title</b>	<b>Description of Action</b>
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

MOTION: Mr. Chamberlain	SECOND: Mr. Feldmann			
<b>Name</b>	<b>Ayes</b>	<b>Nays</b>	<b>Abstain</b>	<b>Absent</b>
Mr. Anzano*	X			
Mrs. Castiglione	X			
Mr. Cerny	X			
Mr. Chamberlain	X			
Mr. Feldmann	X			
Mrs. Mastricola				X
Mrs. Scott	X			
Mrs. Servedio				X
Mr. Vander Ploeg	X			

**O. COMMUNICATIONS**

None

**P. OLD BUSINESS**

None

**Q. NEW BUSINESS**

None

**R. BOARD MEMBER COMMENTS**

- Mr. Vander Ploeg commented on the Week of Lights activities.
- Mrs. Scott gave thanks to the JT2015 Committee for their work.
- Mr. Chamberlain noted the JTEA Ad Hoc meeting will take place November 10, and at the School Board Convention next week he will attend a session with members of the Senate and Assembly.
- Mrs. Castiglione commented on the Violence and Vandalism report and the correlation to neighborhood thefts.

**S. COMMENTS FROM THE AUDIENCE**

- Mr. Kraemer congratulated Mr. Jefferson, Brian Vander Ploeg.
- A request was received for clarification regarding the at risk program eligibility. Dr. Thornton responded.
- A question was raised regarding the behaviorist and how the provider was selected.
- A question was raised regarding the autistic lighting levels, and the class improvements which could enhance the learning environment. She was referred to the supervisor.

**T. ADJOURN**

Motion by Mr. Chamberlain, seconded by Mrs. Castiglione that the meeting adjourn at 9:43 PM.

Respectfully submitted,

Dora E. Zeno  
Board Secretary

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 per person daily costs (does not include mileage, parking and tolls)
Barile, Patricia	11/4/08	Saddle Brook, NJ	Teaching Students w/Developmental Disorders	Own	\$ 199.00	37	\$ -	0	\$ -	0	\$ 199.00
Bavosa, Sherry	11/17/08	Newark, NJ	Differentiated Instruction: Powerful Strategies for Struggling Readers (K-2)	Own	\$ 199.00	34	\$ -	0	\$ -	0	\$ 199.00
Borealo, Jennifer	10/13/08	Hyde Park, NY	Educational Tour of the Culinary Institute of America	Own	\$ -	110	\$ -	0	\$ 40.50	1	\$ 40.50
Davidson, Jessica	12/4/08 & 2/9/09	Edison, NJ	Teaching Special Needs Students	Own	\$ 250.00	120	\$ -	0	\$ -	0	\$ 250.00
DiColo, John	12/12-12/17	San Diego, CA	NIAAA/NFHS National Athletic Directors Conf.	\$ 379.00	\$ 325.00	90	\$ 163.00	5	\$ 64.00	5	\$ 1,839.00
Dimiceli, Charles	10/1/08	Wayne, NJ	Transforming High Schools	Own	\$ -	0	\$ -	0	\$ -		\$ -
Edge, Denyse	11/21/08	Mountainside, NJ	Psychiatric Illness in the School Setting: Practical Interventions	Own	\$ 50.00		\$ -	0	\$ -	0	\$ 50.00
Farris, Kasey	12/5/08	Princeton, NJ	NJ Council for History Education - 16th Annual Conference	Own	\$ 75.00	128	\$ -	0	\$ -	0	\$ 75.00
Fastnacht, Nicole	10/17/08	Hanover, NJ	Strategies for Teaching Students w/Visual Impairments	Own	\$ -	50	\$ -	0	\$ -	0	\$ -
Fernandez, George	2/23/09	Ocean, NJ	Asbestos Supervisor Refresher	Own	\$ 155.00	142	\$ -	0	\$ -	0	\$ 155.00
Formoso, Alejandra	12/4/08 & 2/9/09	Edison, NJ	Teaching Special Needs Students	Own	\$ 250.00	120	\$ -	0	\$ -	0	\$ 250.00
Gaba, Karen	10/31/08	Hamilton, NJ	Boys/Girls Swimming Coaches Clinic	Own	\$ 50.00	202	\$ -	0	\$ -	0	\$ 50.00
Gelinas, Priscilla	12/4/08	Newark, NJ	Kaye Otten's Agression, Rage &Meltdowns! Strategies for Managing Students with Behavioral, Emotional & Spectrum Disorders	Own	\$ 199.00	0	\$ -	0	\$ -	0	\$ 199.00
Gherardi, Richard	11/3-11/6	Springfield, IL	S'IT User Conference	\$ 67.00	\$ -		\$ -	0	\$ -	0	\$ 67.00
Grady, Eileen	11/1-11/2	Dingman's Ferry, PA	Integrating Writing Skills w/ Art & Technology	Own	\$ 130.00	35	\$ -	0	\$ -	0	\$ 130.00
Guarraia, Phillip	10/3/08	Boonton, NJ	Social Skills & Positive Behavioral Support for Asperger Students	Own	\$ -	0	\$ -	0	\$ -	0	\$ -
Guarraia, Phillip	10/15/08	Boonton, NJ	70001: Alternative Diploma	Own	\$ -	0	\$ -	0	\$ -	0	\$ -
Guarraia, Phillip	11/18/08	East Hanover, NJ	6th Annual Suicide Prevention Conference: Substance Abuse & Mental Health	Own	\$ 75.00	48	\$ -	0	\$ -	0	\$ 75.00
Latham, Virginia	11/14/08	Edison, NJ	NJ Child Labor Laws, Regulations	Own	\$ 80.00	45	\$ -	0	\$ -	0	\$ 80.00

Latronica, Deborah	10/13/08	Hyde Park, NY	Educational Tour of the Culinary Institute of America	Own	\$ -	110	\$ -	0	\$ 40.50	1	\$ 40.50
Linskey, Theresa	11/19/08	Mt. Olive, NJ	Accountability Regulations	Own	\$ 100.00	10	\$ -	0	\$ -	0	\$ 100.00
Levens, Edward	11/13/08	Madison, NJ	Scattered to the Winds - Desperate Attempt by Jews to Escape the Nazis	Own	\$ 18.00	60	\$ -	0	\$ -	0	\$ 18.00
Levine, Matthew	11/13/08	Madison, NJ	Scattered to the Winds - Desperate Attempt by Jews to Escape the Nazis	Own	\$ 18.00	60	\$ -	0	\$ -	0	\$ 18.00
Markowick, Jennifer	12/12/08	Wayne, NJ	Collaborative Problem Solving - Teaching Parenting & Treating Challenging Kids	Own	\$ -	30	\$ -	0	\$ -	0	\$ -
Martino, Joanne	11/18/08	East Hanover, NJ	Addressing Substance Abuse & Mental Health Disorders	Own	\$ 75.00	50	\$ -	0	\$ -	0	\$ 75.00
Melachrinis, Maria	2/29/09	Morristown, NJ	Creative Teaching Techniques & Assessment	Own	\$ 50.00	56	\$ -	0	\$ -	0	\$ 50.00
Mole-Hsieh, Jacqueline	12/10/08	Trenton, NJ	ACCESS for ELLs-Test ordering Training	Own	\$ -	135	\$ -	0	\$ -	0	\$ -
McHugh, Rosemary	11/13, 14 & 15	East Brunswick, NJ	NJASL Annual Fall Conference	Own	\$ 85.00	250	\$ -	0	\$ -	0	\$ 85.00
Olsen, Karen	11/16-11/18	Providence, RI	Literacy for All	Own	\$ 265.00	200	\$ 188.00	2	\$ 54.00	2	\$ 749.00
Plotts, Timothy	10/16/08	Mountain Lakes, NJ	Morris County Association of Elementary & Middle School Supervisors	Own	\$ -	35	\$ -	0	\$ -	0	\$ -
Richards, Kay	11/18/08	Newark, NJ	Shadowing: Supporting Students w/ASD in Inclusive Environments	Own	\$ 175.00	100	\$ -	0	\$ -	0	\$ 175.00
Richards, Kay	12/12/08	Wayne, NJ	Collaborative Problem Solving - Teaching Parenting & Treating Challenging Kids	Own	\$ -	25	\$ -	0	\$ -	0	\$ -
Sanchez, Yolanda	11/21/08	Newark, NJ	Transforming the Difficult Child	Own	\$ 99.00	0	\$ -	0	\$ -	0	\$ 99.00
Schmidt, Linda	10/29/08	Edison, NJ	Medicine in the School Yard: Problems and Solutions	Own	\$ 192.00	64	\$ -	0	\$ -	0	\$ 192.00
Tordorff, Susan	10/3/08	Mahwah, NJ	Social Skills Training & Positive Behavioral Supports for Student w/ Autism, Aspergers and Social Communication Problems	Own	\$ -	0	\$ -	0	\$ -	0	\$ -
Winson-Riedel, Barbara	10/17/08	Hanover, NJ	Strategies for Teaching Students with Visual Impairments	Own	\$ -	0	\$ -	0	\$ -	0	\$ -
Zimmerman, Michael	10/17/08	Hanover, NJ	Strategies for Teaching Students with Visual Impairments	Own	\$ -	0	\$ -	0	\$ -	0	\$ -