

JEFFERSON TOWNSHIP BOARD OF EDUCATION

Regular Meeting Minutes

Monday, November 17, 2008 – 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 8:10 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 Mrs. Mastricola, seconded by Mr. Cerny, that the Board of Education adopt the following resolution:

BE IT RESOLVED, by the Jefferson Township Board of Education on this 17th day of November, 2008 at 7:10 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 and personnel.
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 8:07 PM.

E. SUPERINTENDENT'S REPORT

Dr. Fuchs reported on the Good News and Progress in Our Schools including test scores and the criteria as revised by the Department of Education. Dr. Fuchs also noted that all schools met AYP (Adequate Yearly Progress).

F. PRESENTATIONS

- 2007-2008 Annual Audit – Francis “Bud” Jones and John Mooney of Nisivoccia & Company, LLP
- Report on the Condition of All School Roofs - Kyle Sweppenhiser of Tremco Weatherproofing Technologies

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

- A member of the audience commented on roof warranties and noted that while it is essential to have these warranties on file, it is not an iron-clad document to protect the district.
- Another member of the public asked if the warranty would be compromised due to prior piercing of the membrane. Mr. Sweppenhiser noted they would not be compromised.
- A question was raised regarding item K.8 regarding the feasibility study. Ms. Zeno stated the Board seeks facilities options to best house students.
- Several audience members spoke with regard to the appointment of the high school boy’s lacrosse coach.
- An audience member commented on the magnificent program and requested parent and player input be considered seriously.
- Clarification was requested regarding phasing in and out of Extra Duty Pays (EDP’s). Mr. Kraemer noted many of these are driven by enrollment, while others have been combined and/or updated.
- A question was raised regarding the roof estimate and its inclusions and when work would be performed. Mr. Sweppenhiser noted the work would be done when school is not in session.

H. STUDENT REPRESENTATIVES

None

I. COMMITTEE REPORTS

- **JTEA Ad Hoc Committee** – Mr. Chamberlain noted the committee will continue to meet, however, items which may impact negotiations will not be discussed. They are working towards education excellence, development of a mutual mission statement and discuss emerging issues based on DOE directives.
- **Community Relations Committee** – Mr. Anzano highlighted the recent meeting. Mrs. Servedio had a question regarding the logo specifications. The website, www.sportslogo.net, was recommended as it contains samples.
- **Building Needs and Finance Committee** – Mr. Feldmann commented on the audit and roof projects.
- **Education Committee** – Mrs. Servedio highlighted the minutes of the previous meeting.
- **Personnel and Policy Committee** – Mrs. Castiglione spoke of the EDP’s, job descriptions and policy changes. Mrs. Servedio suggested the job description contain additional detail regarding the budget and transportation responsibilities.

J. MINUTES OF MEETINGS

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

October 20, 2008 Regular Meeting Minutes

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			

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

October 20, 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			

**Doctrine of Necessity invoked on this motion as several members could not participate in negotiations discussion and thus were absent during that portion of the meeting.*

K. FINANCE AND BUILDING NEEDS COMMITTEE

Motion by Mr. Feldmann, seconded by Mr. Anzano, to accept the recommendation of the Superintendent to approve and adopt motions K.1 through K.11, as described below:

- K.1** Motion to approve the **purchase order** list dated October, 2008 in the amount of **\$269,163.85**.
- K.2.** Motion to approve the **check journal** as of October, 2008 in the amount of **\$4,913,775.97**.
- K.3** Motion to approve the funds **transfers** in the 2008-2009 Fiscal Year, dated September 2008 in the amount of **\$1,713.88**.
- K.4** Motion to accept the **Treasurer and Secretary's Report** dated September 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 September 30, 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 September 30, 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 October 2008 in the amount of **\$143,626.93**.
- K.8** Motion to authorize the School Business Administrator to solicit Requests For Proposal (RFP's) to provide professional services by architects/engineers to conduct a feasibility study to evaluate existing district facilities and make recommendations to accommodate future educational needs.
- K.9** Motion to accept the annual audit for the year ended 2007-2008 be accepted and placed on file. The audit report included in section 2, the financial section, of the Comprehensive Annual Financial Report. There are no audit findings or recommendations.

K.10 Motion to award a change order for the High School Boiler Breeching Project, to T.M. Brennan Contractors, Inc., as shown below:

- Approve change order to furnish boiler start up, provide report, re-pipe oil lines and repair expansion tanks at an additional cost of \$10,312.22.

K.11 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: Mr. Anzano		
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. Chamberlain, to accept the recommendation of the Superintendent to approve and adopt motions L.1 through L.8, as described below:

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

PERSONNEL								
Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
A. Administrative								
LS	Medical Leave	Director of Transportation & Educational Facilities			District	10/30/08	11/21/08	Utilizing 17 sick days

B: Instructional								
Lorraine Gastrock	Retirement	Teacher of Social Studies			Middle School	1/31/09	2/1/09	Retiring after 20 Years of service
Terri Haight	Resignation	Language Arts Teacher			Middle School	11/1/08	12/31/08	
Stacey Reilly 11-120-100-101-00	Appoint	Elementary Teacher	BA Step 1	\$45,300	Briggs	12/1/08	6/30/09	Replacing J. Emmons Start date may be earlier upon release from district
(*) Requires mentoring								
C: Non-Instructional								
Shirley Buchanan	Retirement	Bus Driver			District	02/1/09	02/02/09	Retiring after 30 years of service
Donna Bandura 11-204-100-106-00	Appoint	Special Ed. Aide	Step 1	\$18.16/hr	Briggs	11/3/08	6/30/09	New Position 3.5 hrs/day No Benefits LLD Class-PM
Stephanie McCormack 11-204-100-106-00	Appoint	Special Ed. Aide	Step 1	\$18.16/hr	Briggs	11/3/08	6/30/09	New Position 3.5 hrs/day No Benefits LLD Class-AM
Christopher Murarik 11-212-100-106-00	Appoint	Special Ed. Aide	Step 2	\$18.46/hr	JTHS	11/12/08	2/28/09	One to one aide for swim team participant Not to exceed 19.75 hrs/week
Donna Marie Spaan 11-212-100-106-00	Additional Hours	Special Ed. Aide	Step 3	\$18.76/hr	JTHS	10/1/08	6/30/09	One to one aide for Red Cross Club participant Not to exceed 12 hours
Elizabeth Marks 11-212-100-106-00	Additional Hours	Special Ed. Aide	Step 3	\$18.76/hr	JTHS	10/23/08	11/25/08	One to one aide for fall intramural sports participant Not to exceed 20 hours
Richard Shay 11-000-262-100-20	Appoint	Custodian	Step 1	\$43,534	District	11/21/08	6/30/09	Replacing J. Yuhas
BG	Medical Leave	Custodian			High School	10/16/08	11/20/08	Utilizing 24 sick days and 2 personal days
CB	Adjusted Medical Leave	Custodian			High School	10/6/08	11/5/08	Utilizing 23 sick days
D. Substitutes/Other								
Brenda Pachella	Appoint	Sub Teacher		\$80/diem	District	11/18/08	6/30/09	
Lindsey Hoekstra	Appoint	Sub Teacher		\$80/diem	District	11/18/08	6/30/09	
Anja Decker	Appoint	Sub Teacher		\$80/diem	District	11/18/08	6/30/09	
Curtiss Cale	Appoint	Sub Teacher		\$80/diem	District	11/18/08	6/30/09	
Alida Bohdan	Appoint	Sub Teacher		\$80/diem	District	11/18/08	6/30/09	
Jane Schnur	Appoint	Sub Teacher		\$80/diem	District	11/10/08	6/30/09	
Jacqueline Jett	Appoint	Sub Teacher		\$80/diem	District	11/18/08	6/30/09	
Sheila Santiago	Appoint	Sub Aide		\$10/hr	District	10/29/08	6/30/09	
Scott Sisco	Appoint	Sub Custodian		\$12.50/hr	District	11/18/08	6/30/09	
Joan Pagano	Appoint	Homebound Teacher		\$40.00/hr	District	10/26/08	6/30/09	
Helen Ricadela	Appoint	Homebound Teacher		\$40.00/hr	District	10/26/08	6/30/09	
Sharon Ciliento	Appoint	Homebound Teacher		\$40.00/hr	District	11/17/08	6/30/09	
Karen Mason	Appoint	Homebound Teacher		\$40.00/hr	District	11/18/08	6/30/09	
E. Extra Duty Pay								
Richard Barrieres	Level & Salary Correction	Wind Ensemble	Level 2	\$1,196	JTHS	9/1/08	6/30/09	Appointed on 7/21/08 as Level 3
Elizabeth Jermyn	Rescind	Literary Magazine (Co-Advisor)	Level 2	\$598	Middle School	9/1/08	6/30/09	Appointed on 7/21/08
Sarah Vybihal	Appoint	Literary Magazine (Co-Advisor)	Level 2	\$598	Middle School	11/1/08	6/30/09	
Christine Suver	Appoint	Co-Detention Monitor	Level 4	\$1674.50	Middle School	11/1/08	6/30/09	Salary to be pro-rated 4/5 of the school year
Brian McHale	Appoint	Co-Detention Monitor	Level 4	\$1674.50	Middle School	11/1/08	6/30/09	Salary to be pro-rated 4/5 of the school year
Joan Lucas	Appoint	Select Chorus	Level 3	\$2033	Middle School	9/1/08	6/30/09	
Cari Buck	Appoint	Spring Musical: Art/Set Design	Level 1	\$598	High School	11/18/08	6/30/09	
Cari Buck	Appoint	Spring Musical: Scenery/Stage	Level 1	\$598	High School	11/18/08	6/30/09	
Lori Castiglione	Appoint	French Club	Level 1	\$598	High School	11/18/08	6/30/09	New EDP
James Wynne	Appoint	Auditorium/Stage Manager	Level 1	\$598	High School	11/18/08	6/30/09	New EDP
Nanette Diaz	Appoint	Tutoring Supervisor	Level 1	\$598	High School	11/18/08	6/30/09	New EDP

Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Termin	Discussion
Phyllis Smith	Appoint	Tutoring Supervisor	Level 1	\$598	High School	11/18/08	6/30/09	New EDP
Stephen Barbarto	Appoint	Tutoring Supervisor	Level 1	\$598	High School	11/18/08	6/30/09	New EDP
Ann Loftus	Appoint	Tutoring Supervisor	Level 1	\$598	High School	11/18/08	6/30/09	New EDP

F. Student Teachers

Name	College	Grade	Location	Date Effective	Date Terminated	Discussion
Courtney Yocum	Ramapo College of New Jersey	Elementary	White Rock	1/26/09	5/8/09	
Paul Chiesa	Ramapo College of New Jersey	Elementary	White Rock	1/26/09	5/8/09	

L.2 Motion to abolish the following Extra Duty Pay (EDP) positions effective June 30, 2008:

EDP's – High School	Level	Salary
Live Poets Society	1	\$598
Science and Humanities	1	\$598
Teen Against Tobacco Use (TATU)	1	\$598
Youth Leaders for Literacy	1	\$598
EDP's – Middle School	Level	Salary
Anti-Bullying Club	1	\$478
Astronomy Club	1	\$478
Chess/Game Club	1	\$478
Environmental Club	1	\$478
Geography Bee Club	1	\$478
Horticulture Club	1	\$478
Sewing Club	1	\$478
Spelling Bee Club	1	\$478
Touring Choir	1	\$478
Typing Club	1	\$478
Advanced Video	3	\$2375

L.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 effective September 1, 2008

EDP's – High School	Level	Salary	Discussion/Action
Auditorium/Stage Manager	1	\$598	New EDP
French Club	1	\$598	New EDP
Math League	1	\$598	Existing EDP
Environmental Club (SEER)	1	\$598	Existing EDP
Talent Expo	1	\$598	Existing EDP
Tutoring Supervisors (4)	1	\$598	New EDP
Academic Bowl	2	\$1605	Existing EDP
Class Advisor: Freshman Class	2	\$1196	Existing EDP
Class Advisor: Sophomore Class	2	\$1196	Existing EDP
Mock Trial	2	\$1600	Existing EDP
National Honor Society	2	\$1283	Existing EDP
Newspaper	2	\$2150	Existing EDP
Varsity Letterman's Club	2	\$1600	Existing EDP
Literary Magazine Club	3	\$2153	Existing EDP
Class Advisor: Junior Class	3	\$2153	Existing EDP
Distributed Education Clubs of America (DECA)	3	\$2153	Existing EDP
Each One Reach One	3	\$2153	Existing EDP
Future Business Leaders of America (FBLA)	3	\$2153	Existing EDP
Personal Development Programs (PDP)	3	\$2153	Existing EDP
Student Council	3	\$2500	Existing EDP
Yearbook Financial Advisor	3	\$2153	Existing EDP
Yearbook Advisor	4	\$3468	Existing EDP
EDP's – Middle School	Level	Salary	Discussion/Action
Select Chorus	3	\$2033	New EDP
Detention Monitor	4	\$3349	New EDP
EDP's – District	Level	Salary	Discussion/Action
Public Relations	1	\$801	Existing EDP's - One per building (8)

L.4 Motion to approve the following job descriptions effective July 1, 2009:

- Department Supervisor K-12

The job description for the Director of Health, Physical Education and Athletics was not acted upon.

L.5 Motion to approve Spring 07/08 Course Reimbursements as indicated below:

Name	College/University	Course Title	Approval #	# of Credits	Amount
Dustin Cardoza	Walden University	Implementing Continuous School Improvement	235	3	\$208.77

L.6 Motion to approve Summer 08/09 Course Reimbursements as indicated below:

Name	College/University	Course Title	Approval #	# of Credits	Amount
Dustin Cardoza	Walden University	Internship I	35	3	\$249.00
Claude Larson	Adams State College	NASA's Tracking the Solar Storm	108	3	\$249.00

L.7 Motion to approve Fall 08/09 Course Reimbursements as indicated below:

Name	College/University	Course Title	Approval #	# of Credits	Amount
Cecilia Hansen	Chapman University	Teaching Themes Through the Year	69	3	\$327.80
Denise Morando	Chapman University	Designing & Creating a Web Quest	74	3	\$321.60

L.8 Motion to approve Advanced Salary Placements pro-rated to 9/1/08 as indicated below:

NAME	FROM	PRESENT SALARY	TO	NEW SALARY
Laura Ajaj	BA+15 Step 18	\$72,380	MA+15 Step 18	\$80,100
Eileen Basket	BA Step 02	\$46,300	BA+15 Step 02	\$47,300
Claire Brennan	MA+30 Step 18	\$86,120	MA+45 Step 18	\$90,063
Dustin Cardoza	MA Step 10	\$54,600	MA+30 Step 10	\$59,600
Patricia Carroll	MA+30 Step 18	\$86,120	MA+45 Step 18	\$90,063
Shannon Castimore	MA Step 09	\$53,500	MA+15 Step 09	\$54,500
Melissa Cattafi	BA Step 04	\$48,300	BA+15 Step 04	\$49,300
Sharon Ciliento	BA+15 Step 08	\$51,400	MA+30 Step 08	\$54,400
Christine Cinnamon	MA+15 Step 09	\$54,500	MA+30 Step 09	\$56,900
Sharon Clayton	BA+15 Step 09	\$52,500	MA+15 Step 09	\$54,500
Jan Courtney	MA+15 Step 11	\$57,400	MA+30 Step 11	\$62,400
Gail DeGraw	BA+15 Step 05	\$49,300	MA Step 05	\$50,300
Gail Elsey	BA+15 Step 05	\$49,300	MA+15 Step 05	\$51,300
Kasey Farris	BA+15 Step 09	\$52,500	MA Step 09	\$53,500
Ernest Fisher	BA+15 Step 13	\$58,450	MA+30 Step 13	\$68,550
Steven Giessuebel	BA Step 02	\$46,300	BA+15 Step 02	\$47,300
Peter Glusiec	BA+15 Step 18	\$72,380	MA+15 Step 18	\$80,100
Pamela Graham	MA+30 Step 09	\$56,900	MA+45 Step 09	\$58,300
Joseph Guziewicz	MA+30 Step 18	\$86,120	MA+45 Step 18	\$90,063
Linda Hack	MA+30 Step 14	\$71,650	MA+45 Step 14	\$74,350
Cecilia Hansen	MA+15 Step 18	\$80,100	MA+30 Step 18	\$86,120
Lisa Heckenberger	MA+15 Step 07	\$52,300	MA+30 Step 07	\$53,300
Cheryl Kanazik	BA+15 Step 07	\$50,300	MA+15 Step 07	\$52,300
Aladdin Kazanfer	BA Step 16	\$64,750	BA+15 Step 16	\$66,350
Matthew Kester	BA Step 10	\$52,600	BA+15 Step 10	\$53,600
Janet King	MA Step 10	\$54,600	MA+15 Step 10	\$55,600
Jane Kirshenbaum	BA+15 Step 14	\$60,950	MA+15 Step 14	\$65,950
Jason Klebez	MA+15 Step 07	\$52,300	MA+45 Step 07	\$54,400
Patricia Klebez	MA+15 Step 08	\$53,400	MA+45 Step 08	\$55,600
Claude Larson	MA Step 14	\$64,450	MA+30 Step 14	\$71,650
Karen Lerch	BA Step 06	\$49,300	BA+15 Step 06	\$50,300
Mimely Little	BA Step 06	\$49,300	BA+15 Step 06	\$50,300
Joan Lucas	MA+15 Step 18	\$80,100	MA+30 Step 18	\$86,120
Brian McHale	BA+15 Step 06	\$50,300	MA Step 06	\$51,300
Maryellen McLeod	MA Step 15	\$67,550	MA+15 Step 15	\$69,150
Maria Melachrinis	BA+15 Step 02	\$47,300	MA Step 02	\$48,300
Dana Millar .49	BA Step 02	\$22,687	BA+15 Step 02	\$23,177

NAME	FROM	PRESENT SALARY	TO	NEW SALARY
Alex Montanez	BA Step 05	\$48,300	MA Step 05	\$50,300
Dominick Pisciotto	MA Step 17	\$74,250	MA+15 Step 17	\$76,150
James Rowe	MA Step 11	\$56,200	MA+30 Step 11	\$62,400
Dorothy Sabarese	MA+30 Step 18	\$86,120	MA+45 Step 18	\$90,063
Mark Schwarz	BA+15 Step 06	\$50,300	MA Step 06	\$51,300
Serina Signorello	BA Step 05	\$48,300	BA+15 Step 05	\$49,300
Denise Tomaiko	BA+15 Step 05	\$49,300	MA Step 05	\$50,300
Patricia Vandigriff	MA+30 Step 09	\$56,900	MA+45 Step 09	\$58,300
Kathleen Weir	MA+30 Step 18	\$86,120	MA+45 Step 18	\$90,063
TOTAL ADVANCEMENT COST:				\$130,485

MOTION: Mrs. Castiglione		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. EDUCATION, SPECIAL EDUCATION AND TECHNOLOGY COMMITTEE

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

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

Student	School	Tuition	Effective Date
M/13-9	Windsor School		10/31/08

MOTION: Mrs. Servedio		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 Mrs. Servedio, seconded by Mr. Chamberlain, to accept the recommendation of the Superintendent to approve and adopt motions M.2, through M.6 as described below:

M.2 Motion to adopt a resolution recognizing the week of December 1-5, 2008 as **National Inclusion Week**:

WHEREAS, inclusion is a process by which schools, local education authorities, and other interested groups develop their cultures, policies, and practices to include pupils; and

WHEREAS, schools, local education authorities, and other interested groups should actively seek to remove barriers of learning and participation for pupils;

NOW, THEREFORE, BE IT RESOLVED that the Jefferson Township Board of Education

- (1) Recognizes the week of December 1-5, 2008 as **National Inclusion Week**; and
- (2) Calls upon state and local officials, schools, local education authorities, and other interested groups to develop and implement strategies, activities, and programs that promote inclusion.

M.3 Motion to adopt a resolution recognizing the week of November 16-22, 2008 as **American Education Week**:

WHEREAS, 50 million K-12 students attend public schools; and

WHEREAS, American Education Week presents all Americans with an opportunity to celebrate public education and honor individuals who are making a difference in ensuring every child receives a quality education.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson Township Board of Education

- (1) Recognizes the week of November 16-22, 2008 as **American Education Week**; and
- (2) Calls upon all Americans to do their part in making public schools great for every child so that they can grow and achieve in the 21st century.

M.4 Motion to approve the **Uniform State Memorandum of Agreement** between Educational and Law Enforcement Officials.

M.5 Motion to approve the 2008-2009 **day field trips** as listed in Attachment B. *(See attached)*

M.6 Motion to approve the following **overnight** field trips:

- FBLA State Competition Trip to Edison, NJ from March 12, 2009 to March 13, 2009.
- JTHS Band Trip to Baltimore, MD from April 23, 2009 to April 26, 2009.
- JTHS Chamber Choir Trip to Williamsburg, VA and Annapolis, MD from May 21, 2009 to May 26, 2009

MOTION: Mrs. Servedio		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.7 Enrollment as of 10/31/08:

	Oct. 07	Oct. 08
R. F. Drummond	124	131
Milton	183	179
Cozy Lake	283	280
Stanlick	365	388
E.T. Briggs	262	258
White Rock	412	439
Total Elementary	1,629	1,675
JTMS	869	825
JTHS	1,125	1,108
GRAND TOTAL	3,623	3,608
Tuition students received	4	2
Out-of-district placement	50	46
Students -Home Instruction	7	3

N. POLICY COMMITTEE

Motion by Mrs. Castiglione, seconded by Mrs. Servedio, 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)*

File Code	Document	Title	Description of Action
2423r	Regulation	Bilingual and ESL Education	New Regulation
2510r	Regulation	Adoption of Textbooks	New Regulation
2520r	Regulation	Instructional Supplies	New Regulation
2531r	Regulation	Use of Copyrighted Materials	New Regulation
2622p	Policy	Pupil Assessment	Replaces 2622p Pupil Assessment
2624p	Policy	Grading System	New Policy
3244r	Regulation	In-Service Training	New Regulation
3439p	Policy	Jury Duty	Replaces 3439p Jury Duty
4240r	Regulation	Employee Training	New Regulation

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

File Code	Document	Title	Description of Action
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

MOTION: Mrs. Castiglione	SECOND: Mrs. Servedio			
Name	Ayes	Nays	Abstain	Absent
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

- National Honor Society invitation
- A letter in support of the high school lacrosse coach.

P. OLD BUSINESS

- Athletic and Co-Curricular Code of Conduct implications are not consistent with respect to student behavior.

Q. NEW BUSINESS

- Mr. Vander Ploeg stated there is a community initiative to sell paver stones near the high school gazebo.
- He also inquired as to the status of the high school gymnasium lighting upgrade.

R. BOARD MEMBER COMMENTS

- Several Board members commented on NJSBA training in December.
- Mr. Vander Ploeg noted the second round state playoffs will be held Friday, Nov. 21, 2008 at River Dell High School in River Edge, NJ.
- Mrs. Servedio commented that there would a Tricky Tray at the high school on Friday, Nov. 21, 2008.
- Mr. Chamberlain commented on the Veteran's Day Parade.
- Mr. Chamberlain also commended the business office for attaining an audit with no recommendations.
- Mrs. Castiglione attended the PTA meetings as a liaison. She also noted that the fifth graders at Stanlick School held an awareness day highlighting world hunger. The students were asked to bring in a non-perishable item for donation to a local food bank and participated in role playing relating to world hunger.

S. COMMENTS FROM THE AUDIENCE

- Several audience members requested a follow up and status report on information regarding the high school lacrosse coaching appointment.
- An audience member asked what, if any, financial implications there were for half day instruction mainly pertaining to transportation.
- A suggestion was made to stop using hand written report cards.

T. ADJOURN

Motion by Mrs. Castiglione, seconded by Mrs. Masticola that the meeting adjourn at 10:25 PM.

Respectfully submitted,

Dora E. Zeno
Board Secretary

Attachment A - November 2008 Approved Travel

Name	Event Date	Location	Function Description (i.e. Seminar Subject)	Trans- portation	Registration Fee \$	Travel /Miles	Lodging Cost/ day/person (not to exceed)	# Nights	# Meal Days	Total Expenses/person daily costs (does not include mileage, parking and tolls)
*Basket, Eileen	12/3/08	Mt. Lakes, NJ	Morris Area Curriculum Network- "Teaching Students with Autism"	own	\$ 50.00	0	-	0	0	\$ -
*Bennett, Dolores	12/2/08	Saddle Brook, NJ	Deepening the Craft of the Personal Narrative and Small Story Moment	own	\$ 100.00	35	-	0	0	\$ 100.00
*Bonora, Linda	12/2/08	Saddle Brook, NJ	Deepening the Craft of the Personal Narrative and Small Story Moment	own	\$ 100.00	0	-	0	0	\$ 100.00
*Carline, Michelle	12/2/08	Saddle Brook, NJ	Deepening the Craft of the Personal Narrative and Small Story Moment	own	\$ 100.00	60	-	0	0	\$ 100.00
Carroll, Patricia	1/12/09	Parsippany, NJ	Making Math Count - NJASK Math Workshop	own	\$ 179.00	30	-	0	0	\$ -
Carroll, Siobhan	12/10/08	Teaneck, NJ	Work: Ready or Not – The Paperless Admission Process	own	\$ 40.00	70	-	0	0	\$ 40.00
*Connors, Amy	12/2/08	Saddle Brook, NJ	Deepening the Craft of the Personal Narrative and Small Story Moment	own	\$ 100.00	60	-	0	0	\$ 100.00
*Daggett, Eileen	12/3/08	Mt. Lakes, NJ	Morris Area Curriculum Network- "Teaching Students with Autism"	own	\$ -	0	-	0	0	\$ -
Daggett, Eileen	12/15/08	Newark, NJ	Building Students Academic Vocabulary Practical Strategies	own	\$ 199.00	50	-	0	0	\$ 199.00
*DeBrito, Randi	12/2/08	Saddle Brook, NJ	Deepening the Craft of the Personal Narrative and Small Story Moment	own	\$ 100.00	26	-	0	0	\$ 100.00
*Escolano, Jennifer	11/12/08	Randolph, NJ	MAMA- A First Last Lecture: I've Looked at Math from Both Sides Now	own	\$ 10.00	15	-	0	0	\$ 10.00
*Fastnacht, Nicole	12/2/08	Saddle Brook, NJ	Deepening the Craft of the Personal Narrative and Small Story Moment	own	\$ 100.00	60	-	0	0	\$ 100.00
*Fuchs, Kathaleen	12/3/08	Mt. Lakes, NJ	Morris Area Curriculum Network- "Teaching Students with Autism"	own	\$ 50.00	0	-	0	0	\$ 50.00
Fuchs, Kathaleen	12/11/08	Trenton, NJ	NJASA Curriculum & Instruction Committee	own	\$ -	144	-	0	0	\$ -
Fuchs, Kathaleen	2/13/09	Trenton, NJ	NJASA Curriculum & Instruction Committee	own	\$ -	144	-	0	0	\$ -
Fuchs, Kathaleen	5/29/09	Trenton, NJ	NJASA Curriculum & Instruction Committee	own	\$ -	144	-	0	0	\$ -
*Going, Krista	11/12/08	Randolph, NJ	MAMA- A First Last Lecture: I've Looked at Math from Both Sides Now	own	\$ 10.00	15	-	0	0	\$ 10.00
Golas, Elizabeth	12/3/08	Parsippany, NJ	The Bipolar Child/Adolescent	own	\$ 90.00	34	-	0	0	\$ 90.00

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Gottlieb, Steven	12/10/08	Newark, NJ	Strengthen Your Teaching of Physical Science Concepts	own	\$ 199.00	90	-	0	0	\$ 199.00
Graham, Pamela	5/20/09	Chatham, NJ	Great Swamp Outdoor Education Center	own	\$ 25.00	60	-	0	0	\$ 25.00
*Gugliemello, Jane	11/12/08	Randolph, NJ	MAMA- A First Last Lecture: I've Looked at Math from Both Sides Now	own	\$ 10.00	0	-	0	0	\$ 10.00
*Hansen, Cecilia	12/2/08	Saddle Brook, NJ	Deepening the Craft of the Personal Narrative and Small Story Moment	own	\$ 100.00	30	-	0	0	\$ 100.00
*Hardin, Christina	11/12/08	Randolph, NJ	MAMA- A First Last Lecture: I've Looked at Math from Both Sides Now	own	\$ 10.00	0	-	0	0	\$ 10.00
Helfand, Deborah	3/12/09	Boonton, NJ	Project Wet	own	\$ 25.00	20	-	0	0	\$ 25.00
*Hoffman, Beth	12/2/08	Saddle Brook, NJ	Deepening the Craft of the Personal Narrative and Small Story Moment	own	\$ 100.00	60	-	0	0	\$ 100.00
Hough, Brian	1/8-1/10/09	Uncasville, CT	World Baseball Coach's Convention	own	\$ 135.00	384	-	0	0	\$ 135.00
Hugo, Catherine	12/5/08	New Providence, NJ	Universal Design - Differentiation - Keys to Unlocking Today's Diverse Classroom	own	\$ 115.00	100	-	0	0	\$ 115.00
Kester, Matthew	12/11/08	Parsippany, NJ	Effective Examination of the Shoulder Complex: New Advances	own	\$ 189.00	50	-	0	0	\$ -
*Knutelsky, Robin	12/2/08	Saddle Brook, NJ	Deepening and Growing the Personal Narrative with Memoir Writing	own	\$ 100.00	50	-	0	0	\$ 100.00
Knutelsky, Robin	12/15/08	Newark, NJ	Building Students Academic Vocabulary Practical Strategies	own	\$ 199.00	75	-	0	0	\$ 199.00
Latham, Virginia	2/5/09	Edison, NJ	Violence In The Workplace - Talking Safety	own	\$ -	76	-	0	0	\$ -
Latham, Virginia	12/9/08	Edison, NJ	NJ Child Labor Laws, Regulations	own	\$ 80.00	43	-	0	0	\$ 80.00
Lerch, Karen	12/5/08	Wayne, NJ	Language Diversity: Special Gifts and Challenges/Bilingual/ESL Conference	own	\$ 135.00	44	-	0	0	\$ 135.00
*Lubin, Marlene	12/3/08	Mt. Lakes, NJ	Teaching Students with Autism	own	\$ 50.00	7	-	0	0	\$ 50.00
Major, Lauren	3/12/09	Boonton, NJ	Project Wet	own	\$ 25.00	20	-	0	0	\$ 25.00
*Mathiasen, Susan	12/2/08	Saddle Brook, NJ	Deepening the Craft of the Personal Narrative and Small Story Moment	own	\$ 100.00	30	-	0	0	\$ 100.00
Milan, Stacey	1/23/09	Saddle Brook, NJ	Attention, Language, Processing & Sensorimeter Disorders in Children: New Integrative Approaches to Assessment and Intervention	own	\$ 198.00	0	-	0	0	\$ 198.00
Nadler, Vickki	12/10/08	Newark, NJ	Strengthen Your Teaching of Physical Science Concepts	own	\$ 199.00	90	-	0	0	\$ 199.00
*Olsen, Karen	12/2/08	Saddle Brook, NJ	Deepening the Craft of the Personal Narrative and Small Story Moment	own	\$ 100.00	35	-	0	0	\$ 100.00

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Ortense, Stacey	1/27/09	Newark, NJ	Strengthening Instruction for Gifted Students through Differentiated Teaching Strategies (Gr.1-8)	own	\$ 199.00	45	-	0	0	\$ 199.00
*Ortense, Stacey	11/12/08	Randolph, NJ	MAMA- A First Last Lecture: I've Looked at Math from Both Sides Now	own	\$ 10.00	17	-	0	0	\$ 10.00
Petric, Marius	12/3/08	Jamesburg, NJ	Special Education/Mathematics: Preparing for State Standards and Assessments	own	\$ 120.00	142	-	0	0	\$ 120.00
*Pierson, Katie	12/2/08	Saddle Brook, NJ	Deepening the Craft of the Personal Narrative and Small Story Moment	own	\$ 100.00	30	-	0	0	\$ 100.00
*Plotts, Timothy	12/2/08	Saddle Brook, NJ	Deepening the Craft of the Personal Narrative and Small Story Moment	own	\$ 100.00	60	-	0	0	\$ 100.00
Rockwell, Kyle	12/5/08	Wayne, NJ	28th Annual Bilingual/ESL Conference	own	\$ 125.00	30	-	0	0	\$ 125.00
Rodgers, Suzanne	1/27/09	East Hanover, NJ	Asperger's Disorder & Autism	own	\$ 149.00	38	-	0	0	\$ 149.00
*Segal, Linda	12/2/08	Saddle Brook, NJ	Deepening the Craft of the Personal Narrative and Small Story Moment	own	\$ 100.00	0	-	0	0	\$ 100.00
*Signorello, Serina	11/12/08	Randolph, NJ	MAMA- A First Last Lecture: I've Looked at Math from Both Sides Now	own	\$ 10.00	15	-	0	0	\$ 10.00
Signorello, Serina	12/3/08	Jamesburg, NJ	Special Education/Mathematics: Preparing for State Standards and Assessments	own	\$ 120.00	150	-	0	0	\$ 120.00
Silverstein, Patricia	11/20/08	Mt. Olive, NJ	School Visitation	own	\$ -	40	-	0	0	\$ -
*Sprague, Michelle	12/2/08	Saddle Brook, NJ	Deepening the Craft of the Personal Narrative and Small Story Moment	own	\$ 100.00	60	-	0	0	\$ 100.00
Stewart, Christine	2/14-2/21/09	Transvolcanic Mountain Range, Michigan	Monarch Teacher Network - Mexico Trip	own	\$ -	0	-	0	0	\$ -
*Thornton, Mary	12/3/08	Mt. Lakes, NJ	Morris Area Curriculum Network- "Teaching Students with Autism"	own	\$ -	50	-	0	0	\$ -
Vander Ploeg, Donna	3/4-3/6/09	Buena Vista, FL	AESOP Conference	\$ 269.00	\$ 495.00	272	-	0	0	\$ 764.00

* Travel waiver received on Nov. 12, 2008 from County Superintendent's office.

Attachment B - November 2008 Approved Field Trips

DATE	SCHOOL	GRADE/CLASS	DESTINATION	LOCATION
November 2, 2008	JTHS	Marching Band	Hershey Park Band Competition	Hershey, PA
November 5, 2008	Cozy Lake	Grade 2	American Museum of Natural History	New York, NY
November 11, 2008	JTHS	MD Class	Pathmark/Wendy's	Lake Hopatcong, NJ
November 12, 2008	JTMS	Grade 8/Art	Newark Museum	Newark, NJ
December 10, 2008	JTMS	Choir Class	Star of the Sea Church	Lake Hopatcong, NJ
December 11, 2008	JTHS	German	German Christmas Market	Bethlehem, PA
January 6, 2009	JTHS	DECA	County College of Morris	Randolph, NJ
January 8, 2009	JTHS	FBLA	Mercer County College	West Windsor, NJ
January 15, 2009	JTHS	Science League	High Point High School	Sussex, NJ
February 12, 2009	JTHS	Science League	Sparta High School	Sparta, NJ
March 12, 2009	JTHS	Science League	Walkill Valley High School	Hamburg, NJ
March 25, 2009	Stanlick	Grade 5	American Museum of Natural History	New York, NY
March 26, 2009	JTMS	Grade 6 (Blue/Gold)	American Museum of Natural History	New York, NY
April 1, 2009	Stanlick	Grade 4	Sandy Hook Station	Ft. Hancock, NJ
April 16, 2009	JTHS	Science League	Newton High School	Newton, NJ
April 22, 2009	JTMS	Grade 8/Art	Newark Museum	Newark, NJ
May 1, 2009	JTHS	Physics	Great Adventure	Jackson, NJ
May 5, 2009	JTHS	Grade 9	Rock Trip	Stroudsburg, PA
May 6, 2009	JTHS	Grade 9	Rock Trip	Stroudsburg, PA
May 7, 2009	JTHS	Grade 9	Rock Trip	Stroudsburg, PA
May 19, 2008	White Rock	Grade 3	Bronx Zoo	Bronx, NY
May 20, 2009	JTMS	Solar Sprint Team	Newton Hockey Rink	Newton, NJ
May 20, 2009	White Rock	Grade 4	Sandy Hook Station	Ft. Hancock, NJ
May 29, 2009	JTMS	Choir & Band	Calvary Temple/Dorney Park	Allentown, PA
May 29, 2009	White Rock	Grade 5	American Museum of Natural History	New York, NY
June 1, 2009	JTMS	Solar Sprint Team	JCP&L Building	Morristown, NJ
June 3, 2009	JTMS - RAINDATE	Solar Sprint Team	JCP&L Building	Morristown, NJ
June 5, 2009	Stanlick	Grade 3	Bronx Zoo	Bronx, NY