

**JEFFERSON TOWNSHIP BOARD OF EDUCATION**  
**Work Session Meeting Agenda**  
**Monday – January 8, 2007 - 7:00 PM (Closed Session) 8:00 (Regular Session)**  
**Jefferson Township Middle School Media Center**

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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. Andre	_____	_____	
Mrs. Castiglione	_____	_____	
Mr. Cerny	_____	_____	
Mr. Chamberlain	_____	_____	
Mr. Feldmann	_____	_____	
Mr. Hanisch	_____	_____	
Mrs. Hardy	_____	_____	
Mrs. Mastricola	_____	_____	
Mrs. Servedio	_____	_____	
Mariclaire DosSantos	_____	_____	<i>Student Representative</i>
Craig Fuess	_____	_____	<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 8<sup>th</sup> day of January, 2007 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**

None

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

**H. MINUTES OF MEETINGS**

**H.1** Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the minutes of the following meeting be approved as submitted:

December 11, 2006 Work/Regular Session

**I. FINANCE AND BUILDING NEEDS COMMITTEE**

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

- I.1** Motion to approve the list of **purchase orders** dated December 31, 2006 in the amount of **\$393,804.10**.
- I.2** Motion to approve the **check journal** as of December 31, 2006 in the amount of **\$4,081,032.01**.
- I.3** Motion to approve the **transfer** of funds in the 2006-2007 Fiscal Year, dated December 2006 in the amount of **\$ \_\_\_\_\_**. *(To be circulated with Regular Meeting Agenda)*
- I.4** Motion to accept the **Treasurer and Secretary's Report** dated November 2006 as being in balance. *(To be circulated with Regular Meeting Agenda)*
- I.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 November 30, 2006 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).
- I.6** Motion to certify, in accordance with NJAC 6A:23-2.11(c) 4, that as of November 30, 2006, 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.
- I.7** 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*).

**I.8** Motion to approve the disposal of **obsolete equipment**, as shown below, in accordance with Policy #7300, Disposition of Property.

<u>School/Department</u>	<u>Bar Code/Tag No.</u>	<u>Equipment Description</u>
M/S Storage	n/a	9 Lennox A/C units, Model H52904210Y40PT, 208-230 Volts

**I.9** Motion to accept the **donation** from C&R Audio Visual, LLC to the Jefferson Township High School the following items, in accordance with Policy # 1323, Gifts, Grants and Bequests.

<u>Equipment</u>	<u>Mfg/SKU</u>	<u>Est. Price</u>
Videoconferencing unit	Polycom VSX 7400	\$6,700.00
Video cart	VFI C2736	\$ 800.00
40" LCD Monitor	Samsung 400P	\$3,789.00
LCD mount	Chief PTS-2241	\$ 499.00

**J. PERSONNEL COMMITTEE**

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

**J.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)

**January 8, 2007 – Action**

<b>PERSONNEL</b>								
<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Deg/Step</b>	<b>Salary</b>	<b>Loc.</b>	<b>Date Effective</b>	<b>Date Termin.</b>	<b>Discussion</b>
<b>A. Administrative</b>								
<b>B: Instructional</b>								
Jena Pilipie 11-140-100-101-28-00	Appoint	Long-Term Sub	BA / Step 1	\$205/diem**	JTHS	1/9/07	6/30/07	Leave Replacement
Michael Zimmerman	Un-paid Leave Of Absence	Occupational Therapist			Elementary	January 2007	January 2007	Absence will be for 2 weeks – dates to be determined
<b>C: Non-Instructional</b>								
Bernadette Gordon 11-204-100-106-00	Appoint	Special Education Aide	Step 1	\$16.04/hr**	Middle School	1/9/07	6/30/07	Replacement
Jo-Sandra Anderson 11-212-100-106-00	Appoint	Homebased ABA Aide	Step 3	\$16.64/hr**	District	12/18/06	6/30/07	Replacement
Carol Gargone 11-212-100-106-00-00	Appoint	Special Education Aide	Step 1	\$16.04/hr**	JTMS	1/2/07	6/30/07	Replacement
JT	Medical Leave	Bus Driver			District	1/2/07	1/22/07	Utilizing a total of 14 sick days
JM	Medical Leave	School Nurse			JTMS	12/5/06	3/29/07	Utilizing a total of 75 sick days
<b>D: Substitutes/Other</b>								
Deborah Morrissey	Appoint	Sub Nurse		\$100/diem		12/5/06	2006/07	
Lizbeth Mouhtis	Appoint	Sub Teacher		\$80/diem		1/9/07	6/30/07	

Deidre Collins	Appoint	Sub Teacher		\$80/diem		1/9/07	6/30/07	
John Thomas	Appoint	Sub Teacher		\$80/diem		1/9/07	6/30/07	
William Koch	Appoint	Sub Teacher		\$80/diem		1/9/07	6/30/07	
Heather Yukes	Appoint	Sub Teacher		\$80/diem		1/9/07	6/30/07	

**January 15, 2007 - Action**

PERSONNEL								
Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
<b>A. Administrative</b>								
<b>B: Instructional</b>								
Yana Seminara	Resignation	French Teacher			JTHS/JTMS	1/2/07	3/3/07	
William Koch* 11-140-100-101-0000	Appoint	Health & Physical Education Teacher	BS Step 1	\$40,980**	JTMS	1/23/07	6/30/07	Replacement
<b>C: Non-Instructional</b>								
<b>D: Substitutes/Other</b>								
Dina Letizia	Appoint	Sub Classroom Aide		\$10.00/hr		1/16/07	6/30/07	
<b>E. Extra Duty Pay</b>								
Kathleen Cutrona	Rescind	Debate Club Advisor	Level 1		JTMS	2006/07	2006/07	
Lorraine Gastrock	Appoint	Debate Club Advisor	Level 1	\$400.00**	JTMS	12/15/06	6/30/07	

F: Student Teachers						
Name	College	Grade	Loc.	Date Effective	Date Termin.	Discussion
Michele-Elise Goodhue	College of St. Elizabeth	2	CL	1/16/07	4/27/07	

\*\* Salary based on 2005/2006 salary guide; will be adjusted when negotiations have been completed and new guides have been adopted.

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

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motion K.1 through K.4, as described below:

**K.1** Motion to **terminate student placement** and professional services, as indicated below:

Student	School	Tuition	Date
M/16-8	Bonnie Brae	\$350.00/day	12/1/06
M/18-1	Lakeview Learning Center		Eff. 2/2/07

**K.2** Motion to approve **student placements** and professional services, as indicated below:

Student	School	Tuition	Date
M/16-8	Chancellor Academy	\$252.41/day	12/18/06-6/21/07
F/17-8	Kids Peace	\$186 per diem	118 days eff. 12/8/06

**K.3** Motion to approve The Commission for the Blind and Visually Impaired Request to **Increase Services** for the 2006-07 Academic School Year (December 1, 2006 – June 30, 2007) from Level 1 services (\$1,300) to Level 2 services (\$3,700):

STUDENT	LEVEL OF SERVICE	COST
M/6-2	Level 2	\$ 3,700

**K.4** Motion to approve **The Commission for the Blind and Visually Impaired** Request for Services for the 2006-07 Academic School Year (December 1, 2006 – June 30, 2007).

STUDENT	LEVEL OF SERVICE	COST
M/5-8	Level 1	\$ 1,300

Enrollment as of 12/31/06:

	<b>December 05</b>	<b>December 06</b>
R. F. Drummond	116	106
Milton	178	165
Cozy Lake	308	294
Stanlick	368	383
E.T. Briggs	254	262
White Rock	452	431
<b>Total Elementary</b>	<b>1,676</b>	<b>1,641</b>
JTMS	907	882
JTHS	1,057	1118
<b>GRAND TOTAL</b>	<b>3,640</b>	<b>3,641</b>
Tuition students received	2	3
Out-of-district placement	50	57
<b>Students -Home Instruction</b>	<b>8</b>	<b>4</b>

**L. COMMITTEE REPORTS**

**M. COMMUNICATIONS**

**N. OLD BUSINESS**

**O. NEW BUSINESS**

**P. BOARD MEMBER COMMENTS**

**Q. COMMENTS FROM THE AUDIENCE**

**R. STUDENT REPRESENTATIVES**

**S. CLOSED SESSION**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Board of Education adopt the following resolution:

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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. This matter 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.

**T. ADJOURN**