

JEFFERSON TOWNSHIP BOARD OF EDUCATION
Work Session Meeting Agenda
Monday – February 12, 2007 - 6:00 PM (Closed Session) 8:00 (Regular Session)
Jefferson Township Middle 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. Andre	_____	_____
Mrs. Castiglione	_____	_____
Mr. Cerny	_____	_____
Mr. Chamberlain	_____	_____
Mr. Feldmann	_____	_____
Mr. Hanisch	_____	_____
Mrs. Hardy	_____	_____
Mrs. Mastricola	_____	_____
Mrs. Servedio	_____	_____
Marieclaire 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 12th day of February, 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

Board Ethics Training, NJSBA, Joanne Borin

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:

January 8, 2007 Work Session Minutes	January 8, 2007 Executive Session (1)
January 13, 2007 Special Meeting Board Retreat Minutes	January 8, 2007 Executive Session (2)
January 15, 2007 Regular Meeting Minutes	January 15, 2007 Executive 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.8, as described below:

- I.1** Motion to approve the list of **purchase orders** dated January 31, 2007 in the amount of **\$224,446.55**.
- I.2** Motion to approve the **check journal** as of January 31, 2007 in the amount of **\$4,315,453.57**.
- 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 December 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 December 31, 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 December 31, 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 award the bid for the window replacement at Stanlick and Cozy Lake Elementary Schools in the amount of \$_____ to _____, as the lowest responsible bidder, pending Architect and Attorney review. *(Bid Tabulation Sheet to be circulated)*
- I.8** Motion to award the bid for the **Equipment Disposal** (9 Air Conditioning Units) in the amount of \$_____ to _____, as the lowest responsible bidder, pending Board Attorney review. *(Bid opening date of February 15, 2007)*

J. PERSONNEL COMMITTEE

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions J.1 and J.2, 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)

February 12, 2007 – Action

Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Substitutes/Other								
Karen Hogan	Appoint	Sub Teacher		\$80/diem		2/20/07	6/30/07	
Daria Washco-Dingman	Appoint	Sub Teacher		\$80/diem		2/20/07	6/30/07	
Barbara Wortmann	Appoint	Sub Teacher		\$80/diem		2/20/07	6/30/07	
Kellie Craige	Appoint	Sub Teacher		\$80/diem		2/20/07	6/30/07	
Craig Moore	Appoint	Sub Teacher		\$80/diem		2/20/07	6/30/07	
Michelle Santos	Appoint	Sub Teacher		\$80/diem		2/20/07	6/30/07	
Ellen Valentino	Appoint	Homebound Instruction		\$31.00/hr**	District	2/20/07	6/30/07	

February 20, 2007 – Action

PERSONNEL								
Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
A. Administrative								
Virginia Jones	Retirement	Principal			High School	6/30/07	7/1/07	41 years in district
B: Instructional								
William Wickey 11-140-100-101-28-00	Appoint	Long-Term French Teacher Sub	BA / Step 1	\$205/diem**	JTHS	2/13/07	6/30/07	Long-Term Replacement for Resignation
Margaret Willis	Retirement	Kindergarten Teacher			Milton	11/1/06	11/1/06	Retired after 22 years in district
Yana Seminara	Resignation Date Change	French Teacher			JTHS/JTMS	1/2/07	2/14/07	Replacement Found – Early Release
Diana Fiore	Resignation	Spanish Teacher			JTHS	1/31/07	4/1/07	
SB	Medical Leave	Teacher			Cozy Lake	1/26/07	2/5/07	Utilizing a total of 6.5 sick days
KS	Leave of Absence Date Change	Teacher			JTHS	1/29/07	4/6/07	Disability 1/29/07 – 2/15/07 using 14 sick days - Family Leave 2/16/07-4/6/07
C: Non-Instructional								
Donna Stout 11-212-100-106-00-00	Appoint	One-on-One Aide	Step 1	\$16.04/hr**	Cozy Lake	2/13/07	6/30/07	New Position
Susan Pielich	Increase Hours	Classroom Aide	Step 3	\$16.64**	Milton	1/18/07	6/30/07	From 3 hrs/day to 3.25 hrs/day
Placeholder	Appoint	Resource Room Aide			Briggs	3/5/07	6/30/07	Replacement
Diane McClellan 11-190-100-106-00	Transfer	Aide – Cafeteria	Step 3	\$16.32/hr**	Stanlick	2/26/07	6/30/07	From White Rock to Stanlick 2 hrs/day
Audrey Kazimir 11-213-100-106-00-00	Increase Hours	Resource Classroom Aide	Step 3	\$16.64/hr**	Briggs	2/6/07	6/30/07	From 16.25 hrs to 19.25 hrs/week – 3 hours at Briggs
Placeholder	Appoint	General Aide			White Rock	2/20/07	6/30/07	Replacement

Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
BK	Medical Leave	Custodian			Milton	1/23/07	2/23/07	Utilizing a total of 23 sick days
DM	Un-paid Leave Of Absence	Classroom Aide			Briggs	3/5/07	3/9/07	5 days un-paid
PK	Un-paid Leave Of Absence	Classroom Aide			White Rock	2/15/07	2/16/07	2 days un-paid
LK	Medical Leave Paid/Unpaid	Classroom Aide			Drummond	1/8/07	1/24/07	Utilizing 7 sick days and 6 un-paid Days
PK	Medical Leave	Resource Room Aide			White Rock	1/22/07	2/2/07	Utilizing 10 sick Days
SP	Un-paid Leave Of Absence	Kindergarten Aide			Drummond	2/20/07	2/23/07	Total 4 unpaid days
Judith Kulick	Resignation	Resource Room Aide			Briggs	2/1/07	3/3/07	
Diane Harris	Resignation	Shared Aide			White Rock	2/10/07	3/13/07	
Eamon Mitchell	Resignation	Maintenance Worker			District	2/7/07	3/10/07	
D. Extra Duty Pay								
Rebecca Newman	Appoint	Spring Musical Choreographer	Level 1	\$500**	JTHS	2006/07	2006/07	
Patricia Vandigriff	Appoint	Book Club Co-advisor	Level 3	\$900.00**	JTHS	2006/07	2006/07	New Position
Alice Daken	Appoint	Book Club Co-advisor	Level 3	\$900.00**	JTHS	2006/07	2006/07	New Position
Jason Carroll	Appoint	Wind Ensemble	Level 3	\$1800.00**	JTHS	2006/07	2006/07	New Position
Donald Rutsch	Appoint	Volunteer Debate Team Coach		Volunteer	JTHS	1/2/07	6/30/07	Volunteer
Barbara Francavilla 11-401-100-101	Appoint	Instructor Conflict Mediation Training		\$289.50	JTMS	12/21/06	12/21/06	4.5 hours total
Kathy Cutrona	Appoint	Head Track Coach– Boys	Step 3	\$5899.83**	JTHS	2006/07	2006/07	3 years of service
Kyla Kelly	Appoint	Head Track Coach – Girls	Step 3	\$5899.83**	JTHS	2006/07	2006/07	3 years of service
Danielle Ryan	Appoint	Assistant Track Coach	Step 2	\$3574.05**	JTHS	2006/07	2006/07	2 years of service
Lori Kircher	Appoint	Assistant Track Coach	Step 3	\$4588.43**	JTHS	2006/07	2006/07	15 years of service
John Cinotti	Appoint	Head Golf Coach	Step 3	\$5188.43**	JTHS	2006/07	2006/07	27 years of service
Brian Hough	Appoint	Head Baseball Coach	Step 3	\$6049.83**	JTHS	2006/07	2006/07	7 years of service
Shawn Kielty	Appoint	Assistant Baseball Coach	Step 3	\$4638.43**	JTHS	2006/07	2006/07	16 years of service
Jason Klebez	Appoint	Assistant Baseball Coach	Step 3	\$4038.43**	JTHS	2006/07	2006/07	3 years of service
Edward Levens	Appoint	Head Softball Coach	Step 3	\$7149.83**	JTHS	2006/07	2006/07	29 years of service
Marianne DiRupo	Appoint	Assistant Softball Coach	Step 1	\$3109.67**	JTHS	2006/07	2006/07	0 years of service
James O'Connor	Appoint	Assistant Softball Coach	Step 3	\$4888.43**	JTHS	2006/07	2006/07	21 years of service
Alex Montanez	Appoint	Head Lacrosse Girls Coach	Step 2	\$5275.05**	JTHS	2006/07	2006/07	2 years of service
Susan Tordoff	Appoint	Assistant Lacrosse Girls Coach	Step 3	\$4038.43**	JTHS	2006/07	2006/07	4 years of service
Harry Shortway	Appoint	Head Lacrosse Boys Coach	Step 3	\$5949.83**	JTHS	2006/07	2006/07	5 years of service
Brian Palumbo	Appoint	Assistant Lacrosse Boys Coach	Step 3	\$4138.43**	JTHS	2006/07	2006/07	6 years of service
Matthew Kester	Appoint	Athletic Trainer - Spring	Step 3	\$1500.00**	JTHS	2006/07	2006/07	
Patricia Barile	Appoint	Track Coach	Step 3	\$1913.09**	JTMS	2006/07	2006/07	7 years of service
Kenneth Westberg	Appoint	Track Coach	Step 3	\$1763.09**	JTMS	2006/07	2006/07	4 years of service
Cheryl Kanazik	Appoint	Track Coach	Step 3	\$1763.09**	JTMS	2006/07	2006/07	4 years of service
Joseph Mattessich	Appoint	Spring Weight Room		\$2011.97**	JTHS	2006/07	2006/07	

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

COURSE REIMBURSEMENTS:

Name	Course Title	College/University	Approval #	Amount
Marius Petric	Implications of Race/Ethnicity in US Schools	Montclair State University	2	\$792.00
Michael Valenti	Statistical Methods	Seton Hall University	1	\$2,361.00

J.2 Motion to approve the following position and job description *(copy available)*:

Volunteer Coaching (Paraprofessional) Aide

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.3, as described below:

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

Student	School	Tuition	Date
M/18-1	Lakeview Learning Center	18,052	Eff. 2/2/07

K.2 Motion to approve the following **overnight field** trips:

- National Cheerleading Championship, Orlando, Fl., February 21-25, 2007
- NJSIAA State Wrestling Championships, Atlantic City, NJ, March 1- 4, 2007
- JTMS 8th Grade GATEWAYS Walkabout, Boston/Salem, MA, April 26- 28, 2007
- JTMS 7th Grade GATEWAYS Whale Watch, Cape Cod, MA, May 17-19, 2007

K.3 Motion to **rescind moratorium** on field trips to New York City and Washington, DC.

Enrollment as of 1/31/07:

	January 06	January 07
R. F. Drummond	111	107
Milton	185	168
Cozy Lake	276	291
Stanlick	367	387
E.T. Briggs	246	261
White Rock	484	431
Total Elementary	1,669	1,645
JTMS	905	877
JTHS	1,006	1,118
GRAND TOTAL	3,580	3,640
Tuition students received	1	3
Out-of-district placement	49	56
Students -Home Instruction	NA	11

L. POLICY COMMITTEE

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

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

File Code	Document	Title	Description of Action
0000.001	Regulation	Foreward	New Regulation
0000.01	Bylaw	Adoption Resolution	New Bylaw
0000.02	Bylaw	Introduction	New Bylaw
0176	Bylaw	Collective Bargaining and Contract Approval/Ratification	New Bylaw
2340	Policy	Field Trips	Replaces 2340 Field Trips
3216	Policy	Dress and Grooming (Staff)	Replaces 3216 – Dress and Grooming (Staff)
3216	Regulation	Dress and Grooming (Staff)	New Regulation
5511	Policy	Dress and Grooming (Pupils)	Replaces 5511 – Dress and Grooming (Pupils)
5511	Regulation	Dress and Grooming (Pupils)	New Regulation
5600	Policy	Pupil Conduct/Code of Conduct	Replaces 5600 – Pupil Discipline
8505	Policy	School Nutrition	Replaces 8505 – School Nutrition

M. COMMITTEE REPORTS

N. COMMUNICATIONS

O. OLD BUSINESS

- School Security – Buzzers/Wiring

P. NEW BUSINESS

Q. BOARD MEMBER COMMENTS

R. COMMENTS FROM THE AUDIENCE

S. STUDENT REPRESENTATIVES

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 12th day of February, 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. 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.

U. ADJOURN