

**JEFFERSON TOWNSHIP BOARD OF EDUCATION**  
**Annual Organization Meeting Minutes**  
**Monday, April 30, 2007 - 8:00 PM**  
**Jefferson Township Middle School Media Center**

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1. Mrs. Mylchreest called the meeting to order at 8:00 PM, and read the Open Meeting Statement.
2. Pledge of Allegiance.

<b>3. ROLL CALL:</b>	<u>Present</u>	<u>Absent</u>	
Mr. Andre	_____	_____	X
Mrs. Castiglione	X	_____	
Mr. Cerny	X	_____	
Mr. Chamberlain	X	_____	
Mr. Feldmann	X	_____	
Mr. Hanisch	_____	_____	X
Mrs. Hardy	X	_____	
Mrs. Masticola (arrived at 7:08)	X	_____	
Mrs. Servedio	X	_____	
Marieclaire DosSantos	_____	_____	X <i>Student Representative</i>
Craig Fuess	X	_____	<i>Student Representative</i>

4. **Three Year Terms**

Cynthia R. Scott	-	1,113
Nicholas A. Anzano	-	1,124
Louis Cerny	-	1,080

  
**One Year Term**

Alice L. Hardy	-	1,233
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BUDGET: Yes – 859                      No – 974 Certification of Election Results  
(Attachment A):

5. Oath of Office administered to the newly elected Board of Education members by Board Secretary.
6. Nominations for President

Motion by Mrs. Masticola, seconded by Mr. Feldmann, to nominate Fay Servedio for **President** of the Jefferson Township Board of Education.

Motion by Mrs. Masticola, seconded by Mr. Feldmann, to **close nominations** for President of the Jefferson Township Board of Education.

MOTION: Mrs. Mastricola		SECOND: Mr. Feldmann		
Name	Ayes	Nays	Abstain	Absent
Mr. Anzano	X			
Mrs. Castiglione	X			
Mr. Cerny	X			
Mr. Chamberlain	X			
Mr. Feldmann	X			
Mrs. Hardy	X			
Mrs. Mastricola	X			
Mrs. Scott	X			
Mrs. Servedio	X			

7. Nominations for Vice President

Motion by Mrs. Servedio, seconded by Mrs. Hardy, to nominate Julie Mastricola for **Vice President** of the Jefferson Township Board of Education.

Motion by Mrs. Servedio, seconded by Mrs. Hardy, to **close nominations** for Vice President of the Jefferson Township Board of Education.

MOTION: Mrs. Servedio		SECOND: Mrs. Hardy		
Name	Ayes	Nays	Abstain	Absent
Mr. Anzano	X			
Mrs. Castiglione	X			
Mr. Cerny	X			
Mr. Chamberlain	X			
Mr. Feldmann	X			
Mrs. Hardy	X			
Mrs. Mastricola	X			
Mrs. Scott	X			
Mrs. Servedio	X			

8. Motion by Mr. Cerny, seconded by Mr. Chamberlain, that the Jefferson Township Board of Education will hold their 2007-08 **Meetings** in accordance with the scheduled dates shown on the Schedule of Meetings (Attachment B).

9. Motion by Mr. Cerny, seconded by Mr. Chamberlain, to appoint Dora E. Mylchreest to serve as **Board Secretary** for the 2007-08 school year, pursuant to 18A:17-5.

10. Motion by Mr. Cerny, seconded by Mr. Chamberlain, that Dora E. Mylchreest, Board Secretary/Business Administrator be appointed **Purchasing Agent** and **Public Agency Compliance Officer** and is authorized to prepare advertisements, advertise for and receive bids and award contracts pursuant to NJSA 18A:18A-3a, 7a and 37a for the 2007-08 school year.

11. Motion by Mr. Cerny, seconded by Mr. Chamberlain, to appoint Joseph Kraemer as **Affirmative Action Officer** for the 2007-08 School Year.

12. Motion by Mr. Cerny, seconded by Mr. Chamberlain, to appoint Inez Kraus as **504 Compliance Officer** for the 2007-08 School Year.

- 13. Motion by Mr. Cerny, seconded by Mr. Chamberlain, to appoint Elizabeth Hickey to serve as **Treasurer of School Moneys** for the 2007-08 school year.
  
- 14. Motion by Mr. Cerny, seconded by Mr. Chamberlain, that the New Jersey Herald, Newton, New Jersey and the Daily Record, Morristown, New Jersey be designated as the **Official Newspapers** of the Jefferson Township Board of Education, for the ensuing year; and further, that the Aim News, also be designated as an Official Newspaper of the Jefferson Township Board of Education for the 2007-08 school year.

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

- 15. Motion by Mrs. Castiglione, seconded by Mrs. Hardy, the following banks be designated as **Official Depositories** for the 2007-08 school year and to approve the Checking Account Numbers / Required Signatories as listed (Attachment C).

Chase Bank Cash Management of NJ/ARM Wachovia Bank	Lakeland State Bank Skylands Community Bank
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MOTION: Mrs. Castiglione	SECOND: Mrs. Hardy			
Name	Ayes	Nays	Abstain	Absent
Mr. Anzano	X			
Mrs. Castiglione	X			
Mr. Cerny	X			
Mr. Chamberlain			X	
Mr. Feldmann	X			
Mrs. Hardy	X			
Mrs. Masticola	X			
Mrs. Scott	X			
Mrs. Servedio	X			

- 16. Motion by Mr. Feldmann, seconded by Mr. Cerny, to adopt, based on the recommendation of the Superintendent of Schools, the existing **Pre-K - 12 curriculum, assigned text books, and programs** for the Jefferson Township School District for the 2007-08 school year, or until such time that this Board amends same.

- 17. Motion by Mr. Feldmann , seconded by Mr. Cerny, to adopt, based on the recommendation of the Superintendent of Schools, that all previously written **by-laws and policies** of this Board of Education be continued in force until such time that this Board amends same.
  
- 18. Motion by Mr. Feldmann , seconded by Mr. Cerny, to approve purchasing for the 2007-08 school year through the **State Contract** vendors, **Morris County Co-op** vendors and the **Hunterdon County Educational Services Commission** vendors.

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

19. **PUBLIC COMMENTS**

- Dr. Fuchs read a statement concerning the bomb scare which occurred on April 23 in the midst of Jefferson Township HS/MS transportation. She acknowledged there was room for improvement. Dr. Fuchs invited interested individuals to serve on a stakeholders group on May 24 to discuss security strategy.
- A comment was raised regarding the lockdown two weeks ago. It was explained that the initial thought was that intruders had entered the facilities. It was later determined that it was students in unauthorized areas.
- Several parents commented on concerns and ideas they have regarding improved communication.
- A question was raised regarding absences and suspensions that some students received as a result of the bomb scare.
- The idea to activate the phone chain was well received and it was suggested age appropriate drills be performed throughout the district.
- Lt. Wilsusen discussed this event from a police perspective and clarified some misconceptions.
- Several Board Members commented on the amount of community input. It was noted that improvements to emergency plans is an evolving process.

20. **BOARD COMMENTS**

- Several Board Members commented on the amount of community input. It was noted that improvements to emergency plans is an evolving process.
- Mr. Cerny stressed the importance of supporting the budget and offering an enriched education to our students. He noted the state share of aid is not in compliance with statute.
- Mrs. Servedio thanked the community for its input and understanding.

**RECESS**

Motion by Mrs. Servedio, seconded by Mrs. Castiglione, that the Board of Education move to a brief recess at 9:53 PM.

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

The meeting reconvened to public session at 10:06 PM.

**21. CLOSED SESSION**

Motion by Mrs. Servedio, seconded by Mrs. Castiglione, that the Board of Education adopt the following resolution:

BE IT RESOLVED, by the Jefferson Township Board of Education on this 30<sup>th</sup> day of April, 2007 at 10:06 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), (3), (6), (7) and (8). The general nature of the discussion will involve matters confidential by law, personal privacy, or contract negotiation and attorney-client matters and employment, evaluation, termination of employees.
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 and action may be taken.

**22. ADJOURN**

Motion by Mr. Cerny, seconded by Mrs. Castiglione, that the meeting adjourn at 11:00 PM.

Respectfully submitted,

Dora E. Mylchreest  
Board Secretary

Attachment B

JEFFERSON TOWNSHIP BOARD OF EDUCATION

Schedule of Meetings

May 2007 - April 2008

**\*WORKSESSION MEETING**

**\*REGULAR MEETING**

Monday, May 14, 2007	Monday, May 21, 2007
Monday, June 11, 2007	Monday, June 18, 2007
Monday, July 9, 2007	Monday, July 16, 2007
Monday, August 13, 2007	Monday, August 20, 2007
Monday, September 10, 2007	Monday, September 17, 2007
Monday, October 8, 2007	Monday, October 15, 2007
Monday, November 12, 2007	Monday, November 19, 2007
Monday, December 10, 2007	Monday, December 17, 2007
Monday, January 14, 2008	Monday, January 21, 2008
Monday, February 11, 2008	*Tuesday, February 19, 2008
Monday, March 10, 2008	Monday, March 17, 2008
Monday, April 14, 2008	Monday, April 21, 2008

NOTE: All meetings will convene into closed session at 7:00 PM followed by the public portion of the meeting commencing at 8:00 PM. A closed session may also be held following the public session, as needed. All meetings will be held in the Jefferson Township Middle School Media Center, Weldon Road, Oak Ridge, NJ 07438.

**Each month there are two meetings scheduled, the work session meeting and the regular meeting, however the Board may vote at either meeting.**

**\*Meeting will be held on Tuesday due to the District being closed on Monday, February 18, 2008, Presidents' Day.**

**Attachment C**

<b>Checking Account Names</b>	<b>Required Signatories</b>
Business Office Petty Cash	Board Secretary & Superintendent (Board President)
JTHS Athletic Events Account	Principal (2 Vice Principals & Director of Guidance)
JTHS Activity Account	Principal & Vice Principal
Scholarship Fund Account	Principal & Vice Principal
JTHS Retired HS Classes	Principal & Vice Principal
JTMS Activity Fund	Principal & Secretary
E.T. Briggs Activity Fund	Principal & Secretary
R.F. Drummond Activity Fund	Principal & Secretary
White Rock Activity Fund	Principal & Secretary
Milton Activity Fund	Principal & Secretary
Cozy Lake Activity Fund	Principal & Secretary
Stanlick Activity Fund	Principal & Secretary
School Nutrition Account	Board Secretary, Superintendent & (Board President)
Payroll Agency	Treasurer of School Moneys (Board Secretary)
Payroll	Treasurer of School Moneys (Board Secretary)
General	Board Secretary, Treasurer of School Moneys & Board President (Board Vice President)
Unemployment Trust Fund	Treasurer of School Moneys & Board Secretary
Capital Projects Account	Board Secretary, Treasurer of School Moneys & Board President (Board Vice President)
Capital Reserve	Board Secretary, Treasurer of School Moneys & Board President (Board Vice President)
Maintenance Reserve	Board Secretary, Treasurer of School Moneys & Board President (Board Vice President)

**\*Alternate Signatory appears in parenthesis.**