

**JEFFERSON TOWNSHIP BOARD OF EDUCATION**

**Work Session Meeting Agenda**

**Monday – March 13, 2006 - 7:00 PM**

**Jefferson Township Middle School Media Center**

\*\*\*\*\*

A. \_\_\_\_\_ called the meeting to order at \_\_\_\_\_ PM, and read the Open Meeting Statement.

**B. PLEDGE OF ALLEGIANCE**

<b>C. ROLL CALL:</b>	<u>Present</u>	<u>Absent</u>
Mr. Andre	_____	_____
Mr. Cuccio	_____	_____
Mr. Erdmann	_____	_____
Mr. Hanisch	_____	_____
Mrs. Hardy	_____	_____
Mrs. Mastricola	_____	_____
Mrs. Servedio	_____	_____
Mr. Trignano	_____	_____
Mrs. Van Houwe	_____	_____
Manny Fanarjian	_____	_____
Nicole Yatsonsky	_____	_____

**D. SUPERINTENDENT’S REPORT**

*Good News and Progress in Our Schools.*

Monthly Progress Report On District Goals:

- *Improve math and writing instruction district-wide.*
- *Improve inter and intra-communication and community relations.*
- *Ensure that the facilities are properly maintained and safe for students, staff and public.*
- *Ensure (instructional) consistency within grade levels and across the district campuses.*

**E. PRESENTATIONS / ANNOUNCEMENTS / RECOGNITION / DISCUSSION ITEMS**

- Recognition of High School Athletes – Mr. DiColo, Athletic Director (March 20, 2006)

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

**G. MINUTES OF MEETINGS**

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

February 13, 2006 – Work Session Meeting

February 21, 2006 – Regular Meeting

**H. FINANCE AND BUILDING NEEDS COMMITTEE**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions H.1 through H.15, as described below:

- H.1** Motion to approve the list of **purchase orders** dated February 2006 in the amount of \$168,318.16
- H.2** Motion to approve the **check journal** for the month of February 2006 in the amount of \$4,028,777.35
- H.3** Motion to accept the **Treasurer and Secretary's Report** dated January 31, 2006 as being in balance.
- H.4** Motion to approve the **transfer** of funds in the 2005-2006 Fiscal Year, dated January 2006 in the amount of \$
- H.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 January 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).
- H.6** Motion to certify, in accordance with NJAC 6A:23-2.11(c)4, that as of January 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.
- H.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)*

**H.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>
High School Faculty Room	2939	Copier
Board Office	2475	IBM Selectric II Typewriter

**H.9** Motion to accept a SMART Board Model 660 and Stand in the total amount of \$1,468 from Audio Visual Associates, won in a drawing by Ms. Robin Knutelsky, Language Arts Supervisor at the Jefferson Township High School, in accordance with Policy #1323, Gifts, Grants and Bequests.

**H.10** Motion to approve a Trip Transportation Agreement with the **Jefferson Child Care & Education Center**, from July 1, 2006 to June 30, 2007, to provide vehicles and drivers to be used for field trips, assessing a fee of \$46 per hour for the use of the Jefferson Township School District buses (*copy available for review*).

**H.11** Motion to approve the appointment of Goldshore, Cash & Kalac, P.C., as special counsel to provide professional services, at a cost not to exceed \$5,000, to review and render an opinion on the Department of Environmental Protection’s directive to upgrade the Arthur Stanlick Sewer Treatment Plant.

**H.12** Motion to approve the Interlocal Services Agreement by and between the Township of Jefferson and the Jefferson Township Board of Education Relative to the Construction and Financing of the Stanlick School Sewer Treatment Plant (STP).

**H.13** Motion to approve the award of the bid for Marching Band Uniforms to \_\_\_\_\_ in the amount of \$\_\_\_\_\_; pursuant to Title 18A:18A-5 c(2) (Bid to be opened March 15, 2006).

**H.14** Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Board of Education accept the recommendation of the Superintendent to submit the proposed 2006-07 school district budget to the County Superintendent:

General Fund	\$ 46,248,596	with a tax levy of \$ 30,813,597
Special Revenue Fund	\$ 813,135	
Debt Service Fund	\$ 2,246,149	with a tax levy of \$ 1,856,831
Total 2006-07 Budget	<u>\$ 49,307,880</u>	

Utilizing Special Growth Limitation Adjustments (SGLA's) of:

Transportation	\$ 12,000
Special Education Costs	\$ 455,235
Enrollment	\$ 276,423
Banked CAP 2005-2006	\$ 53,304

**H.15** Motion to approve the date of March (27, 28, 29 or 30), 2006 at 7:00 PM in the Jefferson Township High School Auditorium for the Public Budget Hearing.

**I. PERSONNEL COMMITTEE**

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

**I.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>								
Bernard Baggs	Resignation	JTMS Principal			JTMS	5/1/06	4/30/06	
Edward Cleaver	Retirement	Tech. Coordinator			District	7/1/06	6/30/06	
<b>B: Instructional</b>								
Nina Ferro	Retirement	Spanish Teacher			HS/MS	7/1/06	6/30/06	21 years in Jefferson
Diane Pilewski	Retirement	Grade 1			Cozy Lk	7/1/06	6/30/06	33 years in Jefferson
Placeholder	Appoint	Media Specialist			JTMS			
<b>C: Non-Instructional</b>								
Patricia Galfo 11-214-100-106	Appoint	ABA Training	Step 1	\$16.04/hr	Drummond	3/6/06	3/31/06	Training from 3/1/06 Through 3/31/06 up 36 hrs
Krystal Radjewski 11-214-100-106	Appoint	ABA Training	Step 1	\$16.04/hr	Drummond	3/6/06	3/31/06	Training from 3/1/06 Through 3/31/06 up to 36 hrs
Patricia Galfo 11-214-100-106	Appoint	ABA Aide	Step 1	\$16.04/hr	Drummond	4/3/06	6/30/06	16.75 hrs/week plus 3 hrs per week at home as needed
Krystal Radjewski 11-214-100-106	Appoint	ABA Aide	Step 1	\$16.04/hr	Drummond	4/3/06	6/30/06	16.75 hrs/week plus 3 hrs per week at home as needed
KT	Leave of Absence	MD Aide			ETB	5/8/06	6/30/06	Disability 5/8/06 – 6/18/06 using 9 sick days – Non-disability 6/18/06 – 6/30/06
Vanessa Sanchez	Salary Adjustment	Bus Driver	Step 2	\$15.67/hr	Transp.	9/1/05	6/30/06	Was placed on Step 1 in error on 5/9/05.

**J. EDUCATION, SPECIAL EDUCATION AND TECHNOLOGY 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 approve Elements of Learning, 5554 Berkshire Valley Road, Oak Ridge, NJ as an approved Day Care Center, effective March 21, 2006.

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

Student	School	Tuition	Date
M/6-11	Wanaque Board of Education	\$52.97/day	2/22/06 – 6/23/06 (or until which time as the student leaves the district)
M/15-10	Bonnie Brae	\$335/day – 73 days	2/28/06
M/16-10	Matheny Medical & Educational Center	\$355/day – 71 days	3/1/06 through 6/20/06

**J.3** \_\_\_\_\_ noted the enrollment as of 2/28/06:

	<b>June 05</b>	<b>February 06</b>
R. F. Drummond	104	115
Milton	204	187
Cozy Lake	276	308
Stanlick	367	368
E.T. Briggs	246	254
White Rock	484	452
<b>Total Elementary</b>	<b>1,681</b>	<b>1,684</b>
JTMS	905	903
JTHS	1,006	1,059
<b>GRAND TOTAL</b>	<b>3,592</b>	<b>3,646</b>
Tuition students received	1	1
Out-of-district placement	49	
<b>Students -Home Instruction</b>		9

**K. POLICY COMMITTEE**

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

**K.1** Motion to approve the **second reading and adoption** of the following *(copy available for review)*:

<u>Number</u>	<u>Title</u>
5610	Suspension
5700	Pupil Rights
3218	Substance Abuse - Teaching Staff
4218	Substance Abuse - Support Staff

**L. COMMITTEE REPORTS**

**M. COMMUNICATIONS**

**N. OLD BUSINESS**

**O. NEW BUSINESS**

**P. BOARD MEMBER COMMENTS**

**Q. STUDENT REPRESENTATIVE COMMENTS**

**R. COMMENTS FROM THE AUDIENCE**

**S. ADJOURN**