

JEFFERSON TOWNSHIP BOARD OF EDUCATION
Work/Regular Session Meeting Agenda
Monday – December 11, 2006 - 7:00 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	_____	_____
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 11th day of December, 2006 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. ACTING SUPERINTENDENT'S REPORT

Good News and Progress in Our Schools.

F. PRESENTATIONS

- 2005-2006 Annual Audit – James Cerullo of Ferraioli, Wielkocz, Cerullo & Cuva

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:

November 13, 2006 Work Session
November 20, 2006 Regular Meeting

I. FINANCE AND BUILDING NEEDS COMMITTEE

Motion by _____, seconded by _____, to accept the recommendation of the Acting Superintendent to approve and adopt motions I.1 through I.13, as described below:

- I.1 Motion to approve the list of **purchase orders** dated November 30, 2006 in the amount of **\$220,644.43**.
- I.2 Motion to approve the **check journal** as of November 30, 2006 in the amount of **\$3,999,502.74**.
- I.3 Motion to approve the **transfer** of funds in the 2006-2007 Fiscal Year, dated October 2006 in the amount of **\$31,230.28**.
- I.4 Motion to accept the **Treasurer and Secretary's Report** dated October 2006 as being in balance.
- 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 October 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 October 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 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 Acting 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.9 Motion to accept the Morris County Sheriff’s Office **Crime Stoppers Grant** in the amount of \$500 to be equally allocated between the High School and Middle School for 2007-2008, which will offset the “Rewards Incentive” to be printed in the student agenda books.

I.10 Motion to apply for the **discretionary grant program** entitled The Governor’s Initiative in Autism in the amount of \$155,782. The program is to be in place from April 1, 2007 through June 30, 2008.

I.11 Motion to accept the June 30, 2006 **Comprehensive Annual Financial Report** *(copy available for review)*

I.12 Motion to approve the June 30, 2006 **Audit Corrective Action Plan**. *(copy attached)*

I.13 Motion to award the bid for the **High School and Middle School Musical Instruments** in the amount of \$ 3,947 to GTM Music (a.k.a. The Music Den) and \$ 41,877 to National Educational Music Co., as the lowest responsible bidders. *(Bid breakdown sheet attached)*

J. PERSONNEL COMMITTEE

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

PERSONNEL								
Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
A. Administrative								
B: Instructional								
Ann Marie Rufolo 11-140-100-101-28-00	Appoint	BSI Long-Term Sub	BA/Step 1	\$40,980**	JTHS	1/2/07	5/30/07	Leave Replacement for NB
Jason Obdens 11-130-100-101-00	Appoint	Social Studies Teacher	BA/Step 1	\$40,980**	JTMS	1/2/07	6/30/07	Replacement
Liz Mangold 11-110-100-101-00	Appoint	Long-Term Sub	BA / Step 1	\$40,980**	Milton	11/2/06	6/30/07	Leave Replacement for MW
Brian Schuckmann NB	Resignation Leave of Absence	Physical Education Teacher Teacher			JTMS JTHS	11/30/06 11/15/06	1/29/07 5/1/07	Utilizing 103 sick days
C: Non-Instructional								
Lisa Kasica VO	Increase in Hours Medical Leave	One-to-One Aide Secretary			Stanlick JTMS	11/27/06 1/3/07	6/30/07 2/27/07	Hours increased from 16.25 to 19 hr/5 min Utilizing 39 sick days
Sophie Smarz Diana Pirrello Ted Kwasnik	Retirement Termination Termination	Custodian Classroom Aide Classroom Aide			District White Rock JTMS	2/1/07 11/18/06 11/28/06	1/31/07 11/17/06 12/28/06	23 years of service

D: Substitutes/Other							
Heather Tasker	Appoint	Sub Teacher			\$80/diem	1/3/07	6/30/07
Danja Wilpert	Appoint	Sub Teacher			\$80/diem	12/12/06	6/30/07
Frederick Tordoff	Appoint	Sub Teacher			\$80/diem	12/12/06	6/30/07
Louis Rossi	Appoint	Sub Teacher			\$80/diem	12/12/06	6/30/07

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

J.2 Motion to approve the establishment of the following JTMS and JTHS **Extra Duty Pay (EDP)** Positions and job descriptions in accordance with negotiated agreement between the Jefferson Township Board of Education and the Jefferson Township Education Association:

EDP	Level	Salary	Change	Salary	Hours Not to Exceed	Budgeted	Explanation
Marching Band Drill Designer	3	\$ 1,450			72	Yes	Originally a purchased service
Marching Band: Music Arranger	3	\$ 1,450			72	Yes	Originally a purchased service
Marching Band: Percussion Arranger	3	\$ 1,450			72	Yes	Originally a purchased service
Drill Guard Instructor	2	\$ 2,850	to level 3	\$ 2,850	72	Yes	Placed in wrong Level per hours
Summer Drill/Guard Instructor	1	\$ 833	to level 2	\$ 1,005	40	Yes	Placed in wrong Level per hours
Book Club	3	\$ 1,800			72	No	
Wind Ensemble	3	\$ 1,800			72	No	
Horticulture Club	1	\$ 400			16	Yes	*In Lieu of NASA club
Debate Club	1	\$ 400			16	Yes	** In Lieu of Spring Intramurals

The following positions will be Sunset.

EDP	Level	Salary	Change	Salary	Sunset	Budgeted	Explanation
NASA Club	1	\$ 400			X		*(Horticulture Club)
Spring Intramurals	1	\$ 400			X		** (Debate Club)

K. EDUCATION, SPECIAL EDUCATION AND TECHNOLOGY COMMITTEE

Motion by _____, seconded by _____, to accept the recommendation of the Acting Superintendent to approve and adopt motions K.1 through K.5, as described below:

K.1 Motion to approve the **District Addendum** to the Mentoring Alternate Route Teachers Plan *(copy attached)*.

K.2 Motion to approve the **Revised Field Trip List** to include *(copy attached)*:

- Marching Band trip to Cleveland, OH - High School
- Cheerleading trip to Orlando, FL - High School

K.3 Motion authorizing the **Affirmative Action Team** to conduct the needs assessment and develop a comprehensive equity plan.

K.4 Motion to amend the **District School Calendar** to allow for early dismissal due to mid-year exams at the Middle School and High School for January 30 & 31 and February 1 & 2, 2007.

K.5 Motion to approve student placements and professional services, as indicated below:

Student	School	Tuition	Date
M/9-5	Commission for the Blind & Visually Impaired Level of Service = 1	\$1,300	9/1/06 – 6/30/07

Enrollment as of 11/30/06:

	November 05	November 06
R. F. Drummond	115	105
Milton	176	165
Cozy Lake	308	294
Stanlick	368	378
E.T. Briggs	254	263
White Rock	452	432
Total Elementary	1,673	1,637
JTMS	905	882
JTHS	1,058	1,122
GRAND TOTAL	3,636	3,641
Tuition students received	2	3
Out-of-district placement	50	58
Students -Home Instruction	8	5

L. COMMITTEE REPORTS

M. COMMUNICATIONS

N. OLD BUSINESS

O. NEW BUSINESS

P. BOARD MEMBER COMMENTS

Q. COMMENTS FROM THE AUDIENCE

R. CLOSED SESSION

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S. ADJOURN