

JEFFERSON TOWNSHIP BOARD OF EDUCATION
Regular Meeting Minutes
Monday – March 20, 2006
Jefferson Township Middle School Media Center

A. Mr. Andre called the meeting to order at 8:03 PM, and read the Open Meeting Statement.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL:

	<u>Present</u>	<u>Absent</u>
Mr. Andre	X	
Mr. Cuccio		X
Mr. Erdmann		X
Mr. Hanisch	X	
Mrs. Hardy	X	
Mrs. Mastricola	X	
Mrs. Servedio		X
Mr. Trignano	X	
Mrs. Van Houwe	X	
Manny Fanarjian	X	
Nicole Yatsonsky	X	

CLOSED SESSION

Motion by Mr. Andre, seconded by Mr. Hanisch, that the Board of Education adopt the following resolution:

BE IT RESOLVED, by the Jefferson Township Board of Education on this 20th day of March, 2006 at 7:12 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). The general nature of the discussion will involve matters confidential by law.
2. These matters will be disclosed to the public as soon as the need for confidentiality no longer applies, which is anticipated to be later this evening.
3. This resolution shall take effect immediately.

The meeting was called to public session at 7:59 PM.

D. SUPERINTENDENT’S REPORT

Dr. Bowen reported the *Good News and Progress in Our Schools*.

E. PRESENTATIONS / ANNOUNCEMENTS / RECOGNITION / DISCUSSION ITEMS

- Recognition of High School Athletes and Cheerleaders – Mr. DiColo, Athletic Director
- Recognition of President’s Volunteer Service Award Winner

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

Comments were made regarding the following:

- A question was raised regarding the Elementary Principal interview process.
- A question was raised regarding whether the high school band uniforms were designed by the students.

G. MINUTES OF MEETINGS

G.1 Motion by Mrs. Mastricola, seconded by Mrs. Hardy, that the minutes of the following meetings be approved as submitted:

February 13, 2006 – Work Session Meeting

Roll call vote:	Mr. Andre	- Yes	Mrs. Mastricola	- No
	Mr. Hanisch	- Yes	Mr. Trignano	- Yes
	Mrs. Hardy	- Yes	Mrs. Van Houwe	- Yes

Five in favor. One opposed. Motion carried.

Motion by Mrs. Mastricola, seconded by Mr. Hanisch, that the minutes of the following meetings be approved as submitted:

February 21, 2006 – Regular Meeting

Roll call vote:	Mr. Andre	- Yes	Mrs. Mastricola	- Yes
	Mr. Hanisch	- Yes	Mr. Trignano	- Yes
	Mrs. Hardy	- Yes	Mrs. Van Houwe	- Yes

All in favor. Motion carried.

H. FINANCE AND BUILDING NEEDS COMMITTEE

Motion by Mrs. Van Houwe, seconded by Mr. Trignano, to accept the recommendation of the Superintendent to approve and adopt motions H.1 through H.12 and H.14 through H.16, 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 \$111,187.43
- 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 accept a donation from the Parent-Teacher Association (PTA) in the total amount of \$1,336.00 for two picnic tables creating an outdoor learning center–courtyard at White Rock School, in accordance with Policy #1323, Gifts, Grants and Bequests.

H.11 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.12 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.14 Motion to approve the award of the bid for Marching Band Uniforms to DeMoulin Company in the amount of \$27,043.24; pursuant to Title 18A:18A-5 c(2) (*Bid Tabulation Sheet attached*).

H.15 Motion to approve the submittal to the Department of Education, a School Facilities Project Application to upgrade the Arthur Stanlick School Sewage Treatment Plant as an Other Capital Project for which the District will not seek State CEIFA funding from the School Construction Corporation or require an amendment to the approved LRFP. The project is necessary to address new effluent limitations imposed by the NJ Department of Environmental Protection, which became effective on September 1, 2008.

H.16 Motion to authorize Faridy Veisz Fraytak, P.C. to amend the Long Range Facilities Plan (LRFP) and submit to the Department of Education a School Facilities Project Application to construct a new curb and walkway with steps to the front entrance of the Jefferson Township High School.

Roll call vote: Mr. Andre - Yes Mrs. Mastricola - Yes
 Mr. Hanisch - Yes Mr. Trignano - Yes
 Mrs. Hardy - Yes Mrs. Van Houwe - Yes

All in favor. Motion carried.

Comment - The following motion H.13 was not acted upon.

H.13 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).

I. PERSONNEL COMMITTEE

Motion by Mr. Hanisch, seconded by Mrs. Van Houwe, 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
A: Administrative								
Bernard Baggs	Resignation	JTMS Principal			JTMS	5/1/06	4/30/06	
Edward Cleaver	Retirement	Tech. Coordinator			District	7/1/06	6/30/06	35 years in Jefferson
Jeanne Howe	Appoint	Interim Principal		\$54.17/diem daily stipend	JTMS	4/12/06	6/30/06	
Timothy Plotts	Appoint	Elementary Principal		\$105,700	M/CL	5/19/06	6/30/06	60 days from date of approval or upon release from current employer
B: Instructional								
Carlos Garcia	Resignation	Spanish Teacher			ETB/Stan.	4/14/06	4/14/06	
Nina Ferro	Retirement	Spanish Teacher			HS/MS	7/1/06	6/30/06	21 years in Jefferson
Diane Pilewski	Retirement	Grade 1			Cozy Lake	7/1/06	6/30/06	33 years in Jefferson
Theresa Norman	Approve	LDT/C Internship	N/A	N/A	District	7/1/06	8/30/06	

B: Instructional (cont.)	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Theresa Norman 11-000-219-104	Appoint	LDT/C	MA/9	\$48,980	District	9/1/06	6/30/07	Replacement
Sherry Arnowitz 11-000-219-104	Appoint	School Psychologist .60 position	MA+45 step 16	\$76,844	MS/B	*	6/30/06	*to begin upon completion of paperwork
C: Non-Instructional								
Rachel DeCarlo	Resignation	Hall Monitor			JTHS	3/1/06	3/1/06	
Michael Hayes	Resignation	Asst. Supv. of Bldg/Grds/Maint.			District	4/17/06	4/17/06	
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
Charles Robinson	Change of Hours	Hall Monitor	Step 2	\$16.02	JTHS	3/1/06	6/30/06	From 3.92 to 4.92/day
Lisa Dorph	Change of Hours	Hall Monitor	Step 3	\$15.32	JTHS	3/1/06	6/30/06	From 3.92 to 3.5/day

Roll call vote: Mr. Andre - Yes Mrs. Mastricola - Yes
 Mr. Hanisch - Yes Mr. Trignano - Yes
 Mrs. Hardy - Yes Mrs. Van Houwe - Yes

All in favor. Motion carried.

J. EDUCATION, SPECIAL EDUCATION AND TECHNOLOGY COMMITTEE

Motion by Mrs. Hardy, seconded by Mr. Hanisch, to accept the recommendation of the Superintendent to approve and adopt motions J.1 through J.3, as described below:

J.1 Motion to approve the amended Annual Field Trip List to include *(copy attached)*:

- French Immersion Day, Drew University, Madison, NJ
- NJIT Engineering Day, Newark, NJ
- The Learning Carnival for G&T Students – Stanlick and White Rock Schools
- Shriner’s Circus at Mennan Arena – Milton PSD
- Debate Competition for G&T Students - Stanlick and White Rock Schools
- Women Who Dare at CCM – High School Students
- NJ State House, Trenton – 8th Grade Students

J.2 Motion to approve Elements of Learning, 5554 Berkshire Valley Road, Oak Ridge, NJ as an approved Day Care Center, effective March 21, 2006.

J.3 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
M/16-11	Lakeview Learning Center	\$204.43/day	effective 3/20/06 for remainder of 2005/06 school year
M/13-2	TO -Special Childrens School FROM - Regional Day School	\$25,888 + \$7,000 prorated	3/1/06 – 6/30/06

Roll call vote: Mr. Andre - Yes Mrs. Mastricola - Abstain
 Mr. Hanisch - Yes Mr. Trignano - Yes
 Mrs. Hardy - Yes Mrs. Van Houwe - Yes

Five in favor. One abstention. Motion carried.

J.4 Mrs. Hardy noted the enrollment as of 2/28/06:

	June 05	February 06
R. F. Drummond	104	115
Milton	204	187
Cozy Lake	276	308
Stanlick	367	368
E.T. Briggs	246	254
White Rock	484	452
Total Elementary	1,681	1,684
JTMS	905	903
JTHS	1,006	1,059
GRAND TOTAL	3,592	3,646
Tuition students received	1	2
Out-of-district placement	49	51
Students -Home Instruction		9

K. POLICY COMMITTEE

Motion by Mrs. Hardy, seconded by Mrs. Van Houwe, 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

Roll call vote: Mr. Andre - Yes Mrs. Mastricola - Yes
 Mr. Hanisch - Yes Mr. Trignano - Yes
 Mrs. Hardy - Yes Mrs. Van Houwe - Yes

All in favor. Motion carried.

L. COMMITTEE REPORTS

Personnel Committee – Mr. Hanisch reported there is a committee meeting scheduled for Wednesday, March 22nd, for tenure review.

M. COMMUNICATIONS

Correspondence was received regarding the following:

- Vending machines
- Board email is active

N. OLD BUSINESS – None.

O. NEW BUSINESS

Mr. Andre commented that the Board will begin looking at capital facilities needs.

P. BOARD MEMBER COMMENTS

Mrs. Hardy commented on the Eagle Scouts Award meeting and suggested conducting a survey regarding the percent of student participation compared to other districts.

Mr. Andre reported there is a meeting scheduled with Senator Bucco on Friday, April 7th at 7:00 PM.

Mr. Andre noted there is an SCI Report regarding Superintendent compensation and commented he was pleased to note that we are in compliance.

Mrs. Masticola requested Education Committee review of field trip adjustments. She also noted the upcoming Faculty vs. boys basketball game scheduled for March 24th.

Q. STUDENT REPRESENTATIVE COMMENTS

Manny Fanarjian commented that a basketball game between the Harlem Wizards and the Jefferson Township Basketball team is scheduled.

Nicole Yatsonsky commented on the St. Patrick's Day Dance and the high school production of the Music Man.

R. COMMENTS FROM THE AUDIENCE

Comments were made regarding the following:

- A question was raised regarding the status of the Middle School Librarian appointment.
- It was noted Frequently Asked Questions (FAQ) from the March 6th meeting were not on the website.
- A comment was made regarding ASK testing and the stress it causes students.
- A question was raised regarding posting the meeting agenda on the website prior to meeting.
- A question was raised regarding the high school band uniform bidding process.
- A suggestion was made to post a master calendar on the website that would include PTA dates.
- A suggestion was made to copy the AIM advertisement and put in student backpacks.
- A question was raised regarding budget timeline and handouts.

Motion by Mr. Trignano, seconded by Mr. Hanisch, to Recess:

The Board recessed at 9:13 PM and reconvened into closed sessions at 9:20 PM.

CLOSED SESSION

Motion by Mr. Trignano, seconded by Mr. Hanisch, that the Board of Education adopt the following resolution:

BE IT RESOLVED, by the Jefferson Township Board of Education on this 20th day of March, 2006 at 9:20 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, 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, which is anticipated to be later this evening.
3. This resolution shall take effect immediately.

The meeting was called to public session at 10:52 PM.

S. ADJOURN

Motion by Mr. Trignano, seconded by Mr. Hanisch, that the meeting adjourn at 10:52 PM.

Respectfully submitted,

Dora E. Mylchreest
Board Secretary