

**JEFFERSON TOWNSHIP BOARD OF EDUCATION**  
**Regular Meeting Minutes**  
**Monday – September 18, 2006 - 7:00 PM (Closed Session) 8:00 (Regular Session)**  
**Jefferson Township Middle School Media Center**

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A. Mrs. Servedio called the meeting to order at 8:08 PM, and read the Open Meeting Statement.

B. Pledge of Allegiance.

C. **ROLL CALL:**

	<u>Present</u>	<u>Absent</u>
Mr. Andre	_____	<u>  X  </u>
Mrs. Castiglione	_____	<u>  X  </u>
Mr. Cerny	<u>  X  </u>	_____
Mr. Chamberlain	<u>  X  </u>	_____
Mr. Feldmann	<u>  X  </u>	_____
Mr. Hanisch	<u>  X  </u>	_____
Mrs. Hardy	<u>  X  </u>	_____
Mrs. Mastricola	<u>  X  </u>	_____
Mrs. Servedio	<u>  X  </u>	_____
Mariclaire DosSantos	<u>  X  </u>	_____
Craig Fuess	<u>  X  </u>	_____

D. **CLOSED SESSION**

Motion by Mr. Feldmann, seconded by Mrs. Hardy, that the Board of Education adopt the following resolution:

BE IT RESOLVED, by the Jefferson Township Board of Education on this 18<sup>th</sup> day of September, 2006 at 7:05 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 8:05 PM.

E. **ACTING SUPERINTENDENT'S REPORT**

*Good News and Progress in Our Schools.*

- Mr. Kraemer introduced recently hired district administrators.
- JTHS Adopt-A-School Program at Papermill Playhouse
- 6<sup>th</sup> Grade Orientation
- Middle School Bowls for Hunger Fundraiser = \$1000
- Teens Against Dating Abuse
- Middle School Counselors Character Development
- Eagle Scout Gardening Project at Stanlick School Walkway
- Donation/Collection of items for Operation Freedom

**F. PRESENTATIONS**

None

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

None

**H. MINUTES OF MEETINGS**

**H.1** Motion by Mrs. Mastricola, seconded by Mr. Chamberlain, that the minutes of the following meeting be approved as submitted:

August 10, 2006

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

August 21, 2006 As Amended

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

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

**I. FINANCE AND BUILDING NEEDS COMMITTEE**

Motion by Mr. Chamberlain, seconded by Mr. Cerny, 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 August 31, 2006 in the amount of **\$870,632.63**.
- I.2** Motion to approve the **check journal** as of August 31, 2006 in the amount of **\$2,260,818.96**.
- I.3** Motion to approve the **transfer** of funds in the 2006-2007 Fiscal Year, dated July 2006 in the amount of **\$27,023.00**.
- I.4** Motion to accept the **Treasurer and Secretary’s Report** dated July 31, 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 July 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 July 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 submit the **FY07 IDEIA-B** Grant Application for the following amounts:  
  - Basic: \$669,864
  - Preschool: \$ 32,333
- I.8** Motion to authorize Hatch Mott MacDonald to conduct a Water Effect Ratio (WER) study for Copper in the effluent from the Stanlick School Sewage Treatment Plant (STP), at a cost not to exceed \$34,000.
- I.9** Motion to reject bids received for the **High School Walkway** Parent drop off as exceeding construction cost estimates. (*Bid Breakdown Sheet attached*)

**I.10** 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.11** Motion to renew 5-year contract agreement with **The Morris County Cooperative Pricing Council**. Renewal agreement term is October 1, 2006 to September 30, 2011.

**I.12** Motion to declare the following checks stale and thus void them:

<u>Check Date</u>	<u>Check Number</u>	<u>Check Amount</u>	<u>Employee Name</u>	<u>Bank Name</u>	<u>Account Name</u>	<u>Account Number</u>
5/31/2003	27652	\$ 42.25	Master Security	Bank of NY	General Fund	610-1081158
3/31/2004	30569	\$ 73.00	Kevin Dean	Bank of NY	General Fund	610-1081158
5/31/2004	31094	\$ 50.00	Northwest Jersey Debate League	Bank of NY	General Fund	610-1081158
		\$ 165.25	TOTAL OF CHECKS TO BE WRITTEN OFF			

**I.13** 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>
Briggs	0540	Commercial dishwasher

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

**J. PERSONNEL COMMITTEE**

Motion by Mr. Hanisch, seconded by Mrs. Hardy, to accept the recommendation of the Acting Superintendent to approve and adopt motions J.1 through J.3, 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
<b>A. Administrative</b>								
Michael Raj	Resignation	Elementary Principal				11/6/06		60 days unless replacement found
Eleanor Urciuoli	Retirement	World Language Supervisor				7/1/07	6/30/07	Years of service: 21 yrs 10 months
<b>B: Instructional</b>								
Barbara Cahill	Retirement	Elementary Teacher				7/01/07	6/30/07	38 yrs of service
Pamela deWaal	Resignation	Mathematics Teacher			JTMS	9/7/06	9/7/06	
Alex Alvarez 11-140-100-101-00	Appoint	Spanish Teacher	Step 1	\$40,980**	High School	9/1/06	6/30/07	New Position
Maureen Fahrer	Appoint	Teacher		\$46.90/hr		8/4/06	8/30/06	Summer CST meetings Not to exceed 8 hours
Vicky Belden 11-130-100-101-00	Appoint	Mathematics Teacher	Step 1 BA +15	\$41,980**	JTMS	9/20/06	6/30/07	Replacement
Barbara Donnelly	Appoint	Teacher		\$32.40/hr		8/4/06	8/30/06	Summer CST meetings Not to exceed 5 hours
Susan Tordoff	Appoint	LDT-C, Child Study Team		\$275.10/diem		8/22/06	8/31/06	CST evaluations & meetings Not to exceed 4 days
<b>C: Non-Instructional</b>								
Richard Gherardi 11-000-252-100	Appoint	Network Administrator		\$39.06/hr	District	9/19/06	10/18/06	Hourly until full-time
Richard Gherardi 11-000-252-100	Appoint	Network Administrator		\$75,000 Prorated	District	On or about 10/19/06	6/30/07	Replacement
Cora Lee Coelho	Resignation	Special Ed. Aide			Stanlick	8/21/06		3.25 hrs/day w/o Benefits
Timothy Brown	Retirement	Custodian			District	10/1/07	9/30/07	35 yrs in district
Anne Towers 11-215-100-106-00	Salary Correction	Classroom Aide		\$525/longevity	Milton	9/1/06	6/30/07	Adjustment to include longevity stipend
Janet Eltringham 11-190-100-106-00	Change of Hours	Aide - Kindergarten	Step 3	\$16.32/hr**	Milton	9/1/06	6/30/07	From 2 hrs/day to 3.5 hrs/day w/o benefits
Kelly Tarsitano	Change of Hours	Aide	Step 1	\$16.04/hr**	JTHS	9/11/06	6/30/07	From 3.5 hrs/day to 3.75 hrs/day w/o Benefits
Tracy Bendish	Salary Correction	One to One Aide	Step 2	\$16.34/hr**	White Rock	9/1/06	6/30/07	1 hr/wk
Tracy Bendish	Appoint	Special Education Aide	Step 2	\$16.34/hr**	Milton	9/1/06	6/30/07	10 hr/wk
Beth Ackerman	Change of Hours	Special Education Aide	Step 1	\$16.04/hr**	White Rock	9/1/06	6/30/07	From 16.15 to 17.15 hrs/week
Tracy Bendish	Appoint	General Aide	Step 2	\$16.02/hr**	White Rock	9/1/06	6/30/07	8.75 hr/wk
Annamarie Karaitis 11-000-262-100-26	Appoint	Aide – Cafeteria	Step 1	\$15.72/hr**	JTMS	9/12/06	6/30/07	3 hrs/day w/o Benefits Replacement
Donna Matthews 11-212-100-106-00	Appoint	Special Ed. Aide	Step 1	\$16.04/hr**	Stanlick	9/1/06	6/30/07	1.5 hrs/day
DP	Leave of Absence	Aide			White Rock	9/1/06	9/25/06	Using 14 sick days
DL	Leave of Absence	Aide			Briggs/ Drummond	9/1/06	10/15/06	Using 16 sick days
AC	Leave of Absence	Custodian			Facilities Dept.	9/22/06		Approximately 3 wks until doctor's release. Using 16 sick days

<b>D: Substitutes/Other</b>								
<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Deg/Step</b>	<b>Salary</b>	<b>Loc.</b>	<b>Date Effective</b>	<b>Date Termin.</b>	<b>Discussion</b>
Danielle Perez	Appoint	Sub Teacher		\$80/diem		2006/07	2007/07	
Jessica Diedalis	Appoint	Sub Teacher		\$80/diem		2006/07	2006/07	
Kyle Rockwell	Appoint	Sub Teacher		\$80/diem		2006/07	2006/07	
Margaret Dubbeld	Appoint	Sub Teacher		\$80/diem		2006/07	2006/07	
Cristina Alonso	Appoint	Sub Teacher		\$80/diem		2006/07	2006/07	
Cassie Goobic	Appoint	Sub Classroom Aide		\$10.00/hr		9/12/06	6/30/07	
Cathryn Caruso	Appoint	Sub Classroom Aide		\$10.00/hr		9/19/06	6/30/07	
<b>E. Extra Duty Pay</b>								
Jennifer O'Malley-Dorr	Appoint	Summer Physical Nurse		\$28.95/hr	District	7/12/06		Not to exceed 4 hours
Jennifer Walsh	Appoint	Summer Physical Nurse		\$28.95/hr	District	8/9/06		Not to exceed 4 hours
Lauren Kulick	Appoint	Asst. Sum Band Camp Dir	Level 1	\$947**	JTHS	2006/07	2006/07	
Lauren Kulick	Appoint	Asst. Director Marching Band	Level 3	\$2,850**	JTHS	2006/07	2006/07	
Sharon Garry	Appoint	Drama Club	Level 1	\$500**	JTHS	2006/07	2006/07	
Shawn KIELTY	Appoint	Fall Weight Room	Step 1	\$1,580.83**	JTHS	2006/07	2006/07	
Mike Warholak	Appoint	Spring Musical Set/Stage Tech	Level 1	\$500**	JTHS	2006/07	2006/07	
Mike Warholak	Appoint	Spring Musical Art	Level 1	\$500**	JTHS	2006/07	2006/07	
Melissa Hagggett	Appoint	Assistant Volunteer Fall Cheerleading Coach			JTHS	9/18/06	2006/07	Volunteer position
Bill Stager	Salary Correction	Assistant Football Coach	Step 3	\$5,122.36**	JTHS	2006/07	2006/07	7 yrs service = \$150
Chris Eastman	Salary Correction	Assistant Football Coach	Step 3	\$5,822.36**	JTHS	2006/07	2006/07	21 yrs of service = \$850
Jason Klebez	Salary Correction	Assistant Football Coach	Step 3	\$4,972.36**	JTHS	2006/07	2006/07	
Matt Moscatello	Step Correction	Assistant Football Coach	Step 2	\$4,347.58**	JTHS	2006/07	2006/07	
Anthony Gonzalez	Step Correction	Assistant Football Coach	Step 1	\$3,726.68**	JTHS	2006/07	2006/07	
Lori Kircher	Salary Correction	Head XC Girls Coach	Step 3	\$4,647.58**	JTHS	2006/07	2006/07	10 yrs of service = \$300
Patty Klebez	Salary Correction	Head Soccer Girls Coach	Step 3	\$5,949.83**	JTHS	2006/07	2006/07	5 yrs of service = \$50
Kasey Savage	Salary Correction	Asst. Field Hockey Coach	Step 3	\$4,088.43**	JTHS	2006/07	2006/07	5 yrs of service = \$50
Terri McCarney	Salary Correction	Head Fall Cheer. Coach	Step 3	\$4,079.57**	JTHS	2006/07	2006/07	19 yrs of service = \$750
Chris Eastman	Salary Correction	Summer Weight Room	Step 1	\$1,371.80**	JTHS	2006/07	2006/07	
Pat Barile	Salary Correction	XC Girls Coach	Step 3	\$2,013.09**	JTMS	2006/07	2006/07	9 yrs of service = \$250
Cheryl Kanazik	Step Correction	Asst. Soccer Girls Coach	Step 1	\$3,109.67**	JTHS	2006/07	2006/07	
Ken Westberg	Step Correction	XC Boys Coach	Step 1	\$1,387.97**	JTMS	2006/07	2006/07	
Gino Rose	Years of Service Correction	Asst. Soccer Boys Coach			JTHS	2006/07	2006/07	7 yrs of service = \$150

\*\* 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 following **job description:** *(copy available for review)*

Maintenance Staff - Groundskeeper

**J.3** Motion to authorize a one year extension of the September 19, 2005 Agreement regarding the Stokes trip with the JTAEA.

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

**K. EDUCATION, SPECIAL EDUCATION AND TECHNOLOGY COMMITTEE**

Motion by Mrs. Mastricola, seconded by Mrs. Hardy, to accept the recommendation of the Acting Superintendent to approve and adopt motions K.1 through K.4, as described below:

**K.1** Motion to approve **student placements** and professional services, as indicated below:

Student	School	Tuition	Date
M/7.5	Wanaque Public School	\$10,537.20	9/6/06-6/22/07
M/14.2	Developmental Learning Center	\$67,826 + \$4,000 for related services	9/6/06-6/14/07
M/15.1	Chancellor Academy	\$45,434	9/5/06-6/22/07

**K.2** Motion to approve tuition **students received**, as shown below, plus related services as needed at \$35.00 per hour for speech and \$40.00 per hour for occupational therapy:

Student	School	Tuition	Date
F/15.0	Sparta Public Schools	\$11,085.00	9/5/06-6/21/07
F/17.2	Mine Hill Public Schools	\$29,124.00	9/5/06-6/21/07

**K.3** Motion to approve the **amended Annual Field Trip List** to include: *(copy attached)*

**K.4** Motion to approve the Update to the **Uniform State Memorandum of Agreement** between Educational and Law Enforcement Officials.

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

**L. POLICY COMMITTEE**

Motion by Mr. Feldmann, seconded by Mr. Hanisch, to accept the recommendation of the Acting Superintendent to approve and adopt motion L.1 and L.2, as described below:

**L.1** Motion to approve the **first reading** of the following *(copy available for review)*:

<u>Number</u>	<u>Title</u>
0147	Board Member Compensation and Expenses
3440	Job Expenses
4440	Job Expenses

**L.2** Motion to approve the **second reading and adoption** of the following *(copy available for review)*:

<u>Number</u>	<u>Title</u>
0168	Recording Board Meetings
5516	Remotely Activating Communication Devices – Pagers & Cellular Telephones
6230	Budget Hearing
8505	School Nutrition
8506	School Lunch Program Bio-security Plan

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

**M. COMMITTEE REPORTS**

**Policy Committee** – Mrs. Hardy reported the Substance Abuse Policy was under review by Administration and local law enforcement officials.

**Negotiations Committee** – Mr. Hanisch reported new date remains unresolved.

**Finance Committee** – On behalf of Mr. Andre, Mr. Cerny reported the Committee continues to deliberate and research security matters.

**Education Committee** – Mrs. Servedio noted the Committee is reviewing the grade 6 & 7 academic cycle program.

**Community Relations** – Mrs. Masticola reported the Committee will meet on Thursday, will review survey results, in preparation for the October 9 open forum. An online survey will be available.

**N. COMMUNICATIONS**

A note regarding JTSNAP was received from Mrs. Greico and Mrs. Helmstetter.



**O. OLD BUSINESS**

None

**P. NEW BUSINESS**

1. Nepotism – under review – encourage discussion by full Board.
2. Principal's Report – goal to improve communications – get input and accentuate the positive
3. Report on County & State Salaries – goal regarding employee retention – separate fact/fiction regarding turnover
4. Rumors – how to address – chain of command.

**Q. BOARD MEMBER COMMENTS**

Recognition of Retirees on Agenda

**R. STUDENT REPRESENTATIVES**

Craig Fuess commented on the success of the Pep Rally.

**S. COMMENTS FROM THE AUDIENCE**

- A comment was made with regards to the PTA Monthly Newsletter which contains synopses of school activities and their willingness to share with the Board.
- A chain of command issue was raised. The accepted and preferred protocol is to go through the chain of command.
- A question was asked regarding the Middle School EDP's and why they were not on agenda. They will be ratified on October agenda.
- Communication needed to raise awareness for the Special Ed Forum which will be held on October 11.
- The Committee was thanked for support of Enduring Iraqi Freedom.

**T. ADJOURN**

Motion by Mr. Hanisch, seconded by Mr. Chamberlain, that the meeting adjourn at 9:11 PM.

Respectfully submitted,

Dora E. Mylchreest  
Board Secretary