

**JEFFERSON TOWNSHIP BOARD OF EDUCATION**  
**Work Session Meeting**  
**Monday**  
**November 8, 2004**  
**7:00 PM**

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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	_____	_____
Miss Klepp	_____	_____
Mrs. Muller	_____	_____
Mr. Tasker	_____	_____
Mrs. Van Houwe	_____	_____
Miss DeAnna Vander Ploeg	_____	_____
Mr. James Quigg	_____	_____

**D. SUPERINTENDENT'S REPORT**

*Good News and Progress in Our Schools.*

**E. PRESENTATIONS**

- Monthly Construction Manager's Report (Presented by Epic Management, Inc.)
- Monthly Update -Middle School Steering Committee

**F. MINUTES OF MEETINGS**

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

October 11, 2004 – Work Session Meeting  
October 18, 2004 – Regular Meeting

**G. FINANCE COMMITTEE**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions G.1 through G.6, as described below:

**G.1** Motion to approve the list of **requisitions** dated October 2004 in the amount of \$

**G.2** Motion to approve the **bills list** dated October 2004 in the amount of \$

**G.3** Motion to accept the **Treasurer and Secretary's Report** dated September 30, 2004 as being in balance.

**G.4** Motion to approve the **transfers** dated September 2004 in the amount of \$

**G.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 September 30, 2004 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).

**G.6** Motion to certify, in accordance with NJAC 6A:23-2.11(c)4, that as of September 30, 2004, 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. PERSONNEL COMMITTEE**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions H.1 and H.2, as described below:

**H.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)

<b>Personnel</b>								
Name	Nature of Action	Position	Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
<b>A: Administrators</b>								
None								

<b>B: Instructional</b>								
Peter Tummillo	Retirement	Music Teacher			JTHS	6/30/04	6/30/04	Retiring after 26 years
Place holder	Appoint	Long-term Sub			JTHS			Phys Ed replacement
Kristie Rowe	Resignation	Grade 3			WR	12/04/04	12/04/04	
<b>C: Non-Instructional</b>								
Kristine Burd	Resignation	Sp Ed Aide			ETB	9/23/04	9/23/04	
Nancy Diamandas	Leave of Abs.	Hall Monitor			JTHS	10/1/04	10/31/04	Unpaid medical leave
June McNamara	Salary Adjustment	Part-time Clerk	1	\$8,695.55	ETB	9/1/04	6/30/05	From .21 to .29
Denise Lagomarsino	Increase of Hours	Media Aide	3	\$15.69/hr	ETB	9/20/04	6/30/05	From 10 hrs to 19 ¾ per week
John Conklin	Appoint	Custodian	1	\$15.94/hr	JTHS	10/11/04	6/30/05	
Jose Montes-Ramirez	Appoint	Custodian	1	\$15.94/hr	Stanlick	10/18/04	6/30/05	
Jeanne Hantsen	Increase of Hours	Classroom Aide	1	\$16.00/hr	Stanlick	9/1/04	6/30/05	From 6 to 6.33 hrs per day
Jeanne Hantsen	Appoint	Transp. Aide	1	\$15.69/hr		9/1/04	6/30/05	.25 hrs per day
Placeholder	Appoint	Network Admin.						
<b>D: Substitutes/Other</b>								
Vicki Iannotta	Reappointment	Sub Teacher		\$80/diem		9/1/04	6/30/05	
Leigh Allocca	Reappointment	Sub Teacher		\$80/diem		9/1/04	6/30/05	
Andrea Hall	Appoint	Sub Clerical		\$7.50/hr		10/12/04	6/30/05	
Patricia Ziobro	Appoint	Sub Teacher		\$80/diem		10/12/04	6/30/05	
Jarret Unick	Appoint	Sub Teacher		\$80/diem		10/12/04	6/30/05	
Christine Henriquez	Appoint	Sub Teacher		\$80/diem		10/12/04	6/30/05	
Aleta Eisbacher	Appoint	Sub Teacher		\$80/diem		10/12/04	6/30/05	
Melissa Haggert	Appoint	Sub Teacher		\$80/diem		10/19/04	6/30/05	
Vanessa Sanchez	Appoint	Sub Bus Driver		\$14/hr		10/19/05	6/30/05	
Marilyn Beyel	Appoint	Sub Aide		\$6.78/hr		10/19/04	6/30/05	

**E. Extra Duty Pay – All salaries subject to adjustment upon final ratification of JTEA Contract**

Cheryl Kanazik	Appoint	Chaperone		\$100/diem	JTMS	10/13/04	10/15/04	Stokes Field Trip
Kenneth Westberg	Appoint	Chaperone		\$100/diem	JTMS	10/13/04	10/15/04	Stokes Field Trip
W. Leigh VanHouten	Appoint	Chaperone		\$100/diem	JTMS	10/13/04	10/15/04	Stokes Field Trip
Jennifer Costabile	Appoint	Chaperone		\$100/diem	JTMS	10/13/04	10/15/04	Stokes Field Trip
Janet King	Appoint	Chaperone		\$100/diem	JTMS	10/13/04	10/15/04	Stokes Field Trip
Kevin Moore	Appoint	Chaperone		\$100/diem	JTMS	10/13/04	10/15/04	Stokes Field Trip
Sharon Ciliento	Appoint	Chaperone		\$100/diem	JTMS	10/13/04	10/15/04	Stokes Field Trip
Carol Fern	Appoint	Chaperone		\$100/diem	JTMS	10/13/04	10/15/04	Stokes Field Trip
Kathryn Landsman	Appoint	Chaperone		\$100/diem	JTMS	10/13/04	10/15/04	Stokes Field Trip
Kenneth Kuzmiak	Appoint	Chaperone		\$100/diem	JTMS	10/13/04	10/15/04	Stokes Field Trip
Nancy Harris	Appoint	Chaperone		\$100/diem	JTMS	10/13/04	10/15/04	Stokes Field Trip
Sharon Clayton	Appoint	Chaperone		\$100/diem	JTMS	10/25/04	10/27/04	Stokes Field Trip

**E. Extra Duty Pay (continued) – All salaries subject to adjustment upon final ratification of JTEA Contract**

Sharon Ciliento	Appoint	Chaperone		\$100/diem	JTMS	10/25/04	10/27/04	Stokes Field Trip
W. Leigh VanHouten	Appoint	Chaperone		\$100/diem	JTMS	10/25/04	10/27/04	Stokes Field Trip
Kevin Moore	Appoint	Chaperone		\$100/diem	JTMS	10/25/04	10/27/04	Stokes Field Trip
Kathryn Landsman	Appoint	Chaperone		\$100/diem	JTMS	10/25/04	10/27/04	Stokes Field Trip
Kenneth Kuzmiak	Appoint	Chaperone		\$100/diem	JTMS	10/25/04	10/27/04	Stokes Field Trip
Cheryl Kanazik	Appoint	Chaperone		\$100/diem	JTMS	10/25/04	10/27/04	Stokes Field Trip
Christina Hardin	Appoint	Chaperone		\$100/diem	JTMS	10/25/04	10/27/04	Stokes Field Trip
Kenneth Westberg	Appoint	Chaperone		\$100/diem	JTMS	10/25/04	10/27/04	Stokes Field Trip
Jessica Hoertel	Appoint	Chaperone		\$100/diem	JTMS	10/25/04	10/27/04	Stokes Field Trip
Nancy Harris	Appoint	Chaperone		\$100/diem	JTMS	10/25/04	10/27/04	Stokes Field Trip
Kenneth Westberg	Appoint	Chaperone		\$100/diem	JTMS	10/27/04	10/29/04	Stokes Field Trip
Sharon Ciliento	Appoint	Chaperone		\$100/diem	JTMS	10/27/04	10/29/04	Stokes Field Trip
Carol Fern	Appoint	Chaperone		\$100/diem	JTMS	10/27/04	10/29/04	Stokes Field Trip
Pamela Graham	Appoint	Chaperone		\$100/diem	JTMS	10/27/04	10/29/04	Stokes Field Trip
Theresa Koontz	Appoint	Chaperone		\$100/diem	JTMS	10/27/04	10/29/04	Stokes Field Trip
Monica Heller	Appoint	Chaperone		\$100/diem	JTMS	10/27/04	10/29/04	Stokes Field Trip
Jennifer Costabile	Appoint	Chaperone		\$100/diem	JTMS	10/27/04	10/29/04	Stokes Field Trip
Kevin Moore	Appoint	Chaperone		\$100/diem	JTMS	10/27/04	10/29/04	Stokes Field Trip
Kathleen D'Ambrosio	Appoint	Chaperone		\$100/diem	JTMS	10/27/04	10/29/04	Stokes Field Trip
Nancy Harris	Appoint	Chaperone		\$100/diem	JTMS	10/27/04	10/29/04	Stokes Field Trip
Babette Stewart	Appoint	Chaperone		N/A	JTMS	10/27/04	10/29/04	“ “ “ “ Days Only

Jennifer Walsh	Appoint	Summer Work		\$35/hr	JTHS	7/1/04	8/30/04	Sport Physicals
Gail DeGraw	Appoint	Interact Club	Level 1		JTHS	2004/05		
Karen Vanderbok	Appoint	SEER		\$305.77	JTHS	2004/05		
Kevin McCabe	Appoint	Jr Class Advisor		\$1,409.62*	JTHS	2004/05		*Salary split
Lynne Cilli	Appoint	Red Cross	Level 1		JTHS	2004/05		
Lynne Cilli	Appoint	FEA	Level 1		JTHS	2004/05		
Lori Kircher	Appoint	TATU	Level 1		JTHS	2004/05		
Kristen Smith	Appoint	Set/Stage		\$364.14	JTHS	2004/05		
Margaret Willis	Appoint	Public Relations		\$770.15	Milton	2004/05		
Helen Remshifski	Appoint	Public Relations		\$770.15	Drummond	2004/05		
Diane Smart	Appoint	Public Relations		\$770.15	ETB	2004/05		
Denise Morando	Appoint	Public Relations		\$770.15	Cozy Lake	2004/05		
Diane Constantino	Appoint	Public Relations		\$770.15	Stanlick	2004/05		
Claire Brennan	Appoint	Public Relations		\$770.15	Wht Rock	2004/05		
Mary Ann Marchiano and Virginia Osborne	Appoint	Public Relations		\$770.15*	JTMS	2004/05		*Salary split
Richard Barriers	Appoint	Select Band	Level 3		JTMS	2004/05		
Barbara Donnelly	Appoint	Summer Eval.		\$17.50	CST	9/16/04		Legal/summer eval.
Dalyce Boyer	Appoint	Summer Eval.		\$980.00	CST	9/02/04	9/10/04	Legal/summer eval.
Denyse Edge	Appoint	Summer Eval.		\$70.00	CST	9/10/04		Legal/summer eval.
Barbra Winson	Appoint	Summer Eval.		\$122.50	CST	6/25/04	7/30/04	Legal/summer eval.
Beth Dailey	Appoint	Summer Eval.		\$17.50	CST	8/26/04	8/27/04	Legal/summer eval.
Tanya Hartig	Appoint	Summer Eval.		\$35.00	CST	9/14/04		Legal/summer eval.
Vanessa Tucker	Appoint	Summer Eval.		\$192.50	CST	9/14/04		Legal/summer eval.
Kay Richards	Appoint	Summer Eval.		\$140.00	CST	7/30/04	8/23/04	Legal/summer eval.
Denyse Edge	Appoint	Summer Eval.		\$525.00	CST	8/23/04	9/2/04	Legal/summer eval.
Suzanne Rodgers	Appoint	Summer Eval.		\$210.00	CST	9/2/04		Legal/summer eval.
Sharon Clayton	Appoint	Art		\$364.14	JTMS	2004/05		For musical
Cheryl Cantoni	Appoint	Choreographer		\$364.14	JTMS	2004/05		For musical
Jessica Hoertel	Appoint	Costumes		\$364.14	JTMS	2004/05		For musical
David Bresett	Appoint	Lighting		\$364.14	JTMS	2004/05		For musical
Sharon Ciliento	Appoint	Props		\$364.14	JTMS	2004/05		For musical
Jennifer Costabile	Appoint	Pub/Tickets		\$200.47	JTMS	2004/05		For musical
Sharon Clayton	Appoint	Scenery/Set		\$364.14	JTMS	2004/05		For musical
Cheryl Cantoni	Appoint	Drama Club		\$305.77	JTMS	2004/05		
Joan Lucas	Appoint	Music Director		\$1,644.35	JTMS	2004/05		For musical Voc/Instr.
Cheryl Cantoni	Appoint	Drama Director		\$2004.69	JTMS	2004/05		For musical
Cheryl Cantoni	Appoint	Drama		\$1,584.71	JTMS	2004/05		Per production stipend
Sharon Ciliento	Appoint	8 <sup>th</sup> Gr Advisor		\$241.70	JTMS	2004/05		
Sharon Clayton	Appoint	8 <sup>th</sup> Gr Advisor		\$241.70	JTMS	2004/05		
Cheryl Cantoni	Appoint	8 <sup>th</sup> Gr Advisor		\$241.70	JTMS	2004/05		
Janet King	Appoint	8 <sup>th</sup> Gr Advisor		\$241.70	JTMS	2004/05		
Richard Barriers	Appoint	Jazz Band		\$305.77	JTMS	2004/05		
Jessica Hoertel	Appoint	Jr. Great Books		\$951.49	JTMS	2004/05		
Kathy D'Ambrosio	Appoint	Jr. Great Books		\$951.49	JTMS	2004/05		
Cheryl Cantoni	Appoint	Lighting		\$152.88	JTMS	2004/05		For Talent Show
Serina Alfano	Appoint	Lighting		\$152.88	JTMS	2004/05		For Talent Show
Joan Lucas	Appoint	Talent Show		\$218.23	JTMS	2004/05		

**E. Extra Duty Pay (continued) – All salaries subject to adjustment upon final ratification of JTEA Contract**

Richard Barriers	Appoint	Talent Show		\$218.23	JTMS	2004/05		
Marlene Lubin	Appoint	Literary Mag.		\$269.61	JTMS	2004/05		
Teri Haight	Appoint	Literary Mag.		\$269.61	JTMS	2004/05		
Kathryn Landsman	Appoint	Student Council		\$1,212.97	JTMS	2004/05		
Joan Lucas	Appoint	Select Choir		\$305.77	JTMS	2004/05		
Kathleen D'Ambrosio	Appoint	Typing Club		\$305.77	JTMS	2004/05		
Sharon Clayton	Appoint	Yearbook		\$831.05	JTMS	2004/05		
Cheryl Cantoni	Appoint	Yearbook		\$831.05	JTMS	2004/05		
Kathleen D'Ambrosio	Appoint	Young Astro.		\$2,283.82	JTMS	2004/05		
Cheryl Kanazik	Appoint	Environmental		\$385.71	JTMS	2004/05		

<b>Athletic Coaches:</b>								
Lori Kircher	Salary Adjustment	Head X-Cty Girls		\$4,430.77	JTHS	2004/05		Exp Stipend Added
Sharon Ciliento	Appoint	Fall Intramurals		\$667.68	JTMS	2004/05		
Jessica Hoertel	Appoint	Fall Intramurals		\$667.68	JTMS	2004/05		
Amy Thomson	Appoint	Winter Intra.		\$2,283.82	JTMS	2004/05		

David Bresett	Appoint	Spring Intra.		\$1,453.45	JTMS	2004/05		
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**COURSE REIMBURSEMENTS:**

NAME	COURSE	APPROVAL #	AMOUNT
Stewart, Christine	Reading Clinic Practicum Assessment & Evaluation	2 and 3	\$1,381.50
Krygier, Rose Ann	High Performing Teacher Learning Styles/Multiple Intelligences	6 and 7	\$1,500.00
Rowens, Heather	Using Internet to Enhance Teaching/Learning Motivating Todays Learner	8 and 9	\$1,500.00
Morando, Denise	Motivating Todays Learner Using Internet to Enhance Teaching/Learning	17 and 20	\$1,500.00
Smith, Phyllis	The High Performing Teacher Learning Styles/Multiple Intelligences	18 and 19	\$1,500.00
Pasake, Susan	The High Performing Teacher Learning Styles/Multiple Intelligences	21 and 22	\$1,500.00
Harris, Nancy	Independent Study in Environment Studies	23	\$ 970.11
Moore, Kevin	Independent Study in Environment Studies	24	\$ 970.11
VanHouten, W. Leigh	Independent Study in Environment Studies	25	\$ 970.11
Manziona, Denise	Teachers Discover & Integrate Multimedia	26	\$ 550.00
Hugo, Catherine	Using Internet to Enhance Teaching/Learning Inclusion of Special Needs Students in Class	38 and 39	\$ 670.00
Markowick, Jennifer	Using Internet to Enhance Teaching/Learning Inclusion of Special Needs Students in Class	41 and 42	\$ 710.00
Richards, Kay	Using Internet to Enhance Teaching/Learning Inclusion of Special Needs Students in Class	43 and 44	\$ 670.00
Scherlacher, Niemah	Using Internet to Enhance Teaching/Learning Inclusion of Special Needs Students in Class	45 and 46	\$ 670.00
Baggs, Bernard In accordance w/JTAEA Contract	Intermediate Statistics	5	\$2,269.00

**H.2** Motion to approve the following job description (*Copy available for review*):

Middle School Team Coordinator

**I. EDUCATION COMMITTEE**

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

**I.1** Motion to approve placement of student out of district as indicated below:

Student	School	Tuition	Dates

**I.2** \_\_\_\_\_ noted the **enrollment** as of 9/30/04:

	<b>June 04</b>	<b>Sept 04</b>
R. F. Drummond	99	106
Milton	217	186
Cozy Lake	281	283
Stanlick	259	367
E.T. Briggs	380	246
White Rock	490	481
<b>Total Elementary</b>	<b>1,726</b>	<b>1,669</b>
JTMS	889	919
JTHS	991	1,019
<b>GRAND TOTAL</b>	<b>3,606</b>	<b>3,607</b>
Tuition students received	1	1
Tuition district placement	56	42 + (3 Residential)

**J. BUILDING NEEDS COMMITTEE**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions J.1 through J.4, as described below:

**J.1** Motion to approve the following **change orders** for the Stanlick/WR construction project:

<u>Contract #</u>	<u>Change Order #</u>	<u>Contractor</u>	<u>Amount</u>
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**L. COMMITTEE REPORTS**

**M. COMMUNICATIONS**

**N. OLD BUSINESS**

**O. NEW BUSINESS**

**P. COMMENTS FROM THE AUDIENCE**

**Q. BOARD MEMBER COMMENTS**

**R. ADJOURN**