

JEFFERSON TOWNSHIP BOARD OF EDUCATION
Regular Meeting
Monday
April 19, 2004
7:00 PM

A. Mr. Hanisch called the meeting to order at 7:01 PM, and read the Open Meeting Statement.

B. Pledge of Allegiance.

C. ROLL CALL:	<u>Present</u>	<u>Absent</u>
Mr. Andre	X	
Mrs. Cammarano	X	
Mr. Cuccio	X	
Mr. Erdmann	X	
Mr. Hanisch	X	
Miss Klepp	X	
Mrs. Muller		X
Mr. Tasker		X
Mrs. Van Houwe	X	
Miss Alicia Hooper		X
Mr. Robert VanderPloeg	X	

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

BE IT RESOLVED, by the Jefferson Township Board of Education on this 19th day of April, 2004 at 7:00 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), (4) and (7). The general nature of the discussion will involve matters confidential by law, collective bargaining and litigation, anticipated litigation or contract negotiation and attorney-client matters.
Action may be taken.
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.

Motion carried.

The meeting was recalled to order at 8:00 PM.

D. SUPERINTENDENT'S REPORT

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

E. PRESENTATIONS

- Energy and Utilities Savings Initiative – Dr. Bowen
- Jefferson Township New Jersey Teacher of the Year Recipient – Barbara Hardcastle
- Eight Morris County Teacher Recognition Awards – Terri Tiefau, Margaret Willis, Cecilia Hansen, Gail Eckert, Barbara Hardcastle, Angela Albano, Nancy Harris and Lori Kircher
- Jefferson Township Student Athlete Winter Sports Recognition

F. MINUTES OF MEETINGS

F.1 Motion by Mr. Andre, seconded by Mrs. Cammarano, that the minutes of the following meetings be approved as submitted:

March 8, 2004 - Work Session Meeting

Roll call vote: Mr. Andre	- Yes	Mr. Erdmann	- Yes	Mrs. Van Houwe	- Yes
	Mrs. Cammarano	- Yes	Miss Klepp	- Yes	
	Mr. Cuccio	- Yes	Mr. Hanisch	- Yes	

All in favor. Motion carried.

F.2 Motion by Mr. Andre, seconded by Mrs. Van Houwe, that the minutes of the following meetings be approved as submitted:

March 15, 2004 - Regular Session Meeting

Roll call vote: Mr. Andre	- Yes	Mr. Erdmann	- Yes	Mrs. Van Houwe	- Yes
	Mrs. Cammarano	- Yes	Miss Klepp	- Yes	
	Mr. Cuccio	- Abstain	Mr. Hanisch	- Yes	

Six in favor. One abstention. Motion carried.

F.3 Motion by Mr. Andre, seconded by Mrs. Cammarano, that the minutes of the following meetings be approved as submitted:

March 29, 2004 – Special Budget Public Hearing Meeting

Roll call vote: Mr. Andre	- Yes	Mr. Erdmann	- Yes	Mrs. Van Houwe	- Yes
	Mrs. Cammarano	- Yes	Miss Klepp	- Abstain	
	Mr. Cuccio	- Yes	Mr. Hanisch	- Yes	

Six in favor. One abstention. Motion carried.

G. FINANCE COMMITTEE

Motion by Mr. Cuccio, seconded by Mrs. Cammarano, 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 March 2004 in the amount of \$337,045.22.

- G.2** Motion to approve the **bills list** dated March 2004 in the amount of \$3,077,439.43
- G.3** Motion to accept the **Treasurer and Secretary's Report** dated February 29, 2004.
- G.4** Motion to approve the **transfers** dated March 2004.
- 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 March 31, 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 February 29, 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.

Roll call vote: Mr. Andre - Yes Mr. Erdmann - Yes Mrs. Van Houwe - Yes
 Mrs. Cammarano - Yes Miss Klepp - Yes
 Mr. Cuccio - Yes Mr. Hanisch - Yes

All in favor. Motion carried.

H. PERSONNEL COMMITTEE

Motion by Mrs. Cammarano, seconded by Mr. Cuccio, to accept the recommendation of the Superintendent to approve and adopt motion H.1, 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) Appointments effective during the 2003-2004 school year

Personnel

Name	Nature of Action	Position	Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
A: Administrators								
B: Instructional								
Angela Albano	Retirement	Grade 3 teacher			WR	6/30/04	7/1/04	To retire after 31 years of service
Elizabeth Kleinberg	Retirement	Science teacher			JTHS	6/30/04	7/1/04	To retire after 16 years of service
Patricia Farrelly	Appoint	Long-term substitute		187.44/diem	WR	3/26/04	6/30/04	To replace Shannon Castimore
Alex Montanez	Appoint	Long-term substitute		187.44/diem	JTHS	4/12/04	6/30/04	To replace Ann Westervelt
Susan J. Stenens	Appoint	Math teacher	1	\$40,000	JTHS	9/1/04	6/30/05	New Position – BA15
Jane Kirshenbaum	Appoint	Science Teacher	10	\$47,195	JTHS	9/1/04	6/30/05	To replace Elizabeth Kleinberg
Sharon Garry	Appoint	Speech/Drama	8	\$44,297	JTHS	9/1/04	6/30/05	To replace J. Gardner
C: Non-Instructional								
Patricia Rogers	Retirement	Café van driver			JTHS	6/30/04	7/1/04	To retire after 27 years
Mary Sheplak	Retirement	Confidential Secretary			BO	6/15/04	6/15/04	To retire after 20 years
LB	Leave of Absence	Gen/Spec Ed Aide			ETB	9/1/04	12/31/04	Disability Leave from 9/20/04 – 10/29/04 NJ Family Leave Act from 11/1/04 – 12/31/04
K.D.	Released	Bus Driver				04/06/04		Removed from duty/fingerprint results

D: Substitutes/Other

Lisa Laganella	Appoint	Substitute	\$80/diem		2003/04		Substitute teacher
Heather Nachbaur	Appoint	Substitute	\$80/diem		2003/04		Substitute teacher
Peter Richter	Appoint	Substitute	\$80/ diem		2003/04		Substitute teacher
Jeanmarie Orso	Appoint	Substitute	\$80/ diem		2003/04		Substitute School Nurse
Katie Leach	Appoint	Substitute	\$80/diem		2003/04		Substitute teacher
James Giro	Appoint	Substitute	\$10.83/hr		2003/04		Substitute custodian
Adrian Zaimaj	Appoint	Substitute	\$10.83/hr		2003/04		Substitute custodian
Gary Besaw	Appoint	Substitute	\$10.83/hr		2003/04		Substitute custodian
Nusret Alilov	Appoint	Substitute	\$10.83/hr		2003/04		Substitute custodian
Edward Hooley	Appoint	Substitute	\$10.83/hr		2003/04		Substitute custodian
E. Extra Duty Pay							
Barbara Donnelly	Appoint	ABA Tutoring	\$208.80	ETB	2/2/04	2/26/04	ABA tutoring
Margaret Pratt	Appoint	ABA Tutoring	\$125.28	Milton	1/29/04	2/19/04	ABA Tutoring
Peter Tummlillo	Appoint	Tutor, Economics	\$198.29	JTHS	2003/04		Academic Decathlon Tutor
Bertha Todd	Appoint	Tutor, Math	\$198.29	JTHS	2003/04		Academic Decathlon Tutor
K McCabe/J Wynne	Rescind	Props	\$334.42	JTHS	2003/04		Spring Musical split appointment
James Wynne	Appoint	Props	\$334.42	JTHS	2003/04		Spring Musical
K McCabe	Rescind	Lighting	\$349.13	JTHS	2003/04		Spring Musical
Matthew Signorello	Appoint	Lighting	\$349.13	JTHS	2003/04		Spring Musical
Jennifer Conover	Appoint	Choreographer	\$349.13	JTHS	2003/04		Spring Musical
Sharon Rocks	Appoint	Lacrosse Coach	\$1,497.65	JTHS	2003/04		Freshman Girls Lacrosse Coach
Sharon Ciliento	Appoint	Trip Coordinator	\$100/night	JTMS	2003/04		8 TH Grade Class Trip – 2 nights
Sharon Clayton	Appoint	Chaperone	\$100/night	JTMS	2003/04		8 TH Grade Class Trip – 2 nights
Janet King	Appoint	Chaperone	\$100/night	JTMS	2003/04		8 TH Grade Class Trip – 2 nights
Leigh VanHouten	Appoint	Chaperone	\$100/night	JTMS	2003/04		8 TH Grade Class Trip – 2 nights
Ann Lewis	Appoint	Chaperone	\$100/night	JTMS	2003/04		8 TH Grade Class Trip – 2 nights
Ruth Tauriello	Appoint	Chaperone	\$100/night	JTMS	2003/04		8 TH Grade Class Trip – 2 nights
Teri Haight	Appoint	Chaperone	\$100/night	JTMS	2003/04		8 TH Grade Class Trip – 2 nights
Cheryl Cantoni	Appoint	Chaperone	\$100/night	JTMS	2003/04		8 TH Grade Class Trip – 2 nights
Jennifer Costabile	Appoint	Chaperone	\$100/night	JTMS	2003/04		8 TH Grade Class Trip – 2 nights
Kathy D'Ambrosio	Appoint	Chaperone	\$100/night	JTMS	2003/04		8 TH Grade Class Trip – 2 nights
Ken Kuzmiak	Appoint	Chaperone	\$100/night	JTMS	2003/04		8 TH Grade Class Trip – 2 nights
Jessica Hoertel	Appoint	Chaperone	\$100/night	JTMS	2003/04		8 TH Grade Class Trip – 2 nights
Ken Westberg	Appoint	Chaperone	\$100/night	JTMS	2003/04		8 TH Grade Class Trip – 2 nights
Debbie Helfand	Appoint	Chaperone	\$100/night	JTMS	2003/04		8 TH Grade Class Trip – 2 nights
Cheryl Kanazik	Appoint	Chaperone	\$100/night	JTMS	2003/04		8 TH Grade Class Trip – 2 nights
Kathy Landsman	Appoint	Chaperone	\$100/night	JTMS	2003/04		8 TH Grade Class Trip- 2 nights
Monica Heller	Appoint	Chaperone	\$100/night	JTMS	2003/04		8 TH Grade Class Trip – 2 nights
Terry Koontz	Appoint	Chaperone	\$100/night	JTMS	2003/04		8 TH Grade Class Trip – 2 nights
Lou Migliacci	Appoint	Chaperone	\$100/night	JTMS	2003/04		8 TH Grade Class Trip – 2 nights
Nancy Harris	Appoint	Chaperone	\$100/night	JTMS	2003/04		8 TH Grade Class Trip – 2 nights
Kayla Shanahan	Appoint	Chaperone	\$100/night	JTMS	2003/04		8 TH Grade Class Trip – 2 nights
Jeri Doherty	Appoint	Counselor	\$100/night	JTMS	2003/04		8 TH Grade Class Trip – 2 nights
Charla Buglino	Appoint	Nurse	\$100/night	JTMS	2003/04		8 TH Grade Class Trip – 2 nights

H.2 Motion to approve Substitute Bus Driver salary increase from \$11.29/hour to \$14.00/hour.

Roll call vote: Mr. Andre - Yes Mr. Erdmann - Yes Mrs. Van Houwe - Yes
 Mrs. Cammarano - Yes Miss Klepp - Yes
 Mr. Cuccio - Yes Mr. Hanisch - Yes

All in favor. Motion carried.

I. EDUCATION COMMITTEE

Motion by Miss Klepp, seconded by Mrs. Van Houwe, to accept the recommendation of the Superintendent to approve and adopt motions I.1 through I.5, as described below:

I.1 Motion to approve submission of classes as indicated below to the Morris County Superintendent of Schools for approval for the 2004/05 school year:

- Behavioral Disabilities class – elementary school
- Behavioral Disabilities class – high school
- Multiple Disabilities class – high school

I.2 Motion to adjust the monthly tuition for F-13 student out of district attending Sussex County Educational Services Commission from \$1,511.86 to \$1,394.75 due to a decrease in aide services.

I.3 Motion to approve Grades 9-12 Science Curriculum, for use in the Jefferson Township High School, as presented to the Education Committee. (copy available)

I.4 Motion to approve Grades 9-12 Mathematics, College Preparatory, Honors and Advanced Placement Curriculum, for use Jefferson Township High School, as presented to the Education Committee. (copy available)

I.5 Motion to approve the contract with the Sussex County Technical School as the alternate Jefferson Township Middle and High School graduation location in the event of inclement weather at a total cost not to exceed of \$1,750 for two days, June 8 and 9, if the facility is utilized. (contract pending attorney review)

Roll call vote: Mr. Andre - Yes Mr. Erdmann - Yes Mrs. Van Houwe - Yes
 Mrs. Cammarano - Yes Miss Klepp - Yes
 Mr. Cuccio - Yes Mr. Hanisch - Yes

All in favor. Motion carried.

I.6 Miss Klepp noted the **enrollment** as of 3/31/04:

	Jun-03	Mar 03	Mar 04
R. F. Drummond	100	102	98
Milton	181	181	220
Cozy Lake	314	319	280
Stanlick	260	260	259
E.T. Briggs	398	397	380
White Rock	484	483	491
Total Elementary	1,737	1,742	1,728
JTMS	870	870	893
JTHS	952	956	993
GRAND TOTAL	3,559	3,568	3,614
Tuition students received	0	0	1
Out of district placement	58	58	55

J. BUILDING NEEDS COMMITTEE

Motion by Mrs. Cammarano, seconded by Mr. Cuccio, to accept the recommendation of the Superintendent to approve and adopt motions J.1 through J.6, 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>	
3B	2	R. T. Guthrie Plumbing & Heating, Inc.	\$ 4,124.	Additional slop sink for upper level of WR
1A	4	Rochelle Contracting Co., Inc.	50,000.	Changes to drainage at back end of Stanlick property
3A	3	R. T. Guthrie Plumbing & Heating, Inc.	3,795.	Sprinkler flow valve
5A	9	Vespa Electric	\$ 6,330.	Labor & Materials to add circuits for air conditioning units

J.2 Motion to approve the following **change orders** for the HS/MS construction project:

<u>Contract #</u>	<u>Change Order #</u>	<u>Contractor</u>	<u>Amount</u>	
Base Bid	7	A. Pflugh	\$ 11,878.	Brick Vents
Base Bid	2	Sparta Steel Corp.	2,367.	Install steel angles in block B stair #2 to support roof deck
Base Bid	3	Sparta Steel Corp.	9,000.	Install additional steel in block C - music wing

J.3 Motion to approve PAETEC Communications as the designated provider for local and long distance telephone/communication services.

J.4 Motion to accept and award the bid for Reconstruction of the Jefferson Township Middle School Recreation Field to Rochelle Contracting Co., Inc. in the amount of \$55,259.30, as recommended by the district’s Project Engineer, Finelli Consulting Engineers, Inc. Bid breakdown sheet attached.

J.5 Motion to reject the asbestos removal bid submitted by Netrix Inc., in the amount of \$96,000, as reviewed by the Board Attorney. (Bid Bond amount insufficient.)

J.6 Motion to accept and award the bid for asbestos removal of district schools to Bristol Environmental, Inc. in the amount of \$118,000, as recommended by Environmental Remediation & Management, Inc., the district’s environmental consultant. Bid breakdown sheet attached.

Roll call vote: Mr. Andre	- Yes	Mr. Erdmann	- Yes	Mrs. Van Houwe	- Yes
Mrs. Cammarano	- Yes	Miss Klepp	- Yes		
Mr. Cuccio	- Yes	Mr. Hanisch	- Yes		

All in favor. Motion carried.

K. TECHNOLOGY COMMITTEE

Motion by Mr. Cuccio, 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 submission of the Jefferson Township School District 3 Year District Technology Plan, July 1, 2004 through June 30, 2007, to the Morris County Superintendent for approval. (copy available for review)

Roll call vote: Mr. Andre	- Yes	Mr. Erdmann	- Yes	Mrs. Van Houwe	- Yes
Mrs. Cammarano	- Yes	Miss Klepp	- Yes		
Mr. Cuccio	- Yes	Mr. Hanisch	- Yes		

All in favor. Motion carried.

L. AUXILIARY COMMITTEE

Motion by Mrs. Cammarano, seconded by Mr. Andre, to accept the recommendation of the Superintendent to approve and adopt motions L.1 and L.4, as described below:

L.1 Motion to approve the Resolution to participate in the **Joint Transportation Agreement** for the 2004-2005 school year with Sussex County Regional Cooperative.

L.2 Motion to accept the **donation** of \$1,000 to the Jefferson Township High School Boys Lacrosse Team from Marjorie Huber in the name of her deceased husband, William Huber, in accordance with Policy #1323, Gifts, Grants and Bequests.

L.3 Motion to accept the **donation** to the White Rock School for a Landscape Project from Woodstock Landscapes, estimated value of \$9,000, in accordance with Policy #1323, Gifts, Grants and Bequests.

L.4 Motion to approve the appointment of Anthony Guide as a consultant to oversee the transition of the building and grounds management services, at \$300/diem, on an as needed basis, until June 30, 2004. This appointment may be extended by Board vote.

Roll call vote: Mr. Andre	- Yes	Mr. Erdmann	- Yes	Mrs. Van Houwe	- Yes
Mrs. Cammarano	- Yes	Miss Klepp	- Yes		
Mr. Cuccio	- Yes	Mr. Hanisch	- Yes		

All in favor. Motion carried.

M. NEGOTIATIONS COMMITTEE

Motion by Mr. Andre, seconded by Mrs. Cammarano, to accept the recommendation of the Superintendent to approve and adopt motion M.1, as described below:

M.1 Motion to approve an **Agreement** between the Jefferson Township Board of Education and Jefferson Township Supervisors' Association for School Years 2004-2005, 2005-2006 and 2006-2007; effective July 1, 2004 through June 30, 2007.

Roll call vote:	Mr. Andre	- Yes	Mr. Erdmann	- Yes	Mrs. Van Houwe	- Yes
	Mrs. Cammarano	- Yes	Miss Klepp	- Yes		
	Mr. Cuccio	- Yes	Mr. Hanisch	- Yes		

All in favor. Motion carried.

N. COMMITTEE REPORTS – None.

O. CORRESPONDENCE – None.

P. OLD BUSINESS – None.

Q. NEW BUSINESS – None.

R. COMMENTS FROM THE AUDIENCE

Comments were made regarding the following:

- In-door air quality
- Class size
- Curriculum

S. BOARD MEMBER COMMENTS – None.

T. CLOSED SESSION

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

BE IT RESOLVED, by the Jefferson Township Board of Education on this 19th day of April, 2004 at 10:45 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), (4) and (7). The general nature of the discussion will involve matters confidential by law, collective bargaining and litigation, anticipated litigation or contract negotiation and attorney-client matters.
Action may be taken.
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.

Motion carried.

U. ADJOURN

Motion by Mr. Andre, seconded Mrs. Cammarano, that the meeting adjourn at 11:42 PM.

Respectfully submitted,

Dora E. Mylchreest
Board Secretary