

JEFFERSON TOWNSHIP BOARD OF EDUCATION
Work Session Meeting
Monday
April 7, 2003

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. Cammarano	_____	_____
Mr. Ferguson	_____	_____
Mr. Hanisch	_____	_____
Miss Klepp	_____	_____
Mr. Kraljevich	_____	_____
Mrs. Muller	_____	_____
Mr. Tasker	_____	_____
Mrs. Van Houwe	_____	_____
Theresa Giamanco	_____	_____
Ali Mustafa	_____	_____

D. **SUPERINTENDENT'S REPORT**

Good News and Progress in Our Schools.

E. **PRESENTATIONS**

Monthly Construction Manager's Report (Presented by Epic Management, Inc.)

F. MINUTES OF MEETINGS

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

- March 3, 2003 – Special Meeting
- March 10, 2003 - Work Session Meeting
- March 17, 2003 - 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.7, as described below:

G.1 Motion to approve the list of **requisitions** dated March 2003 in the amount of \$134,090.21.

G.2 Motion to approve the **bills list** dated March 2003 in the amount of \$1,278,668.93.

G.3 Motion to accept the **Treasurer and Secretary's Report** dated February 2003.

G.4 Motion to approve the **transfers** dated March 2003.

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 2003 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 March 2003, 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.

G.7 Motion to accept FY03 **No Child Left Behind** (NCLB) Funds, as follows:

TITLE I	\$104,144
TITLE II – PART A	\$ 70,468
TITLE II – PART D	\$ 2,984
TITLE IV	\$ 11,206
TITLE V	\$ 14,350

H. PERSONNEL COMMITTEE

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions H.1 through H.9, as described below:

H.1 Motion to note **retirements** as indicated below:

Robin Gugan, Cozy Lake Reading Specialist, effective 7/1/03 with 33 years in teaching in Jefferson;

Virginia Randall, White Rock Reading, effective 7/1/03 with 19 years of teaching, 4 years in Jefferson;

Myrna Speert, JTHS Math effective 7/1/03 with 29 years of teaching, 23 in Jefferson

H.2 Motion to approve an unpaid medical leave for **Anna Arlington**, WR grade 4, effective 3/31/03 through 6/30/03.

H.3 Motion to approve medical leave of absence for **Jerome Memory**, High School Counselor, effective 3/18/03 through 6/30/03 utilizing accumulated sick days.

H.4 Motion to approve an unpaid medical leave of absence for **Shirley Buchanan**, Bus Driver, for approximately 4 weeks or upon release from physician, effective 4/2/03.

H.5 Motion to approve leave of absences for **Melanie Zurvansky** as follows: Disability – 3/26/03 (per physician’s orders) through 7/13/03 utilizing 19 accumulated sick days.

H.6 Motion to appoint the **substitutes** for the 2002/03 school year.

TEACHERS – Julia Balz, Donna Combos, Rachel DeCarlo, Margaret Dungan
& Elizabeth Roche

NURSE – Rose Scovill

H.7 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)

Melanie VanDerPloog – Long-term substitute, replacing Anna Arlington at White Rock, grade 4, effective 4/14/03 through 6/30/03 at \$177.50 per diem.

_____ Bus Driver

Pamela Scott – Occupational Therapist, effective 9/1/03-6/30/04 at \$45,000, BA step 12 to be adjusted upon final contract agreement with the JTEA.

_____ Long-term SAC

H.8 Motion to appoint **EDP’s** as indicated below for the 2002/03 school year:

Spring Stokes supervisors @ \$100 per night for 2 nights each:

Jen Costabile, Carol Fern, Pam Graham, Nancy Harris, Debbie Helfand, Elizabeth Jermyn, Cheryl Kanazik, Ken Kuzmiak, Lou Migliacci, Kevin Moore, Christine Stewart and Ken Westberg.

Cheryl Kanazik – Middle School Track Assistant - \$1,225.63

Kay Richards – School Psychologist – 6 hours case work for 3 students - \$317.10

Chaperones for grade 8 Philadelphia Trip – 2 nights at \$100 each night

Sharon Clayton, Janet King, Leigh VanHouten, Cheryl Cantoni, Sharon Ciliento, Steve Gottlieb, Teri Haight, Jennifer Costabile, Nancy Harris, Jessica Hoertel, Katie Landsman, Ken Westberg, Kathy Cutrona, Pam Graham, Debbie Helfand, Cheryl Kanazik, Kathy D’Ambrosio, Monica Heller and Karen DeMicieli.

H.9 Motion to approve **student teachers** as indicated below:

Lori Johansson – JTHS 5 hour visitation with Mrs. Latronica on or about 5/16/03

Erin Boska , Anna Cannizzaro, and Michele Cannizzaro – White Rock – September 3, 2003 through December 11, 2003

Danielle Valenza – White Rock – September 8, 2003 through December 5, 2003

Tanya Senney – Stanlick – September 3, 2003 through December 11, 2003

Rachel Miuccio – JTHS Biology – January 22, 2003 through May 8, 2003

I. EDUCATION COMMITTEE

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motion I.1 through I.4, as described below:

I.1 Motion to approve **reimbursement** for college credits pursuant to Article XXXIII of the JTEA/JTBOE agreement as indicated below:

NAME	CREDITS	AMOUNT
Smith, Brenda	3	\$450.00
Tordoff, Susan	3	\$450.00

I.2 Motion to rescind February 10, 2003 approval of Middle School **grade 8 trip** to Washington, D. C. for May 6, 7, & 8, 2003.

I.3 Motion to approve Middle School **grade 8 trip** to Philadelphia, PA for May 6, 7, & 8, 2003.

I.4 Motion to approve the Jefferson Township Public Schools **Professional Development Plan** for the 2003/04 school year as approved by the Morris County Professional Development Board. (Copy available for review)

I.5 _____ noted the **enrollment** as of 3/31/03:

	Jun-02	Mar 02	Mar 03
R. F. Drummond	114	117	102
Milton	200	195	179
Cozy Lake	331	329	319
Stanlick	228	227	258
E.T. Briggs	405	406	393
White Rock	496	496	480
Total Elementary	1774	1770	1731
JTMS	796	801	871
JTHS	948	958	958
GRAND TOTAL	3518	3529	3560
Tuition students received	0	0	0
Out of district placement	45.5	60	57

J. AUXILIARY SERVICES COMMITTEE

Motion by _____, seconded by _____, 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 disposal of **obsolete equipment**, as listed below:

<u>Asset #</u>	<u>Equipment</u>
000011	Advance Carpet Trierer
000779	GE Gas Oven/Range/Broiler – Model #JGBC15GEK3AD, Serial # MD1289680, 120V, 4 amp
000778	GE Gas Oven/Range/Broiler – Model #JGBC15GEK3AD, Serial # MD1290200, 120V, 4 amp
002804	Roper Gas Oven/Range/Broiler
000595	Upright Piano – Wurlitzer, Serial #860721
000533	Upright Piano – Wurlitzer, Serial #837013
001314	Amaco Electric Kiln, Model #AH10, Serial #10C848, 3 PH, 7.3kw, 240v, 17.6 amp, max temp. 2350°
	Dixie Narco Soda Dispensing Machine (coin operated), Model # DNCB 368/216-8, Serial 0745 2706A1, 10 amps R-12, 8.5 oz.
	Sharp Color Television, 27”, Model #27E-S50, Serial #628430
	Sharp Color Television, 19”, Model #FF19633, Serial #614698
	Schwin Air Dyne Exercise Bike
	Athletic Whirlpool

J.2 Motion to accept the **donation** from Milton Terry of 20 chairs valued at \$1,200 to the Jefferson Board of Education, in accordance with Policy #1323, Gift, Grants and Bequests.

J.3 Motion to award the **Landscape Maintenance Bid** to _____.

K. COMMITTEE REPORTS

L. CORRESPONDENCE

M. OLD BUSINESS

N. NEW BUSINESS

O. COMMENTS FROM THE AUDIENCE

P. BOARD MEMBER COMMENTS

Q. CONFIDENTIAL SESSION

R. ADJOURN