

-JEFFERSON TOWNSHIP BOARD OF EDUCATION
Work Session Meeting
Monday
June 9, 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. Cuccio	_____	_____
Mr. Erdmann	_____	_____
Mr. Hanisch	_____	_____
Miss Klepp	_____	_____
Mrs. Muller	_____	_____
Mr. Tasker	_____	_____
Mrs. Van Houwe	_____	_____
Theresa Giamanco	_____	_____
Ali Mustafa	_____	_____

D. SUPERINTENDENT'S REPORT

Good News and Progress in Our Schools.

- National Current Events League Contest Winners - Grade 4 Briggs School –
 Alexandra Kazimir, Bradley Odgers and Rachel Miller
- Best Practice – Mryna Speert

E. PRESENTATIONS

- 6/9/03- Monthly Construction Manager’s Report (Presented by Epic Management, Inc.)
- 6/16/03- Technology Update

F. MINUTES OF MEETINGS

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

May 5, 2003 – Work Session Meeting

May 12, 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.13, as described below:

- G.1** Motion to approve the list of **requisitions** dated May 2003 in the amount of \$178,783.07.
- G.2** Motion to approve the **bills list** dated May 2003 in the amount of \$1,919,931.19.
- G.3** Motion to accept the **Treasurer and Secretary's Report** dated April 2003.
- G.4** Motion to approve the **transfers** dated May 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 May 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 May 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 authorize **interest earned** on the investment of unexpended cash balances in the capital projects fund be transferred to the general fund.
- G.8** Motion to approve the appropriation of \$52,241 in **Extraordinary Aid** as an FY03 Accounts Receivable.
- G.9** Motion to approve a resolution to participate in a **Cooperative Pricing Agreement** with Hunterdon County Educational Services Commission for the 2003-04 school year.
- G.10** Motion to submit Amendments to the **FY03 IASA and IDEA** Grant Applications.

G.11 Motion to submit the **FY04 No Child Left Behind** (NCLB) application (formerly IASA).

G.12 Motion to submit the **FY04 IDEA** Grant Application.

G.13 Motion to approve a resolution authorizing the execution and delivery of a **lease purchase agreement** with Morris County Improvement Authority in the amount of \$515,950.

H. PERSONNEL COMMITTEE

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions H.1 through H.16, as described below:

H.1 Motion to accept resignations as indicated below:

Katy Lin, Elementary ESL teacher effective 6/30/03
Joseph Orlak – JTHS Social Studies – effective 6/30/03
Gabrielle Rolon – ETB grade 5 – effective 6/30/03
Colleen Daly – Cozy Lake Grade 1 – effective 6/30/03

H.2 Motion to note **retirements** as indicated below:

Lenore Brown – ETB instructional aide–effective 7/1/03 with 17 years in Jefferson
Jack Fennell – custodian – effective 7/1/03 with 11 years in Jefferson
Steven Rendle – Dir of Student Personnel Services – effective 8/1/03 with 36 years in Jefferson
Brigitte Seeley – JTMS instructional aide – 6/30/03 with 13 years in Jefferson

H.3 Motion to approve family leave of absence for **Karen Mason**, JTHS Resource Center teacher effective 6/1/03 through 9/30/03 returning to work 10/1/03.

H.4 Motion to approve leave of absence for **Amy Connors**, Cozy Lake 1st grade as indicated:
Disability 9/29/03 – 11/13/03 utilizing 33 accumulated sick days
Non-disability 11/14/03 – 1/4/04 returning to work 1/5/04.

H.5 Motion to appoint the **substitutes** for the 2003/04 school year as indicated on **Attachment A**.

H.6 Motion to appoint **Aides for the 2003/04** school year as indicated on **Attachment B**

H.7 Motion to appoint **Susan Talmadge** as a Bus Driver for the 2003/04 school year at Step 1, \$14.29, to be adjusted upon completion of negotiations.

H.8 Motion to **adjust 2003/04 appointments** as indicated below:

Carmen Massotto – School Psychologist from .46 to .40
Janice Ortner-Stein – School Psychologist from .60 to full time

H.9 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)

Arthur Salcetti – Interim Elementary Principal for Cozy/Milton effective 7/1/03
@\$450 PER DIEM

James L. Riehman – Interim Business Administrator/Board Secretary on or about 8/1/03 @\$650 PER DIEM

Vivian Codjoe – Bus Driver effective as probationary from 6/10/03 – 11/10/03 and @ \$11.29 per hour and as a regular driver effective 11/11/03 – 6/30/04 @ \$14.29 per hour with adjustment to be made upon completion of negotiations.

Karen Lerch – JTHS German Teacher effective 9/1/03 – 6/30/04 BA step 1 \$35,500. Salary to be adjusted upon completion of negotiations.

Christina Hardin – JTMS Mathematics teacher effective 9/1/03 – 6/30/04 BA step 5, \$38,200. Salary to be adjusted upon completion of negotiations.

Raymond Sincavage–Maintenance Helper @\$15.00 per hour effective 7/1/03-6/30/04 Salary to be adjusted upon completion of negotiations.

- _____ JTHS Social Studies Teacher
- _____ JTHS Mathematics Teacher
- _____ JTHS Mathematics Teacher
- _____ Head Football Coach
- _____ JTMS Vice-Principal
- _____ JTMS Music Teacher
- _____ JTHS Teacher of Handicapped
- _____ JTHS Secretary

H.10 Motion to appoint **EDP’s** as indicated below for the 2002/03 school year:

Peter Glusiec - \$20 per hour, not to exceed 20 hours, for **curriculum writing** for JTHS Mathematics revision – Mathematical Investigations

H.11 Motion to appoint **EDP’s** for the 2003/04 school year as indicated below:

Team Coordinators – Rosemary McHugh, Robert Elder, Lorraine Gastrock, Jennifer Costabile, Angela Feldmann, Carol Robbins, Sharon Ciliento, and Sharon Clayton @ \$1889.97 each with adjustment to be made upon completion of negotiations.

Elective Team Coordinator – Dave Bresett @ \$2520.35 with adjustment to be made upon completion of negotiations.

H.12 Motion to appoint **Susan Tack and Coreira Morreia** as Extended School Year Aides at Sussex-Wantage School District for 20 days @ 4.5 hours each day.

H.13 Motion to revise job description for **Supervisory Intern, Social Studies.**
(copy available for review)

H.14 Motion to appoint **Summer School Staff** as indicated below:

Teachers @ \$1300 each: Mike Harris, Linda Duccheshi & Susan Headley – Primary Remedial Teachers Susan Tordoff Multiple Disabilities Teacher Kristin Hedges – LLD Teacher Jodi Hunter – Pre-school Disabilities Teacher and Barbara Winson – Speech Therapist, Pamela Scott – Occupational Therapist
Aides @ \$500 each: Connie Barile, Betsy Decker, Susanne Porter, Donna Spaan, Michelle Sprague, Stacy Trautmann, Lori Vasile, & Donna Devane, Helen Ricadela
Bus Aide @ \$150 Connie Barile (additional aides to be determined upon enrollment)
Secretary @ \$1500 Helen Remshifski Nurse @ \$1550 Lillian Mac Rae
PT @ Ann Marie Ambjor
Bus Drivers – Cindy Cataldo, Shirley Buchanan & Linda Burns
Substitute Bus Drivers – Janet Tanis, Helen Vindici & Susan Talmadge

H.15 Motion to appoint the following **CST for summer work** @ \$300 per case as indicated below:

LDT/C: Suzanne Rodgers – 9 cases	Theresa Pawlicki –15 cases
Psychologists: Kay Richards – 9 cases	Vanessa Tucker – 24 cases
Social Workers: Denyse Edge – 10 cases	Catherine Hugo - 9 cases
Speech: Sherry Lenox – 10 cases	Barbara Winson – 9 cases

H.16 Motion to approve **Summer Guidance** stipend of \$1,500 each for the following staff:

Claire Brennan, Lynne Cilli, Patricia Davey, Jerilyn Doherty, Barbara Francavella, Stephen Hannaway, Jennifer Markowick, Joanne Martino, Jerome Memory, Deborah Newman, Carolyn Perkins and Karen Staples.

I. EDUCATION COMMITTEE

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions I.1 through I.3, as described below:

I.1 Motion to accept the recommendation of the Superintendent to approve **application for a waiver** of the New Jersey Administrative Code 6:8 3.(b)1, which requires a Principal in each school. (copy available for review)

I.2 Motion to approve **application to operate a Summer School.** (copy available for review)

I.3 Motion to approve **reimbursement** for college credits pursuant to Article XXXIII of the JTEA/JTBOE agreement as indicated below:

NAME	CREDITS	AMOUNT
Gastrock, Lorraine	2	\$300.00
Graham, Pamela	2	\$300.00
Guziewick, Joseph	2	\$300.00
Hardcastle, Barbara	3	\$450.00
Pagano, Joan	2	\$300.00
Tomsey, Donna	2	\$300.00

Administrative Reimbursement:

Prystash, Kathleen	\$2,000.00
For Spring 03 Doctoral Program	

I.4 _____ noted the **enrollment** as of 4/30/03:

	Jun-02	May 02	May 03
R. F. Drummond	114	115	100
Milton	200	200	181
Cozy Lake	331	331	318
Stanlick	228	228	261
E.T. Briggs	405	405	398
White Rock	496	496	483
Total Elementary	1774	1775	1741
JTMS	796	799	870
JTHS	948	947	953
GRAND TOTAL	3518	3521	3564
Tuition students received	0	0	0
Out of district placement	45.5	45.5	

J. AUXILIARY SERVICES 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 a resolution to appoint Lisa Antunes as **Affirmative Action Officer** for the 2003-04 School Year.

J.2 Motion to award the contract for **food service management** for the 2003-04 school year to _____, pending approval of satisfactory terms for a proposed contract.

J.3 Motion to award the **Bus Bid** to _____ the amount of _____.

J.4 Motion to accept the **donation** of \$8,000 to Ellen T. Briggs School and \$6,000 to Stanlick/Drummond Schools from the Jefferson Consolidated PTA, in accordance with Policy #1323, Gifts, Grants and Bequests.

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

ATTACHMENT A

June 9, 2003

2003/04 SUBSTITUTES

CUSTODIANS:

Michael Ciliento, Behar Feti, Louise Gerosa, Gary Halstead, Stephen Hannaway, Roseann Herud, Michael Kalavik, Dwayne Koenig, Frank McBride, Kenneth Meyers, Bill Mullener, Tim Noah, Stephanie Riker, Matthew Smart, John Smith, William Spaan, Richard Shallop, Peter Tummillo, Peter Tummillo, Jr., Patrick Tummillo, Harry VanNatta, Jr., Kirk Voorhies, Tim Noah & Edward Zielenski.

CLERICAL WORKERS:

Barbara Allemand, Julie Bordonaro, Kristine Burd, Rosemarie Bush, Lisa Carroll, CoraLee Coelho, Ciel Donkersloot, Susan Farley, Dale Gaul, Jeanne Hantson, Pam Kallas, Lisa Kasica, Lisa Kennedy, Denise Lagomarsino, Barbara McSorley, Linda Malloy, Noreen O'Neill, Jayne Pardee, Mary Reid, Helen Ricadela, Patricia Romano, Ina Schoonover, Donna Vander Ploeg & Betty Zimmer.