

**JEFFERSON TOWNSHIP BOARD OF EDUCATION**  
**Work Session Meeting**  
**Tuesday**  
**February 18, 2003**

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A. Mr. Hanisch called the meeting to order at 8:00 PM, and read the Open Meeting Statement.

B. Pledge of Allegiance.

<b>C. ROLL CALL:</b>	<u>Present</u>	<u>Absent</u>
Mr. Andre	X	
Mrs. Cammarano	X	
Mr. Ferguson		X
Mr. Hanisch	X	
Miss Klepp	X	
Mr. Kraljevich	X	
Mrs. Muller	X	
Mr. Tasker	X	
Mrs. Van Houwe	X	
Theresa Giamanco		X
Ali Mustafa		X

**D. SUPERINTENDENT'S REPORT**

*Good News and Progress in Our Schools.*

- High School/Middle School Graduation During Construction – Committee Review Recommendation

**E. PRESENTATIONS**

**2003-04 School Calendar to Accommodate Construction Schedule Needs**

Dr. Lisa Antunes, Director for Research, Planning, and Evaluation

**F. MINUTES OF MEETINGS**

Motion by Mrs. Cammarano, seconded by Mr. Tasker, that the minutes of the following meeting be approved as submitted:

January 13, 2003 - Work Session Meeting  
January 20, 2003 - Regular Meeting

Roll call vote:	Mr. Andre	- Yes	Mr. Kraljevich	- Yes
	Mrs. Cammarano	- Yes	Mrs. Muller	- Yes
	Mr. Hanisch	- Yes	Mr. Tasker	- Yes
	Miss Klepp	- Yes	Mrs. Van Houwe	- Yes

Motion carried.

**G. FINANCE COMMITTEE**

Motion by Mrs. Muller, seconded by Mrs. Cammarano, to accept the recommendation of the Superintendent to approve and adopt motions G.3 through G.6, as described below:

**G.3** Motion to accept the **Treasurer and Secretary's Report** dated December 2002.

**G.4** Motion to approve the **transfers** dated January 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 January 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 January 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.

Roll call vote:	Mr. Andre	- Yes	Mr. Kraljevich	- Yes
	Mrs. Cammarano	- Yes	Mrs. Muller	- Yes
	Mr. Hanisch	- Yes	Mr. Tasker	- Yes
	Miss Klepp	- Yes	Mrs. Van Houwe	- Yes

Motion carried.

**G.1** Motion by Mrs. Muller, seconded by Mrs. Cammarano, to approve the list of **requisitions** dated January 2003 in the amount of \$441,022.90.

Roll call vote:	Mr. Andre	- Yes	Mr. Kraljevich	- Yes
	Mrs. Cammarano	- Yes	Mrs. Muller	- Yes
	Mr. Hanisch	- Yes	Mr. Tasker	- Abstain
	Miss Klepp	- Yes	Mrs. Van Houwe	- Yes

Seven in favor. One abstention. Motion carried.

**G.2** Motion by Mrs. Cammarano, seconded by Miss Klepp, to approve the **bills list** January 2003 in the amount of \$1,530,980.81.

Roll call vote:	Mr. Andre	- Yes	Mr. Kraljevich	- Yes
	Mrs. Cammarano	- Yes	Mrs. Muller	- Abstain
	Mr. Hanisch	- Yes	Mr. Tasker	- Abstain
	Miss Klepp	- Yes	Mrs. Van Houwe	- Yes

Six in favor. One abstention. Motion carried.

**H. PERSONNEL COMMITTEE**

Motion by Mr. Tasker, seconded by Mrs. Muller, to accept the recommendation of the Superintendent to approve and adopt motions H.1 through H.8, as described below:

**H.1** Motion to note retirement of **Katherine Sacchiero**, JTMS Music teacher effective 6/30/03 with 23 years of service in Jefferson Township.

**H.2** Motion to approve Disability Leave of Absence for **Lorraine A. Herman**, Grade 2 BSIP Teacher Cozy Lake from May 5, 2003 through June 30, 2003.

**H.3** 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)

**Allan Hough** - JTHS Long-term Substitute for Art effective 2/7/03  
at \$177.50 per diem

**H.4** Motion to **rescind** EDP Appointment of **Renee Simler**, JTHS Art Club for 2002/03

**H.5** Motion to appoint **EDP's** as indicated below for the 2002/03 school year:

Danielle Valenza – Head Winter Cheerleading Coach \$2514.09 prorated  
ACADEMIC DECATHLON TUTORS at \$189.93 each as indicated below:

Joe Orlak – Economics	Joe Orlak – Social Science
Bertha Holzschuh – Math	Lisa Hopper – Science
Virginia Jones – Interview	Peter Tummillo – Music/Art
Peter Tummillo – Speech/Essay	Kirsten Smith – English

**Spring Coaches:**

<u>Position</u>	<u>Name</u>	<u>Step</u>	<u>Base</u>	<u>Extra</u>	<u>Salary</u>
<b>Head Track Boys</b>	Byron Collins	25	5,209.80	1,050.00	6,259.80
<b>Head Track Girls</b>	Lori Kirscher	6	5,209.80	100.00	5,309.80
1 Asst B/G Track	Kathy Guimes	3	3,566.10		3,566.10
2 Asst B/G Track	Matt Levine	3	3,566.10		3,566.10
3 Asst B/G Track	Robert Elder	23	3,566.10	950.00	4,516.10
<b>Head Golf Coach</b>	John Cinotti	24	3,566.10	1,000.00	4,566.10
<b>Head Baseball Coach</b>	Brian Hough	4	5,209.80		5,209.80
1 Asst Baseball	Shawn KIELTY	13	3,566.10	450.00	4,016.10
2 Asst. Baseball	Shawn Ziem	4	3,566.10		3,566.10
<b>Head Softball Coach</b>	Ed Levens	26	5,209.80	1,100.00	6,309.80
1 Asst Softball	Greg Eck	17	3,566.10	650.00	4,216.10
2 Asst Softball	Jim O'Connor	18	3,566.10	700.00	4,266.10
<b>Head Lacrosse Girls</b>	Jim Matsakis	12	5,209.80	400.00	5,609.80
1 Asst Lacrosse	Kristen Hedges	1	2,745.97		2,745.97
<b>Head Lacrosse Boys</b>	Harry Shortway	2	4,658.09		4,658.09
1 Asst Lacrosse	Brian Palumbo	2	3,156.04		3,156.04
Weight Rm Spring	Joe Mattessich		1,776.66		1,776.66
1 MS Track Coach	Patricia Barile	4	1,556.89		1,556.89
2 MS Track Coach	Terry Koontz	1	1,225.63		1,225.63
3 MS Track Coach	TBA				
4 MS Track Coach	TBA				

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

TEACHERS – Kenneth Frankel, Jennifer Lagomarsino, Timothy Norton, Russell  
Pollison, and Melanie VanDerPloog

CLERICAL AND AIDES: Lisa Kennedy and Karen Reveal

CUSTODIAN: William Mullener and Kirk Voorhees

**H.7** Motion to approve **student teachers**, as indicated below:

Rachel Miuccio – JTHS Science Department – 1/22/03 – 5/8/03

**H.8** Motion to approve payment of **mentoring fees**, not to exceed \$550 per mentor, per annum for the 2002/03 school year pending signed concurrence by the JTEA that this action is non-precedent setting and subsequent to future administrative prerogative.

Nancy Boyle, Mike Kalavik, Howard Pollison, George Lewanda, James O’Connor, Marci Austin, Liz Cieri, Joe DeGennaro, Virginia Latham (\$51.08), Cheryl Cantoni, Bob Elder, Lori Johnson, Molly Bobrovcan, Lori McLoughlin, Colleen Daly (\$228.42), Jamie Emmons, Marietta Cerciello, Margaret Willis

During the discussion Mrs. Cammarano questioned the MS Track Vacancies. These positions will be filled as needed.

Roll call vote:	Mr. Andre	- Yes	Mr. Kraljevich	- Yes
	Mrs. Cammarano	- Yes	Mrs. Muller	- Yes
	Mr. Hanisch	- Yes	Mr. Tasker	- Yes
	Miss Klepp	- Yes	Mrs. Van Houwe	- Yes

Motion carried.

**I. EDUCATION COMMITTEE**

Motion by Mrs. Muller, seconded by Mr. Tasker, to accept the recommendation of the Superintendent to approve and adopt motion I.1 and I.2, 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
Archer, Sandra	3	\$450.00
Cantoni, Cheryl	6	\$900.00
Connors, Amy	3	\$450.00
Daly, Colleen	3	\$450.00
Guziewicz, Joseph	3	\$450.00
Hansen, Cecilia	3	\$450.00
Hardcastle, Barbara	3	\$450.00
King, Janet	3	\$450.00
Slayton, Richard	6	\$900.00
Sparling, Jodi	3	\$450.00

**I.2** Motion to approve **placement of students** as indicated below for the 2002/03 school year:

M-8 – Chancellor Academy II effective 2/5/03

M-8 – Chancellor Academy II effective 2/7/03

Roll call vote:	Mr. Andre	- Yes	Mr. Kraljevich	- Yes
	Mrs. Cammarano	- Yes	Mrs. Muller	- Yes
	Mr. Hanisch	- Yes	Mr. Tasker	- Yes
	Miss Klepp	- Yes	Mrs. Van Houwe	- Yes

Motion carried.

**I.3** Mrs. Muller noted the **enrollment** as of 1/30/03:

	<b>Jun-02</b>	<b>Jan-02</b>	<b>Jan-03</b>
R. F. Drummond	114	117	102
Milton	200	191	178
Cozy Lake	331	326	322
Stanlick	228	225	259
E.T. Briggs	405	400	392
White Rock	496	493	482
<b>Total Elementary</b>	<b>1774</b>	<b>1752</b>	<b>1735</b>
JTMS	796	801	870
JTHS	948	953	958
<b>GRAND TOTAL</b>	<b>3518</b>	<b>3506</b>	<b>3563</b>
Tuition students received	0	0	0
Out of district placement	45.5	53	59

**J. POLICY COMMITTEE**

Motion by Miss Klepp, seconded by Mrs. Cammarano, to accept the recommendation of the Superintendent to approve and adopt motion J.1 and J.2, as described below:

**J.1** Motion to accept the recommendation of the Superintendent to approve the **second reading and adopt** the following (Copy available for review.):

<u>Number</u>	<u>Title</u>
5512.01	Harassment, Intimidation and Bullying
7100	Long-Range Facilities Planning
7101	Educational Adequacy of Capital Projects
7102	Site Selection and Acquisition
7130	School Closing
7243	Supervision of Construction
7250	School and Facility Names
7300	Disposition of Property
7320	Lease of School Premises
7410	Maintenance and Repair
7420	Hygienic Management
7430	School Safety
7432	Eye Protection
7433	Hazardous Substances
7434	Smoking on School Premises
7435	Alcoholic Beverages on School Premises
7436	Drug Free Workplace
7440	Security of School Premises
7450	Property Inventory
7480	Motor Vehicles on School Property
7490	Animals on School Property
7510	Use of School Facilities
7513	Recreational Use of Playgrounds
7520	Loan of School Equipment
7610	Vandalism

**J.2** Motion to accept the recommendation of the Superintendent to approve the **first reading** of the following: (Copy available for review.):

<u>Number</u>	<u>Title</u>
9100	Public Relations
9110	Quality Assurance Annual Report
9120	Public Information Program
9130	Public Complaints and Grievances
9140	Public Advisory Committees
9150	School Visitors
9161	Crowd Control
9162	Athletic Code of Conduct
9180	School Volunteers
9181	Volunteer Athletic Coaches
9190	Community Organizations
9191	Booster Clubs
9200	Cooperation Between Parents and School
9210	Parent Organizations
9230	Parental Responsibilities
9240	Rights of Parents
9260	Parental Liability for Vandalism
9270	Home Schooling and Equivalent Education
9280	Parent Conferences
9310	Cooperation with Municipal Agencies
9320	Cooperation with Law Enforcement Agencies
9322	Drug Free School Zones
9323	Notification of Juvenile Offender Case Disposition
9324	Sex Offender Registration and Notification
9340	Cooperation with Public Library
9400	News Media Relations
9541	Student Teachers
9550	Educational Research Projects
9700	Special Interest Groups
9713	Recruitment by Special Interest Groups
9720	Solicitations by Vendors

Roll call vote:	Mr. Andre	- Yes	Mr. Kraljevich	- Yes
	Mrs. Cammarano	- Yes	Mrs. Muller	- Yes
	Mr. Hanisch	- Yes	Mr. Tasker	- Yes
	Miss Klepp	- Yes	Mrs. Van Houwe	- Yes

Motion carried.



**K. YOUTH SERVICES COMMITTEE**

**K.1** Motion by Miss Klepp, seconded by Mrs. Muller, to adopt the 2003-04 Jefferson Township Public **School Calendar** (proposed calendar available for public review).

Roll call vote:	Mr. Andre	- Yes	Mr. Kraljevich	- Yes
	Mrs. Cammarano	- Yes	Mrs. Muller	- Yes
	Mr. Hanisch	- Yes	Mr. Tasker	- Yes
	Miss Klepp	- Yes	Mrs. Van Houwe	- Yes

Motion carried.

**L. COMMITTEE REPORTS** – Earlier this evening the Education Committee discussed offering an Honors Accounting Course.

**M. CORRESPONDENCE** - None

**N. OLD BUSINESS** - None

**O. NEW BUSINESS**

Dr. Bowen commented that there will be a delayed opening in the morning (Feb. 19<sup>th</sup>).  
Dr. Bowen also suggested that the 04-05 school calendar be expedited to allow Board action in November.

**P. COMMENTS FROM THE AUDIENCE**

Comments were made regarding the following:

- Graduation

**Q. BOARD MEMBER COMMENTS**

Mr. Kraljevich commented on the TATU visit the Scouts Packs 46 and 49.

**R. CONFIDENTIAL SESSION**

Motion by Mrs. Muller, seconded by Mr. Andre, 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 February, 2003 at 8:21 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 (7) and (8) to discuss negotiations and personnel. Action may be taken.
2. The matters discussed or determined in closed session will be disclosed to the public at the earliest possible date.
3. This resolution shall take effect immediately.

Motion carried.

Meeting reconvened at 8:55 PM.

Motion by Mrs. Muller, seconded by Mrs. Cammarano, to approved the following resolution:

**RESOLUTION**

WHEREAS, the principal of an elementary school, as well as several co-employees have reported that the tenured teacher identified on Confidential Schedule A, has exhibited behavior which may show evidence of deviation from normal mental health, and

WHEREAS, that teacher, in recognition of her circumstances, has agreed to submit to a psychiatric examination if so ordered by the Board of Education, and

WHEREAS, the Superintendent has recommended that the Board invoke N.J.S.A. 18A:16-2 and order the examination.

THEREFORE, BE IT RESOLVED that the tenured teacher identified on Confidential Schedule A be required to submit to a psychiatric examination as soon as it can be arranged and that until the results are reviewed, to be on a temporary leave of absence.

Roll call vote:	Mr. Andre	- Yes	Mr. Kraljevich	- Yes
	Mrs. Cammarano	- Yes	Mrs. Muller	- Yes
	Mr. Hanisch	- Yes	Mr. Tasker	- Yes
	Miss Klepp	- Yes	Mrs. Van Houwe	- Yes

Motion carried.

**S. ADJOURN**

Motion by Mrs. Muller, seconded by Mrs. Cammarano, that the meeting adjourn at 9:10 PM.

Respectfully submitted,

Alice Robinson