

JEFFERSON TOWNSHIP BOARD OF EDUCATION
Regular Meeting
Monday
April 14, 2003

- A. Mr. Hanisch called the meeting to order at 8:00 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. Ferguson	X	
Mr. Hanisch	X	
Miss Klepp	X (arrived at 8:30 PM)	
Mr. Kraljevich	X	
Mrs. Muller	X	
Mr. Tasker		X
Mrs. Van Houwe	X	
Theresa Giamanco		X
Ali Mustafa	X	

D. **SUPERINTENDENT'S REPORT**

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

•**JTHS Best Practice Application Status Report:**

“An Orange Volume, Delta V vs dV,” Myrna Speert, Best Practice Applicant

- Groundbreaking Ceremonies on April 26, 2003 – 10:00 a.m. Stanlick**
11:00 a.m. White Rock

- 2003 Teacher of the Year – Brian J. Hough**

E. **PRESENTATIONS**

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

F. MINUTES OF MEETINGS

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

March 3, 2003 – Special Meeting

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

Six in favor. One abstention. Motion carried.

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

March 10, 2003 - Work Session Meeting

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

Six in favor. One abstention. Motion carried.

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

March 17, 2003 - Regular Meeting

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

Six in favor. One abstention. Motion carried.

F.4 Motion by Mr. Andre, seconded by Mrs. Muller, that the minutes of the following meeting be approved as submitted:

March 24, 2003 – Special Meeting

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

Six in favor. One abstention. 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.7, as described below:

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

The following employees are partially paid through this grant:

	<u>TITLE I</u>	<u>Total Salary</u>
Linda Bonora	\$ 19,924	\$ 40,000
Frances A. Focacci	\$ 31,695	\$ 32,500
Nancy A. Rhinesmith	\$ 38,940	\$ 62,500
	<u>TITLE II – PART A</u>	<u>Total Salary</u>
Katherine R. Pierson	\$ 35,000	\$ 37,500

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

All in favor. Motion carried.

Motion by Mr. Andre, seconded by Mr. Kraljevich, to accept the recommendation of the Superintendent to approve and adopt motions G.1 and G.2, 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.

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

Six in favor. One abstention. Motion carried.

H. PERSONNEL COMMITTEE

Motion by Mr. Andre, seconded by Mrs. Muller, to accept the recommendation of the Superintendent to approve and adopt motions H.1 – H.6 and H.8 - H.10, as described below:

H.1 Motion to accept resignation of **David Coble**, Staff Accountant, effective 5/9/03

H.2 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 Teacher, effective 7/1/03 with 19 years of teaching, 4 years in Jefferson;

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

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

H.4 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.5 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.6 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.8 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.

Robert Blaszak - Bus Driver, effective probationary period 4/15/03 through 6/30/03 at \$11.29 per hour. Regular Driver effective 9/1/03 through 6/30/04 on step 1 of Bus Driver guide \$14.29 to be adjusted upon completion of negotiations.

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.

H.9 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.10 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

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

All in favor. Motion carried.

Motion by Mr. Andre, seconded by Mrs. Muller, to accept the recommendation of the Superintendent to approve and adopt motion H.7, as described below:

H.7 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

CUSTODIAN – Behar Feti & Stephanie Riker

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

Six in favor. One abstention. Motion carried.

I. EDUCATION COMMITTEE

Motion by Mrs. Muller, seconded by Mrs. Cammarano, 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 June 4, 5, and 6, 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)

During the discussion, Mr. Andre stated that class trips to New York are prohibited. Mr. Kraljevich stated when the alert is red, eliminate trips to New York, when orange the district has the option to proceed.

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

All in favor. Motion carried.

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

	Jun-02	Mar 02	Mar 03
R. F. Drummond	114	117	102
Milton	200	195	181
Cozy Lake	331	329	319
Stanlick	228	227	260
E.T. Briggs	405	406	397
White Rock	496	496	483
Total Elementary	1774	1770	1742
JTMS	796	801	870
JTHS	948	958	956
GRAND TOTAL	3518	3529	3568
Tuition students received	0	0	0
Out of district placement	45.5	60	58

J. AUXILIARY SERVICES COMMITTEE

Motion by Mrs. Cammarano, seconded by Mrs. Muller, 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, and/or sale at town wide garage sale, of **obsolete equipment**, as listed below (proceeds to be donated to Project Graduation and class trip in accordance with Policy #1323, Gifts, Grants and Bequests):

<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
	Schwinn Air Dyne Exercise Bike
	Athletic Whirlpool
000644	Rockwell pedestal grinder
001627	Brother Intellifax 600

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 D’Onofrio & Son, Inc., based on bid results listed below:

	<u>Base Bid</u>	<u>Alternate 1</u>
LTI, Inc.	\$28,820	\$1,250.00
D’Onofrio & Son, Inc.	\$20,625	\$ 937.50

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

All in favor. Motion carried.

K. COMMITTEE REPORTS – None.

L. CORRESPONDENCE – None.

M. OLD BUSINESS – None.

N. NEW BUSINESS – None.

O. COMMENTS FROM THE AUDIENCE – None.

P. BOARD MEMBER COMMENTS – None.

Q. CONFIDENTIAL SESSION

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

BE IT RESOLVED, by the Jefferson Township Board of Education on this 14th day of April, 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, attorney-client matters 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.

R. ADJOURN

Motion by Mrs. Muller, seconded by Mr. Andre, that the meeting adjourn at 9:30 PM.

Respectfully submitted,

Alice Robinson
Board Secretary