

JEFFERSON TOWNSHIP BOARD OF EDUCATION
Work Session Meeting
Monday
November 11, 2002

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	_____	_____
Vacancy		

D. SUPERINTENDENT'S REPORT

Good News and Progress in Our Schools.

E. PRESENTATIONS

2001-02 Annual Audit - James Cerullo, Ferraioli, Wielkotz, Cerullo & Cuva

F. BOARD MEMBERS CANDIDATE INTERVIEWS

G. MINUTES OF MEETINGS

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

October 14, 2002 - Work Session Meeting

October 21, 2002 - Regular Meeting

October 28, 2002 - Special Meeting

H. FINANCE 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 approve the list of **requisitions** dated November 2002 in the amount of \$2,755,668.52.

H.2 Motion to approve the **bills list** November 2002 in the amount of \$2,152,053.27.

H.3 Motion to accept the **Treasurer and Secretary's Report** dated September 2002.

H.4 Motion to approve the **transfers** dated November 2002.

H.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 October 2002 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).

H.6 Motion to certify, in accordance with NJAC 6A:23-2.11(c)4, that as of October 2002, 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.

H.7 Motion to accept the June 30, 2002 **Comprehensive Annual Financial Report**.

H.8 Motion to approve the June 30, 2002 Audit **Corrective Action Plan**.

H.9 Motion by _____, seconded by _____, to approve the following resolution for Submission of Comprehensive Maintenance Plan:

Whereas, the Department of Education required New Jersey School Districts to submit three year maintenance plans documenting "required" maintenance activities for each of its public school facilities, and

Whereas, the required maintenance activities as listed in the documents for the various school facilities of the Jefferson Township School District are consistent with these requirements, and

Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

Now Therefore Be It Resolved, that the Jefferson Township School District hereby authorizes the School Business Administrator to submit the Comprehensive Maintenance Plan for the Jefferson School District in compliance with Department of Education requirements.

I. PERSONNEL COMMITTEE

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions I.1 through I.8, as described below:

I.1 Motion to accept the following **resignation(s)** as indicated below:

Melissa Freideman – Cozy Lake School Teacher – effective 12/20/02

Theresa Borden – White Rock School General Aide – effective 10/17/02

Patricia Klug - Consolidated School Nurse – effective 01/03/03

I.2 Motion to approve extending **family leave** for **Christine M. Caramanna**, from December 2, 2002 to June 30, 2003.

I.3 Motion to note the following **retirement(s)** as indicated below:

Judith L. Yates – Cozy Lake School Speech/Language Therapist for 25 years – effective 1/1/03

I.4 Motion to appoint the **substitutes** for the 2002/03 school year.

TEACHER – Dana Ferguson, Bridget Gilligan, Nicholas Mangold, Karen Maurer,
Christine Quigley, Donald Rutsch and Tracy Zengro

AIDE: Deborah Evrard and Eleni Kokodis

I.5 Motion to **rescind EDP appointment** of Terri McCarney as Head Winter Cheerleading Coach for the 2002/03 season.

I.6 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)

- _____ - WR Grade 3 teacher
- _____ - WR lunch aide

I.7 Motion to approve the following **JTMS EDP** appointments for the 2002/03 school year:

Clubs

Advanced Video	Linda Devore
Art	Sharon Clayton
Choreographer	Cheryl Cantoni
Costumes	Cheryl Cantoni
Drama Club	Cheryl Cantoni
Drama Director	Cheryl Cantoni
Drama Per Production	Cheryl Cantoni
Environmental Club	Nancy Harris, Debbie Helfand
Grade 8 Advisor	Sharon Ciliento, Cheryl Cantoni, Sharon Clayton
Jazz Band	Richard Barriers
Junior Great Books	Jessica Hoertel, Kathy D'ambrosio
Lighting	David Bresett
Literary Magazine	Marlene Lubin, Carol Robbins
Odyssey of the Mind (need 2)	Vacant
Props	Saron Ciliento
Publication & Tickets	Jennifer Costabile
School Publicity	Mary Marchiano, Virginia Osborne
Scenery & Stage	Sharon Clayton
Showcase	Richard Barriers, Kathy Sacchiero
Student Council	Katie Landsman
Touring Choir	Kathy Sacchiero
Typing Club	Kathy D'ambrosio
Vocal-Instrumental Director	Kathy D'ambrosio
Yearbook	Cheryl Cantoni, Jennifer Costabile
Young Astronauts	Kathy D'ambrosio

Intramurals

Fall	Vacant
Winter	Vacant

Winter

Vacant

I.8 Motion to adjust the salaries of teachers, retro to 9/1/02, as indicated below:

<u>Name</u>	<u>From</u>	<u>To</u>	<u>New Salary</u>
Ralph Argondizzo	MA+15 step 5	MA +6 th year step 5	\$42,200
Richard Barriers	BA+15 step 9	MA step 9	\$43,800
John Cinotti	MA+15 step 16	MA+6 th year step 16	\$82,802
Nino Ferro	MA+15 step 16	MA+6 th year step 16	\$79,270
Pamela Graham	BA step 3	BA+15 step 3	\$37,700
Latifa Heuer	MA+15 step 7	MA+6 th year step 7	\$44,000
Michael Kalavik	MA+15 step 16	MA+6 th year step 16	\$77,270
Janet King	BA step 4	BA+15 step 4	\$38,400
Rosemary McHugh	BA+15 step 16	MA step 16	\$70,150
James O'Connor, Jr.	MA+15 step 16	MA+6 th year step 16	\$78,270
Joan Pagano	BA step 12	BA+15 step 12	\$46,240
Brenda Smith	BA step 13	BA+15 step 13	\$47,640
Donna Tomsey	BA step 16	BA+15 step 16	\$63,530
Susan Tordoff	BA+15 step 9	MA Step 9	\$43,800

J. EDUCATION COMMITTEE

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

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

<u>NAME</u>	<u>CREDITS</u>	<u>AMOUNT</u>
Helfand (Sisco), Deborah	2	\$ 300.00
McLeod, Maryellen	3	\$ 450.00
Meade, Shannon	3	\$ 450.00
Tadenev, Tatyana	3	\$ 450.00

J.2 _____ noted the enrollment as of 10/31/02:

	June 2002	Oct 2001	Oct 2002
Consolidated	114	111	104
Milton	200	188	171
Cozy Lake	331	326	321
Stanlick	228	222	257
E.T. Briggs	405	396	395
White Rock	496	486	477
Total Elementary	1774	1729	1725
JTMS	796	799	865
JTHS	948	966	958
GRAND TOTAL	3518	3494	3548

Tuition students received	0	0	0
Out of district placement	45.5	45.5	56

K. POLICY COMMITTEE

K.1 Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve the **first reading** of the following:

<u>Number</u>	<u>Title</u>
8110	Attendance Areas
8130	School Organization
8140	Pupil Enrollments
8210	School Year
8220	School Day
8310	Public Records
8320	Personnel Records
8330	Pupil Records
8420	Emergency Evacuation
8441	Care of Injured and Ill Persons
8442	Reporting Accidents
8451	Control of Communicable Disease
8453	AIDS
8461	Reporting Violence and Vandalism
8462	Child Abuse and/or Neglect
8464	Missing Children
8465	Hate Crimes and Bias Incidents in Schools
8467	Weapons
8468	Crisis Response
8470	Response to Concerted Job Action
8500	Food Services
8540	Free and Reduced Rate Meals
8600	Transportation
8630	Bus Driver Responsibility
8651	Community Use of Transportation
8660	Transportation by Private Vehicle
8670	Transportation of Disabled Pupils
8690	Monitoring Devices on School Vehicles
8710	Property Insurance
8740	Bonding
8750	Employee Indemnification
8760	Pupil Accident Insurance
8810	Religious Holidays
8820	Opening Exercises
8860	Memorials

L. **COMMITTEE REPORTS**

M. **CORRESPONDENCE**

N. **OLD BUSINESS**

O. **NEW BUSINESS**

P. **COMMENTS FROM THE AUDIENCE**

Q. **BOARD MEMBER COMMENTS**

R. **CONFIDENTIAL SESSION**

S. **ADJOURN**