

**JEFFERSON TOWNSHIP BOARD OF EDUCATION**  
**Special Meeting Minutes**  
**Thursday, July 26, 2018 7:00 PM**  
**Jefferson Township Board of Education Central Office**

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**A.** Mrs. Van Ness, called the meeting to order at 7:20 PM, and read the Open Meeting Statement, below:

In accordance with the Open Meeting Law, the Jefferson Township Board of Education has caused notice of this meeting to be published by having the date, time and place thereof, posted in the Jefferson Township Municipal Building, with copies of such notice delivered or mailed or electronically mailed to the following:

*DAILY RECORD* and posted on the  
Jefferson Township Board of Education website (www.Jefftwp.org);

and a copy of said notice delivered to the Municipal Clerk of the Township of Jefferson and the Jefferson Township Library.

**B.** Pledge of Allegiance.

**C. ROLL CALL:**

	<u>Present</u>	<u>Absent</u>
Mrs. Gould	<u>  X  </u>	<u>      </u>
Mr. Martorelli	<u>      </u>	<u>  X  </u>
Mrs. Poulas	<u>      </u>	<u>  X  </u>
Mrs. Senatore <i>(arrived @ 7:25PM)</i>	<u>  X  </u>	<u>      </u>
Mrs. Small	<u>  X  </u>	<u>      </u>
Mr. Stewart	<u>  X  </u>	<u>      </u>
Mrs. Wildermuth	<u>  X  </u>	<u>      </u>
Mr. Millar, <i>Vice President</i>	<u>  X  </u>	<u>      </u>
Mrs. VanNess, <i>President</i>	<u>  X  </u>	<u>      </u>

**D. CLOSED SESSION**

The Board did not convene into closed session this evening.

**E. COMMENTS FROM THE AUDIENCE** *(on agenda action items only, if applicable)*

- None

**F. FINANCE AND BUILDING NEEDS COMMITTEE**

Motion by Mrs. Senatore, seconded by Mrs. Small, to accept the recommendation of the Superintendent to approve and adopt motions F.1 and F.2, as described below:

**F.1 WHEREAS**, on July 13, 2018 the district received notification that the NJDOE issued Revised State Aid Notices which reflected a reduction of \$554,620,

**WHEREAS**, the implementation procedures call for a district with decreased State Aid to offset the reduction to the 2018-2019 State Aid to maintain a thorough and efficient (T&E) education, and

**WHEREAS**, the district has the following options to achieve a balanced budget:

- Use surplus above 2%;
- Request Commissioner approval to withdraw from emergency reserve; (n/a)
- Withdraw from maintenance reserve;
- Reduce appropriations;
- Combination of above options.

**WHEREAS**, each board of education must hold a public meeting to adopt a plan to address state aid reduction no later than August 1, 2018 and submit a revised budget to the County Office by August 7;

**NOW THEREFORE BE IT RESOLVED**, That the Jefferson Board of Education, in the County of Morris, New Jersey readopts the 2018-2019 school district budget as shown below:

GAAP Account Code	Account	Amount +/-
11-000-223-580-200	Staff Development - Workshops	\$ 6,200
11-000-223-610-200	Staff Development Supplies	\$ 3,500
11-000-230-580-000	General Admin Travel	\$ 3,500
11-190-100-610-200	Supplies	\$ 37,429
11-190-100-640-200	Textbooks	\$ 6,756
11-402-100-500-008	Purchased Services - Athletics	\$ 5,500
11-000-218-580-170	Professional Development	\$ 490
11-000-219-104-004	Salary Oth Prof Staff (CST)	\$ 11,034
11-000-219-104-006	Salary Oth Prof Staff (CST)	\$ (10,976)
11-000-230-100-000	General Administration	\$ 7,800
11-000-230-334-000	Arch/Engr/Prof Services	\$ 10,000
11-000-221-104-000	Supervisor Salary	\$ 19,000
11-000-261-420-000	Cleaning/Repair Maintenance	\$ 347,881
11-000-291-270-000	Health Insurance	\$ 298,134
11-120-100-101-006	Salaries Gr 1-5 Teachers	\$ (53,500)
11-120-100-101-000	Salary Adj - Gr 1-5	\$ (42,506)
11-130-100-101-007	Salaries Gr 6-8	\$ (31,035)
11-140-100-101-008	Salaries Gr 9-12	\$ (11,087)
11-214-100-101-004	Salaries ASD Teacher	\$ (53,500)
<b>Total</b>		\$ 554,620

**BE IT FURTHER RESOLVED** that this revised budget be submitted to the County Office by August 7, 2018:

General Fund	59,706,047
Special Revenue Fund	868,259
Debt Service Fund	1,872,257
<b>Total</b>	<b>62,446,563</b>

**NOW THEREFORE BE IT RESOLVED**, that there should be raised a total General Fund Tax Levy of \$42,317,179 and Debt Service \$1,872,257 for the ensuing School Year (2018-2019).

**F.2** Motion to approve the funds **transfers** in the 2017-2018 Fiscal Year, dated June 2018 in the amount of **\$734,930.02**.

MOTION: Mrs. Senatore	SECOND: Mrs. Small			
<b>Name</b>	<b>Ayes</b>	<b>Nays</b>	<b>Abstain</b>	<b>Absent</b>
Mrs. Gould	X			
Mr. Martorelli				X
Mr. Millar	X			
Mrs. Poulas				X
Mrs. Senatore	X			
Mrs. Small	X			
Mr. Stewart	X			
Mrs. Van Ness	X			
Mrs. Wildermuth	X			

**G. PERSONNEL COMMITTEE**

Motion by Mr. Millar, seconded by Mrs. Small, to accept the recommendation of the Superintendent to approve and adopt motion G.1, as described below:

**G.1** Motion to take action on personnel matters, as listed below; and appoint and submit to the Executive 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).

PERSONNEL								
A. ADMINISTRATIVE								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Theresa Fritzky 11-000-221-104-200	Appoint	Special Education Supervisor 25-90-92/abo		\$101,000	District	10/1/18	6/30/19	Replacing S. Rebholz Start date may be sooner upon release from current district
#1289	Medical Leave	12-70-72/abk			JTMS	8/13/18	9/4/18	Utilizing 5 personal illness days, 2 personal days and 8 vacation days
#1407	Intermittent Leave	25-90-92/ayf			Board Office	9/1/18	6/30/19	Utilizing undetermined number of personal illness days

B. INSTRUCTIONAL								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Kristen Brown 11-120-100-101-290	Appoint	Elementary Teacher/LTS 10-60-60/ahu	BA Step 1	\$52,784	White Rock	9/1/18	6/30/19	Replacing #0058
Susan Brusberg 11-214-100-101-004	Appoint	Kindergarten Teacher/ASD 10-40-40/caj	BA+15 Step 3	\$53,399**	Milton	9/1/18	6/30/19	Replacing J. Baker
Maria Frank* 11-120-100-101-290	Appoint	Elementary Teacher/LTS 10-10-10/afz		\$263.92/diem	Stanlick	9/6/18	2/8/19	Replacing #2420 Over 60 days
JoAnna Longo 11-120-100-10-290	Appoint	Elementary Teacher/LTS 10-30-30/agu		\$200/diem	Briggs	9/6/18	11/21/18	Replacing #1440 Less than 60 days
Jamie Baker 11-110-100-101-004	Assignment Change/ Account Code Change	Kindergarten Teacher 10-40-40/afq			Milton	9/1/18	6/30/19	Increased enrollment New position, not budgeted
Lauren Sylvester 11-120-100-101-006	Assignment Change	Elementary Teacher 10-60-60/aid			White Rock	9/1/18	6/30/19	Grade level change New position; not budgeted

\*Requires Mentoring

**\*\*17/18 salary guide until such time as negotiations have been completed**

<b>C. NON-INSTRUCTIONAL</b>								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Vincent Danza 11-000-270-160-000	Appoint	Bus Driver 10-90-90/bfe	Step 1	\$22.41/hr.**	Transportation	9/1/18	6/30/19	Replacing D. Post W/ benefits
Julie Tantillo 11-000-251-105-000	Appoint	Confidential Secretary/LTS 08-90-92/aeo		\$24.73/hr.	Board Office	8/6/18	10/6/18	Replacing #0143
Samuel Belott	Retirement	Bus Driver 10-90-90/bad			Transportation	6/30/18	7/1/18	Retiring after 3 years of service
Susan Brusberg	Resignation	Special Education Aide 09-40-40/bno			Milton	7/16/18	7/17/18	To accept another position in district
Abigail Manser	Resignation	Special Education Aide 09-60-60/bsq			White Rock	7/23/18	7/24/18	
Francine Romeo	Resignation	Special Education Aide 09-70-70/bdl			JTMS	7/17/18	7/18/18	
#0143	Medical Leave	08-0-92/aeo			Board Office	8/6/18	10/6/18	Utilizing 44 personal illness days

**\*\*17/18 salary guide until such time as negotiations have been completed**

<b>D. CURRICULUM WRITING 11-000-221-104-200</b>								
Name	Nature of Action	Position	Salary**	Loc.	Date Effective	Date Termin.	Maximum Hours	
Edward Bem	Appoint	Academy Honors Environmental Engineering	\$37.14/hr.	JTHS	7/1/18	<del>6/30/18</del> 6/30/19	25 hours	

MOTION: Mr. Millar	SECOND: Mrs. Small			
Name	Ayes	Nays	Abstain	Absent
Mrs. Gould	X			
Mr. Martorelli				X
Mr. Millar*	X		*	
Mrs. Poulas				X
Mrs. Senatore	X			
Mrs. Small	X			
Mr. Stewart	X			
Mrs. Van Ness	X			
Mrs. Wildermuth*	X		*	

*\*Mrs. Wildermuth and Mr. Millar abstained on voting on Line Item G.1 A, Special Education Supervisor*

**H. ADJOURN**

Motion by Mrs. Small, seconded by Mrs. Senatore that the meeting adjourn at 7:40 PM.

Respectfully submitted,

Dora E. Zeno  
Board Secretary