

JEFFERSON TOWNSHIP BOARD OF EDUCATION

Regular Meeting Minutes

Monday, December 10, 2018 6:30 PM (Closed Session) – 7:30 PM (Regular Session)

Jefferson Township High School Media Center

A. Mrs. VanNess, called the meeting to order at 7:30 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.jefftp.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 <i>(Arrived @ 6:42)</i>	<u>X</u>	<u> </u>
Mr. Martorelli <i>(Arrived @ 6:33)</i>	<u>X</u>	<u> </u>
Mrs. Poulas	<u>X</u>	<u> </u>
Mrs. Senatore	<u>X</u>	<u> </u>
Mrs. Small <i>(Arrived @ 6:37)</i>	<u>X</u>	<u> </u>
Mr. Stewart	<u>X</u>	<u> </u>
Mrs. Wildermuth	<u>X</u>	<u> </u>
Mr. Millar, <i>Vice President (Arrived @ 6:33)</i>	<u>X</u>	<u> </u>
Mrs. VanNess, <i>President</i>	<u>X</u>	<u> </u>
Meghan Craig, <i>Student Representative</i>	<u>X</u>	<u> </u>
Peyton Reigel, <i>Student Representative</i>	<u>X</u>	<u> </u>

D. CLOSED SESSION

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

BE IT RESOLVED, by the Jefferson Township Board of Education on this 10th day of December, 2018 at 6:32 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 (1), (2), (6), (7) and (8). The general nature of the discussion will involve matters confidential by law, any investigations or tactics or techniques to protect persons or public property, litigation, anticipated litigation and attorney-client matters.
2. These matters will be disclosed to the public as soon as the need for confidentiality no longer applies.
3. This resolution shall take effect immediately.

The meeting was called to public session at 7:20 PM.

E. SUPERINTENDENT'S REPORT

- Mrs. Howe reported on the Good News and Progress in Our Schools and welcomed Mr. Roger Jinks, Jr., Assistant Superintendent to the district.

F. PRESENTATIONS

- Mrs. Howe thanked Mrs. Senatore and Mrs. VanNess for their years of service to the Community and highlighted their many accomplishments.
- Mrs. Howe read a proclamation and presented Mayor Russell Felter with a plaque and thanked him for his continued support of the educational community.
- Mrs. Howe and Dr. Valenti, E.T. Briggs Principal, presented Mrs. Diane Schilling, E.T. Briggs Secretary with a certificate in recognition of her being chosen as the Morris County 2018 Support Professional of the Year.

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

- None

H. STUDENT REPRESENTATIVES

- The Student Representatives reported on the Madrigal, Olde English Feast, 50/50 raffle, PSAT scores and Student Council activities.

I. COMMITTEE REPORTS

J. MINUTES OF MEETINGS

Motion by Mrs. Gould, seconded by Mrs. Small, that the minutes of the following meetings be accepted as submitted:

November 12, 2018 Regular Meeting Minutes

November 12, 2018 Executive Session Minutes

MOTION: Mrs. Gould	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			

K. FINANCE AND BUILDING NEEDS COMMITTEE

Motion by Mrs. Senatore, seconded by Mrs. Poulas, to accept the recommendation of the Superintendent to approve and adopt motions K.1 through K.10, as described below:

K.1 Motion to approve the **purchase order** list dated November 2018 in the amount of **\$452,777.68.**

K.2 Motion to approve the **check journal** as of November 2018 in the amount of **\$5,374,910.13.**

Fund	Amount
General (10/11)	\$ 5,213,436.67
Capital Outlay (12)	\$ 2,221.24
Special Revenue Funds (20)	\$ 159,193.86
Fund 30	\$ 58.36
Total	\$ 5,374,910.13

K.3 Motion to approve the **vendors' bills list** for release on December 11, 2018, in the amount of **\$579,679.52.**

K.4 Motion to approve the funds **transfers** in the 2018-2019 Fiscal Year, dated November 2018 in the amount of **\$31,468.96.**

- K.5** Motion that the Board of Education approve the certification by the Board Secretary, pursuant to N.J.S.A. 18A:17-9, that as of November 30, 2018, no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11(a).
- K.6** Motion to certify, in accordance with N.J.A.C. 6A:23-2.11(c), that as of October 31, 2018, 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 over-expended in violation of N.J.A.C. 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.
- K.7** Motion to authorize Business Administrator to establish new Capital Account at Lakeland Bank to deposit bond proceeds.
- K.8** Motion to authorize Business Administrator to deactivate the Health Insurance Minimum Premium Plan and the Health Care Reserve Bank Accounts (obsolete).
- K.9** Motion to approve Affiliation Agreement with New York University (NYU) Steinhardt School of Culture, Education, and Human Development for the purpose of providing educational, program training in the fields of health and human development for University students enrolled in a Program of the University.
- K.10** Motion to accept and approve the following resolution in accordance with Travel and Work Related Expenses N.J.A.C. 6A:23B:

WHEREAS, The employees listed in Attachment A, are attending the named professional development seminar at such identified venues, and

WHEREAS, The attendance at stated function was previously approved by the Superintendent, or designee, as work related and within the scope of the work responsibilities of the attendee; and

WHEREAS, The attendance at the function was approved as promoting delivery of instruction or furthering efficient operation of the school district; and fiscally prudent, and

WHEREAS, The travel and related expenses particular to attendance at this function are in accordance with the state travel guidelines established by the Department of Treasury in NJOMB circular letter; be it

RESOLVED, That the Board finds the travel and related expense and the expenses particular to attendance at this previously approved function is necessary/unavoidable, be it further

RESOLVED, That the expense is justified and therefore reimbursable (*Appendix A*).

MOTION: Mrs. Senatore	SECOND: Mrs. Poulas			
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			

L. PERSONNEL COMMITTEE

Motion by Mr. Millar, seconded by Mrs. Small, to accept the recommendation of the Superintendent to approve and adopt motions L.1 through L.3, as described below:

- L.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
B. INSTRUCTIONAL								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary**	Loc.	Date Effective	Date Termin.	Discussion
Erika Velez 11-140-100-101-008	Appoint	Spanish Teacher 10-80-80/ass	BA+15 Step 7	\$56,014	JTHS	1/9/19	6/30/19	Replacing M. Meneses
Jennifer Wendt 11-140-100-101-290	Appoint	English Teacher 10-80-80/bxc		\$200/diem	JTHS	10/19/18	11/22/18	Replacing #1134 Over 20 days
Gabrielle Meade	Appoint	Bedside Instruction		\$42.45/hr.	District	11/18/18	6/30/19	
Megan Seader	Appoint	Bedside Instruction		\$42.45/hr.	District	10/30/18	6/30/19	
Richard Barriers	Retirement	Music Teacher 10-80-80/att			JTHS	6/30/19	7/1/19	Retiring after 17 total years in district
Ann Loftus	Retirement	Math Teacher 10-80-80/ajs			JTHS	6/30/19	7/1/19	Retiring after 16 years in district
Merci Meneses	Resignation	Spanish Teacher 10-80-80/ass			JTHS	1/8/19	1/9/19	
#0026	Medical Leave	10-10-10/acv			Stanlick	12/10/18	12/21/18	Utilizing 10 personal illness days
#0079	Medical Leave	10-10-10/ajp			Stanlick	12/7/18	1/11/19	Utilizing 19 personal illness days
#0478	Medical Leave	10-70-70/apw			JTMS	1/8/19	1/17/19	Utilizing 7 personal illness days
#1557	Medical Leave	10-10-10/ajl			Stanlick	11/14/18	2/15/18	Utilizing 56 personal illness days
#2396	Medical Leave	10-80-80/asn			JTHS	3/27/19	5/9/19	Utilizing 27 personal illness days
#2396	Family Leave	10-80-80/asn			JTHS	5/13/19	6/30/19	Unpaid

*Requires Mentoring

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

C. NON-INSTRUCTIONAL								
Name	Nature of Action	Position/Control Number	Step	Salary**	Loc.	Date Effective	Date Termin.	Discussion
Dana Delia 11-214-100-106-004	Appoint	Special Education Aide 09-40-40/bcd	1	\$21.04/hr.	Milton	12/11/18	6/30/19	3.5 hrs./day; no benefits Replacing P. Palko
Patricia Palko 11-000-217-106-004	Appoint	Special Education Aide 09-40-40/buh	1	\$21.04/hr.	Milton	12/3/18	6/30/19	3.5 hrs./day; no benefits New position; budgeted
Kimberly Reed 11-204-100-106-005	Appoint	Special Education Aide 09-50-50/bzc	1	\$21.04/hr.	Cozy Lake	11/26/18	6/30/19	3.5 hrs./day; no benefits New position; budgeted
Jessica Skalecky 11-213-100-106-005	Appoint	Special Education Aide 09-60-60/bbn	1	\$21.04/hr.	Cozy Lake	12/19/18	6/30/19	3.5 hrs./day; no benefits New position; budgeted
Daniel Berek 11-209-100-106-008	Assignment Change/Account Code Change	Special Education Aide 09-80-80/bnv			JTHS	12/6/18	6/30/19	
Krystyna Capizzi 11-212-100-106-008	Additional Hours	Special Education Aide 09-80-80/brx			JTHS	11/27/18	5/24/19	Not to exceed 20 hours total for Unified Track
Cathryn Caruso 11-204-100-106-007	Additional Hours	Special Education Aide 09-70-70/bcu			JTMS	10/16/18	10/17/18	Not to exceed 1 hour for training
Tara D'Antoni-Smeilus 11-204-100-106-008	Assignment Change/Account Code Change	Special Education Aide 09-80-80/bbr			JTHS	12/7/18	6/30/19	
Alexandra Gibson 11-000-217-106-004	Assignment Change/Account Code Change	Special Education Aide 08-40-4-0buh			Milton	12/6/18	6/30/19	
Jules Glowinski 11-000-217-106-004	Account Code Change	Special Education Aide 09-40-40/bcd			Milton	12/10/18	6/30/19	

Maria Gross 11-204-100-106-008	Assignment Change/Account Code Change	Special Education Aide 09-80-70/bhq			JTHS	12/6/18	6/30/19	
Grazyna Knape 11-000-217-106-007	Account Code Change	Special Education Aide 09-70-70/bdm			JTMS	11/26/18	6/30/19	
Grazyna Knape 11-000-217-106-007	Additional Hours	Special Education Aide 09-70-70/bdm			JTMS	12/18/18	12/19/18	Not to exceed 2 hrs. for winter concert
Monica Maher 11-000-217-106-007	Additional Hours	Special Education Aide 09-70-70/bhu			JTMS	11/30/18	12/1/18	Not to exceed 1.25 hrs. for holiday tree lighting
Monica Maher 11-000-217-106-007	Additional Hours	Special Education Aide 09-70-70/bhu			JTMS	12/18/18	12/19/18	Not to exceed 1.5 hrs. for winter concert
Linda Mladinich 11-204-100-106-007	Additional Hours	Special Education Aide 09-70-70/bdi			JTMS	11/7/18	11/8/18	Not to exceed 3 hours for field trip
Donna Marie Spaan 11-204-100-106-007	Account Code Change	Special Education Aide 09-70-70/bjt			JTMS	11/26/18	6/30/19	
Sheila Turner 11-000-217-106-007	Assignment Change/Account Code Change	Special Education Aide 09-70-70/bdb			JTMS	12/7/18	6/30/19	
Jeralyn Dalling	Resignation	Special Education Aide 09-50-50/cbk			Cozy Lake	11/30/18	12/1/18	
Rebecca D'Alauro	Resignation	Secretary/Group III 12-80-80/bjf			JTHS	1/4/19	1/5/19	
Selvamagal Gnanasakthy	Rescind	Special Education Aide 09-50-50/bzc			Cozy Lake	11/26/18	6/30/19	
Mary Reid	Retirement	Special Education Aide 09-40-40/bvu			Milton	12/31/18	1/1/19	Retiring after 19 years of service
Patricia Palko #0930	Resignation Family Leave	Special Education Aide 09-40-40/buh 09-80-80/bua			Milton JTHS	12/4/18 12/10/18	12/5/18 12/21/18	Unpaid
#1897	Medical Leave	09-70-70/bdt			JTMS	12/3/18	12/15/18	Utilizing 10 personal illness days
#2335	Extended Medical Leave	10-90-90/bfk			Transportation	9/20/18	1/5/19	Utilizing 20 personal illness days and 45 unpaid days
#2645	Extended Family Leave	09-7070/bcu			JTMS	5/21/18	3/20/19	Unpaid

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D. SUBSTITUTES/OTHER								
Name	Nature of Action	Position	Level	Salary	Loc.	Date Effective	Date Termin.	Discussion
Scott Byers	Appoint	Substitute Teacher		\$90/diem	District	12/11/18	6/30/19	
Laura Castles	Appoint	Substitute Teacher		\$90/diem	District	11/28/18	6/30/19	
Megan Donlon	Appoint	Substitute Teacher		\$90/diem	District	12/11/18	6/30/19	
Shannon Fleming	Appoint	Substitute Teacher		\$90/diem	District	12/11/18	6/30/19	
Paul Galipeau	Appoint	Substitute Teacher		\$90/diem	District	12/11/18	6/30/19	
Jonathan Genuardi	Appoint	Substitute Teacher		\$90/diem	District	12/11/18	6/30/19	
Jane Guglielmello	Appoint	Substitute Teacher		\$90/diem	District	12/4/18	6/30/19	
Christina Luizzi	Appoint	Substitute Teacher		\$90/diem	District	12/11/18	6/30/19	
Jason Nicholas	Appoint	Substitute Teacher		\$90/diem	District	12/6/18	6/30/19	
Nicole Arata	Appoint	Substitute Aide		\$15/hr.	District	12/4/18	6/30/19	
Laura Castles	Appoint	Substitute Aide		\$15/hr.	District	11/28/18	6/30/19	
Dana Delia	Appoint	Substitute Aide		\$15/hr.	District	12/11/18	6/30/19	
Jessica Skelecky	Appoint	Substitute Aide		\$15/hr.	District	12/19/18	6/30/19	
Sandra Smith	Appoint	Substitute Aide		\$15/hr.	District	12/11/18	6/30/19	
Jordana Van Wolde	Appoint	Substitute Aide		\$15/hr.	District	12/11/18	6/30/19	
Donna Nimmo	Appoint	Substitute Secretary		\$14/hr.	District	11/30/18	6/30/19	
Sandra Smith	Appoint	Substitute Secretary		\$14/hr.	District	12/11/18	6/30/19	
Jordana Van Wolde	Appoint	Substitute Secretary		\$14/hr.	District	12/11/18	6/30/19	

E. EXTRA DUTY PAY								
Name	Nature of Action	Position	Level	Salary**	Loc.	Date Effective	Date Termin.	Discussion
Elizabeth Conley	Appoint	Extra –Curricular Nurse		\$40.75/hr.	JTMS	9/24/18	10/29/18	Not to exceed 5 hours
Christine LaMonica	Appoint	Academic Team Coordinator: 7 Blue	4	\$2930.00	JTMS	11/16/18	6/30/19	Pro-rated

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F. STUDENT INTERN/TEACHER							
Name	School	Program	Subject	Loc.	Date Effective	Date Termin.	Discussion
Alexa Wilberon	New York University	Internship	Speech	Milton	1/7/19	4/26/19	

L.2 Motion to approve the following job descriptions:

- a. School Library Media Specialist
- b. First Lego League (JTMS EDP)

L.3 Motion to approve the Summer 2018 Course Reimbursements as indicated below:

Name	College	Class	Approval	Credits	Amount
Kristen Afflerbach	University of California/San Diego	Designing and Creating a WebQuest	SU13	3	\$235.29
Kristen Afflerbach	University of California/San Diego	Making the Most of the Internet in the Classroom	SU14	3	\$235.29
Kristen Afflerbach	University of California/San Diego	Using Google Classroom for Teaching and Learning	SU15	3	\$235.29
Kristen Afflerbach	University of California/San Diego	Classroom Management Strategies for High School Teachers	SU16	3	\$235.29
Kristen Afflerbach	University of California/San Diego	Best Practices for a Successful High School Classroom	SU17	3	\$235.29
Jessica Brennan	Marygrove College	Building Comprehension in Primary Grades	SU47	3	\$235.29
Joanna Bruggeman	University of California/San Diego	Next Generation Science	SU6	3	\$235.29
Joanna Bruggeman	University of California/San Diego	Unleashing the Power NCSS and Stem	SU7	3	\$235.29
Joshua Cacella	New Jersey City University	Helping Exceptional Children and Youth in the Regular Classroom	SU62	3	\$235.29
Michele Carline	University of California/San Diego	Focus on Phonics (PreK-3)	SU72	3	\$235.29
Shannon Chapman	California University of Pennsylvania	Internship, Part 2	SU58	3	\$235.29
Shannon Chapman	California University of Pennsylvania	Field Project/Research and Evaluation	SU59	3	\$235.29
Maria Clarizio	New Jersey City University	Organization of Library Media Materials	SU48	3	\$235.29
Megan Curry	Marygrove College	Building Comprehension in Primary Grades	SU69	3	\$235.29
Megan Curry	Marygrove College	Reaching Young Readers: Improving Reading Skills	SU70	3	\$235.29
Kathleen D'Ambrosio	University of California/San Diego	The Whole Student: Mindfulness and Social Emotional Learning	SU112	3	\$235.29
Kathleen D'Ambrosio	University of California/San Diego	Study Smarter Not Harder: Study Skills for Students	SU113	3	\$235.29
Kathleen D'Ambrosio	University of California/San Diego	Character Education for the 21 st Century	SU114	3	\$235.29
Kasey Farris	University of California/San Diego	Study Smarter Not Harder: Study Skills for Students	SU63	3	\$235.29
Kasey Farris	University of California/San Diego	Google as a Classroom Tool for Learning	SU64	3	\$235.29
Kasey Farris	University of California/San Diego	Preparing Students for the Common Core Assessments	SU110	3	\$235.29
Kasey Farris	University of California/San Diego	Classroom Management Skills for High School Teachers	SU111	3	\$235.29
Priscilla Gelinias	Marygrove College	Reaching Success: How to Support Students with Emotional and Behavioral Disorders	SU23	3	\$235.29
Megan Grisi	University of California/San Diego	Math Manipulatives	SU78	3	\$235.29
Megan Grisi	University of California/San Diego	Writer's Workshop	SU79	3	\$235.29
Brian Hough	University of California/San Diego	Mastering Google Apps for Education	SU53	3	\$235.29
Brian Hough	University of California/San Diego	Engaging, Motivating and Managing Your Students	SU54	3	\$235.29
Brian Hough	University of California/San Diego	Classroom Management Strategies for High School Teachers	SU55	3	\$235.29
Brian Hough	University of California/San Diego	Designing and Creating a WebQuest	SU56	3	\$235.29
Brian Hough	University of California/San Diego	Making the Most of the Internet in the Classroom	SU57	3	\$235.29
Joyce Hulbert	University of California/San Diego	Improving Your Student's Test Taking Skills	SU2	3	\$235.29
Joyce Hulbert	University of California/San Diego	Designing and Creating a WebQuest	SU3	3	\$235.29
Melissa Kwiecinski	University of California/San Diego	The Flipped Classroom: An Interactive Approach	SU4	3	\$235.29
Melissa Kwiecinski	University of California/San Diego	Designing and Creating a WebQuest	SU5	3	\$235.29
Christina LaMonica	Ramapo College of New Jersey	Best Practices in Curriculum Planning, Design and Development	SU118	4	\$313.73
Christina LaMonica	Ramapo College of New Jersey	Effective Leadership and School Management in Contemporary Education	SU119	4	\$313.73
Paula Langner	Grand Canyon University	Approaches to Research Design and Data	SU1	3	\$235.29
Matthew Levine	University of California/San Diego	How to Manage Your Classroom for Student Success	SU24	3	\$235.29
Matthew Levine	University of California/San Diego	Educating the Whole Student: Mindfulness and Social-Emotional Learning	SU25	3	\$235.29
Matthew Levine	University of California/San Diego	Classroom Management Strategies for High School Teachers	SU26	3	\$235.29
Matthew Levine	University of California/San Diego	Reading to Learning: Developing Strategic Reading Skills	SU27	3	\$235.29
Matthew Levine	University of California/San Diego	Character Education for the 21 st Century	SU28	3	\$235.29
James MacDermid	Western Governors University	Foundations of Instructional Design	SU84	2	\$156.86
James MacDermid	Western Governors University	Instructional Design Analysis	SU85	2	\$156.86
James MacDermid	Western Governors University	Issues in Instructional Design	SU86	2	\$156.86
James MacDermid	Western Governors University	Instructional Design Production	SU87	4	\$313.73
James MacDermid	Western Governors University	Technology Design Portfolio	SU88	2	\$156.86
James MacDermid	Western Governors University	Issues in Technology Integrations	SU89	2	\$156.86
Gabrielle Meade	Marygrove University	Methods of Teaching Intermediate and Secondary Reading	SU34	3	\$235.29
Kimberly Moss	Thomas Edison State University	Organizational Leadership for Educational Change and Improvement	SU68	6	\$470.59
Kimberly Moss	Thomas Edison State University	Leading Educational Change and Improvement (I & II)	SU107	6	\$470.59
Amy Pearce	American College of Education	Instructional Design Framework	SU75	3	\$235.29
Erica Pelusio	American College of Education	Instructional Design Framework	SU76	3	\$235.29
Briana Perna	Loyola Marymount University	America's Wars: From the Civil War to Vietnam	SU8	3	\$235.29
Briana Perna	Loyola Marymount University	Teaching Western Civilization Part 2	SU9	3	\$235.29
Briana Perna	Loyola Marymount University	America During the Thirties: The Great Depression, Dust Bowl and the New Deal	SU10	3	\$235.29
Briana Perna	Loyola Marymount University	The American Civil Rights Movement	SU11	3	\$235.29
Briana Perna	Loyola Marymount University	Forgotten Moments in History	SU12	3	\$235.29
Leighann Pilot	American College of Education	Strengthening Literacy	SU77	3	\$235.29
Gino Rose	University of California/San Diego	Google as a Classroom Tool for Learning	SU73	3	\$235.29
Gino rose	University of California/San Diego	Designing and Creating a WebQuest	SU74	3	\$235.29
Christina Russo	University of California/San Diego	Using Google Classroom for Teaching	SU90	3	\$235.29

Christina Russo	University of California/San Diego	Preparing Students for the Common Core Assessments	SU91	3	\$235.29
Christina Russo	University of California/San Diego	The Flipped Classroom: An Interactive Approach	SU92	3	\$235.29
Christina Russo	University of California/San Diego	Improving Your Students' Test Taking Skills	SU93	3	\$235.29
Christina Russo	University of California/San Diego	Character Education for the 21 st Century	SU94	3	\$235.29
Danielle Ryan	Walden University	Creating an Effective Classroom	SU65	3	\$235.29
Danielle Ryan	Walden University	Teacher Leadership: Mentor, Coach and Collaboration with Colleagues	SU66	3	\$235.29
Danielle Ryan	Walden University	Teacher Leadership in Professional Communities	SU67	3	\$235.29
Danielle Ryan	Walden University	Including Students with Special Needs: Curriculum, Instruction and Assessment	SU105	3	\$235.29
Danielle Ryan	Walden University	Action Research for Educators	SU106	3	\$235.29
Molly Sauer	University of California/San Diego	Educational Technology 101	SU18	3	\$235.29
Molly Sauer	University of California/San Diego	Best Practices for a Successful High School Classroom	SU19	3	\$235.29
Molly Sauer	University of California/San Diego	Using Google Classroom for Teaching and Learning	SU20	3	\$235.29
Molly Sauer	University of California/San Diego	Mastering Google Apps for Education	SU21	3	\$235.29
Molly Sauer	University of California/San Diego	Google as a Classroom Tool for Learning	SU22	3	\$235.29
Cara Schwimer	Marygrove College	Evidence Based Interventions	SU61	3	\$235.29
Megan Seader	Marygrove College	Evidence Based Interventions	SU60	3	\$235.29
Kimberly Serzan	Converse College	Mastering the Teaching of Pre-Calculus	SU36	3	\$235.29
Kimberly Serzan	Converse College	Mastering the Teaching of Algebra II	SU37	3	\$235.29
Kimberly Serzan	Converse College	Mastering the Teaching of Algebra I	SU38	3	\$235.29
Kimberly Serzan	University of California/San Diego	Using Google Classroom for Teaching and Learning	SU39	3	\$235.29
Kimberly Serzan	University of California/San Diego	Making the Most of the Internet in the Classroom	SU40	3	\$235.29
Kimberly Serzan	University of California/San Diego	Design and Crating a WebQuest	SU41	3	\$235.29
Kimberly Serzan	University of California/San Diego	Classroom Management Strategies for High School Teachers	SU42	3	\$235.29
Kimberly Serzan	University of California/San Diego	Best Practices for a Successful High School Classroom	SU43	3	\$235.29
Kimberly Serzan	Converse College	Mastering the Teaching of Geometry	SU44	3	\$235.29
Kimberly Serzan	Converse College	Mastering the Teaching of Calculus I	SU45	3	\$235.29
Kimberly Serzan	University of California/San Diego	Preparing Students for the Common Core Assessments	SU49	3	\$235.29
Kimberly Serzan	University of California/San Diego	The Flipped Classroom: An Interactive Approach	SU50	3	\$235.29
Kimberly Serzan	University of California/San Diego	Character Education for the 21 st Century	SU51	3	\$235.29
Kimberly Serzan	University of California/San Diego	Improving Your Students' Test Taking Skills	SU52	3	\$235.29
Amy Stettler	University of California/San Diego	Using Google Classroom for Teaching	SU95	3	\$235.29
Amy Stettler	University of California/San Diego	Character Education for the 21 st Century	SU96	3	\$235.29
Amy Stettler	University of California/San Diego	The Flipped Classroom: An Interactive Approach	SU97	3	\$235.29
Amy Stettler	University of California/San Diego	Preparing Students for the Common Core Assessments	SU98	3	\$235.29
Amy Stettler	University of California/San Diego	Improving Your Students' Test Taking Skills	SU99	3	\$235.29
Amy Stettler	Loyola Marymount University	Teaching for Rigor	SU100	3	\$235.29
Amy Stettler	Loyola Marymount University	Motivating Unmotivated Students (Research and Practice)	SU101	3	\$235.29
Amy Stettler	Loyola Marymount University	Active Reading vs Passive Reaching: Teaching Students to Become Better Educated	SU102	3	\$235.29
Amy Stettler	Loyola Marymount University	Co-Teaching Strategies	SU103	3	\$235.29
Amy Stettler	Loyola Marymount University	Classroom Management Strategies for Student Centered Instruction	SU104	3	\$235.29
Emily Thomsen	The College of New Jersey	The Kinesthetic Classroom: Teaching and Learning Through Movement	SU80	3	\$235.29
Emily Thomsen	University of California/San Diego	Anti-Bullying Strategies for Primary Grades	SU81	3	\$235.29
Emily Thomsen	University of California/San Diego	The Whole Student: Mindfulness and Social-Emotional Learning	SU82	3	\$235.29
Emily Thomsen	University of California/San Diego	Using Google Classroom for Teaching and Learning	SU83	3	\$235.29
Heather Varner	American Public University	Environmental Ethics	SU71	3	\$235.29
Jennifer Vicente-Mora	University of California/San Diego	Differentiated Instruction: One Size Does Not Fit All	SU120	3	\$235.29
Jennifer Vicente-Mora	University of California/San Diego	Classroom Management Survival	SU121	3	\$235.29
Jennifer Vicente-Mora	University of California/San Diego	Character Education for the 21 st Century	SU122	3	\$235.29
Jennifer Vicente-Mora	University of California/San Diego	Engaging, Motivating and Managing Your Students	SU123	3	\$235.29
Jennifer Vicente-Mora	University of California/San Diego	Best Practices for a Successful Middle School Classroom	SU124	3	\$235.29

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			

M. EDUCATION, SPECIAL EDUCATION AND TECHNOLOGY COMMITTEE

Motion by Mrs. Poulas, seconded by Mrs. Small, to accept the recommendation of the Superintendent to approve and adopt motions M.1 through M.5, as described below:

M.1 Motion to **approve student placement** for the **2018-2019** school year, as indicated below plus related services as needed:

Student	School	Tuition	Effective
2564662571	Windsor Learning Center	\$40,300.00	11/19/18-6/30/19
2012302	Blackhorse Pike Regional School District	\$13,607.08	10/26/18-6/30/19

M.2 Motion to approve the Statement of Assurance and District Performance Review (DPR) for the 2018-2019 New Jersey Quality Single Accountability Continuum (NJQSAC) evaluation in the following areas:

1. Instruction and Program
2. Personnel
3. Fiscal Management
4. Operations
5. Governance

M.3 Motion to approve the following **Day Field Trips**:

School/Group/Activity	Location
JTHS, Journalism Field Trip, Baseball Hall of Fame	Cooperstown, NY
JTHS, Social Studies Field Trip, Museum of Jewish Heritage	New York, NY
Cozy Lake School, Grade 1 Field Trip	Fosterfields Living Historical Farm, Morristown, NJ

M.4 Motion to approve the following **Overnight Field Trips**:

School/Group/Activity	Location
JTHS, Boys' Lacrosse Team, Spring Training	Williamsburg, VA

M.5 Motion to affirm Superintendent's recommendation on Harassment, Intimidation and Bullying findings reported for October 8, 2018 through November 12, 2018.

BE IT RESOLVED, that the Jefferson Township Board of Education approves the remedial and disciplinary action taken by the building principals.

MOTION: Mrs. Poulas	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			

N. POLICY COMMITTEE

Motion by Mr. Millar, seconded by Mrs. Small, to accept the recommendation of the Superintendent to approve motions N.1 and N.2, as described below:

N.1 Motion to approve the **First Reading** of the following (*copy available for review*)

File Code	Title	Action
5350R	Student Suicide Prevention	Revised

N.2 Motion to approve the Second Reading of the following (copy available for review)

File Code	Title	Action
5601P	School Clearance Following Crisis Situation	New

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				

O. RECOGNITION OF MONTHLY REPORTS

Upon the recommendation of the Superintendent, the Board recognizes the reported Harassment, Intimidation and Bullying Incidences (HIB) for the period of November 12, 2018 through December 10, 2018.

School	Incidents Reported	Confirmed Incidents of HIB	Inconclusive – Case Will Remain Active
Ellen T. Briggs			
Stanlick	1	1	
Milton			
Cozy Lake			
White Rock			
JTMS	3	1	
JTHS			

Enrollment as of 11/30/18:

	Nov. 2017	Nov. 18
Milton	156	150
Cozy Lake	188	172
Arthur Stanlick	307	282
E.T. Briggs	287	278
White Rock	331	324
Total Elementary	1,269	1,206
JTHS	998	980
JTMS	768	728
GRAND TOTAL	3,035	2,914
Tuition students received	6	6
Out-of-district placement	30	33

P. COMMUNICATIONS

- Ms. Zeno noted the interest rate for the bond sale came in at 3.62%, which is under the estimated 4.5%.

Q. OLD BUSINESS

- None

R. NEW BUSINESS

- None

S. PUBLIC COMMENTS

- None

T. BOARD MEMBER COMMENTS

- Mrs. Gould thanked the organizers of TREP\$ and the Veteran’s Program. She also commented on the Caught Making Good Choices incentive and the writing program at White Rock, which encourages students to write poems.
- Mr. Stewart wished everyone a happy holiday, also noting the school plays were excellent again this year as well as the Veteran’s Program at White Rock School. He commented that because of cuts to state aid reductions, we are facing difficult times. He also thanked outgoing Mayor Felter for being a supporter of the public library and thanked the outgoing Board Members.
- Mrs. Small thanked Mayor Felter for always being a supporter and great listener. She also attended the high school play and noted there is a lot of talent in our schools.
- Mrs. Senatore attended the Christmas in the Village, TREP\$ Market, Teen Scene events and various winter sporting events. She remarked she has had a great 6 years as a Board member and it was a pleasure to serve on the Board.
- Mrs. Wildermuth attended Christmas in the Village and wished a happy holiday to all. She thanked Mrs. Van Ness for taking her under her wing as a new Board member.
- Mrs. Poulas thanked Mrs. Senatore and Mrs. Van Ness for their years of service noting they will be greatly missed.
- Mr. Martorelli commented on school security, noting that teachers and staff are doing a great job, especially Dr. Cooke at the middle school. He also thanked Mrs. Senatore and Mrs. Van Ness for their guidance and service.
- Mr. Millar acknowledged Mrs. Van Ness’s guidance and knowledge has been an asset to the Board and that she and Mrs. Senatore will be missed.
- Mrs. Van Ness thanked everyone, noting the true collaboration as a team. She offered the following advice to the new Board members: “take time to learn”.

U. ADJOURN

Motion by Mr. Stewart, seconded by Mrs. Senatore that the meeting adjourn at 8:19 PM.

Respectfully submitted,

Dora E. Zeno
Board Secretary

Appendix A

Name	Event Date	Location	Seminar/Function	Registration Fee \$	Transportation	# of Miles	Mileage Rate	Lodging per day (not to exceed)	# Nights	Meal Cost per day (not to exceed)	# Meal Days	Total Expenses (not including parking/tolls/miscellaneous fees)
Fisher, Janice	Feb. 21-22	East Brunswick, NJ	NJMEA Convention	\$ 170.00	Own	228	\$0.31	-	-	-	-	\$ 240.68
Hiben, Christopher	March 22	West Windsor, NJ	NJAGC Conference 2019	\$ 204.00	Own	133	\$0.31	-	-	-	-	\$ 245.23
Koch, William	March 11-14	Atlantic City, NJ	Annual DAANJ Conference	\$ 500.00	Own	303	\$0.31	\$ 91.00	3	66	2.66	\$ 769.93

All Meals are prorated 75% on travel days