

**JEFFERSON TOWNSHIP BOARD OF EDUCATION**

**Regular Meeting Agenda**

**Monday, September 16, 2019 6:30 PM (Closed Session) – 7:30 PM (Regular Session)**

**Jefferson Township High School Media Center**

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A. \_\_\_\_\_, called the meeting to order at \_\_\_\_\_ 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:**

Present                      Absent

|   |       |       |
|---|-------|-------|
| Mrs. Gould                                  | _____ | _____ |
| Mr. Martorelli                              | _____ | _____ |
| Mr. Natale                                  | _____ | _____ |
| Mrs. Small                                  | _____ | _____ |
| Mr. Stewart                                 | _____ | _____ |
| Mr. Wasserman                               | _____ | _____ |
| Mrs. Wildermuth                             | _____ | _____ |
| Mrs. Poulas, <i>Vice President</i>          | _____ | _____ |
| Mr. Millar, <i>President</i>                | _____ | _____ |
| Ian McAndrew, <i>Student Representative</i> | _____ | _____ |
| Mark Schmidt, <i>Student Representative</i> | _____ | _____ |

**D. CLOSED SESSION**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Board of Education adopt the following resolution:

BE IT RESOLVED, by the Jefferson Township Board of Education on this 16<sup>th</sup> day of September, 2019 at \_\_\_\_\_ 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 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 \_\_\_\_\_ PM.

**E. SUPERINTENDENT'S REPORT**

- Good News and Progress in Our Schools

**F. PRESENTATIONS**

- *Interdisciplinary Connections*, presented by Mr. Christopher Hiben, Supervisor of Science, Family and Consumer Sciences and Gifted and Talented Program; Mr. Daniel Papa, Supervisor of Social Studies, Fine Art and Technology Education; and Ms. Jennifer Wnuk, Supervisor of English Language Arts

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

Public participation shall be governed by the following rules (Per District Policy #0167):

1. The Public participation period shall be for **thirty minutes** or fewer;
2. A participant must be recognized by the presiding officer and must preface comments by an announcement of his or her name, place of residence, and group affiliation, if appropriate;
3. Each statement made by a participant shall be **limited to three minutes' duration**;
4. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
5. All statements shall be directed to the presiding officer;
6. The presiding officer may:
  - a) Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, abusive, obscene, or irrelevant;
  - b) Request any individual to leave the meeting when that person does not observe reasonable decorum;
  - c) Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
  - d) Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action; and
  - e) Waive these rules when necessary for the protection of privacy or the efficient administration of the Board's business.

*Please note that "Comments from the Audience" is not a time for dialogue – it is an opportunity for you to share a comment with the Board of Education. In addition, by law, administrators and Board of Education members are not permitted to publicly discuss personnel matters, student discipline, or other issues requiring confidentiality. While we may not respond to your comments, all input shared with the Board of Education is taken very seriously, and will be discussed at future deliberations by the Board of Education and its Committees.*

**H. COMMITTEE REPORTS****I. MINUTES OF MEETINGS**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the minutes of the following meetings be approved as submitted:

August 19, 2019 Regular Meeting Minutes

August 19, 2019 Executive Session Minutes

**J. FINANCE AND BUILDING NEEDS COMMITTEE**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions J.1 through J.15, as described below:

- J.1** Motion to approve the **purchase order** list dated August 2019 in the amount of **\$576,896.68**, which is inclusive of Referendum related purchase orders totaling \$34,996.00.

**J.2** Motion to approve the **check journal** as of August 2019 in the amount of **\$6,842,586.99**.

| <b>Fund</b>                | <b>Amount</b>          |
|----------------------------|------------------------|
| General Fund (10)          | \$ 4,522,777.39        |
| Special Revenue Funds (20) | \$ 97,397.31           |
| Referendum Fund (30)       | \$ 2,202,412.29        |
| <b>Total</b>               | <b>\$ 6,842,586.99</b> |

**J.3** Motion to approve the **vendors' bills list** for release on or after September 17, 2019, in the amount of **\$744,511.20**

**J.4** Motion to approve the funds **transfers** in the 2019-2020 Fiscal Year, dated August 2019 in the amount of **\$322,244.56**.

**J.5** Motion to approve the certification by the Board Secretary that the **Account Balance Report**, pursuant to N.J.S.A. 18A:17-9, that as of August 31, 2019, 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).

**J.6** Motion to certify, in accordance with N.J.A.C. 6A:23-2.11(c), that as of July 31, 2019, 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.

**J.7** Motion to **RESCIND Change Order #002** in the amount of \$1,056.00 to Northeastern Interior Services, (as it was applied to the incorrect project) for modifications to the original scope of work on the **JTHS Science Room Renovation** project, as described below:

|                                    |                     |
|------------------------------------|---------------------|
| Original Contract Amount           | \$534,560.00        |
| Change Order #001 approved 7/15/19 | \$ 17,130.00        |
| Paint one wall in JTHS Library     | \$ 1,056.00         |
| <b>Final Contract Amount</b>       | <b>\$551,690.00</b> |

**J.8** Motion to approve **Change Order #003** in the amount of \$1,700.00 to Northeastern Interior Services for modifications to the original scope of work on the **JTHS Science Room Renovation** project, as described below:

|   |                     |
|---|---------------------|
| Original Contract Amount                    | \$534,560.00        |
| Change Order #001 approved 7/15/19          | \$ 17,130.00        |
| Replace 1-1/5" gas valve in Science Room C9 | \$ 1,700.00         |
| <b>Final Contract Amount</b>                | <b>\$553,390.00</b> |

**J.9** Motion to approve **Change Orders #002-003** in the amount of \$1,056.00 and \$3,806.50 respectively, to Northeastern Interior Services for modifications to the original scope of work on the **Makerspace Renovations at Various Schools** project, as described below:

|   |                     |
|---|---------------------|
| Original Contract Amount                        | \$381,400.00        |
| Change Order #001 approved 8/19/2019            | \$ 5,780.00         |
| Paint one wall in JTHS Library                  | \$ 1,056.00         |
| Installation additional LVT Makerspace flooring | \$ 3,806.50         |
| <b>Final Contract Amount</b>                    | <b>\$392,042.50</b> |

**J.10** Motion to approve **volunteer** band equipment truck drivers to acquire, drive and return rental truck from Jefferson Township High School to all marching band competitions and away football games for the 2019-2020 school year.

Richard McMahon

Jay Murdter

David Dunn

**J.11** Motion to approve the **Memorandum of Understanding for the School Meal Program** with the Morris County School of Technology for students attending the part-time afternoon vocational programs for the 2019-2020 school year.

**J.12** Motion to accept the following **donation** from the Milton Tri-School PTA to the White Rock School, in accordance with Policy # 7230, Gifts, Grants and Donations.

| Item/Purpose  | Amount      |
|---|-------------|
| Grant to purchase 4 iPads w/protective cases, 16 classroom fans, 6 Sphero robots and Cubelets Brilliant Builders pack | \$ 4,488.79 |

**J.13** Motion to approve revised contract renewals with First Student, Inc. at an increase of 1.45% for the student transportation 2019/2020 of six (6) single routes, six (6) 2-tiered public school routes, consisting of public school routes and class/athletic trips.

**J.14** Motion to approve the disposal of **obsolete equipment**, in accordance with Policy #7300, Disposition of Property, as shown below:

| School/Department      | Equipment Description | Tag number |
|------------------------|-----------------------|------------|
| Ellen T. Briggs School | Teacher Desk          | 0498       |

**J.15** 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*).

**K. PERSONNEL COMMITTEE**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions K.1 through K.3, as described below:

**K.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                                  |
| PLACEHOLDER<br>11-000-221-102-000 | Appoint          | Director of Special Services<br>15-90-92/abn  |          |           | District |                | 6/30/20      | Replacing P. Hovey                          |
| Rita Oroho Giacchi                | Appoint          | School Business Administrator<br>15-90-92/abe |          | \$157,000 | District | 1/1/2020       | 6/30/20      | Replacing D. Zeno                           |
| Laura Kasa<br>11-000-221-104-200  | Adjusted Salary  | Mathematics Supervisor<br>25-90-92/ccv        |          | \$2,500   | District | 10/21/19       | 6/30/20      | Stipend for 2 <sup>nd</sup> Master's degree |

| B. INSTRUCTIONAL                       |                        |   |          |               |            |                |              |   |
|--|------------------------|---|----------|---------------|------------|----------------|--------------|---|
| Name                                   | Nature of Action       | Position/Control Number                         | Deg/Step | Salary        | Loc.       | Date Effective | Date Termin. | Discussion  |
| Jennifer Grlica*<br>11-213-100-101-290 | Appoint                | Special Education Teacher (LTS)<br>10-50-50/auc |          | \$268.08/diem | Cozy Lake  | 10/7/19        | 6/30/20      | Replacing #755  |
| Susan Headley<br>11-130-100-101-290    | Appoint                | Elementary Teacher (LTS)<br>10-60-60/aho        |          | \$268.08/diem | White Rock | 9/1/19         | 1/28/20      | Replacing #1311   |
| Joanna Longo                           | Appoint                | Bedside Instruction                             |          | \$44.82/hr.   | District   | 9/1/19         | 6/30/20      |   |
| Kathleen Grice<br>11-120-100-101-290   | Rescind                | Elementary Teacher (LTS)<br>10-60-60/aho        |          |               | White Rock | 9/1/19         | 1/28/20      | Replacing #1311   |
| #651                                   | Medical Leave          | 10-40-40/bsj                                    |          |               | Milton     | 1/6/20         | 3/3/20       | Utilizing 40 personal illness days                                      |
| #651                                   | Family Leave           | 10-40-40/bsj                                    |          |               | Milton     | 3/4/20         | 6/23/20      | Utilizing 4 family illness, 3 personal days; balance unpaid             |
| #897                                   | Adjusted Medical Leave | 10-80-80/asl                                    |          |               | JTHS       | 9/2/19         | 9/20/19      | Utilizing 14 personal illness days                                      |
| #897                                   | Adjusted Family Leave  | 10-80-80/asl                                    |          |               | JTHS       | 9/23/19        | 6/30/20      | Utilizing 3 personal days, 4 family illness days and the balance unpaid |
| #1340                                  | Adjusted Medical Leave | 10-70-70/axp                                    |          |               | JTMS       | 9/12/19        | 11/21/19     | Utilizing 46 personal illness days                                      |
| #1744                                  | Medical Leave          | 10-70-70/aty                                    |          |               | JTMS       | 9/23/19        | 10/19/19     | Utilizing 18 personal illness days                                      |
| #2498                                  | Medical Leave          | 10-10-10/aga                                    |          |               | Stanlick   | 12/2/19        | 1/3/20       | Utilizing 17 personal illness days                                      |
| #2498                                  | Family Leave           | 10-10-10/aga                                    |          |               | Stanlick   | 1/6/20         | 2/29/20      | Unpaid  |
| #2972                                  | Medical Leave          | 10-70-70/bjc                                    |          |               | JTHS       | 1/2/20         | 1/15/20      | Utilizing 10 personal illness days                                      |
| #2972                                  | Family Leave           | 10-70-70/bjc                                    |          |               | JTHS       | 1/16/20        | 4/1/20       | Unpaid  |

\*Requires mentoring

| C. NON-INSTRUCTIONAL                    |                  |  |          |             |                     |                |              |  |
|---|------------------|--|----------|-------------|---------------------|----------------|--------------|--|
| Name                                    | Nature of Action | Position/Control Number                | Deg/Step | Salary      | Loc.                | Date Effective | Date Termin. | Discussion   |
| Dina Azar<br>11-000-222-105-001         | Appoint          | Media Aide<br>09-10-10/bic             | Step 5   | \$22.93/hr. | Stanlick/White Rock | 9/1/19         | 6/30/20      | Not to exceed 19.75 hrs./week; w/o benefits        |
| Tracy Batelli<br>11-190-100-106-000     | Appoint          | Kindergarten Aide<br>09-40-40/bev      | Step 5   | \$22.93/hr. | Milton              | 9/1/19         | 6/30/20      | 3.5 hrs./day; w/o benefits                         |
| Tracy Bendish<br>11-214-100-106-005     | Longevity        | Special Education Aide<br>09-50-50-btw |          | \$525       | Milton              | 9/1/19         | 6/30/20      |  |
| Janet Bolka<br>11-190-100-106-004       | Appoint          | Kindergarten Aide<br>09-40-40/bvy      | Step 5   | \$22.93/hr. | Milton              | 9/1/19         | 6/30/20      | 3.5 hrs./day; w/o benefits                         |
| Melissa Brunner<br>11-000-270-107-000   | Appoint          | Transportation Aide<br>09-90-90/bmm    | Step 5   | \$22.93/hr. | Transportation      | 9/1/19         | 6/30/20      | 3.33 hrs./day; w/o benefits                        |
| Martina Cannon<br>11-000-266-110-000    | Appoint          | Security/Hall Monitor<br>09-70-70/bge  | Step 1   | \$22.05/hr. | JTMS                | 9/5/19         | 6/30/20      | Replacing C. Peters<br>3.95 hrs./day; w/o benefits |
| Stacey D'Amato<br>11-000-270-107-000    | Appoint          | Transportation Aide<br>09-90-90/bjh    | Step 5   | \$22.93/hr. | Transportation      | 9/1/19         | 6/30/20      | 5.92 hrs./day; w/ benefits                         |
| Antonella DaSilva<br>11-000-217-106-004 | Appoint          | Special Education Aide<br>09-40-40/buh | Step 1   | \$22.10/hr. | Milton              | 9/9/19         | 6/30/20      | Replacing D. Nimmo<br>5.75 hrs./day; w/o benefits  |
| Toni DeLade<br>11-204-100-106-007       | Appoint          | Special Education Aide<br>09-70-70/bbq | Step 1   | \$22.10/hr. | JTMS                | 9/1/19         | 6/30/20      | Replacing N. Frank<br>3.5 hrs./day; w/o benefits   |
| Maureen Dragona<br>11-000-270-107-000   | Appoint          | Transportation Aide<br>09-90-90/bgw    | Step 5   | \$22.93/hr. | Transportation      | 9/1/19         | 6/30/20      | 5 hrs./day; w/ benefits                            |

|   |                        |  |        |             |                                |         |         |  |
|---|------------------------|--|--------|-------------|--------------------------------|---------|---------|--|
| Janet Eltringham<br>11-190-100-106-004              | Appoint                | Kindergarten Aide<br>09-40-40/bew      | Step 5 | \$22.93/hr. | Milton                         | 9/1/19  | 6/30/20 | 3.5 hrs./day; w/o benefits                                     |
| Janet Eltringham<br>11-190-100-106-004              | Longevity              | Kindergarten Aide                      |        | \$525       | Milton                         | 9/1/19  | 6/30/20 |  |
| Daryl Graure<br>11-190-100-106-004                  | Appoint                | Kindergarten Aide<br>09-40-40/bwe      | Step 1 | \$21.77/hr. | Milton                         | 9/1/19  | 6/30/20 | Replacing B. Hubert<br>3.5 hrs./day; w/o benefits              |
| Lisa Hagee<br>11-000-270-107-000                    | Appoint                | Transportation Aide<br>09-90-90/bmn    | Step 4 | \$22.64/hr. | Transportation                 | 9/1/19  | 6/30/20 | 4.67 hrs./day; w/ benefits                                     |
| Janice Krakowski<br>11-215-100-106-000              | Appoint                | Transportation Aide<br>09-90-90/bji    | Step 3 | \$22.35/hr. | Transportation                 | 9/1/19  | 6/30/20 | 3.92 hrs./day; w/o benefits                                    |
| Denise Lagomarsino<br>11-000-222-105-003            | Appoint                | Media Aide<br>09-30-30/bib             | Step 5 | \$22.93/hr. | Briggs/<br>Milton/Cozy<br>Lake | 9/1/19  | 6/30/20 | Not to exceed 19.75<br>hrs./week, w/o benefits                 |
| Denise Lagomarsino<br>11-000-222-105-003            | Longevity              | Media Aide                             |        | \$725       |                                | 9/1/19  | 6/30/20 |  |
| Jacqueline Orlando<br>11-214-100-106-005            | Appoint                | Special Education Aide<br>09-50-50/bbd | Step 1 | \$22.10/hr. | Coy Lake                       | 9/1/19  | 6/30/20 | Replacing N. Arata<br>7 hrs./day, 4 days/week; w/o<br>benefits |
| Kimberly Reid<br>11-000-217-106-008                 | Appoint                | Special Education Aide<br>09-80-80/bdm | Step 3 | \$22.68/hr. | JTHS                           | 9/1/19  | 6/30/20 | Replacing J. Sullivan<br>3.5 hrs./day; w/o benefits            |
| Heidi Roberts<br>11-000-217-106-008                 | Appoint                | Special Education Aide<br>09-80-80/buf | Step 1 | \$22.10/hr. | JTHS                           | 9/1/19  | 6/30/20 | Replacing A. Vasile<br>3.5 hrs./day; w/o benefits              |
| Anthony Schreck<br>11-000-266-110-000               | Appoint                | Security Hall/Monitor<br>09-70-70/cca  | Step 1 | \$22.05/hr. | JTMS                           | 9/6/19  | 6/30/20 | Replacing J. Lapszynski<br>3.95 hrs./day; w/o benefits         |
| Lori Sehring<br>11-000-266-110-000                  | Appoint                | Security/Cafeteria<br>10-70-70/bba     | Step 1 | \$22.05/hr. | JTMS                           | 9/1/19  | 6/30/20 | Replacing P. Randazzo<br>3 hrs./day; w/o benefits              |
| Gabrielle Woelfel<br>11-213-100-106-003             | Appoint                | Special Education Aide<br>09-30-30/bzo | Step 1 | \$22.10/hr. | Briggs                         | 9/9/19  | 6/30/20 | Replacing T. Serpico<br>3.5 hrs./day; w/o benefits             |
| Manuela Barbosa<br>11-204-100-106-005               | Adjusted Hours         | Special Education Aide<br>09-50-50/bwa |        |             | Cozy Lake                      | 9/16/19 | 6/30/20 | 7 hrs./day, 4 days/week; w/o<br>benefits                       |
| Shannan Barkley-<br>Biddelman<br>11-209-100-106-001 | Adjusted Hours         | Special Education Aide<br>09-10-10/bwk |        |             | Stanlick                       | 9/1/19  | 6/30/20 | 3.5 hrs./day; w/o benefits                                     |
| Krystyna Capizzi<br>11-213-100-106-008              | Extra Hours            | Special Education Aide<br>09-80-80/brx |        |             | JTHS                           | 9/3/19  | 9/4/19  | Not to exceed 1 hr. for ABA<br>training                        |
| Laura Castles<br>11-204-100-106-006                 | Account Code<br>Change | Special Education Aide<br>09-60-60/bbm |        |             | White Rock                     | 9/1/19  | 6/20/20 |  |
| Kathryn Cook<br>11-204-100-106-006                  | Transfer               | Special Education Aide<br>09-60-60/byg |        |             | White Rock                     | 9/1/19  | 6/30/20 | Replacing N. Arata   |
| Susan Ferry<br>11-213-100-106-006                   | Account Code<br>Change | Special Education Aide<br>09-60-60/bbg |        |             | White Rock                     | 9/1/19  | 6/30/20 |  |
| Monica Maher<br>11-000-217-106-007                  | Extra Hours            | Special Education Aide<br>09-70-70/bhu |        |             | JTMS                           | 9/4/19  | 9/5/19  | Not to exceed 3.5 hours for<br>shadowing                       |
| Gina Maron<br>11-000-217-106-004                    | Adjusted Hours         | Special Education Aide<br>09-40-40/bnn |        |             | Cozy Lake                      | 9/1/19  | 6/30/20 | 3 hrs./day; w/o benefits                                       |
| Susan McCarthy<br>11-213-100-106-008                | Extra Hours            | Special Education Aide<br>09-80-80/cab |        |             | JTHS                           | 8/29/19 | 8/30/19 | Not to exceed 3 hrs. for<br>Freshman Orientation               |
| Patricia Milford<br>11-000-217-106-008              | Extra Hours            | Special Education Aide<br>09-80-80/bru |        |             | JTHS                           | 9/3/19  | 9/4/19  | Not to exceed 4 hrs. for ABA<br>training                       |
| Jacqueline Orlando<br>11-204-100-106-006            | Extra Hours            | Special Education Aide<br>09-60-60/bcr |        |             | White Rock                     | 9/3/19  | 9/4/19  | Not to exceed 4 hrs. for ABA<br>training                       |
| Virginia Paccioretti<br>11-213-100-106-008          | Extra Hours            | Special Education Aide<br>09-80-80/bzu |        |             | JTHS                           | 9/3/19  | 9/4/19  | Not to exceed 4 hrs. for ABA<br>training                       |
| Karen Pini<br>11-000-217-106-008                    | Extra Hours            | Special Education Aide<br>09-80-80/brw |        |             | JTHS                           | 9/3/19  | 9/4/19  | Not to exceed 4 hrs. for ABA<br>training                       |
| Laura Ryan<br>11-000-217-106-008                    | Extra Hours            | Special Education Aide<br>09-80-80/bud |        |             | JTHS                           | 9/3/19  | 9/4/19  | Not to exceed 4 hrs. for ABA<br>training                       |
| Laura Ryan<br>11-000-217-106-008                    | Transfer               | Special Education Aide<br>09-80-80/bud |        |             | JTHS                           | 9/1/19  | 6/30/20 | Replacing S. Tack  |
| Donna Marie Spaan<br>11-213-100-106-007             | Transfer               | Special Education Aide<br>09-70-70/bzt |        |             | JTMS                           | 9/1/19  | 6/30/20 | Replacing A. Warncke   |
| Susan Tack<br>11-204-100-106-007                    | Transfer               | Special Education Aide<br>09-70-70/bov |        |             | JTMS                           | 9/1/19  | 6/30/20 | Replacing L. Ryan  |
| Helena Vernieri<br>11-000-262-100-260               | Adjusted Hours         | Custodian<br>12-90-92/bgb              |        |             | Board Office                   | 9/1/19  | 6/30/20 | Not to exceed 5 hrs. w/<br>benefits                            |
| Arline Warncke<br>11-000-217-106-008                | Transfer               | Special Education Aide<br>09-80-80/bdu |        |             | JTHS                           | 9/1/19  | 6/30/20 | Replacing D. Spaan   |
| Nicole Frank  | Resignation            | Special Education Aide<br>09-70-70/bbq |        |             | JTMS                           | 8/20/19 | 8/21/19 |  |
| Tamrin Serpico                                      | Resignation            | Special Education Aide<br>09-30-30/bzo |        |             | Briggs                         | 8/30/19 | 8/31/19 |  |
| Anthony Vasile                                      | Resignation            | Special Education Aide<br>09-80-80/buf |        |             | JTHS                           | 8/21/19 | 8/22/19 |  |
| #1178   | Medical Leave          | 12-30-32/aks                           |        |             | Briggs                         | 9/10/19 | 9/21/19 | Utilizing 9 personal illness<br>days                           |

|       |                        |              |  |  |                |         |         |  |
|-------|------------------------|--------------|--|--|----------------|---------|---------|--|
| #1279 | Medical Leave          | 11-70-72/akz |  |  | JTMS           | 8/19/19 | 9/14/19 | Utilizing 5 personal illness days and 14 vacation days |
| #1499 | Adjusted Medical Leave | 09-80-80/bgg |  |  | JTHS           | 9/1/19  | 11/2/19 | Utilizing 42 personal illness days                     |
| #2018 | Medical Leave          | 10-90-90/bfd |  |  | Transportation | 9/11/19 | 9/21/19 | Utilizing 6 personal illness days                      |
| #3071 | Medical Leave          | 09-50-50-bbo |  |  | Milton         | 9/3/19  | 9/21/19 | Utilizing 12 personal illness days                     |

**D. SUBSTITUTES/OTHER**

| Name                 | Nature of Action | Position             | Level | Salary     | Loc.     | Date Effective | Date Termin. | Discussion |
|----------------------|------------------|----------------------|-------|------------|----------|----------------|--------------|------------|
| John Borges          | Appoint          | Substitute Teacher   |       | \$90/diem  | District | 9/17/19        | 6/30/20      |            |
| Ashley Caramanna     | Appoint          | Substitute Teacher   |       | \$90/diem  | District | 9/17/19        | 6/30/20      |            |
| Jodi Elias           | Appoint          | Substitute Teacher   |       | \$90/diem  | District | 9/17/19        | 6/30/20      |            |
| Allison Hollick      | Appoint          | Substitute Teacher   |       | \$90/diem  | District | 9/17/19        | 6/30/20      |            |
| Stephanie Muller     | Appoint          | Substitute Teacher   |       | \$90/diem  | District | 9/17/19        | 6/30/20      |            |
| Danielle Pickard     | Appoint          | Substitute Teacher   |       | \$90/diem  | District | 9/17/19        | 6/30/20      |            |
| Heather Santiago     | Appoint          | Substitute Teacher   |       | \$90/diem  | District | 9/17/19        | 6/30/20      |            |
| Kira Shellowsky      | Appoint          | Substitute Teacher   |       | \$90/diem  | District | 9/17/19        | 6/30/20      |            |
| Alyssa Verdes        | Appoint          | Substitute Teacher   |       | \$90/diem  | District | 9/17/19        | 6/30/20      |            |
| Danielle Castiglione | Appoint          | Substitute Aide      |       | \$15/hr.   | District | 9/1/19         | 6/30/20      |            |
| Kathryn Cook         | Appoint          | Substitute Aide      |       | \$15/hr.   | District | 9/1/19         | 6/30/20      |            |
| Daryl Graure         | Appoint          | Substitute Aide      |       | \$15/hr.   | District | 9/1/19         | 6/30/20      |            |
| Jessica Skalecky     | Appoint          | Substitute Aide      |       | \$15/hr.   | District | 9/1/19         | 6/30/20      |            |
| Melissa Zabriskie    | Appoint          | Substitute Aide      |       | \$15/hr.   | District | 9/1/19         | 6/30/20      |            |
| Cathy Cromelin       | Appoint          | Substitute Nurse     |       | \$200/diem | District | 9/17/19        | 6/30/20      |            |
| Christine Tencza     | Appoint          | Substitute Nurse     |       | \$200/diem | District | 9/17/19        | 6/30/20      |            |
| Martina Cannon       | Appoint          | Substitute Secretary |       | \$14/hr.   | District | 9/11/19        | 6/30/20      |            |
| Lorrain McCarthy     | Appoint          | Substitute Custodian |       | \$18/hr.   | District | 9/4/19         | 6/30/20      |            |
| James Paccioretti    | Appoint          | Substitute Custodian |       | \$18/hr.   | District | 9/5/19         | 6/30/20      |            |
| Gary Pepe            | Appoint          | Substitute Custodian |       | \$18/hr.   | District | 9/9/19         | 6/30/20      |            |
| Robert Szuszkowski   | Appoint          | Substitute Custodian |       | \$18/hr.   | District | 9/9/19         | 6/30/20      |            |

**E. 2019-2020 SCHOOL YEAR COACHING STAFF****FALL**

| Name            | Nature of Action | Position           | Step | Base      | Longevity | Salary | Loc. | Date Effective | Date Termin. |
|-----------------|------------------|--------------------|------|-----------|-----------|--------|------|----------------|--------------|
| Jeffrey Danyus* | Appoint          | Assistant Football | 3    | \$6339.12 |           |        | JTHS | 9/1/19         | 6/30/20      |

\* - Out of District Coach

**E. EXTRA DUTY PAY**

| Name                | Nature of Action | Position                     | Level | Salary      | Loc. | Date Effective | Date Termin. | Discussion                                      |
|---------------------|------------------|------------------------------|-------|-------------|------|----------------|--------------|---|
| Jonathan Boyle      | Adjustment       | Tutoring Supervisor (1 of 4) | 1     | \$170.50    | JTHS | 9/1/19         | 11/18/19     | Prorated  |
| Jaycee Cahill       | Appoint          | Extra-Curricular Nurse       |       | \$200/diem  | JTHS | 9/16/19        | 12/21/19     | Not to exceed 50 hours; to be prorated per hour |
| Trevor Hunt         | Appoint          | Tutoring Supervisor (1 of 4) | 1     | \$511.50    | JTHS | 11/19/19       | 6/30/20      | Prorated  |
| Jennifer Kraljevich | Appoint          | Extra-Curricular Nurse       |       | \$39.39/hr. | JTHS | 9/16/19        | 6/15/20      | Not to exceed 50 hours                          |

**K.2** Motion to approve the **Summer 2019** Course Reimbursements for **At-Will Administrators** as indicated below:

| Name             | College              | Class                              | Approval | Credits | Amount    |
|------------------|----------------------|------------------------------------|----------|---------|-----------|
| Roger Jinks, Jr. | Centenary University | Conflict Management                | SU1      | 3       | \$2137.50 |
| Roger Jinks, Jr. | Centenary University | Communication and Public Relations | SU2      | 3       | \$2137.50 |

**K.3** Motion to approve the payment for services during home athletic events for the **2019-2020** school year to the following individuals at the rates indicated:

**ATHLETIC EVENT STAFF**

|                |                    |                    |                  |                     |              |
|----------------|--------------------|--------------------|------------------|---------------------|--------------|
| Darren Bruseo  | Joshua Cacella     | Katelyn Cannarozzi | Shannon Chapman  | Peter DiGennaro     | Daniel Faber |
| Robert Feldman | Michele Grieves    | Jason Kalish       | Kathryn Kula     | Marybeth Lapszynski | Steven Meyer |
| Tyler Morris   | Matthew Moscatello | Katelyn Oller      | Virginia Osborne | Jeremy Thide        |              |

| POSITION      | RATE    | POSITION      | RATE    |
|---------------|---------|---------------|---------|
| Crowd Control | \$50.00 | Head Ticket   | \$65.00 |
| Asst. Tickets | \$52.00 | Announcer     | \$50.00 |
| Spotter       | \$30.00 | Site Director | \$65.00 |

**L. EDUCATION, SPECIAL EDUCATION AND TECHNOLOGY COMMITTEE**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions L.1 through L.9, as described below:

**L.1 Motion to approve Revised Curricula, aligned to 2017 NJSLS:**

- Introduction to Studio Recording CP
- Guitar CP
- Piano/Keyboard Lab CP
- 3-5 Technology Literacy

**L.2 Motion to approve the following Day Field Trips:**

| School/Group/Activity  | Location            |
|--|---------------------|
| HS DECA  | Union, NJ           |
| HS Elevate A Capella   | Atlantic City, NJ   |
| HS Debate Tournament   | Dover, NJ           |
| HS Sports Related electives  | East Rutherford, NJ |
| MS 6th Grade GATEways  | Dingmans Ferry, PA  |
| Garden State Scholastic Press Association Conference (HS Yearbook) | Piscataway, NJ      |

**L.3 Motion to approve the following Overnight Field Trips:**

| School/Group/Activity                         | Location            |
|---|---------------------|
| HS Advanced Sports & Entertainment Journalism | Cooperstown, NY     |
| MS 8th Grade GATEways                         | Washington, DC      |
| MS 8th Grade GATEways                         | NYC and Eastern, NJ |

**L.4 Motion to approve student placement for the 2019-2020 school year, as indicated below plus related services as needed:**

| Student    | School                    | Tuition   | Discussion     |
|------------|---------------------------|-----------|----------------|
| 1854272981 | Morris Union Jointure DLC | \$166,386 | 9/4/19-6/30/20 |

**L.5 Motion to approve Nursing Services for the 2019-2020 school year, as indicated below:**

| Student    | Cost/Fee            | Effective |                |
|------------|---------------------|-----------|----------------|
| 4683619501 | Horizon Health Care | \$42,000  | 9/1/19-6/30/20 |

**L.6 Motion to approve the following contracted services:**

| Name              | Rate        | Loc.     | Date Effective | Date Terminated | Discussion        |
|-------------------|-------------|----------|----------------|-----------------|-------------------|
| Bayada Pediatrics | \$62.00/hr. | District | 9/1/19         | 6/30/20         | Substitute Nurses |

**L.7 Motion to accept the Annual District Summary Progress Report – Wellness Policy 8505 for SY19.****L.8 Motion to approve the following Extra Duty Pay (EDP) job descriptions:**

- JTMS Spring Musical Director
- JTMS Spring Musical Lighting
- JTMS Spring Musical Music Director
- JTMS Spring Musical Props
- JTMS Spring Musical Publication/Tickets
- JTMS Spring Musical Scenery/Stage
- JTMS Academic Team Coordinator
- JTMS Class Advisor: Grade 8
- JTMS Drama Director
- JTMS Elective Team Coordinator
- JTMS Spring Field Hockey Club
- JTMS Yearbook Advisor
- JTHS Fall Drama Director
- JTHS Madrigal
- JTHS Spring Musical Vocal Music Director
- JTHS Spring Musical Director
- JTHS Wind Ensemble
- JTHS NJSLA Portfolios

**L.9 Motion to affirm Superintendent's report on no incidences of Harassment, Intimidation and Bullying findings reported for July 15, 2019 through August 19, 2019.**



**M. POLICY COMMITTEE**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve motion M.1, as described below:

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

| File Code   | Title                                   | Action   |
|-------------|---|----------|
| 2430 Policy | Co-Curricular Activities                | Revision |
| 9270 Policy | Home Schooling and Equivalent Education | Revision |

**N. 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 August 19, 2019 through September 16, 2019.

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

**O. COMMUNICATIONS****P. PUBLIC COMMENTS**

Please refer to Section G “Public participation shall be governed by the following rules (Per District Policy #0167)”

**Q. OLD BUSINESS****R. NEW BUSINESS****S. BOARD MEMBER COMMENTS****T. CLOSED SESSION**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Board of Education adopt the following resolution:

BE IT RESOLVED, by the Jefferson Township Board of Education on this 16<sup>th</sup> day of September, 2019 at \_\_\_\_ 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 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 \_\_\_\_ PM.

**U. ADJOURN**

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 Expense (not including parking/tolls/miscellaneous fees) |
|--------------------------|-------------------------|-------------------|--|---------------------|----------------|------------|--------------|---------------------------------|----------|-----------------------------------|-------------|--|
| Argondizzo, Kristen      | 12/5                    | Parsippany, NJ    | Essential Assessment and Treatment Strategies for Pediatric Orthopedic Dysfunction | \$229.99            | Own            | 45         | \$0.35       | -                               | -        | -                                 | -           | \$ 245.74  |
| Boardman, Aimee          | 10/15                   | Morristown, NJ    | Guided Math Professional Development   | \$150.00            | Own            | 53         | \$0.35       | -                               | -        | -                                 | -           | \$ 168.55  |
| Carline, Michelle        | 10/15                   | Morristown, NJ    | Guided Math Professional Development   | \$150.00            | Own            | 53         | \$0.35       | -                               | -        | -                                 | -           | \$ 168.55  |
| Fritzky, Theresa         | 10/23, 11/12 & 12/17    | Monroe, NJ        | Special Education Litigation Workshop  | \$450.00            | Own            | 340        | \$0.35       | -                               | -        | -                                 | -           | \$ 569.00  |
| Gloede, Jenna            | 10/15                   | Morristown, NJ    | Guided Math Professional Development   | \$150.00            | Own            | 53         | \$0.35       | -                               | -        | -                                 | -           | \$ 168.55  |
| Herman, Lori             | 10/15                   | Morristown, NJ    | Guided Math Professional Development   | \$150.00            | Own            | 53         | \$0.35       | -                               | -        | -                                 | -           | \$ 168.55  |
| Hiben, Christopher       | 10/4, 12/6, 1/23 & 3/27 | Lawrenceville, NJ | Rider SELECT Next Generation Science Standards Training                            | \$300.00            | Own            | 554        | \$0.35       | -                               | -        | -                                 | -           | \$ 493.90  |
| Honstetter, Danielle     | 11/6                    | Edison, NJ        | Self-Regulation Interventions for Children & Adolescents                           | \$249.99            | Own            | 113        | \$0.35       | -                               | -        | -                                 | -           | \$ 289.54  |
| Keyser, Rebecca          | 10/25                   | New Brunswick, NJ | 52 <sup>nd</sup> Annual Conference on Reading and Writing                          | \$180.00            | Own            | 87         | \$0.35       | -                               | -        | -                                 | -           | \$ 210.45  |
| Lorenzo, Joy             | 10/8                    | Livingston, NJ    | Fountas & Pinnell Literacy Continuum   | \$285.00            | Own            | 48         | \$0.35       | -                               | -        | -                                 | -           | \$ 301.80  |
| Maffeo-Spitzer, Meredith | 10/23                   | Monroe, NJ        | Legal One: Section 504 Explained, Special Education Certificate #2 of 3            | \$150.00            | Own            | 100        | \$0.35       | -                               | -        | -                                 | -           | \$ 185.00  |
| McLoughlin, Lorraine     | 10/15                   | Morristown, NJ    | Guided Math Professional Development   | \$150.00            | Own            | 52         | \$0.35       | -                               | -        | -                                 | -           | \$ 168.20  |
| Millar, Dana             | 10/15                   | Morristown, NJ    | Guided Math Professional Development   | \$150.00            | Own            | 42         | \$0.35       | -                               | -        | -                                 | -           | \$ 164.70  |
| Petersen, Vanessa        | 11/4                    | Fairfield, NJ     | Self-Regulation Interventions  | \$249.00            | Own            | -          | -            | -                               | -        | -                                 | -           | \$ 249.00  |
| Ponessa, Sarah           | 2/20-2/22               | Atlantic City, NJ | NJMEA State Conference   | \$170.00            | Own            | 306        | \$0.35       | -                               | -        | -                                 | -           | \$ 279.40  |
| Robinson, Amy            | 9/30, 10/1 & 10/2       | Monroe, NJ        | Anti-Bullying Specialist Certificate Program                                       | \$500.00            | Own            | 142        | \$0.35       | -                               | -        | -                                 | -           | \$ 549.70  |
| Sanchez, Vanessa         | 10/22-10/23             | Atlantic City, NJ | NJSBA Conference   | -                   | Own            | 300        | \$0.35       | -                               | -        | -                                 | -           | \$ 105.00  |
| Tiedemann, Robert        | 2/20-2/22               | Atlantic City, NJ | NJMEA State Conference   | \$180.00            | Own            | 284        | \$0.35       | -                               | -        | -                                 | -           | \$ 279.40  |
| Ziobro, Michelle         | 10/8                    | Livingston, NJ    | Fountas & Pinnell Literacy Continuum   | \$285.00            | Own            | 48         | \$0.35       | -                               | -        | -                                 | -           | \$ 301.80  |

*All Meals are prorated 75% on travel days*