

JEFFERSON TOWNSHIP BOARD OF EDUCATION

Special Meeting Agenda

Monday, October 14, 2019 6:30 PM

Jefferson Township Board of Education Central Office

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.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:

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> | _____ | _____ |

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 14th day of October, 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 an HIB related matter, confidential by law.
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. COMMENTS FROM THE AUDIENCE

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.

F. FINANCE AND BUILDING NEEDS COMMITTEE

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

F.1 Motion to approve energy savings initiative with **Generations Technologies, Inc.** for installation of new LED lighting at the Jefferson Township High School, Middle School and Arthur Stanlick School at an approximate cost of \$140,790 for equipment and \$24,825 for labor, for a total cost of \$165,615.00. Only equipment costs are eligible for the rebate.

F.2 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*).

G. PERSONNEL COMMITTEE

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions G.1 and G.2, 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 |
| | | | | | | | | |

| B. INSTRUCTIONAL | | | | | | | | |
|------------------|------------------|-------------------------|----------|--------|------|----------------|--------------|------------|
| Name | Nature of Action | Position/Control Number | Deg/Step | Salary | Loc. | Date Effective | Date Termin. | Discussion |
| | | | | | | | | |

| C. NON-INSTRUCTIONAL | | | | | | | | |
|---|------------------|--|----------|-------------|----------------|----------------|--------------|---|
| Name | Nature of Action | Position/Control Number | Deg/Step | Salary | Loc. | Date Effective | Date Termin. | Discussion |
| Jessica Blank 11-000-270-160-000 | Appoint | Secretary/Group IV (.49) 12-90-92/aeb | Step 1 | \$23,304.89 | Transportation | 10/24/19 | 6/30/20 | Replacing J. Tantillo |
| Diane Finzio 11-000-270-107-000 | Appoint | Transportation Aide 09-90-90/byb | Step 1 | \$21.77/hr. | Transportation | 9/23/19 | 6/30/20 | Replacing K. Reid 2 hrs. 55 minutes/day; w/o benefits |
| Todd Hewitt 11-000-261-100-000 11-000-262-100-000 | Appoint | Building Services Coordinator 12-90-92/bzn | | \$88,000 | Facilities | 1/2/20 | 6/30/20 | Replacing L. Chuddley |
| Erik Jarosz | Resignation | Custodian 12-80-82/cbb | | | Facilities | 11/13/19 | 11/14/19 | |
| Kelly Miller | Resignation | Secretary/Group IV 12-80-82/adu | | | JTHS | 10/31/19 | 11/1/19 | |
| Julie Tantillo | Resignation | Secretary/Group IV (.49) 12-90-92/aeb | | | Transportation | 10/18/19 | 10/19/19 | |

- G.2** Motion to approve the following job description:

- School Accountant

H. PUBLIC COMMENTS

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

I. 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) |
|--------------------|----------------------|----------|---|---------------------|----------------|------------|--------------|---------------------------------|----------|-----------------------------------|-------------|--|
| Breznak, Christina | 10/23, 10/29 & 11/20 | N/A | Individualize Writing Instruction by Conferring Webinar | \$169.00 | - | - | - | - | - | - | - | \$ 169.00 |