

JEFFERSON TOWNSHIP BOARD OF EDUCATION

Regular Meeting Agenda

Monday, October 28, 2019 6:30 PM (Closed Session) – 7:30 PM (Regular Session)

Jefferson Township High School Media Center

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 28th 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 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. PUBLIC HEARING ON SUPERINTENDENT CONTRACT**G. PRESENTATIONS**

- Spring 2019 NJSLA Results – Mr. Roger Jinks, Assistant Superintendent
- Academy of Environmental Sciences Virtual Sandbox – Mr. Christopher Hiben, K-12 Supervisor of Science/F&CS/G&T and Dr. Nancy FitzGerald, Environmental Academy Honors Instructor
- 2018-2019 Harassment, Intimidation and Bullying (HIB) Grades – Mrs. Jeanne Howe, Superintendent

H. 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.

I. STUDENT REPRESENTATIVES**J. COMMITTEE REPORTS****K. MINUTES OF MEETINGS**

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

September 16, 2019 Regular Meeting Minutes
October 14, 2019 Special Meeting Minutes

September 16, 2019 Executive Session Minutes
October 14, 2019 Executive Session Minutes

L. FINANCE AND BUILDING NEEDS COMMITTEE

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions L.1 through L.10, as described below:

- L.1** Motion to approve the **purchase order** list dated September 2019 in the amount of **\$6,148,969.48**, which is inclusive of Referendum related purchase orders totaling \$5,934.16.
- L.2** Motion to approve the **check journal** as of September 2019 in the amount of **\$7,674,653.19**.

Fund	Amount
General Fund (10)	\$ 4,502,805.12
Special Revenue Funds (20)	\$ 120,685.73
Referendum Fund (30)	\$ 842,540.64
Debt Service Fund (40)	\$ 2,208,621.70
Total	\$ 7,674,653.19

- L.3** Motion to approve the **vendors' bills list** for release on or after October 29, 2019, in the amount of **\$1,192,000.66**.
- L.4** Motion to approve the funds **transfers** in the 2019-2020 Fiscal Year, dated September 2019 in the amount of **\$51,417.86**.
- L.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 September 30, 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).
- L.6** Motion to certify, in accordance with N.J.A.C. 6A:23-2.11(c), that as of August 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.

L.7 Motion to designate the source of funding for the following individuals as funded from the **FY2020 Title IA grant:**

Name	Location	Grant Share	Comment
Rachel Decker	Stanlick	\$1,320	Homework Club
Paula Langner	Stanlick	\$1,320	Homework Club
Beverly Mallatratt	Stanlick	\$1,320	Homework Club
Meredith Panka	Stanlick	\$1,320	Homework Club
Amanda Quinn	Stanlick	\$1,320	Homework Club
Tanya Senney	Stanlick	\$1,320	Homework Club
Jessica Brennan	ET Briggs	\$1,320	Homework Club
Cathy Duda	ET Briggs	\$1,320	Homework Club
JoAnna Longo	ET Briggs	\$1,320	Homework Club
Colleen Megna	ET Briggs	\$1,320	Homework Club

L.8 Motion to designate the source of funding for the following individuals as funded from the **FY2020 Title IIA grant:**

Name	Location	Grant Share
JoAnna Longo	ET Briggs	\$ 10,192

L.9 Motion to approve **Change Order #001** in the amount of **-\$19,670.00** to Galia Construction, Inc. for modifications to the original scope of work on the **JTHS Roof Renovation** project, as described below:

Original Contract Amount	\$1,884,800.00
Additional EIFS work where existing backup was not watertight supporting exhaust fan	\$ 25,330.00
Allowance (\$45,000)	\$ (45,000.00)
Final Contract Amount	\$1,865,130.00

L.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*).

M. PERSONNEL COMMITTEE

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions M.1 through M.4, as described below:

M.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
#1407	Medical Leave	25-90-92/ayf			District	11/5/19	11/23/19	Utilizing 7 personal illness days and 5 unpaid days
B. INSTRUCTIONAL								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Karen Caruso 11-120-100-101-290	Appoint	Elementary Teacher 10-10-10/aga		\$200/diem	Stanlick	12/2/19	2/28/20	Replacing #2498 Less than 60 days
Kimberly Moss 11-240-100-101-000	Assignment Change	ESL Teacher 10-10-10/aod			Stanlick	10/1/19	6/30/20	.50 FTE
Lori Caruso	Appoint	Bedside Instruction		\$44.82/hr.	District	10/3/19	6/30/20	
#335	Medical Leave	10-30-30/bog			Briggs	9/16/19	10/1/19	Utilizing 10 personal illness days
#362	Medical Leave	10-70-70/ajj			JTMS	11/22/19	2/18/20	Utilizing 30 personal illness days, 1 personal day and 19 unpaid days
#523	Medical Leave	10-80-80/aws			JTHS	10/30/19	11/7/19	Utilizing 6 personal illness days
#651	Medical Leave	10-40-40/bsj			Milton	1/6/20	3/3/20	Utilizing 40 personal illness days

#651	Adjusted Family Leave	10-40-40/bsj			Milton	3/4/20	6/13/20	Utilizing 4 family illness, 3 personal days; balance unpaid
#1662	Medical Leave	10-40-40/adp			Milton	1/2/20	2/12/20	Utilizing 29 personal illness days
#1662	Family Leave	10-40-40/adp			Milton	2/13/20	6/30/20	Utilizing 4 family illness, 3 personal days; balance unpaid
#2419	Intermittent Family Leave	10-80-80/adj			JTHS	9/12/19	6/30/20	Utilizing undetermined number of personal days, family illness days and unpaid days
#1557	Deceased	10-10-10/agd			Stanlick	10/16/19	10/17/19	

***Requires mentoring**

C. NON-INSTRUCTIONAL

Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Kyla Boice 11-000-217-106-004	Appoint	Special Education Aide 09-40-40/bvo	Step 1	\$22.10/hr.	Milton	10/21/19	6/30/20	7 hrs./day, Fridays off; no benefits Replacing M. Formica
Alice Cassara 11-000-218-105-008	Appoint	Secretary/Group IV 12-80-82/adu	Step 3	\$48,261	JTHS	11/1/19	6/30/20	Replacing K. Miller
Alice Cassara 11-000-218-105-008	Longevity	Secretary/Group IV 12-80-82/adu		\$525.00		11/1/19	6/30/20	
Manuela Barbosa 11-204-100-106-005	Extra Hours	Special Education Aide 09-50-50/bwa			Cozy Lake	10/14/19	10/15/19	Not to exceed 7 hrs. for ABA training
Kathleen Barry 11-214-100-106-005	Transfer	Special Education Aide 09-50-50/bbo			Cozy Lake	10/15/19	6/30/20	Replacing #3071
Tracy Batelli 11-190-100-106-004	Extra Hours	Kindergarten Aide 09-40-40/bev			Milton	10/4/19	10/5/19	Not to exceed 3 hrs., 11 minutes for Kindergarten Field Trip
Marilyn Beyel 11-209-100-106-003	Extra Hours	Special Education Aide 09-30-30/bzi			Briggs	10/23/19	10/25/19	Not to exceed 3.25 hrs. per day for CPI training on 10/23 and 10/24/19
Janet Bolka 11-190-100-106-004	Extra Hours	Kindergarten Aide 09-40-40/bvy			Milton	10/4/19	10/5/19	Not to exceed 2 hrs., 33 minutes for Kindergarten Field Trip
Noel Brinck 11-213-100-106-001	Extra Hours	Special Education Aide 09-10-10/bpd			Stanlick	10/23/19	10/25/19	Not to exceed 3.5 hrs. per day for CPI training on 10/23 and 10/24/19
Antonella DaSilva 11-000-217-106-004	Extra Hours	Special Education Aide 09-40-40/buh			Milton	10/14/19	10/15/19	Not to exceed 7 hrs. for ABA training
Antonella DaSilva 11-000-217-106-004	Extra Hours	Special Education Aide 09-40-40/buh			Milton	10/4/19	10/5/19	Not to exceed 25 minutes for Kindergarten Field Trip
Toni DeLade 11-204-100-106-007	Adjusted Hours	Special Education Aide 09-70-70/bbq			JTMS	10/4/19	6/30/20	3.75 hrs./day; w/o benefits
Lynette Di Stefano 11-209-100-106-001	Extra Hours	Special Education Aide 09-10-10/bsk			Stanlick	10/23/19	10/24/19	Not to exceed 5 hrs. for Bronx Zoo trip
Audrey Dworak 11-000-217-106-007	Transfer	Special Education Aide 09-70-70/bdk			JTMS	9/26/19	6/30/20	
Janet Eltringham 11-190-100-106-004	Extra Hours	Kindergarten Aide 09-40-40/bew			Milton	10/4/19	10/5/19	Not to exceed 2 hrs., 33 minutes for Kindergarten Field Trip
Lauren Foli 11-214-100-106-004	Extra Hours	Special Education Aide 09-40-40/bno			Milton	10/14/19	10/15/19	Not to exceed 7 hrs. for ABA training
Lauren Foli 11-214-100-106-004	Extra Hours	Special Education Aide 09-40-40/bno			Milton	10/4/19	10/5/19	Not to exceed 42 minutes for Kindergarten Field Trip
Lauren Foli 11-214-100-106-004	Extra Hours	Special Education Aide 09-40-40/bno			Milton	10/23/19	10/25/19	Not to exceed 1.25 hrs. per day for CPI training on 10/23 and 10/24/19
Billy Garcia 11-000-217-106-008	Transfer	Special Education Aide 09-80-80/buf			JTHS	10/7/19	6/30/20	
Billy Garcia 11-000-217-106-008	Extra Hours	Special Education Aide 09-80-80/buf			JTHS	10/23/19	10/25/19	Not to exceed 3.5 hrs. per day for CPI training on 10/23 and 10/24/19
Carmen Geise 11-000-217-106-001	Salary Adjustment	Special Education Aide 09-10-10/bnw	Step 2	\$22.39	Stanlick	9/1/19	6/30/20	Reappointed at wrong step on the guide 3.5 hrs./day; w/o benefits
Anna Gould 11-000-217-106-005	Extra Hours	Special Education Aide 09-50-50/bwp			Cozy Lake	10/14/19	10/15/19	Not to exceed 4 hrs. for ABA training
Daryl Graure 11-190-100-106-004	Extra Hours	Kindergarten Aide 09-40-40/bwe			Milton	10/4/19	10/5/19	Not to exceed 3 hrs., 1 minute for Kindergarten Field Trip

Dianna Hartman 11-213-100-106-005	Extra Hours	Special Education Aide 09-50-50/bzd			Cozy Lake	10/25/19	11/2/19	Not to exceed 5 hrs. for student support
Bryna Hubert 11-190-100-106-004	Extra Hours	Special Education Aide 09-40-40/bnk			Milton	10/4/19	10/5/19	Not to exceed 35 minutes for Kindergarten Field Trip
Grazyna Knape 11-000-217-106-008	Extra Hours	Special Education Aide 09-80-80/bua			JTHS	10/3/19	10/12/19	Not to exceed 14 hrs. total from 10/3 through 10/11/19, for 5 days for student transition
Grazyna Knape 11-000-217-106-008	Extra Hours	Special Education Aide 09-80-80/bua			JTHS	10/29/19	2/26/20	Not to exceed 6.25 hrs. total for 5 days from 10/29/19 through 2/25/20, for Unified Track
Susan McCarthy 11-213-100-106-008	Extra Hours	Special Education Aide 09-80-80/cab			JTHS	10/12/19	10/13/19	Not to exceed 4.25 hrs. for student support at Homecoming on 10/12/19
Diane McClellan 11-000-217-106-007	Extra Hours	Special Education Aide 09-70-70/blx			JTMS	10/3/19	11/6/19	Not to exceed 5 hrs. total for 5 days from 10/2/19 through 11/5/19 for after school activities
Maria Rita Melnyczuk 11-214-100-106-004	Extra Hours	Special Education Aide 09-40-40/bcc			Milton	10/4/19	10/5/19	Not to exceed 2 hrs., 10 minutes for Kindergarten Field Trip
Robin Mutsavage 11-000-217-106-006	Extra Hours	Special Education Aide 09-60-60/bbi			White Rock	10/14/19	10/15/19	Not to exceed 7 hrs. for ABA training
Jacqueline Orlando 11-214-100-106-005	Extra Hours	Special Education Aide 09-50-50/bbd			Cozy Lake	10/14/19	10/15/19	Not to exceed 7 hrs. for ABA training
Danielle Pini 11-213-100-106-001	Extra Hours	Special Education Aide 09-10-10/bom			Stanlick	10/23/19	10/25/19	Not to exceed 3.25 hrs. per day for CPI training on 10/23 and 10/24/19
Karen Pini 11-000-217-106-008	Extra Hours	Special Education Aide 09-80-80/brw			JTHS	10/29/19	2/26/20	Not to exceed 6.25 hrs. total 5 days from 10/29/19 through 2/25/20 for Unified Track
Karen Pini 11-000-217-106-008	Extra Hours	Special Education Aide 09-80-80/brw			JTHS	10/23/19	10/25/19	Not to exceed 3.5 hrs. per day for CPI training on 10/23 and 10/24/19
Kimberly Reed 11-204-100-106-005	Extra Hours	Special Education Aide 09-50-50/bzc			Cozy Lake	10/14/19	10/15/19	Not to exceed 3 hrs. for ABA training
Kimberly Reed 11-204-100-106-005	Extra Hours	Special Education Aide 09-50-50/bzc			Cozy Lake	10/23/19	10/25/19	Not to exceed 1.25 hrs. per day for CPI training on 10/23 and 10/24/19
Kimberly Reid 11-000-217-106-008	Adjusted Hours	Special Education Aide 09-80-80/bdm			JTHS	9/7/19	6/30/20	3.75 hrs./day; w/o benefits
Kimberly Reid 11-000-217-106-008	Extra Hours	Special Education Aide 09-80-80/bdm			JTHS	10/29/19	2/26/20	Not to exceed 6.25 hrs. total 5 days from 10/29/19 through 2/25/20 for Unified Track
Heidi Roberts 11-213-100-106-007	Transfer	Special Education Aide 09-70-70/bup			JTMS	10/7/19	6/30/20	
Jennifer Ross 11-204-100-106-005	Assignment Change/Increase in Hours	Special Education Aide 09-50-50/bbc			Cozy Lake	9/26/19	6/30/20	5.75 hours/day; w/o benefits
Jennifer Ross 11-204-100-106-005	Extra Hours	Special Education Aide 09-50-50/bbc			Cozy Lake	10/14/19	10/15/19	Not to exceed 3 hrs. for ABA training
Laura Ryan 11-000-217-106-008	Extra Hours	Special Education Aide 09-80-80/bud			JTHS	9/26/19	12/9/19	Not to exceed 14 hrs. for 14 days from 9/26/19 through 12/8/19, for support during school clubs
Laura Ryan 11-000-217-106-008	Extra Hours	Special Education Aide 09-80-80/bud			JTHS	10/12/19	10/13/19	Not to exceed 4.25 hrs. for student support at Homecoming on 10/12/19
Susan Ryder 11-209-100-106-003	Extra Hours	Special Education Aide 09-30-30/bzi			Briggs	10/23/19	10/25/19	Not to exceed 3.25 hrs. per day for CPI training on 10/23 and 10/24/19
Jennifer Sannazzaro 11-000-217-106-005	Extra Hours	Special Education Aide 09-50-50/bwq			Cozy Lake	10/14/19	10/15/19	Not to exceed 3 hrs. for ABA training
Tami Shellhamer 11-214-100-106-006	Extra Hours	Special Education Aide 09-60-60/bbf			White Rock	10/14/19	10/15/19	Not to exceed 7 hrs. for ABA training
Tami Shellhamer 11-214-100-106-006	Extra Hours	Special Education Aide 09-60-60/bbf			White Rock	10/23/19	10/25/19	Not to exceed 3.5 hrs. per day for CPI training on 10/23 and 10/24/19
Nicole Skrek 11-209-100-106-007	Extra Hours	Special Education Aide 09-70-70/bcc			JTMS	10/23/19	10/25/19	Not to exceed 3.25 hrs. per day for CPI training on 10/23 and 10/24/19
Casey Wirtz 11-000-217-106-007	Extra Hours	Special Education Aide 09-70-70/bcl			JTMS	10/14/19	10/18/19	Not to exceed 7 hrs. for ABA training

Casey Wirtz 11-000-217-106-007	Extra Hours	Special Education Aide 09-70-70/bcl			JTMS	10/23/19	10/25/19	Not to exceed 1.5 hrs. per day for CPI training on 10/23 and 10/24/19
Danielle Castiglione	Reduction in Force	Special Education Aide 09-80-80/bve			JTHS	10/8/19	10/9/19	
Milissa Formica	Resignation	Special Education Aide 09-40-40/bvo			Milton	10/15/19	10/17/19	
#412	Medical Leave	12-80-82/cbr			Facilities	11/18/19	1/18/20	Utilizing 38 personal illness days
#1577	Medical Leave	10-90-90/azx			Transportation	10/18/19	11/14/19	Utilizing 16 personal illness days
#1955	Medical Leave	09-60-60/bcj			White Rock	10/2/19	10/9/19	Utilizing 5 personal illness days
#3069	Medical Leave	09-70-70/bhv			JTMS	12/18/19	1/4/20	Utilizing 5 personal illness days
#3071	Revised Medical Leave	09-50-50-bbo			Milton	9/3/19	10/2/19	Utilizing 12 personal illness days, 3 personal days and 2 unpaid days

D. SUBSTITUTES/OTHER

Name	Nature of Action	Position	Level	Salary	Loc.	Date Effective	Date Termin.	Discussion
Victor Costantini, IV	Appoint	Substitute Teacher		\$90/diem	District	10/29/19	6/30/20	
Billy Garcia	Appoint	Substitute Teacher		\$90/diem	District	10/7/19	6/30/20	
Daniel Leanza	Appoint	Substitute Teacher		\$90/diem	District	10/29/19	6/30/20	
Curtis Mackowiak	Appoint	Substitute Teacher		\$90/diem	District	10/15/19	6/30/20	
Jasminka Nakev	Appoint	Substitute Teacher		\$90/diem	District	9/24/19	6/30/20	
Nancy Press	Appoint	Substitute Teacher		\$90/diem	District	10/29/19	6/30/20	
Mark Riccio	Appoint	Substitute Teacher		\$90/diem	District	10/29/19	6/30/20	
April Tarabocchia	Appoint	Substitute Teacher		\$90/diem	District	10/3/19	6/30/20	
Robert Toth	Appoint	Substitute Teacher		\$90/diem	District	10/29/19	6/30/20	
Audrey Dworak	Appoint	Substitute Aide		\$15/hr.	District	10/10/19	6/30/20	
Julie Jahnke	Appoint	Substitute Aide		\$15/hr.	District	10/23/19	6/30/20	
Edith Marquez	Appoint	Substitute Aide		\$15/hr.	District	10/29/19	6/30/20	
Shannon Morgan	Appoint	Substitute Aide		\$15/hr.	District	9/24/19	6/30/20	
Billy Garcia	Appoint	Substitute Aide		\$15/hr.	District	9/26/19	6/30/20	
Amanda Peterson	Appoint	Substitute Aide		\$15/hr.	District	9/17/19	6/30/20	
Dannielle Pickard	Appoint	Substitute Aide		\$15/hr.	District	10/24/19	6/30/20	
Danielle Vargas	Appoint	Substitute Aide		\$15/hr.	District	10/15/19	6/30/20	
Gabrielle Woelfel	Appoint	Substitute Aide		\$15/hr.	District	9/25/19	6/30/20	
Johanna Woodard	Appoint	Substitute Bus Driver		\$20/hr.	District	9/26/19	6/30/20	
Mark Cusick	Appoint	Substitute Custodian		\$18/hr.	District	10/14/19	6/30/20	
Monica Duque	Appoint	Substitute Custodian		\$18/hr.	District	10/28/19	6/30/20	
Shaliesha Murray	Appoint	Substitute Custodian		\$18/hr.	District	10/10/19	6/30/20	

E. 2019-2020 SCHOOL YEAR COACHING STAFF

Winter									
Name	Nature of Action	Position	Step	Base	Longevity	Salary	Loc.	Date Effective	Date Termin.
Brendan Gill*	Appoint	Assistant Basketball/Boys	N/A	N/A	N/A	Volunteer	JTHS	10/29/19	6/30/20
Paul Monaco*	Appoint	Assistant Basketball/Boys	N/A	N/A	N/A	Volunteer	JTHS	10/29/19	6/30/20
Tyler Morris	Appoint	Assistant Ice Hockey	2	\$4635.59		\$4635.59	JTHS	10/29/19	6/30/20
SPRING									
Katelyn Cannarozzi	Appoint	Head Lacrosse Girls	2	\$6725		\$6725	JTHS	10/1/19	6/30/20

* - Out of District Coach

E. STUDENT INTERN/TEACHER

Name	School	Program	Subject	Location	Date Effective	Date Termin.	Discussion
Joseph Dyl	County College of Morris	Observation	Elementary	White Rock	10/29/19	11/25/19	20 hours
Malcolm Ireland, IV	William Paterson University	Clinical	Elementary	White Rock	1/22/20	5/7/20	3 days/week
Malcolm Ireland, IV	William Paterson University	Clinical	Elementary	White Rock	9/1/20	12/10/20	4 days/week
Miranda Mastrianni	Montclair State University	Observation	Elementary	Briggs	10/8/19	10/9/19	3 hours
Jacqueline Messina	William Paterson University	Clinical	Special Education	White Rock	1/22/20	5/7/20	3 days/week
Jacqueline Messina	William Paterson University	Clinical	Special Education	White Rock	9/1/20	12/10/20	4 days/week
Justine Webb	William Paterson University	Clinical	English	JTHS	1/22/20	5/7/20	3 days/week
Justine Webb	William Paterson University	Clinical	English	JTHS	9/1/20	12/10/20	4 days/week

F. STOKES TRIP 11-401-100-101-000

Name	Nature of Action	Position	Salary/Night	Loc.	Date Effective	Date Termin.	Maximum Hours
Christine Couser	Appoint	Stokes Chaperone	\$125.00	JTMS	11/11/19	11/12/19	1 night

Kathleen D'Ambrosio	Appoint	Stokes Chaperone	\$125.00	JTMS	11/11/19	11/12/19	1 night
Mark DiDonato	Appoint	Stokes Chaperone	\$125.00	JTMS	11/11/19	11/12/19	1 night
Kari Ellingsen	Appoint	Stokes Chaperone	\$125.00	JTMS	11/11/19	11/12/19	1 night
Travis Gage	Appoint	Stokes Chaperone	\$125.00	JTMS	11/11/19	11/12/19	1 night
Paul Gonzalez	Appoint	Stokes Chaperone	\$125.00	JTMS	11/11/19	11/12/19	1 night
Robert Hayzler	Appoint	Stokes Chaperone – Administrator	\$350.00	JTMS	11/11/19	11/12/19	1 night
Christine LaMonica	Appoint	Stokes Chaperone	\$125.00	JTMS	11/11/19	11/12/19	1 night
Colleen Meade	Appoint	Stokes Chaperone	\$125.00	JTMS	11/11/19	11/12/19	1 night
Sean Quinn	Appoint	Stokes Chaperone	\$125.00	JTMS	11/11/19	11/12/19	1 night
Joanna Reiss	Appoint	Stokes Chaperone	\$125.00	JTMS	11/11/19	11/12/19	1 night
Kathleen Vera-Mena	Appoint	Stokes Chaperone	\$125.00	JTMS	11/11/19	11/12/19	1 night
Victoria Wermert	Appoint	Stokes Chaperone	\$125.00	JTMS	11/11/19	11/12/19	1 night
Kimberly Bassolino	Appoint	Stokes Chaperone	\$125.00	JTMS	11/25/19	11/26/19	1 night
Kari Ellingsen	Appoint	Stokes Chaperone	\$125.00	JTMS	11/25/19	11/26/19	1 night
Robert Hayzler	Appoint	Stokes Chaperone – Administrator	\$350.00	JTMS	11/25/19	11/26/19	1 night
Jenna Kelly	Appoint	Stokes Chaperone	\$125.00	JTMS	11/25/19	11/26/19	1 night
Theresa Koontz	Appoint	Stokes Chaperone	\$125.00	JTMS	11/25/19	11/26/19	1 night
Megan Madison	Appoint	Stokes Chaperone	\$125.00	JTMS	11/25/19	11/26/19	1 night
Sarah Miceli	Appoint	Stokes Chaperone	\$125.00	JTMS	11/25/19	11/26/19	1 night
Jaclyn Sabella	Appoint	Stokes Chaperone	\$125.00	JTMS	11/25/19	11/26/19	1 night
Patricia Suszkowski	Appoint	Stokes Chaperone	\$125.00	JTMS	11/25/19	11/26/19	1 night
Kelly Tarsitano	Appoint	Stokes Chaperone	\$125.00	JTMS	11/25/19	11/26/19	1 night
Kenneth Westberg	Appoint	Stokes Chaperone	\$125.00	JTMS	11/25/19	11/26/19	1 night

M.2 Motion to approve the Summer 2019 Course Reimbursements as indicated below:

Name	College	Class	Approval	Credits	Amount
Bassolino, Kimberly	University of California/San Diego	Study Smarter, Not Harder: Study Skills for Students	SU77	3	\$120.00
Bavosa, Sherry	University of California/San Diego	Effective Strategies for Emergent and Early Writers (Pre K-3)	SU67	3	\$379.00
Boardman, Aimee	University of California/San Diego	Effective Strategies for Emergent and Early Writers (Pre K-3)	SU54	3	\$379.00
Boardman, Aimee	University of California/San Diego	Google as a Classroom Tool for Learning	SU75	3	\$271.00
Boyle, Jonathan	Western Governors University	MED, Learning & Technology Capstone	SU52	6	\$648.00
Brennan, Jessica	Marygrove University	Reaching Young Readers: Improving Reading Skills	SU85	3	\$439.00
Bruggeman, Joanna	University of California/San Diego	Educating the Whole Student: Mindfulness and Social-Emotional Learning in the Classroom	SU8	3	\$379.00
Bruggeman, Joanna	University of California/San Diego	Math Problem Solving Strategies	SU9	3	\$379.00
Bruggeman, Joanna	University of California/San Diego	Learner Centered Math Instruction Using Math Manipulatives	SU10	3	\$379.00
Bruseo, Darren	LaVerne University	Evolution and Natural Selection	SU86	3	\$345.00
Bruseo, Darren	LaVerne University	Visit A Tropical Rain, Deciduous or Evergreen Forest	SU87	1	\$115.00
Cacella, Joshua	New Jersey City University	Teaching Children with Autism	SU56	3	\$788.50
Clarizio, Maria	New Jersey City University	Administration and Supervision of Technology in Educational Settings	SU39	3	\$788.50
Eck, Gregg	Greenville University	Why Good Coaches Quit	SU4	3	\$381.65
Eck, Gregg	Greenville University	Teaching Beginning Golf: The Basics	SU5	3	\$381.65
Eck, Gregg	Greenville University	Basketball John Wooden's Way	SU6	3	\$381.65
Eck, Gregg	Greenville University	Teaching Golf: From 40 Yards In	SU33	3	\$404.10
Escolano, Jennifer	University of California/San Diego	Middle School Math Problem Solving	SU35	3	\$323.00
Escolano, Jennifer	University of California/San Diego	Improving Your Students Test Taking Skills	SU36	3	\$323.00
Farris, Kasey	University of California/San Diego	Motivating and Engaging Middle and High School Students	SU41	3	\$341.10
Farris, Kasey	University of California/San Diego	Reading to Learn: Developing Strategic Reading Skills	SU62	3	\$379.00
Fastnacht, Nicole	University of California/San Diego	Effective Strategies for Emergent and Early Writers (Pre K-3)	SU55	3	\$379.00
Fastnacht, Nicole	University of California/San Diego	The Whole Student: Mindfulness and Social-Emotional Learning	SU78	3	\$271.00
Flatierre, Kevin	Montclair State University	Leading Curriculum Change for Student Achievement	SU64	3	\$788.50
Hoffman, Beth	University of California/San Diego	Effective Strategies for Emergent and Early Writers (Pre K-3)	SU63	3	\$379.00
Kelly, Jenna	University of California/San Diego	Data Driven Instruction	SU66	3	\$271.00
LaMonica, Christine	Ramapo College of New Jersey	Admin Field Experience/Intern II	SU38	6	\$1264.69
MacDermid, James	LaVerne University	Visionary Leaders in Action: The Constitutional Convention	SU50	3	\$375.00
MacDermid, James	LaVerne University	Abraham Lincoln: The Principled President	SU51	3	\$375.00

Meade, Gabrielle	Marygrove University	The Writing Process in Literature Development	SU42	3	\$788.50
Miceli, Sarah	University of California/San Diego	Study Smarter Not Harder: Study Skills for Students	SU28	3	\$284.00
Montegari, Robin	Lindenwood University	Grief and Loss Specialist	SU71	3	\$225.00
Oller, Katelyn	California University of Pennsylvania	Orientations and Assessment	SU43	3	\$788.50
Oller, Katelyn	California University of Pennsylvania	School Community Relations	SU44	3	\$788.50
Pearce, Amy	American College of Education	Research Methods	SU2	3	\$705.00
Pelusio, Erica	American College of Education	Research Methods	SU3	3	\$705.00
Pilot, Leighann	American College of Education	Research Design and Application	SU32	3	\$705.00
Powell, Rhonda	University of California/San Diego	Preparing Students for the Common Core Assessment	SU23	3	\$284.00
Powell, Rhonda	University of California/San Diego	Character Education for the 21 st Century	SU24	3	\$284.00
Powell, Rhonda	University of California/San Diego	Google as a Classroom Tool for Learning	SU25	3	\$284.00
Powell, Rhonda	University of California/San Diego	Classroom Management Strategies for High School Teachers	SU26	3	\$284.00
Powell, Rhonda	University of California/San Diego	Best Practices for a Successful High School Classroom	SU27	3	\$284.00
Sabella, Jaclyn	University of California/San Diego	Improving Your Students Test Taking Skills	SU47	3	\$303.20
Sabella, Jaclyn	University of California/San Diego	Using Google Classroom for Teaching and Learning	SU48	3	\$303.20
Sabella, Jaclyn	University of California/San Diego	Middle School Math Problem Solving	SU49	3	\$303.20
Schwimer, Cara	University of California/San Diego	Teaching Tolerance and Respect: Preventing Bullying in High School	SU13	3	\$284.00
Schwimer, Cara	University of California/San Diego	Character Education for the 21 st Century	SU14	3	\$284.00
Schwimer, Cara	University of California/San Diego	Making the Most of the Internet in the Classroom	SU15	3	\$284.00
Schwimer, Cara	University of California/San Diego	Using Google Classroom for Teaching and Learning	SU16	3	\$284.00
Schwimer, Cara	University of California/San Diego	Motivating and Engaging Middle and High School Students	SU17	3	\$284.00
Schwimer, Cara	University of California/San Diego	Best Practices for a Successful High School Classroom	SU95	3	\$303.20
Thomsen, Emily	The College of New Jersey	Technology with Ease: Enhancing the Modern Classroom	SU91	3	\$788.50
Thomsen, Emily	Pacific Lutheran University	Effective Classroom Management: Discipline with Dignity	SU92	3	\$399.00
Thomsen, Emily	Pacific Lutheran University	Gender Matters: How Boys and Girls Learn	SU93	3	\$399.00
Thomsen, Emily	Pacific Lutheran University	A Moving Body, A Thinking Brain	SU94	3	\$399.00
VanderBok, Karen	University of California/San Diego	Differentiated Instruction: One Size Does Not Fit All	SU30	3	\$230.00
VanderBok, Karen	University of California/San Diego	Reading Intervention for Middle School Students	SU31	3	\$230.00
VanderBok, Karen	University of California/San Diego	Data Driven Instruction	SU81	3	\$271.00
VanderBok, Karen	University of California/San Diego	Google as a Classroom Tool for Learning	SU82	3	\$271.00
Varner, Heather	American Public University	Capstone Portfolio	SU76	3	\$788.50
Wildermuth, Nicole	University of California/San Diego	Motivating and Engaging Middle and High School Students	SU18	3	\$284.00
Wildermuth, Nicole	University of California/San Diego	Using Google Classroom for Teaching and Learning	SU19	3	\$284.00
Wildermuth, Nicole	University of California/San Diego	Teaching Tolerance and Respect: Preventing Bullying in High School	SU20	3	\$284.00
Wildermuth, Nicole	University of California/San Diego	Character Education in the 21 st Century	SU21	3	\$284.00
Wildermuth, Nicole	University of California/San Diego	Making the Most of the Internet in the Classroom	SU22	3	\$284.00

M.3 WHEREAS, Mrs. Jeanne Howe and the Board have entered into discussions which have resulted in the preparation of a proposed successor contract of employment for Mrs. Howe; and

WHEREAS, in order to satisfy the statutory requirements, the prior contract dated June 25, 2018 must be rescinded to enable the Board and Mrs. Howe to enter into a successor contract; and

WHEREAS, Mrs. Howe consents to such rescission for the purpose of entering a successor agreement.

NOW, THEREFORE, BE IT RESOLVED by the Jefferson Township Board of Education as follows: That the June 25, 2018 contract between Mrs. Howe and the Board is hereby rescinded so that the Board and Mrs. Howe can enter into a successor agreement as memorialized below; and

WHEREAS, in order to continue the professional relationship, Mrs. Howe and the Board have entered into discussions which have resulted in the preparation of a successor contract of employment for Mrs. Howe; and

WHEREAS in order to satisfy the requirements of N.J.S.A. 18A:17-15, the Board and Mrs. Howe have agreed to a contract term of four years and eleven and a half months, effective July 19, 2019 through June 30, 2024 at the salary levels specified in the contract;

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Jefferson Township Board of Education as follows:

- (1) The Board formally reappoints Mrs. Jeanne Howe, to the position of Superintendent of Schools, and further
- (2) The Board authorizes the President and Board Secretary to execute the contract of employment which has been agreed to by the parties and has been approved by the Interim Executive County Superintendent.

M.4 Motion to appoint Mrs. Rita Giacchi, School Business Administrator/Board Secretary, effective January 1, 2020 through June 30, 2020 and to authorize the President and Board Secretary to execute the contract of employment which has been agreed to by the parties and has been approved by the Interim Executive County Superintendent.

N. EDUCATION, SPECIAL EDUCATION AND TECHNOLOGY COMMITTEE

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions N.1 through N.10, as described below:

N.1 Motion to **rescind student placement** for the **2019-2020** school year, as indicated below plus related services as needed:

Student	School	Tuition	Discussion
6276234322	Sussex County Vocational School	\$8,896.00	10/21/19
5522192515	Mountain Lakes BOE/Lake Drive Support Program	\$13,440.00	10/1/19

N.2 Motion to **approve student placement** for the **2019-2020** school year, as indicated below plus related services as needed:

Student	School	Tuition	Effective
8808727569	Fusion Academy of Morristown	\$68,850.00	10/1/19

N.3 Motion to approve **Revised Curricula**, aligned to 2017 NJSLS:

- Principles of Drama will be offered to Freshmen beginning in SY 20-21;
- Tomorrow’s Teachers will be offered to Juniors beginning in SY20-21;
- ACE Skills to be retitled 3-D Modeling; and
- Video Production 3 will be an Honors level class beginning in SY20-21.

N.4 Motion to accept the **2019-2020 Emergency Operations Plan** for the Jefferson Township School District. *(Manuals for the Jefferson Township Police Department)*

N.5 Motion to approve the **Live Streaming Memorandum of Understanding** between the Jefferson Township Board of Education and the Morris County Prosecutor’s Office.

N.6 Motion to approve the **Uniform State Memorandum of Agreement** between Educational and Law Enforcement Officials for school year 2019-2020.

N.7 Motion to approve the following forms, as required by the New Jersey Department of Education, for SY2019-2020:

- Student Safety Data System (SSDS) Report Form
- Other Incident Leading to Removal Form
- Harassment Investigation Report Form
- Harassment, Intimidation, or Bullying - Investigations, Trainings, and Programs (HIB-ITP) report forms.

N.8 Motion to affirm Superintendent's report on no incidences of Harassment, Intimidation and Bullying findings reported for August 19, 2019 through September 16, 2019.

N.9 Motion to approve the following **Day Field Trips**:

School/Group/Activity	Location
MS 8 th Grade Gold	Budd Lake, NJ
MS 8 th Grade Blue	Budd Lake, NJ
HS Chamber Choir	Oak Ridge, NJ
HS Debate Tournament	Sparta, NJ
CL/BR Gifted & Talented	Morristown, NJ
HS Debate Tournament	Newton, NJ
HS Entertainment Journalism & Drama Class	Madison, NJ
HS DECA	Mahwah, NJ
HS Debate Tournament	Sussex, NJ
HS Debate Tournament	Chester, NJ
Briggs 1 st Grade Field Trip	Morristown, NJ
Cozy Lake 1 st Grade Field Trip	Morristown, NJ
HS AP US History	New York, NY

N.10 Motion to approve the following **Overnight Field Trips**:

School/Group/Activity	Location
MS 7 th Grade Blue	Branchville, NJ
MS 7 th Grade Gold	Branchville, NJ
HS DECA	Atlantic City, NJ
HS FBLA	Atlantic City, NJ
HS DECA	Nashville, TN
MS 8 th Grade Promotional Trip	Philadelphia, PA

O. POLICY COMMITTEE

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

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

File Code	Title	Action
1642 P&R	Earned Sick Leave Law	N
3159 P	Teaching Staff Member/School District Reporting Responsibilities	RV
3218 P&R	Use, Possession or Distribution of Substance	RV
4218 P&R	Use, Possession or Distribution of Substance	RV
5240 R	Tardiness	RV
5517 P	School District Issued Student Identification Cards	N
6112 P&R	Reimbursement of Federal & Other Grant Expenditures	RV
7440 P&R	School District Security	RV
8600 P&R	Student Transportation	RV
8630 P	Bus Driver-Bus Aide Responsibility	RV
8630 R	Emergency School Bus Procedures	RV
8670 P	Transportation of Special Needs Students	RV
9210 P	Parent Organizations	RV
9400 P	Media Relations	RV

P. 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 September 16, 2019 through October 28, 2019.

<u>School</u>	<u>Incidents Reported</u>	<u>Confirmed Incidents of HIB</u>	<u>Inconclusive – Case Will Remain Active</u>
Ellen T. Briggs	0	0	0
Stanlick	0	0	0
Milton	0	0	0
Cozy Lake	0	0	0
White Rock	1	0	0
JTMS	4	0	1
JTHS	1	0	0

Enrollment as of 9/30/19:

	September 2018	September 2019
Grades Pre-K-2	601	569
Grades 3-5	600	587
Total Elementary	1,201	1,156
Grades 6-8	726	691
Grades 9-12	976	962
GRAND TOTAL	2,903	2,809
Tuition students received	6	1
Out-of-district placement	30	33

Q. COMMUNICATIONS

R. PUBLIC COMMENTS

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

S. OLD BUSINESS

T. NEW BUSINESS

- Board Goals:
 - Formulate a fiscally responsible budget that addresses the drastic cuts in State aid.
 - Develop a district mission statement.
 - Increase safety and security measures in the districts' schools within the available referendum funds.

U. BOARD MEMBER COMMENTS

V. 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 28th 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 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.

W. 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)
Davidowich, Amy	12/16	Princeton, NJ	Wilson Foundations: Level 2	\$350.00	Own	126	\$0.35	-	-	-	-	\$ 394.10
Decker, Rachel	12/16	Princeton, NJ	Wilson Foundations: Level 2	\$350.00	Own	126	\$0.35	-	-	-	-	\$ 394.10
Granitzki, Lanea	11/4	Fairfield, NJ	Self – Regulation Interventions for Children and Adolescents	\$249.99	Own	46	\$0.35	-	-	-	-	\$ 266.09
Kandel, Kristen	12/3-12/4	Hasbrouck Heights, NJ	IEPs and 504 Plans: A Legal Compliance Guide	\$649.00	Own	143	\$0.35	-	-	-	-	\$ 699.05
Kelly, Jenna	11/21	West Orange, NJ	Powerful Practical Strategies for Reaching “I Don’t Care!” and Underperforming Students To Increase Their School Success	\$279.00	Own	60	\$0.35	-	-	-	-	\$ 300.00
Larena, Ashley	11/21	West Orange, NJ	Powerful Practical Strategies for Reaching “I Don’t Care!” and Underperforming Students To Increase Their School Success	\$279.00	Own	60	\$0.35	-	-	-	-	\$ 300.00
McGurrin, Meaghan	12/16	Princeton, NJ	Wilson Foundations: Level 2	\$350.00	Own	126	\$0.35	-	-	-	-	\$ 394.10
Papa, Daniel	11/6-11/7	National Harbor, MD	ASCD Leader to Leader Conference	-	Own	494	\$0.35	\$239.00	1	\$57.00	1.5	\$ 525.90
Russo, Christina	2/5	Paramus, NJ	The Whole Class Novel and Independent Reading	\$200.00	Own	35	\$0.35	-	-	-	-	\$ 212.25
Villa, Kelly	12/10	West Orange, NJ	Makerspaces: Creating Motivating, Engaging Work Spaces for your Library	\$279.00	Own	26	\$0.35	-	-	-	-	\$ 288.10
Zeno, Dora	10/24-10/26	National Harbor, MD	ASBO International Annual Conference	\$725.00	Own	532	\$0.35	\$279.00	2	\$76.00	2.5	\$ 1,659.20

All Meals are prorated 75% on travel days