

**fJEFFERSON TOWNSHIP BOARD OF EDUCATION**

**Regular Meeting Agenda**

**Monday, November 18, 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 18<sup>th</sup> day of November, 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**

- 2018-2019 Audit Presentation and Review - Nisivoccia LLP
- Elevate A Capella Encore Performance – Directed by Marcus Thompson

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

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

October 28, 2019 Regular Meeting Minutes

October 28, 2019 Executive Session Minutes

**K. FINANCE AND BUILDING NEEDS COMMITTEE**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions K.1 through K.13, as described below:

- K.1** Motion to accept and approve the July 1, 2018 through June 30, 2019 **Comprehensive Annual Financial Report**, which contains no audit recommendations. *(copy available for review)*

**K.2** Motion to approve the **purchase order** list dated October 2019 in the amount of **\$239,491.00**, which is inclusive of Referendum related purchase orders totaling **\$50,976.89**.

**K.3** Motion to approve the **check journal** as of October 2019 in the amount of **\$6,549,151.87**.

| Fund                       | Amount                 |
|----------------------------|------------------------|
| General Fund (10)          | \$ 5,773,635.34        |
| Special Revenue Funds (20) | \$ 155,897.88          |
| Referendum Fund (30)       | \$ 619,618.65          |
| <b>Total</b>               | <b>\$ 6,549,151.87</b> |

**K.4** Motion to approve the **vendors' bills list** for release on or after November 19, 2019, in the amount of **\$540,060.59**.

**K.5** Motion to approve the funds **transfers** in the 2019-2020 Fiscal Year, dated October 2019 in the amount of **\$380,487.12**.

**K.6** 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 October 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).

**K.7** Motion to certify, in accordance with N.J.A.C. 6A:23-2.11(c), that as of September 30, 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.

**K.8** Motion to approve the addition to the **School Student Activity Account** lists for Jefferson Township High School, as described below:

| Activity Account Sub-category |
|-------------------------------|
| Video Production              |

**K.9** Motion to adopt a Resolution to participate in the **Educational Data Services, Inc.** Cooperative Pricing System (Ed-Data) to purchase goods and services for the 2020-2021 school year from its authorized vendors (hosted via the Educational Services Commission of Morris County).

**K.10** Motion to approve **Change Order #003** in the credit amount of \$15,000 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 and updated 11/18/19 | \$ 6,836.00         |
| Change Order #002 approved 9/16/19 and updated 11/18/19   | \$ 3,806.50         |
| Allowance (\$15,000)                                      | \$ (15,000.00)      |
| <b>Final Contract Amount</b>                              | <b>\$377,042.50</b> |

**K.11** Motion to approve **Change Order #002** in the credit amount of \$15,000 to Northeastern Interior Services for modifications to the original scope of work on the JTMS Locker Room Renovation project, as described below:

|                                    |                      |
|------------------------------------|----------------------|
| Original Contract Amount           | \$ 209,000.00        |
| Change Order #001 approved 7/15/19 | \$ 7,425.00          |
| Allowance (\$15,000)               | \$ (15,000.00)       |
| <b>Final Contract Amount</b>       | <b>\$ 201,425.00</b> |

**K.12** Motion to approve **Change Order #002** in the amount of \$2,357.00 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         |
| Asbestos removal performed by District | \$ (2,000.00)        |
| Phone purchased by District            | \$ (357.00)          |
| <b>Final Contract Amount</b>           | <b>\$ 549,333.00</b> |

**K.13** 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;

**NOW THEREFORE 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; and

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

**L. PERSONNEL COMMITTEE**

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

**L.1** Motion to take action on personnel matters, as listed below; and appoint and submit to the Executive County Superintendent applications for emergent hiring and the applicant’s attestation that he/she has not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18A:6-7.1 et. Seq., N.J.S.A. 18A:39-17 et. seq., or N.J.S.A. 18A:6-4.13 et. seq. for those employees listed below:

(All appointments are contingent upon receipt of proper teaching certification and all salary placements are pending receipt of college transcripts verifying degree status and letter stating years of service in other districts).

| PERSONNEL                                 |                   |                                    |              |          |          |                |              |   |
|---|-------------------|------------------------------------|--------------|----------|----------|----------------|--------------|---|
| A. ADMINISTRATIVE                         |                   |                                    |              |          |          |                |              |   |
| Name                                      | Nature of Action  | Position/Control Number            | Deg/Step     | Salary   | Loc.     | Date Effective | Date Termin. | Discussion  |
| B. INSTRUCTIONAL                          |                   |                                    |              |          |          |                |              |   |
| Name                                      | Nature of Action  | Position/Control Number            | Deg/Step     | Salary   | Loc.     | Date Effective | Date Termin. | Discussion  |
| Gabrielle Kreutzer*<br>11-120-100-101-001 | Appoint           | Elementary Teacher<br>10-10-10/agd | BA<br>Step 1 | \$53,615 | Stanlick | 11/19/19       | 6/30/20      | Replacing #1557                                       |
| Rachel Decker<br>11-120-100-101-001       | Adjusted End Date | Reading Teacher<br>10-10-10/ajl    |              |          | Stanlick | 9/1/19         | 6/30/20      |   |
| #2407                                     | Medical Leave     | 10-70-70/apl                       |              |          | JTMS     | 10/23/19       | 3/2/20       | Utilizing 60 personal illness days and 19 unpaid days |

\*Requires mentoring

| <b>C. NON-INSTRUCTIONAL</b>            |                           |   |                 |               |                |                       |                     |   |
|--|---------------------------|---|-----------------|---------------|----------------|-----------------------|---------------------|---|
| <b>Name</b>                            | <b>Nature of Action</b>   | <b>Position/Control Number</b>                        | <b>Deg/Step</b> | <b>Salary</b> | <b>Loc.</b>    | <b>Date Effective</b> | <b>Date Termin.</b> | <b>Discussion</b>   |
| PLACEHOLDER<br>11-000-251-105-000      | Appoint                   | Accounts Payable Clerk<br>11-90-90/aek                | Step 13         | \$57,411      | Board Office   | 1/1/20                | 6/30/20             | Replacing T. Kisto  |
| Kaytel Iturralde<br>11-209-100-106-003 | Appoint                   | Special Education Aide<br>09-30-30/bsm                | Step 1          | \$22.10/hr.   | Briggs         | 12/13/19              | 6/30/20             | 5.75 hrs./day; no benefits<br>Replacing J. Glowinski          |
| Jennifer Kish<br>11-000-213-105-007    | Appoint                   | Secretary/Group III<br>(.49/ 10 mos.)<br>10-70-70/adt | Step 2          | \$18450.95    | JTMS/JTHS      | 11/25/19              | 6/30/20             | Replacing A. Cassara  |
| Tracie Kisto<br>11-000-251-105-000     | Appoint                   | School Accountant<br>08-90-92/abb                     |                 | \$75,000      | Board Office   | 1/1/20                | 6/30/20             | New Position in lieu of<br>ASBA                               |
| Wendy Montanye<br>11-000-270-107-000   | Appoint                   | Transportation Aide<br>09-90-90/bmn                   | Step 1          | \$21.77/hr.   | Transportation | 12/2/19               | 6/30/20             | 3 hrs., 25 minutes/day; w/o<br>benefits<br>Replacing L. Hagee |
| Lisa Onorevole<br>11-000-217-106-008   | Appoint                   | Special Education Aide<br>09-80-80/bvd                | Step 1          | \$22.10/hr.   | OOD            | 11/18/19              | 6/30/20             | Out of District Placement<br>7 hrs./day (FT) w/ benefits      |
| Toni Delade<br>11-204-100-106-007      | Extra Hours               | Special Education Aide<br>09-70-70/bbq                |                 |               | JTMS           | 11/6/19               | 11/7/19             | Not to exceed 1.75 hrs. for<br>student support for field trip |
| Anna Gould<br>11-000-217-106-004       | Transfer                  | Special Education Aide<br>09-40-40/bnx                |                 |               | Milton         | 11/18/19              | 6/30/20             |   |
| Judith Johnson<br>11-000-217-106-007   | Transfer                  | Special Education Aide<br>09-70-70/bsp                |                 |               | JTMS           | 11/18/19              | 6/30/20             |   |
| Jennifer Ross<br>11-000-217-106-004    | Transfer                  | Special Education Aide<br>09-40-40/bun                |                 |               | Milton         | 11/18/19              | 6/30/20             |   |
| Marilyn Beyel                          | Retirement                | Special Education Aide<br>09-30-30/bzj                |                 |               | Briggs         | 6/30/20               | 7/1/20              | Retiring after 17 years of<br>service in district             |
| James Bystrak                          | Resignation               | Bus Driver<br>10-90-90/bfr                            |                 |               | Transportation | 11/15/19              | 11/16/19            |   |
| Jules Glowinski                        | Resignation               | Special Education Aide<br>09-40-40/bcd                |                 |               | Milton         | 11/13/19              | 11/14/19            |   |
| Yuri Missenheim                        | Resignation               | Special Education Aide<br>09-70-70/bsp                |                 |               | JTMS           | 11/13/19              | 11/14/19            |   |
| Helena Vernieri                        | Resignation               | Custodian<br>12-90-92/bgb                             |                 |               | Facilities     | 12/5/19               | 12/6/19             |   |
| #152                                   | Medical Leave             | 10-90-90/bfg  |                 |               | Transportation | 11/11/19              | 11/23/19            | Utilizing 10 personal illness<br>days                         |
| #1577                                  | Extended Medical<br>Leave | 10-90-90/azx  |                 |               | Transportation | 10/18/19              | 12/5/19             | Utilizing 29 personal illness<br>days                         |

| <b>D. SUBSTITUTES/OTHER</b> |                         |                      |              |               |             |                       |                     |                   |
|-----------------------------|-------------------------|----------------------|--------------|---------------|-------------|-----------------------|---------------------|-------------------|
| <b>Name</b>                 | <b>Nature of Action</b> | <b>Position</b>      | <b>Level</b> | <b>Salary</b> | <b>Loc.</b> | <b>Date Effective</b> | <b>Date Termin.</b> | <b>Discussion</b> |
| Connor Brown                | Appoint                 | Substitute Teacher   |              | \$90/diem     | District    | 11/19/20              | 6/30/20             |                   |
| Amanda Delfino              | Appoint                 | Substitute Teacher   |              | \$90/diem     | District    | 11/11/19              | 6/30/20             |                   |
| Micahael Konsevic           | Appoint                 | Substitute Teacher   |              | \$90/diem     | District    | 11/19/19              | 6/30/20             |                   |
| Heidi Roberts               | Appoint                 | Substitute Teacher   |              | \$90/diem     | District    | 11/14/19              | 6/30/20             |                   |
| Shirlane Yannuzzi           | Appoint                 | Substitute Teacher   |              | \$90/diem     | District    | 11/19/19              | 6/30/20             |                   |
| Heidi Roberts               | Appoint                 | Substitute Aide      |              | \$15/hr.      | District    | 11/14/19              | 6/30/20             |                   |
| Christine Cocca             | Appoint                 | Substitute Secretary |              | \$14/hr.      | District    | 11/4/19               | 6/30/20             |                   |

| <b>E. 2019-2020 SCHOOL YEAR COACHING STAFF</b> |                         |                                 |             |             |                  |               |             |                       |                     |
|--|-------------------------|---------------------------------|-------------|-------------|------------------|---------------|-------------|-----------------------|---------------------|
| <b>Winter</b>                                  |                         |                                 |             |             |                  |               |             |                       |                     |
| <b>Name</b>                                    | <b>Nature of Action</b> | <b>Position</b>                 | <b>Step</b> | <b>Base</b> | <b>Longevity</b> | <b>Salary</b> | <b>Loc.</b> | <b>Date Effective</b> | <b>Date Termin.</b> |
| Peter Joseph DiGennaro,<br>Jr.*                | Appoint                 | Assistant Basketball –<br>Boys  | N/A         | N/A         | N/A              | Volunteer     | JTHS        | 11/12/19              | 6/30/20             |
| Brendan Gill*                                  | Appoint                 | Assistant Basketball –<br>Boys  | N/A         | N/A         | N/A              | Volunteer     | JTHS        | 11/12/19              | 6/30/20             |
| Nicholas Miller*                               | Appoint                 | Assistant Basketball –<br>Boys  | N/A         | N/A         | N/A              | Volunteer     | JTHS        | 11/12/19              | 6/30/20             |
| James Rowe                                     | Appoint                 | Assistant Basketball -<br>Boys  | N/A         | N/A         | N/A              | Volunteer     | JTHS        | 11/12/19              | 6/30/20             |
| Kevin Silverstein*                             | Rescind                 | Assistant Basketball –<br>Girls | 2           | \$5145.16   |                  | \$5145.16     | JTHS        | 9/1/19                | 6/30/20             |
| <b>SPRING</b>                                  |                         |                                 |             |             |                  |               |             |                       |                     |
| Kevin Silverstein*                             | Rescind                 | Assistant Baseball              | 3           | \$5148.47   |                  | \$5148.47     | 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   |
| Deborah Georgens    | Appoint          | Extra-Curricular Nurse |       | \$200/diem | JTHS | 11/11/19       | 2/2/20       | Not to exceed 50 days at approximately 3 hrs./day. Salary prorated |
| Patricia Vandigriff | Rescind          | NJSLA Portfolio ELA    | 1     | \$682      | JTHS | 9/1/19         | 6/30/20      |  |

| F. STUDENT INTERN/TEACHER |                        |             |                        |          |                |              |                |  |
|---------------------------|------------------------|-------------|------------------------|----------|----------------|--------------|----------------|--|
| Name                      | School                 | Program     | Subject                | Location | Date Effective | Date Termin. | Discussion     |  |
| Kaytel Iturralde          | Centenary University   | Observation | Spanish                | JTHS     | 11/19/19       | 12/13/19     | 4 hours total  |  |
| Kara Majury               | Susquehanna University | Observation | American Sign Language | JTHS     | 1/2/20         | 1/17/20      | 40 hours total |  |

| G. STOKES TRIP 11-401-100-101-000 |                  |                  |              |      |                |              |               |  |
|-----------------------------------|------------------|------------------|--------------|------|----------------|--------------|---------------|--|
| Name                              | Nature of Action | Position         | Salary/Night | Loc. | Date Effective | Date Termin. | Maximum Hours |  |
| Jennifer Foley                    | Appoint          | Stokes Chaperone | \$125.00     | JTMS | 11/25/19       | 11/26/19     | 1 night       |  |

## L.2 Motion to approve Advanced Salary Placements retroactive to September 1, 2019 as indicated below:

| Name               | From          | Present Salary | To            | New Salary |
|--------------------|---------------|----------------|---------------|------------|
| Kira Arnold (.80)  | MA+15/Step 13 | \$54,880       | MA+30/Step 13 | \$59,682   |
| Jonathan Boyle     | BA/Step 5     | \$55,425       | MA/Step 5     | \$57,575   |
| Amanda Brown       | BA+15/Step8   | \$58,145       | MA/Step 8     | \$59,256   |
| Joanna Bruggeman   | MA+30 Step 16 | \$79,278       | MA+45/Step 16 | \$82,868   |
| Susan Brusberg     | BA+15/Step 5  | \$56,600       | MA+15/Step 5  | \$58,650   |
| Darren Bruseo      | MA+15/Step 21 | \$91,621       | MA+45/Step 21 | \$102,064  |
| Joshua Cacella     | BA+15/Step 5  | \$56,500       | MA+15/Step 5  | \$58,650   |
| Katelyn Cannarozzi | BA/Step 3     | \$54,815       | MA/Step3      | \$56,965   |
| Carolyn Casey      | BA/Step 5     | \$55,425       | BA+15/Step 5  | \$56,500   |
| Stephanie Cioppa   | MA+30/Step7   | \$60,460       | MA+45/Step 7  | \$62,334   |
| Maria Clarizio     | BA/Step 18    | \$68,195       | BA+15/Step 18 | \$70,155   |
| Kelsey Crowe       | BA+15/Step 9  | \$58,145       | MA/Step 9     | \$59,256   |
| Megan Curry        | MA+15/Step 9  | \$60,501       | MA+30/Step 9  | \$62,599   |
| Gregg Eck          | MA+15/Step 21 | \$91,621       | MA+30/Step 21 | \$97,801   |
| Jennifer Escolano  | MA+15/Step 20 | \$86,146       | MA+30/Step 20 | \$92,301   |
| Kasey Farris       | MA+30/Step 19 | \$88,251       | MA+45/Step 19 | \$92,189   |
| Nicole Fastnacht   | MA+15/Step 20 | \$86,146       | MA+30/Step 20 | \$92,301   |
| Tanya Hartig       | MA+30/Step 16 | \$79,289       | MA+45/Step 16 | \$82,868   |
| Aladdin Kazanfer   | MA+30/Step 21 | \$97,801       | MA+45/Step 21 | \$102,064  |
| Rachel Koenig      | MA/Step 9     | \$59,256       | MA+15/Step 9  | \$60,501   |
| Karen Kosco        | MA/Step 21    | \$89,484       | MA+15/Step 21 | \$91,621   |
| Lindsay LaConti    | MA/Step 7     | \$58,195       | MA+15/Step 7  | \$59,270   |
| James MacDermid    | MA+15/Step 10 | \$61,909       | MA+45/Step 10 | \$67,422   |
| Gabrielle Meade    | BA/Step 4     | \$55,425       | BA+15/Step 4  | \$56,500   |
| Sarah Micelli      | MA/Step 16    | \$71,396       | MA+15/Step 16 | \$73,274   |
| Robin Montegari    | MA/Step 11    | \$62,766       | MA+15/Step 11 | \$63,987   |
| Kimberly Moss      | MA+15/Step 15 | \$70,661       | MA+45/Step 15 | \$80,101   |
| Molly Neral        | MA+15/Step 8  | \$60,501       | MA+30/Step 8  | \$62,599   |
| Amy Pearce         | MA/Step 12    | \$64,599       | MA+30/Step 12 | \$71,342   |
| Erica Pelusio      | BA+15/Step 21 | \$83,780       | MA+15/Step 21 | \$91,621   |
| Leighann Pilot     | BA+15/Step 7  | \$57,120       | MA+15/Step 7  | \$59,270   |
| Rhonda Powell      | BA/Step 12    | \$60,430       | BA+15/Step 12 | \$61,766   |
| Sean Quinn         | BA/Step 12    | \$60,430       | MA/Step 12    | \$64,599   |
| Jodi Reiss         | BA+15/Step 7  | \$57,120       | MA+15/Step 7  | \$59,270   |
| Christina Russo    | MA+30/Step 9  | \$62,599       | MA+45/Step 9  | \$64,179   |
| Jaclyn Sabella     | BA/Step 8     | \$57,070       | BA+15/Step 8  | \$58,145   |
| Andrew Scalone     | MA+15/Step 13 | \$68,601       | MA+30/Step 13 | \$74,603   |
| Cara Schwimer      | BA+15/Step 12 | \$61,766       | MA+45/Step 12 | \$73,907   |
| Megan Seader       | BA+15/Step 17 | \$66,522       | MA+45/Step 17 | \$82,868   |
| Kimberly Serzan    | MA+30/Step 7  | \$60,460       | MA+45/Step 7  | \$62,334   |
| Christine Stewart  | MA+15/Step 21 | \$91,621       | MA+30/Step 21 | \$97,801   |
| Emily Thomsen      | MA+15/Step 13 | \$68,601       | MA+45/Step 13 | \$77,368   |
| Kaleigh Tierney    | BA+15/Step 1  | \$54,690       | MA/Step 1     | \$55,765   |
| Nicole Tomo        | BA/Step 2     | \$54,215       | BA+15/Step 2  | \$55,290   |
| Heather Varner     | MA+30/Step 13 | \$74,603       | MA+45/Step 13 | \$77,368   |
| Gerald Venturino   | BA/Step 19    | \$72,495       | MA/Step 19    | \$80,259   |

|                       |              |             |              |                   |
|-----------------------|--------------|-------------|--------------|-------------------|
| Nicole Wildermuth     | MA+15/Step 4 | \$58,650    | MA+30/Step 4 | \$59,725          |
| <b>Total:</b>         |              | \$3,164,209 |              | \$3,348,833       |
| <b>TOTAL INCREASE</b> |              |             |              | <b>\$ 184,624</b> |

**L.3 Motion to Approve Request to Conduct Graduate Research:**

- Paula Langner: “Determining the effectiveness of web-based supplemental instruction vs. the use of traditional or paper and pencil supplemental instruction”.
- Maria Clarizio: “Determining the impact of the use of signposts for close reading on reading comprehension and student motivation to read in ninth grade English Language Arts”.

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

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions M.1 through M.8, as described below:

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

| Student    | School                 | Tuition     | Effective |
|------------|------------------------|-------------|-----------|
| 5179150379 | Northern Hills Academy | \$42,868.70 | 11/27/19  |

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

| Student    | School                                  | Tuition     | Effective        |
|------------|---|-------------|------------------|
| 6276713811 | Andover Regional School District        | \$700.83    | 9/20/19-10/2/19  |
| 1008573616 | Sussex Wantage Regional School District | \$17,163.00 | 9/1/19-6/30/20   |
| 8761827442 | Sussex Wantage Regional School District | \$17,163.00 | 9/1/19-6/30/20   |
| 9426434719 | Windsor School                          | \$48,840.00 | 11/14/19-6/30/20 |

**M.3 Motion to approve Margaret Widgren as district Homeless Liaison and NJ Department of Children and Families Coordinator for SY20.**

**M.4 Motion to approve the 2019-2020 Nursing Services Plan.**

**M.5 Motion to affirm Superintendent's report on incidences of Harassment, Intimidation and Bullying findings reported for September 16, 2019 through October 28, 2019.**

**M.6 Motion to approve the following Day Field Trips:**

| School/Group/Activity                                       | Location                         |
|---|----------------------------------|
| HS Environmental Science                                    | Hillsborough Twp., NJ            |
| HS Madrigal Singers   | Lake Hopatcong, NJ               |
| HS Madrigal Singers   | West Milford, NJ                 |
| HS Guidance   | Mahwah, NJ                       |
| HS Madrigal Singers and HS Chamber Choir                    | Oak Ridge, NJ                    |
| HS Band   | Oak Ridge, NJ                    |
| HS AP English   | Newark, NJ                       |
| Stanlick, White Rock & Cozy Lake (Select) 1st - 5th graders | Lake Hopatcong, NJ               |
| MS Band and Chorus  | Lake Hopatcong, NJ               |
| Stanlick and White Rock 5 <sup>th</sup> Grades              | Newton, NJ                       |
| HS Art Class  | Morristown, NJ                   |
| HS Tri-M Choir  | Oak Ridge, NJ                    |
| MS Band and Chorus  | Newark, NJ                       |
| HS/MS Indoor Color Guard                                    | West Milford, NJ                 |
| HS/MS Indoor Color Guard                                    | Allentown, PA                    |
| HS/MS Indoor Color Guard                                    | Pennsauken, NJ                   |
| G&T Stanlick & White Rock                                   | Morristown, NJ                   |
| HS/MS Indoor Color Guard                                    | Pemberton, NJ                    |
| HS/MS Indoor Color Guard                                    | Rahway, NJ                       |
| HS/MS Indoor Color Guard                                    | Allentown, PA                    |
| HS/MS Indoor Color Guard                                    | Chapter 10 Champs - location TBD |
| MS Band and Chorus  | Allentown, PA                    |
| Briggs 2nd Grade Field Trip                                 | Stanhope, NJ                     |
| G&T Stanlick, White Rock & JTMS                             | Morristown, NJ                   |

**M.7 Motion to approve the following Overnight Field Trips:**

| School/Group/Activity    | Location     |
|--------------------------|--------------|
| HS/MS Indoor Color Guard | Wildwood, NJ |

**M.8 Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent as described below:**

On this 18<sup>th</sup> day of November, 2019, the Jefferson Township Board of Education hereby approves the Settlement Agreement for Student # 102853, OAL Docket No. EDS 09251-2019.

**N. POLICY COMMITTEE**

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

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

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

**O. RECOGNITION OF MONTHLY REPORTS**

Upon the recommendation of the Superintendent, the Board recognizes the reported Harassment, Intimidation and Bullying Incidences (HIB) for the period of October 29, 2019 through November 18, 2019.

| School          | Incidents Reported | Confirmed Incidents of HIB | Inconclusive – Case Will Remain Active |
|-----------------|--------------------|----------------------------|--|
| Ellen T. Briggs | 0                  | 0                          | 0                                      |
| Stanlick        | 2                  | 0                          | 0                                      |
| Milton          | 0                  | 0                          | 0                                      |
| Cozy Lake       | 0                  | 0                          | 0                                      |
| White Rock      | 1                  | 0                          | 0                                      |
| JTMS            | 4                  | 0                          | 0                                      |
| JTHS            | 1                  | 0                          | 0                                      |

**Enrollment as of 10/31/19:**

|                           | October 2018 | October 2019 |
|---------------------------|--------------|--------------|
| Grades Pre-K-2            | 599          | 567          |
| Grades 3-5                | 604          | 586          |
| <b>Total Elementary</b>   | <b>1,203</b> | <b>1,153</b> |
| Grades 6-8                | 728          | 690          |
| Grades 9-12               | 979          | 959          |
| <b>GRAND TOTAL</b>        | <b>2,910</b> | <b>2,802</b> |
| Tuition students received | 6            | 5            |
| Out-of-district placement | 31           | 34           |



**P. COMMUNICATIONS**

**Q. PUBLIC COMMENTS**

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

**R. OLD BUSINESS**

**S. NEW BUSINESS**

**T. BOARD MEMBER COMMENTS**

**U. 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 18<sup>th</sup> day of November, 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.

**V. 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) |
|---------------------|------------|------------------|---|---------------------|----------------|------------|--------------|---------------------------------|----------|-----------------------------------|-------------|--|
| Kasa, Laura         | N/A        | N/A              | Comprehensive Online Training Modules – 4 Online Training Modules       | \$300.00            | -              | -          | -            | -                               | -        | -                                 | -           | \$ 300.00  |
| LaMonica, Christine | 2/5/20     | Paramus, NJ      | Whole Class Novel and Independent Reading                               | \$200.00            | Own            | 52         | \$0.35       | -                               | -        | -                                 | -           | \$ 218.20  |
| LaMonica, Christine | 3/24/20    | Paramus, NJ      | Take a Stand! Helping Students Use Non-Fiction Texts.                   | \$200.00            | Own            | 52         | \$0.35       | -                               | -        | -                                 | -           | \$ 218.20  |
| Reid, Scott         | 1/10-1/12  | Philadelphia, PA | US Lacrosse National convention   | \$125.00            | Own            | 216        | \$0.35       | -                               | -        | \$51.20                           | 2.5         | \$ 328.60  |
| Todd, Bertha        | 1/30       | West Orange, NJ  | Making Best Use of Google Classroom to Strengthen Your Math Instruction | \$279.00            | Own            | 54         | \$0.35       | -                               | -        | -                                 | -           | \$ 297.90  |

*All Meals are prorated 75% on travel days*