

**JEFFERSON TOWNSHIP BOARD OF EDUCATION**

**Special Meeting Minutes**

**Monday, October 14, 2019 6:30 PM**

**Jefferson Township Board of Education Central Office**

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**A.** Mr. Millar, called the meeting to order at 6:36 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.Jefftpw.org](http://www.Jefftpw.org));

and a copy of said notice delivered to the Municipal Clerk of the Township of Jefferson and the Jefferson Township Library.

**B.** Pledge of Allegiance.

**C. ROLL CALL:**

	<u>Present</u>	<u>Absent</u>
Mrs. Gould	_____	<u>  X  </u>
Mr. Martorelli	_____	<u>  X  </u>
Mr. Natale	<u>  X  </u>	_____
Mrs. Small	<u>  X  </u>	_____
Mr. Stewart	<u>  X  </u>	_____
Mr. Wasserman	<u>  X  </u>	_____
Mrs. Wildermuth	<u>  X  </u>	_____
Mrs. Poulas, <i>Vice President</i>	<u>  X  </u>	_____
Mr. Millar, <i>President</i>	<u>  X  </u>	_____

**D. CLOSED SESSION**

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

BE IT RESOLVED, by the Jefferson Township Board of Education on this 14<sup>th</sup> day of October, 2019 at 6:36 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 personnel and matters 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 7:47 PM.

**E. COMMENTS FROM THE AUDIENCE**

- None

**F. FINANCE AND BUILDING NEEDS COMMITTEE**

Motion by Mrs. Wildermuth, seconded by Mr. Stewart, 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*).

MOTION: Mrs. Wildermuth	SECOND: Mr. Stewart			
Name	Ayes	Nays	Abstain	Absent
Mrs. Gould				X
Mr. Martorelli				X
Mr. Millar	X			
Mr. Natale	X			
Mrs. Poulas	X			
Mrs. Small	X			
Mr. Stewart	X			
Mr. Wasserman	X			
Mrs. Wildermuth	X			

**G. PERSONNEL COMMITTEE**

Motion by Mrs. Small, seconded by Mrs. Poulas, 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

MOTION: Mrs. Small	SECOND: Mrs. Poulas			
Name	Ayes	Nays	Abstain	Absent
Mrs. Gould				X
Mr. Martorelli				X
Mr. Millar	X			
Mr. Natale	X			
Mrs. Poulas	X			
Mrs. Small	X			
Mr. Stewart	X			
Mr. Wasserman	X			
Mrs. Wildermuth	X			

**H. PUBLIC COMMENTS**

- None

**I. ADJOURN**

Motion by Mr. Stewart, seconded by Mr. Natale that the meeting adjourn at 7:50 PM.

Respectfully submitted,

Dora E. Zeno  
Board Secretary

Appendix A

Name	Event Date	Location	Seminar/Function	Registration Fee \$	Transportation	# of Miles	Mileage Rate	Lodging per day (not to exceed)	# Nights	Meal Cost per day (not to exceed)	# Meal Days	Total 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