

JEFFERSON TOWNSHIP BOARD OF EDUCATION

Regular Meeting Minutes

Monday, November 18, 2019 6:30 PM (Closed Session) – 7:30 PM (Regular Session)

Jefferson Township High School Media Center

A. Mr. Millar, called the meeting to order at 7:32 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:

	<u>Present</u>	<u>Absent</u>
Mrs. Gould (<i>Arrived @ 6:34pm</i>)	<u>X</u>	_____
Mr. Martorelli	<u>X</u>	_____
Mr. Natale	<u>X</u>	_____
Mrs. Small (<i>Arrived @ 6:32pm</i>)	<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>	_____
Ian McAndrew, <i>Student Representative</i>	<u>X</u>	_____
Mark Schmidt, <i>Student Representative</i>	<u>X</u>	_____

D. CLOSED SESSION

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

BE IT RESOLVED, by the Jefferson Township Board of Education on this 18th day of November, 2019 at 6:30 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 6:59 PM.

E. SUPERINTENDENT'S REPORT

- Mrs. Howe reported on the Good News and Progress in Our Schools.

F. PRESENTATIONS

- Mr. Taylor Meytrott of the Audit Firm Nisivoccia LLP presented the district’s 2018-2019 Audit Review
- The Jefferson Township High School A ‘Capella group, Elevate, directed by Mr. Marcus Thompson, gave an encore performance.

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

- None

H. STUDENT REPRESENTATIVES

- Student Representatives Ian McAndrew and Mark Schmidt reported on the strong season the fall sports teams had, DECA, upcoming band and chorus concerts, and various other activities.

I. COMMITTEE REPORTS

- **Community Relations Committee** – Mrs. Gould reported the Committee met on November 12 and discussed a budget strategy for the upcoming 20-21 budget. The Committee also discussed ideas on how to bring the band and athletics together to various events besides Varsity football games.
- **Education Committee** – Mr. Natale noted the Committee met on November 4 and reviewed Nursing Services Plan, the School Accountant position, staff research projects, Marching Band transportation, and approval of day and overnight field trips.

J. MINUTES OF MEETINGS

Motion by Mrs. Poulas, seconded by Mr. Martorelli, that the minutes of the following meetings be approved as submitted:

October 28, 2019 Regular Meeting Minutes

October 28, 2019 Executive Session Minutes

MOTION: Mrs. Poulas	SECOND: Mr. Martorelli			
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

K. FINANCE AND BUILDING NEEDS COMMITTEE

Motion by Mrs. Poulas, seconded by Stewart, 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
Total	\$ 6,549,151.87

K.4 Motion to approve the **vendors' bills list** for release on or after November 19, 2019, in the amount of **~~\$540,060.59~~ \$504,060.59**.**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)
Final Contract Amount	\$377,042.50

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)
Final Contract Amount	\$ 201,425.00

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)
Final Contract Amount	\$ 549,333.00

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*).

MOTION: Mrs. Poulas	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

L. PERSONNEL COMMITTEE

Motion by Mrs. Small, seconded by Mr. Natale, 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 Kreuzer* 11-000-251-105-001	Appoint	Elementary Teacher 10-10-10/agd	BA Step 1	\$53,615	Stanlick	11/19/19	6/30/20	Replacing #1557
Rachel Decker 11-120-100-101-001	Adjusted End Date	Reading Teacher 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

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

D. SUBSTITUTES/OTHER								
Name	Nature of Action	Position	Level	Salary	Loc.	Date Effective	Date Termin.	Discussion
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	

E. 2019-2020 SCHOOL YEAR COACHING STAFF

Winter									
Name	Nature of Action	Position	Step	Base	Longevity	Salary	Loc.	Date Effective	Date Termin.
Peter Joseph DiGennaro, Jr.*	Appoint	Assistant Basketball – Boys	N/A	N/A	N/A	Volunteer	JTHS	11/12/19	6/30/20
Brendan Gill*	Appoint	Assistant Basketball – Boys	N/A	N/A	N/A	Volunteer	JTHS	11/12/19	6/30/20
Nicholas Miller*	Appoint	Assistant Basketball – Boys	N/A	N/A	N/A	Volunteer	JTHS	11/12/19	6/30/20
James Rowe	Appoint	Assistant Basketball - Boys	N/A	N/A	N/A	Volunteer	JTHS	11/12/19	6/30/20
Kevin Silverstein*	Rescind	Assistant Basketball – Girls	2	\$5145.16		\$5145.16	JTHS	9/1/19	6/30/20

SPRING

Kevin Silverstein*	Rescind	Assistant Baseball	3	\$5148.47		\$5148.47	JTHS	9/1/19	6/30/20
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* - 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 \$57,575
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
Total:		\$3,164,209		\$3,348,833
TOTAL INCREASE				\$ 184,624
				\$ 183,549

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”.

MOTION: Mrs. Small	SECOND: Mr. Natale			
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

M. EDUCATION, SPECIAL EDUCATION AND TECHNOLOGY COMMITTEE

Motion by Mr. Natale, seconded by Mr. Stewart, 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 th 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 Mr. Natale, seconded by Mr. Stewart, to accept the recommendation of the Superintendent as described below:

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

MOTION: Mr. Natale	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

N. POLICY COMMITTEE

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

MOTION: Mrw. 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

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
Total Elementary	1,203	1,153
Grades 6-8	728	690
Grades 9-12	979	959
GRAND TOTAL	2,910	2,802
Tuition students received	6	5
Out-of-district placement	31	34

P. **COMMUNICATIONS**

- Ms. Zeno reported on the November 6 election results, noting Mr. Millar, Mr. Stewart and Mrs. Wildermuth will retain their seats on the Board.

Q. **PUBLIC COMMENTS**

- An audience member is interested in creating a program similar to West Milford's Backpack Bites, where healthy food is available to students on the weekends.
- An audience member inquired about a nature trail in development near the high school.

R. OLD BUSINESS

- None

S. NEW BUSINESS

- It was noted that information regarding West Milford's Backpack Bites will be placed on the Policy and Personnel agenda for review.

T. BOARD MEMBER COMMENTS

- The Board thanked the A'Capella group, Elevate, for an outstanding performance.
- Mrs. Small wished everyone an enjoyable Thanksgiving and upcoming holiday season.
- Mr. Stewart remarked on the annual audit and congratulated the high school girls' and boys' soccer teams on their fantastic season. He thanked Elevate for their performance and is looking forward to the school play. He also thanked Mr. Terpstra for his interest in running for the Board.
- The Board wished everyone a Happy Thanksgiving.
- Mrs. Small thanked Ms. Zeno for her years of service to the Township.

U. CLOSED SESSION

The Board did not adjourn to a Closed Session at this time.

V. ADJOURN

Motion by Mr. Stewart, seconded by Mrs. Gould that the meeting adjourn at 8:19 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)
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