

**JEFFERSON TOWNSHIP BOARD OF EDUCATION**  
**Regular Meeting Minutes**  
**Monday, October 19, 2020 6:30 PM (Closed Session) – 7:00 PM (Regular Session)**  
**Jefferson Township High School Media Center**

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A. Mr. Millar, called the meeting to order at 7:07 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](http://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>Aye</u> Mrs. Gould	<u>Aye</u> Mrs. Small	<u>Aye</u> Mrs. Wildermuth
<u>Absent</u> Mr. Martorelli	<u>Aye</u> Mr. Stewart	<u>Aye</u> Mrs. Poulas, <i>Vice President</i>
<u>Aye</u> Mr. Natale	<u>Aye</u> Mr. Wasserman	<u>Aye</u> Mr. Millar, <i>President</i>

D. **CLOSED SESSION**

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

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

**BE IT RESOLVED**, by the Jefferson Township Board of Education on this 19<sup>th</sup> day of October, 2020 at 6:35 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 7:07 PM.

E. **BOARD RETREAT**

- Ms. Charlene Petersen, Field Service Representative, New Jersey School Boards Association conducted the Board Retreat. At the November 16 meeting, the Board will formally adopt the board goals, discuss committee assignments and determine timelines for reporting.

F. **SUPERINTENDENT'S REPORT**

- Mrs. Howe reported on the Good News and Progress in Our Schools and read the statement below regarding the district's HVAC system:

*We are aware that there are many questions and concerns in the community regarding the district's HVAC. It should be kept in mind that due to the small size of the COVID-19 virus, only filtration systems used in hospitals and clean rooms are sufficient to catch the virus. Systems in schools were never designed to meet these same standards. It should also be noted that even outside, with 100% fresh air, it is still possible to catch the virus from someone. That is why ventilation is only one part of a system to reduce the spread of the virus. This underscores the importance of maintaining social distancing, consistently wearing a mask properly, washing hands frequently, staying home when you are sick, and practicing proper respiratory hygiene.*

*Based on guidance provided by the NJDOE's The Road Back, ASHRAE, Centers for Disease Control and Prevention, as well as two other professional service providers hired by the district, a fan will be placed in an open window in each instructional area to provide a continuous flow of fresh air to dilute the air in the classrooms. ASHRAE, a nationally recognized leader on heating, ventilation, air conditioning, and refrigeration systems suggests to open windows as an enhancement for outside air, especially when the system cannot accommodate MERV-13 filter or 100% outside air. They also suggest that, if fans are the only HVAC in the room a window should be opened. The Center for Disease Control and Prevention suggests to increase outdoor air ventilation, use fans to increase the effectiveness of open windows, and decrease occupancy in areas where outdoor ventilation cannot be increased. Please recall that our reopening plan calls for a cohort model which reduces the occupancy of the classrooms by approximately 50%.*

*Even though we are under unfortunate circumstances, we are appreciative of the opportunity this pandemic has provided for the district to refocus efforts on our HVAC system. The district's facilities and maintenance personnel have implemented enhanced processes for reviewing the HVAC equipment, including exhaust fans, rooftop units and unit ventilators. Routine maintenance is being documented and repairs are being made as necessary. We are thankful to our crew for their dedication and hard work during this time. Additionally, tonight's agenda includes a motion to approve a Preliminary Mechanical Ventilation Analysis by Parette Somjen Architects. The purpose of this study is to review and validate the work done to date by the district's facilities team and provide recommendations and guidance on longer-term strategies for maintaining the district's HVAC systems.*

*I have said before that the ability to keep our schools open is determined by the health of the community and those that surround us. Please stay home if you are sick, maintain social distancing, wear a mask, wash your hands frequently, and practice proper respiratory hygiene.*

**G. PRESENTATIONS**

- None

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

- None

**~~I. STUDENT REPRESENTATIVES~~**

**J. COMMITTEE REPORTS**

- **Building Needs and Finance Committee** - Mrs. Wildermuth reported the Committee met on October 6 and discussed referendum updates, an HVAC evaluation, the 2021-2022 budget timeline and projections, renaming the JTMS Media Center, and discussion regarding the purchase of 2 busses.
- **Personnel & Policy Committee** - Mr. Natale reported the Committee met on October 5 and discussed open positions in district, staff accommodation requests, substitute teacher recruitment update, personnel update, and policy and regulations.
- **Education Committee** - Mrs. Small highlighted the Committee minutes of October 5 by highlighting the District’s Memorandum of Agreement (MOA) between Education and Law Enforcement Officials, new course proposals, G & T reporting, AP enrollment, and in-person instruction K-5.
- **Community Relations Committee** - Mr. Stewart reported the Committee discussed the goals and ways to communicate budget initiatives and information to the community at large.
- **Negotiations Committee** - Mrs. Gould reported on the JTSA Sidebar Agreement and reallocated responsibilities for department supervisors due to staffing reductions.

**K. MINUTES OF MEETINGS**

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

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

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**L. FINANCE AND BUILDING NEEDS COMMITTEE**

Motion by Mrs. Wildermuth, seconded by Mr. Natale, to accept the recommendation of the Superintendent to approve and adopt motions L.1 through L.9, as described below:

<u>Aye</u> Mrs. Gould <i>*Voted No on Item L.8</i>	<u>Aye</u> Mrs. Small	<u>Aye</u> Mrs. Wildermuth
<u>Absent</u> Mr. Martorelli	<u>Aye</u> Mr. Stewart	<u>Aye</u> Mrs. Poulas, <i>Vice President</i>
<u>Aye</u> Mr. Natale	<u>Aye</u> Mr. Wasserman	<u>Aye</u> Mr. Millar, <i>President</i>

**L.1** Motion to approve the **purchase order** list dated September 2020 in the amount of **\$4,173,039.57** (including Referendum related purchase orders totalling **\$22,165.22**).

**L.2** Motion to approve the **check register** as of September 2020 in the amount of **\$7,801,606.31**.

Fund	Amount
General Fund (10)	\$ 5,124,413.81
Special Revenue Funds (20)	\$ 189,951.85
Referendum Fund (30)	\$ 337,156.27
Debt Service Fund (40)	\$ 2,150,084.38
<b>Total</b>	<b>\$ 7,801,606.31</b>

**L.3** Motion to approve the **vendors’ bills** list for release on or after October 20, 2020, in the amount of **\$854,182.54**.

- L.4 Motion to approve the funds **transfers** in the 2020-2021 Fiscal Year, dated September 2020 in the amount of **\$978,915.42**.
- 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, 2020, 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, 2020, 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 approve resolution to participate in Joint Transportation Agreement with Sparta Township School District (joiner) for The Craig School Route # E-0012, for 2020-2021 school year in the amount of \$1,000.00.
- L.8 Motion to approve Parette Somjen Architects, LLC to conduct a Preliminary Mechanical Ventilation Analysis at each of the schools at a district-wide cost of \$12,100.
- L.9 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*).

**M. PERSONNEL COMMITTEE**

Motion by Mr. Natale, seconded by Mrs. Poulas, to accept the recommendation of the Superintendent to approve and adopt motions M.1 through M.3, as described below:

Aye Mrs. Gould  
Absent Mr. Martorelli  
Aye Mr. Natale

Aye Mrs. Small  
Aye Mr. Stewart  
Aye Mr. Wasserman

Aye Mrs. Wildermuth  
Aye Mrs. Poulas, *Vice President*  
Aye Mr. Millar, *President*

- 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
Christopher Hiben 11-000-221-104-200	Stipend	Supervisor 25-90-92/btt		\$8,333.33	District	10/28/20	6/30/21	Prorated stipend for Mathematics, 6-12 program supervision
Daniel Papa 11-000-221-104-200	Stipend	Supervisor 25-90-92/bxe		\$2,000	District	7/1/20	6/30/21	Supervisor for Multimedia Broadcasting and Journalism Academy
Derek Sica 11-000-221-104-200	Stipend	Supervisor 25-90-92/bxh		\$2,000	District	10/28/20	6/30/21	Prorated stipend for Family & Consumer Science and Gifted & Talented program supervision
Jennifer Wnuk 11-000-221-104-200	Stipend	Supervisor 25-90-92/abq		\$6,877.51	District	12/14/20	6/30/21	Prorated stipend for Mathematics, K-5 program supervision

B. INSTRUCTIONAL								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Janet Bolka 11-110-100-101-290	Appoint	Kindergarten Teacher (LTS) 10-40-40/bwc		\$270.85/diem	Milton	10/23/20	4/2/21	Replacing #1363 Over 60 days
Kaia Canales* 11-140-100-101-008	Appoint	Art Teacher 10-80-80/atc	MA Step 4	\$58,170	JTHS	1/1/21	6/30/21	Replacing K. Correia
Brianne Eisenecker 11-213-100-101-290	Appoint	Special Education Teacher (LTS) 10-10-10/aio		\$270.85/diem	Stanlick	9/1/20	10/9/20	Replacing #364 Continuous assignment through 6/30/21
Brianne Eisenecker* 11-213-100-101-290	Appoint	Special Education Teacher (LTS) 10-50-50/bxw		\$270.85/diem	Cozy Lake	10/23/20	4/9/21	Replacing #2212 Continuous assignment through 6/30/21
Brianne Eisenecker* 11-110-100101-290	Appoint	Kindergarten Teacher (LTS) 10-40-40/bwc		\$270.85/diem	Milton	4/12/21	6/30/21	Replacing #1363 Continuous assignment through 6/30/21
Erika Jahn 11-000-216-101-003	Appoint	Speech Language Specialist 10-30-30/adn	MA Step 6	\$58,770	Briggs	12/21/20	6/30/21	Replacing P. Smith
Lindsey Nievera 11-212-100-101-290	Appoint	Special Education Teacher (LTS) 10-70-70/ajh		\$200/diem	JTMS	9/1/20	11/24/20	Replacing #1340 Less than 60 days
Kimberly Moss 11-240-100-106-000	Assignment Change	ESL Teacher 10-10-10/aod (.75) 10-40-40/adq (.25)			Stanlick (.75) Milton (.25)	10/15/20	6/30/21	
Sara DeGeorge	Appoint	Bedside Instruction		\$46.05/hr.	District	10/16/20	6/30/21	
Theresa Koontz	Retirement	Social Studies Teacher 10-70-70/apc			JTMS	1/27/21	1/28/21	Retiring after 20 years of service in district
Marybeth Neuschatz	Retirement	French Teacher 10-70-70/apf 10-80-80/arb			JTMS/ JTHS	11/30/20	12/1/20	Retiring after 11 years of service in district
#1736	Extended Medical Leave	10-70-70/apc			JTMS	4/27/20	1/28/21	Utilizing 81 personal illness days, 3 personal days and 52 unpaid days

\*Requires mentoring

C. NON-INSTRUCTIONAL								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Alisa Cheff 11-000-217-106-003	Appoint	Special Education Aide 09-30-30/bex	Step 1	\$22.70/hr.	Briggs	10/1/20	6/30/21	3.5 hrs./day; w/out benefits Replacing M. Barbosa

Samantha Costigan 11-000-217-106-008	Appoint	Special Education Aide 09-80-80/bua	Step 1	\$22.70/hr.	JTHS	10/12/20	6/30/21	3.5 hrs./day; w/out benefits Replacing G. Knape
David Lewis 11-000-270-160-000	Appoint	Bus Driver 10-90-90/bfq	Step 1	\$23.86/hr.	Transportation	10/20/20	6/30/21	Replacing G. Luviano
Mary Anzano 11-213-100-106-005	Adjusted Steps	Special Education Aide 09-50-50/cbl	Step 2	\$22.98/hr.	Cozy Lake	9/1/20	6/30/21	Not to exceed 5.75 hrs./day; w/out benefits
Richard Cline 11-000-261-100-000	Adjusted Start Date	Maintenance 12-30-32cbp			Facilities	10/15/20	6/30/21	
Joseph Dyl 11-209-100-106-003	Adjusted Start Date	Special Education Aide 09-30-30/bmc			Briggs	10/15/20	6/30/21	
Stacey D'Amato 11-000-270-107-000	Adjusted Hours	Transportation Aide 09-90-90/bjh			Transportation	9/1/20	6/30/21	Not to exceed 5 hrs./day; w/ benefits
Edward Gatsch 11-000-266-110-000	Additional Hours	Security 09-80-80/bgg			JTHS	10/29/20	11/30/20	Not to exceed 1 hr./day, as needed for coverage
Dianna Hartman 11-213-100-106-005	Adjusted Step	Special Education Aide 09-50-50/bzd	Step 2	\$22.98/hr.	Cozy Lake	9/1/20	6/30/21	Not to exceed 5.75 hrs./day; w/out benefits
Bridget Sekula 11-000-270-160-000	Adjusted Hours	Bus Driver 10-90-90/bfi			Transportation	10/1/20	6/30/21	Not to exceed 5.40 hrs./day
Wendy Smith-Rhinehart 11-000-270-160-000	Adjusted Hours	Bus Driver 10-90-90/bfh			Transportation	10/15/10	6/30/21	Not to exceed 6.45 hrs./day
Helen Vindici 11-000-270-160-000	Adjusted Hours	Bus Driver 10-90-90/bfn			Transportation	9/1/20	6/30/21	Not to exceed 5.45 hrs./day
Monica Alvarez	Resignation	Bus Driver 10-90-90/bfj			Transportation	10/22/20	10/23/20	
#77	Extended Medical Leave	10-90-90/bae			Transportation	9/4/20	2/1/21	Utilizing 83 personal illness days
#2300	Medical Leave	09-70-70/bdg			JTMS	10/20/20	12/21/20	Utilizing 31 personal illness days and 9 unpaid
#2105	Medical Leave	10-80-80/bgj			JTHS	9/17/20	10/31/20	Utilizing 26 personal illness days
#2842	Adjusted Medical Leave	09-60-60/bbg			White Rock	9/8/20	10/23/20	Utilizing 10 FFCRA, 22 personal illness days, and 1 unpaid days
#2842	Family Leave	09-60-60/bbg			White Rock	10/23/20	12/16/20	Unpaid

**D. EXTRA DUTY PAY**

Name	Nature of Action	Position	Level	Salary	Location	Date Effective	Date Termin.	Discussion
Chad Flynn	Appoint	Select Choir	2	\$1387	JTHS	10/8/20	6/30/21	
Chad Flynn	Appoint	Vocal Ensemble	2	\$1387	JTHS	10/8/20	6/30/21	
Chad Flynn	Appoint	Madrigal	3	\$2490	JTHS	10/8/20	6/30/21	
Daniel Gugger	Appoint	Jazz Band	2	\$1387	JTHS	10/8/20	6/30/21	
Daniel Gugger	Appoint	Wind Ensemble	2	\$1387	JTHS	10/8/20	6/30/21	

**E. SUMMER STAFF APPOINTMENTS**

Name	Nature of Action	Position	Salary	Loc.	Date Effective	Date Termin.	Discussion
Cole Kandel	Adjusted End Date	Summer Technology	\$13/hr.	Technology	7/27/20	10/30/20	Not to exceed 120 additional hours
Collin Miller	Adjusted End Date	Summer Technology	\$13/hr.	Technology	7/27/20	10/30/20	Not to exceed 120 additional hours

**F 2020-2021 SCHOOL YEAR COACHING STAFF****FALL**

Name	Nature of Action	Position	Level	Base	Longevity	Salary	Location	Date Effective	Date Termin.
Liam Fitzgerald*	Appoint	Assistant Soccer	N/A	N/a	N/A	Volunteer	JTHS	10/19/20	6/30/21

\*Out of District Coach

**G. SUBSTITUTES/OTHER**

Name	Nature of Action	Position	Salary	Loc.	Date Effective	Date Termin.	Discussion
Dije Alliu	Appoint	Substitute Teacher	\$90/diem	District	10/20/20	6/30/21	
Anthony Bonafede	Appoint	Substitute Teacher	\$90/diem	District	10/20/20	6/30/21	
Noel Brinck	Appoint	Substitute Teacher	\$90/diem	District	10/20/20	6/30/21	
Shawn Kielty	Appoint	Substitute Teacher	\$90/diem	District	10/23/20	6/30/21	
Juliana Menniti	Appoint	Substitute Teacher	\$90/diem	District	10/20/20	6/30/21	
William Nasiuta	Appoint	Substitute Teacher	\$90/diem	District	10/20/20	6/30/21	

Vera Olinski	Appoint	Substitute Teacher	\$90/diem	District	10/12/20	6/30/21	
Matthew Ridner	Appoint	Substitute Teacher	\$90/diem	District	10/20/20	6/30/21	
Alan Sandberg	Appoint	Substitute Teacher	\$90/diem	District	10/20/20	6/30/21	
Jessica Studnick	Appoint	Substitute Teacher	\$90/diem	Distinct	10/20/20	6/30/21	
Jonathan Vega	Appoint	Substitute Teacher	\$90/diem	District	10/20/20	6/30/21	
Elizabeth Weinberg	Appoint	Substitute Teacher	\$90/diem	District	10/16/20	6/30/21	
Samantha Costigan	Appoint	Substitute Aide	\$15/hr.	District	10/12/20	6/30/21	
Juliana Menniti	Appoint	Substitute Aide	\$15/hr.	District	10/20/20	6/30/21	
Regina Oelkers	Appoint	Substitute Aide	\$15/hr.	District	10/13/20	6/30/21	
Daryl Savi	Appoint	Substitute Aide	\$15/hr.	District	10/20/20	6/30/21	
Heather Sinisgalli	Appoint	Substitute Aide	\$15/hr.	District	9/29/20	6/30/21	
Noel Brinck	Appoint	Substitute Secretary	\$14/hr.	District	10/1/20	6/30/21	
Patricia Randazzo	Appoint	Substitute Security	\$15/hr.	District	10/20/20	6/30/21	
Merly Favino	Appoint	Substitute Custodian	\$18/hr.	District	10/19/20	6/30/21	

**H. STUDENT INTERN/TEACHER**

Name	School	Program	Subject	Loc.	Date Effective	Date Termin.	Discussion
Elizabeth Finkler Weinberg	Grand Canyon University	Student Teacher	Elementary	White Rock	1/4/21	5/2/21	Spring Semester

**M.2 Motion to approve the Spring 2020 Course Reimbursement as indicated below:**

Name	School	Class	Approval	Credits	Amount
Arnold, Kira	University of California/San Diego	Teaching Tolerance & Respect: Preventing Bullying in High School	SP12	3	\$221.48
Arnold, Kira	University of California/San Diego	The Flipped Classroom	SP13	3	\$221.48
Arnold, Kira	University of California/San Diego	Best Practices for a Successful High School Classroom	SP14	3	\$221.48
Arnold, Kira	University of California/San Diego	Google as a Classroom Tool For Learning	SP15	3	\$221.48
Arnold, Kira	University of California/San Diego	Using Google Classroom for Teaching and Learning	SP16	3	\$221.48
Arnold, Kira	University of California/San Diego	The Whole Student: Mindfulness and Social-Emotional Learning	SP17	3	\$221.48
Arnold, Kira	University of California/San Diego	Improving Your Students' Test Taking Skills	SP18	3	\$221.48
Arnold, Kira	University of California/San Diego	Study Smarter, Not Harder: Study Stills for Students	SP19	3	\$221.48
Arnold, Kira	University of California/San Diego	Mastering Google Apps for Education	SP20	3	\$221.48
Arnold, Kira	University of California/San Diego	Motivating and Engaging Middle and High School Students	SP21	3	\$221.48
Bassolino, Kimberly	University of California/San Diego	Character Education for the 21st Century	SP74	3	\$120.00
Bassolino, Kimberly	University of California San Diego	Implementing the Workshop Model in Reading, Writing, Math and Science	SP75	3	\$120.00
Boardman, Aimee	University of California/San Diego	Preparing English Language Learners for Success	SP51	3	\$221.48
Boardman, Aimee	University of California/San Diego	Anti Bully Strategies for Primary Grades	SP73	3	\$221.48
Boardman, Aimee	University of California/San Diego	Focus on Phonics	SP103	3	\$221.48
Boardman, Aimee	University of California/San Diego	Comprehension: The Key to Successful Reading	SP115	3	\$221.48
Boardman, Aimee	University of California/San Diego	Best Practices for a Successful Elementary Classroom	SP138	3	\$221.48
Brennan, Jessica	American College of Education	Foundations of ESL and Bilingual Education	SP104	3	\$221.48
Breznak, Christina	New Jersey City University	Using Integrated Software Across the Curriculum	SP143	3	\$221.48
Cacella Joshua	University of California/San Diego	Google as a Classroom Tool for Learning	SP117	3	\$221.48
Cacella, Joshua	University of California/San Diego	Motivating and Engaging Middle and High School Students	SP118	3	\$221.48
Cacella, Joshua	University of California/San Diego	Best Practices of a Successful High School Classroom	SP19	3	\$221.48
Cacella, Joshua	University of California/San Diego	Educating the Whole Student: Mindfulness and Social-Emotional Learning	SP120	3	\$221.48
Cacella, Joshua	University of California/San Diego	Classroom Management Strategies for High School Teachers	SP121	3	\$221.48
Carline, Michele	University of California/San Diego	Mastering Google Apps for Education	SP29	3	\$221.48
Carline, Michele	University of California/San Diego	Effective Strategies for Emergent and Early Writers	SP32	3	\$221.48
Chapman, Shannon	LaVerne University	Fit for Life	SP122	3	\$221.48
Chapman, Shannon	LaVerne University	I'm So Stressed, I Could Scream	SP123	3	\$221.48
Chapman, Shannon	LaVerne University	Basketball Basics	SP124	3	\$221.48
Chapman, Shannon	LaVerne University	Volleyball Basics	SP125	3	\$221.48
Chapman, Shannon	LaVerne University	Sports Nutrition that Works	SP126	3	\$221.48
Clarizio, Maria	Western Governors University	MED Instructional Design Capstone	SP56	6	\$441.26
Clarizio, Maria	University of California/San Diego	Using Google Classroom for Teaching and Learning	SP137	3	\$221.48
Clariao, Maria	University of California/San Diego	Best Practices for a Success High School Classroom	SP140	3	\$221.48
Crowe, Kelsey	The College of New Jersey	English Structure/Proficiency Assessments	SP128	3	\$221.48
Curry, Megan	Andrews University	Writer's Workshop: Engaging Students through Mentor Texts	SP94	3	\$221.48
DiDonato, Mark	American College of Education	Research Design and Application	SP66	3	\$221.48
DiDonato, Mark	American College of Education	Modern Learning and Integrated Science Education	SP95	3	\$221.48

DiDonato, Mark	American College of Education	Principles of Integration	SP133	3	\$221.48
DiDonato, Mark	American College of Education	Building Scientific Understanding in Students	SP141	3	\$221.48
Escolano, Jennifer	University of California/San Diego	Using Google Classroom for Teaching and Learning	SP127	3	\$221.48
Feinsinger, Mark	Colorado State University	Cultural Responsiveness in Differentiated Classroom	SP26	3	\$221.48
Feinsinger, Mark	Colorado State University	Evaluations and Assessment	SP27	3	\$221.48
Flatiere, Kevin	Montclair State University	Administration and Supervision of Guidance Programs	SP53	3	\$221.48
Gray-Reveredo, Meg	Fairleigh Dickinson University	Literacy Development for Second Language Learners	SP144	3	\$221.48
Hartig, Tanya	University of California/San Diego	Character Education for the 21st Century	SP106	3	\$221.48
Hartig, Tanya	University of California/San Diego	Improving Your Students' Test Taking Skills	SP107	3	\$221.48
Hartig, Tanya	University of California/San Diego	Data Driven Instruction	SP108	3	\$221.48
Hartig, Tanya	University of California/San Diego	Study Smarter, Not Harder: Study Skills for Students	SP109	3	\$221.48
Hartig, Tanya	University of California/San Diego	Classroom Management Strategies for High School Teachers	SP110	3	\$221.48
Hoffman, Beth	University of California/San Diego	Conquering the Behavioral Challenges of Special Needs Students	SP88	3	\$221.48
Johansson, Lori	University of California/San Diego	Word Play: Vocabulary for K-3	SP46	4	\$221.48
Johansson, Lori	University of California/San Diego	Focus on Phonics	SP47	3	\$221.48
Johnston, Mary	Western Governors' University	Science Education Performance Assessment	SP38	6	\$441.26
Johnston, Mary	Western Governors' University	Biochemistry	SP39	2	\$148.22
Johnston, Mary	Western Governors' University	Science Methods - Secondary Chemistry	SP40	3	\$221.48
Johnston, Mary	Western Governors' University	Climate Change	SP41	3	\$221.48
Kazanfer, Aladdin	University of California/San Diego	MultiMedia Project Design and Development	SP11	3	\$221.48
Kazanfer, Aladdin	University of California/San Diego	Character Education for the 21st Century	SP22	3	\$221.48
Kazanfer, Aladdin	University of California/San Diego	Making the Most of the Internet in the Classroom	SP23	3	\$221.48
Kazanfer, Aladdin	University of California/San Diego	Google as a Classroom Tool for Learning	SP24	3	\$221.48
Kelly, Jenna	University of California/San Diego	Google as a Classroom Tool for Learning	SP76	3	\$221.48
Koenig, Rachel	University of California/San Diego	Data Driven Instruction	SP34	3	\$221.48
Koenig, Rachel	University of California/San Diego	Classroom Management Survival Skills	SP35	3	\$221.48
Kosco, Karen	University of California/San Diego	Motivating and Engaging Middle and High School Students	SP48	3	\$221.48
Kosco, Karen	University of California/San Diego	ELL Strategies for the Mainstreamed Student	SP111	3	\$221.48
LaConti, Lyndsay	University of California/San Diego	Education Technology 101	SP49	3	\$221.48
LaConti, Lyndsay	University of California/San Diego	Conquering the Behavioral Challenges of Special Needs Students	SP78	3	\$221.48
LaConti, Lyndsay	University of California/San Diego	Google as a Classroom Tool for Learning	SP79	3	\$221.48
LaConti, Lyndsay	University of California/San Diego	Embracing Diversity and Equity Through Culturally Responsive Teaching	SP116	3	\$221.48
LaMonica, Christina	University of California/San Diego	Mastering Google Apps for Education	SP64	3	\$221.48
Langner, Paula	Grand Canyon University	Dissertation Continuation	SP82	3	\$221.48
Maffeo-Spitzer, Meredith	Montclair State University	Differentiated Supervision	SP36	3	\$221.48
Maffeo-Spitzer, Meredith	Montclair State University	Leadership and the Learning Organization	SP37	3	\$221.48
Meade, Gabrielle	Oakland University	Literacy Assessment	SP134	4	\$294.74
Miceli, Sarah	University of California/San Diego	Effectively Using iPads to Transform Your Classroom	SP81	3	\$221.48
Montegari, Robin	Lindenwood University	Students with Special Needs Specialist	SP61	3	\$221.48
Nicholas, Jason	New Jersey City University	Research Methods in Education	SP145	3	\$221.48
Oller, Katelyn	California University of Pennsylvania	School Law	SP54	3	\$221.48
Oller, Katelyn	California University of Pennsylvania	Internship	SP55	3	\$221.48
Papasavas, Rosemarie	University of California/San Diego	Comprehension Strategies for Middle and Upper Grades	SP1	3	\$221.48
Papasavas, Rosemarie	University of California/San Diego	Mastering Google Apps for Education	SP2	3	\$221.48
Papasavas, Rosemarie	University of California/San Diego	Google as a Classroom Tool for Learning	SP3	3	\$221.48
Papasavas, Rosemarie	University of California/San Diego	Effective Strategies to Improve Student Writing	SP4	3	\$221.48
Papasavas, Rosemarie	University of California/San Diego	The Whole Student: Mindfulness and Social-Emotional Learning	SP5	3	\$221.48
Pilot, Leighann	University of California/San Diego	Focus on Phonics (K-3)	SP83	3	\$221.48
Pilot, Leighann	University of California/San Diego	Guided Reading 101 (K-5)	SP84	3	\$221.48
Pilot, Leighann	University of California/San Diego	Using Google Classroom for Teaching and Learning	SP85	3	\$221.48
Pilot, Leighann	University of California/San Diego	Differentiated Instruction: One Size Does Not Fit All	SP86	3	\$221.48
Pilot, Leighann	University of California/San Diego	The Daily 5 (K-3)	SP87	3	\$221.48
Powell, Rhonda	American College of Education	Community of Learners	SP42	3	\$221.48
Powell, Rhonda	American College of Education	Student Engagement	SP43	3	\$221.48
Powell, Rhonda	American College of Education	Strengthening Literacy	SP44	3	\$221.48
Powell, Rhonda	American College of Education	Assessment Strategies	SP45	3	\$221.48
Rowe, James	University of California/San Diego	Best Practices for a Successful 4-6 Grade Classroom	SP70	3	\$221.48
Rowe, James	University of California/San Diego	Character Education for the 21st Century	SP71	3	\$221.48
Rowe, James	University of California/San Diego	Improving Your Students' Test Taking Skills	SP72	3	\$221.48
Ryan, Danielle	Greenville University	Teaching Students with High Functioning Autism	SP96	3	\$221.48



Ryan, Danielle	University of California/San Diego	Educating the Whole Student: Mindfulness and Social-Emotional Learning	SP97	3	\$221.48
Ryan, Danielle	University of California/San Diego	Character Education for the 21st Century	SP98	3	\$221.48
Ryan Danielle	University of California/San Diego	Bullying: Awareness, Prevention and Intervention	SP99	3	\$221.48
Scalone, Andrew	Greenville University	Designing Blended Learning for Engagement and Achievement	SP59	3	\$221.48
Scalone, Andrew	University of California/San Diego	The Flipped Classroom: An Interactive Approach	SP129	3	\$221.48
Scalone, Andrew	University of California/San Diego	Google as a Classroom Tool for Learning	SP130	3	\$221.48
Scalone, Andrew	University of California/San Diego	MultiMedia Project Design and Development	SP131	3	\$221.48
Scalone, Andrew	University of California/San Diego	Using Google Classroom for Teaching and Learning	SP132	3	\$221.48
Senny, Tanya	William Paterson University	Young Childrens' Literacy and Curriculum Design	SP52	3	\$221.48
Stewart, Christine	University of California/San Diego	Mastering Google Apps for Education	SP7	3	\$221.48
Stewart, Christine	University of California/San Diego	Google as a Classroom Tool for Learning	SP8	3	\$221.48
Stewart, Christine	University of California/San Diego	Next Generation Science Standards	SP9	3	\$221.48
Stewart, Christine	University of California/San Diego	Best Practices for a Successful Middle School Classroom	SP10	3	\$221.48
Stewart, Christine	University of California/San Diego	Improving Your Students' Test Taking Skills	SP112	3	\$221.48
Stewart, Christine	University of California/San Diego	Data Driven Instruction	SP113	3	\$221.48
Stewart, Christine	University of California/San Diego	Making the Most of the Internet in the Classroom	SP114	3	\$221.48
Thide, Jeremy	William Paterson University	Contemporary Methods, Materials and Evaluations in Drivers' Education	SP50	3	\$221.48
Tomo, Nicole	Oakland University	Literacy Assessment	SP135	4	\$294.74
Wreede, Priscilla	Concordia University	Educational Issues for Professional Educators	SP105	3	\$221.48
Wreede, Priscilla	Concordia University	Effective Practices in Differentiated Instruction	SP136	3	\$221.48

**M.3** Motion to approve the Sidebar Agreement to the current Collective Bargaining Agreement between the Jefferson Township Supervisors' Association (JTSA) and the Jefferson Township Board of Education, effective October 28, 2020.

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

Motion by Mrs. Small, seconded by Mr. Natale, to accept the recommendation of the Superintendent to approve and adopt motions N.1 through N.7, as described below:

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

**N.1** Motion to **rescind** student placement for the 2020-2021 school year, as indicated below plus related services as needed:

Student	School	Tuition	Effective
6098022474	Garfield Park Academy	\$84,754.80	9/3/20-6/30/21

**N.2** Motion to **approve** student placement for the 2020-2021 school year, as indicated below plus related services as needed:

Student	School	Tuition	Effective
6098022474	Legacy Treatment Service - Mary Dobbins School	\$11,861.40	7/1/20-8/31/20
4780609939	Morris School District	\$57,102.00	9/1/20-6/30/21
9977089348	Lakeland Andover School	\$30,800.00	10/13/20-6/30/21

**N.3** Motion to approve new course proposals to be revised summer 2021 and courses offered 2021-2022 school year:

- CAD & Architectural Design Studio
- Sports & Entertainment Marketing Honors
- Sports & Entertainment Journalism Honors
- Video Production 2 Honors

- N.4 Motion to accept the **2020-2021 Emergency Operations Plan** for the Jefferson Township School District. (*Manuals for the Jefferson Township Police Department*)
- N.5 Motion to approve the **Uniform State Memorandum of Agreement** between Educational and Law Enforcement Officials for school year 2020-2021.
- N.6 Motion to affirm Superintendent's report on incidents of Harassment, Intimidation and Bullying findings reported for August 19, 2020 through September 21, 2020.
- N.7 Motion to approve the following forms, as required by the New Jersey Department of Education, for SY2020-2021:
  - 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.

**O. POLICY COMMITTEE**

Motion by Mr. Natale, seconded by Mrs. Poulas, to accept the recommendation of the Superintendent to approve motions O.1 through O.3, as described below:

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

**O.1 Motion to approve the first **First Reading** of the following **Policies**:**

File Code	Title	Action
2464	Gifted & Talented Students	Revised

**O.2 Motion to approve the first **Second Reading** of the following **Policies**:**

File Code	Title	Action
1648p	Restart and Recovery Plan	Revised
2622p	Student Assessment	Revised
5200p	Attendance	Revised
5320p	Immunization	Revised
5330.04p	Administering an Opioid Antidote	Revised
5440p	Honoring Student Achievement	Revised
5610p	Suspension	Revised
5620	Expulsion	Revised
8320	Personnel Records	Revised

**O.3 Motion to temporarily change **District Regulation 2624 - Grading System**, to allow the use of pass/fail grading for the 2020-2021 SY for grade 6 elective courses.**

**P. RECOGNITION OF MONTHLY REPORTS**

Upon the recommendation of the Superintendent, the Board recognizes the reported Harassment, Intimidation and Bullying Incidents (HIB) for the period of September 21, 2020 through October 19, 2020.

School	Incidents Reported	Confirmed Incidents	Unconfirmed Incidents	Inconclusive – Case Will Remain Active
Ellen T. Briggs	0	0	0	0
Arthur Stanlick	0	0	0	0
Milton	0	0	0	0
Cozy Lake	0	0	0	0
White Rock	0	0	0	0
Jefferson Twp. Middle School	1	0	1	0
Jefferson Twp. High School	1	0	1	1

**Q. Enrollment as of 9/21/20:**

	September 2019	September 2020
Grades Pre-K-2	569	522
Grades 3-5	587	544
Total Elementary	1,156	1,066
Grades 6-8	691	630
Grades 9-12	962	957
GRAND TOTAL	2,809	2,653
Tuition students received	1	0
Out-of-district placement	33	26

**R. COMMUNICATIONS**

- None

**S. PUBLIC COMMENTS**

- An audience member and SEPAG representative gave a status update on the group’s priorities for the upcoming school year.

**T. OLD BUSINESS**

- None

**U. NEW BUSINESS**

- It was announced that beginning with the November 16, 2020 Board meeting, the meetings would resume with in-person attendance. It was noted that all recommended Covid-19 precautions and safety measures will be in place and notification of such protocols will be broadcast to the public in advance of the meeting. It is also announced that the meeting will still be streamed virtually to those not choosing to attend in person, however, there will be no public comments from virtual attendees.

**V. CLOSED SESSION**

The Board did not convene to Closed Session at this time.

**W. ADJOURN**

Motion by Mrs. Small, seconded by Mr. Stewart, to adjourn the meeting at 7:58 pm.

Aye Mrs. Gould  
Absent Mr. Martorelli  
Aye Mr. Natale

Aye Mrs. Small  
Aye Mr. Stewart  
Aye Mr. Wasserman

Aye Mrs. Wildermuth  
Aye Mrs. Poulas, *Vice President*  
Aye Mr. Millar, *President*

## Appendix A

<b>Name</b>	<b>Event Date</b>	<b>Location</b>	<b>Seminar/Function</b>	<b>Registration Fee \$</b>	<b>Total Expense (not including parking/tolls/miscellaneous fees)</b>
Kandel, Kristen	Dec. 8	Webinar	Managing Frustration, Anxiety and Teaching Social Skills	\$150.00	\$150.00
Marquard, Jared	Oct 24 & 31 Nov. 7	Webinar	Information Systems	\$483.00	\$483.00
Marquard, Jared	Nov. 5, 10, 12, 17 & 19	Webinar	Structural & Mechanical Systems	\$483.00	\$483.00
Marquard, Jared	Dec. 1 & 3	Webinar	Energy Management	\$205.00	\$205.00
Serignese, Nicholas	Dec. 8 & Mar. 7	Webinar	Certified Educational Facilities Professional Course	\$1,310.00	\$1,310.00