

**JEFFERSON TOWNSHIP BOARD OF EDUCATION**

**Regular Meeting Agenda**

**Monday, November 15, 2021 6:30 PM (Closed Session) – 7:30 PM (Regular Session)**

**Jefferson Township High School Media Center**

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**District Vision Statement**

*The district will be a leader in academic excellence while developing healthy, well-rounded, resourceful students who are positive, contributing members of local and global communities.*

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](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:**

_____ Mrs. Gould	_____ Mrs. Small	_____ Mrs. Wildermuth
_____ Mr. Natale	_____ Mr. Stewart	_____ Mrs. Poulas, <i>Vice President</i>
_____ Mrs. Perez	_____ Mr. Terpstra	_____ Mr. Millar, <i>President</i>
	_____ Fiona Davidson, <i>Student Representative</i>	
	_____ Robert McKoy, <i>Student Representative</i>	

D. **CLOSED SESSION**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Board of Education adopt the following resolution:

_____ Mrs. Gould	_____ Mrs. Small	_____ Mrs. Wildermuth
_____ Mr. Natale	_____ Mr. Stewart	_____ Mrs. Poulas, <i>Vice President</i>
_____ Mrs. Perez	_____ Mr. Terpstra	_____ Mr. Millar, <i>President</i>

**BE IT RESOLVED**, by the Jefferson Township Board of Education on this 15<sup>th</sup> day of November, 2021 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.

Motion to close Executive Session by \_\_\_\_\_, seconded by \_\_\_\_\_, that the meeting is called to public session at \_\_\_\_\_ PM.

\_\_\_\_\_  
Mrs. Gould  
\_\_\_\_\_  
Mr. Natale  
\_\_\_\_\_  
Mrs. Perez

\_\_\_\_\_  
Mrs. Small  
\_\_\_\_\_  
Mr. Stewart  
\_\_\_\_\_  
Mr. Terpstra

\_\_\_\_\_  
Mrs. Wildermuth  
\_\_\_\_\_  
Mrs. Poulas, *Vice President*  
\_\_\_\_\_  
Mr. Millar, *President*

**E. PRELIMINARY ELECTION RESULTS** *(Final election results will be available on or after November 20, 2021)*  
Three Year Terms – January 1, 2022 – December 31, 2024 (3 seats)

**F. SUPERINTENDENT'S REPORT**  
● Good News and Progress Report

**G. PRESENTATIONS**  
● 2020-2021 Annual District Audit Presentation - Mr. Ray Sarinelli, Jr., of Auditing Firm Nisivoccia, LLP  
● Student Safety Data Sheet, Period 2 - Mrs. Jeanne Howe, Superintendent of Schools

**H. COMMENTS FROM THE AUDIENCE** *(on agenda action items only, if applicable)*  
Public participation shall be governed by the following rules (Per District Policy #0167):  
1. The Public participation period shall be for **thirty minutes** or fewer;  
2. A participant must be recognized by the presiding officer and must preface comments by an announcement of his or her name, place of residence, and group affiliation, if appropriate;  
3. Each statement made by a participant shall be **limited to three minutes duration**;  
4. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;  
5. All statements shall be directed to the presiding officer;  
6. The presiding officer may:  
a) Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, abusive, obscene, or irrelevant;  
b) Request any individual to leave the meeting when that person does not observed reasonable decorum;  
c) Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;  
d) Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action; and  
e) Waive these rules when necessary for the protection of privacy or the efficient administration of the Board's business.

*Please note that “Comments from the Audience” is not a time for dialogue – it is an opportunity for you to share a comment with the Board of Education. In addition, by law, administrators and Board of Education members are not permitted to publicly discuss personnel matters, student discipline, or other issues requiring confidentiality. While we may not respond to your comments, all input shared with the Board of Education is taken very seriously, and will be discussed at future deliberations by the Board of Education and its Committees.*

**I. STUDENT REPRESENTATIVES**

**J. COMMITTEE REPORTS**

**K. MINUTES OF MEETINGS**

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

_____ Mrs. Gould	_____ Mrs. Small	_____ Mrs. Wildermuth
_____ Mr. Natale	_____ Mr. Stewart	_____ Mrs. Poulas, <i>Vice President</i>
_____ Mrs. Perez	_____ Mr. Terpstra	_____ Mr. Millar, <i>President</i>

October 18, 2021 Regular Meeting Minutes

October 18, 2021 Executive Meeting Minutes

**L. FINANCE AND BUILDING NEEDS**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions L.1 through L.19, as described below:

_____ Mrs. Gould	_____ Mrs. Small	_____ Mrs. Wildermuth
_____ Mr. Natale	_____ Mr. Stewart	_____ Mrs. Poulas, <i>Vice President</i>
_____ Mrs. Perez	_____ Mr. Terpstra	_____ Mr. Millar, <i>President</i>

**L.1** Motion to accept and approve the July 1, 2020 through June 30, 2021 **Comprehensive Annual Financial Report**, which contains no audit recommendations. *(copy available for review)*

**L.2** Motion to approve the **purchase order** list dated October 2021 in the amount of **\$201,757.84** (including Referendum related purchase orders totalling \$0.00).

**L.4** Motion to approve the **check register** as of October 2021 in the amount of **\$5,227,316.96**.

Fund	Amount
General Fund (10)	\$5,000,584.97
Special Revenue Funds (20)	\$132,927.94
Referendum Fund (30)	\$93,807.05
Total	\$5,227,316.96

**L.5** Motion to approve the **vendors' bills** list for release on or after November 16, 2021, in the amount of **\$631,354.22**.

**L.6** Motion to approve the funds **transfers** in the 2021-2022 Fiscal Year, dated October 2021 in the amount of **\$378,145.33**.

**L.7** 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, 2021, 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.8** Motion to certify, in accordance with N.J.A.C. 6A:23-2.11(c), that as of September 30, 2021, 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.9** Motion to award **Bid #2022-002 HVAC Upgrades at Jefferson Township Middle School** to Reiner Group in the amount of \$936,777.00. *(Bid breakdown sheet attached - Appendix B)*
- L.10** 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 2022-2023 school year from its authorized vendors (hosted via the Educational Services Commission of Morris County).
- L.11** Motion to approve and accept the agreement between the **Ice Hockey Tri-Operative Sports Program** (Tri-Op) with Sparta Township School District and Kinnelon School District to share services for coaching and transportation for a joint ice hockey team for the 2021-2022 school year, as per agreement.
- L.12** Motion to approve the resolution to participate in the **Joint Transportation Agreement** with the Morris Hill Regional District for the Morris County School of Technology Route # CH-14B for the 2021-2022 SY. The agreement is for 3 students @ \$2,471.06 per student for a total of \$7,413.18.
- L.13** Motion to approve the resolution to participate in the **Joint Transportation Agreement** for athletic and field trip transportation for the 2021-2022 school year with the Sussex County Regional Transportation Cooperative.
- L.14** Motion to approve the Statement of Assurance for the Health and Safety Evaluation of School Buildings Checklist for the school year 2021-2022.
- L.15** Motion to approve the Statement of Assurance and District Performance Review (DPR) for the 2021-2022 **New Jersey Quality Single Accountability Continuum (NJQSAC)** evaluation in the following areas:
  - 1. Instruction and Program
  - 2. Personnel
  - 3. Fiscal Management
  - 4. Operations
  - 5. Governance
- L.16** Motion to accept the following donation of materials from Jefferson Recycling to use towards the construction of a knee-wall at the JTHS Athletic Field Scoreboard, in accordance with Policy # 7230, Gifts, Grants and Donations.

Item/Purpose	Amount
Bluestone wall and cap materials, block bond polyurethane, stone and mason dump	\$3,062.36

- L.17** Motion to approve resolution described below:

RESOLVED, that the Jefferson Township Board of Education approve the following purchases from cooperative vendors that exceed the state bid threshold of \$44,000:

Vendor Name	PO #	Description	Amount	Cooperative Contract
Ben Shaffer Recreation Inc.	220240/220263	Preschool Playground Equipment	\$78,892.08	ESCNJ 20/21-22
Jesco Inc.	220189	Backhoe	\$87,101.81	ESCNJ 18/19-25
Truck King International	220089	Two 54 Passenger School Buses	\$216,141.60	ESCNJ 20/21-33
Wolfington Body Company Inc.	220533	25 Passenger Van	\$86,286.05	ESCNJ 20/21-33

**L.18 Motion to designate the source of funding** for the following individuals as funded from the FY2021 Title IA grant:

Name	Nature of Action	Position	Salary	Location	Date Effective	Date Termin.	
Shannon Castimore	Appoint	Rtl Tutoring	\$1,389	White Rock	11/1/21	6/30/22	Grade 4/Math
Kim Hollar	Appoint	Rtl Tutoring	\$1,389	White Rock	11/1/21	6/30/22	Grade 3/ELA
Lori Johansson	Appoint	Rtl Tutoring	\$1,389	White Rock	11/1/21	6/30/22	Grade 2/Math
Lori Johnson	Appoint	Rtl Tutoring	\$1,389	White Rock	11/1/21	6/30/22	Grade 3/Math
Mary Ellen McLeod	Appoint	Rtl Tutoring	\$1,389	White Rock	11/1/21	6/30/22	Grade 4/ELA
Colleen Megna	Appoint	Rtl Tutoring	\$1,389	White Rock	11/1/21	6/30/22	Grade 2/ELA
Kristie Rowe	Appoint	Rtl Tutoring	\$1,389	White Rock	11/1/21	6/30/22	Grade 5/Math
Kristen Scholz	Appoint	Rtl Tutoring	\$1,389	White Rock	11/1/21	6/30/22	Grade 5/ELA
Karen Caruso	Appoint	Rtl Tutoring	\$1,389	Stanlick	11/1/21	6/30/22	Grade 4/ELA
Paula Langner	Appoint	Rtl Tutoring	\$1,389	Stanlick	11/1/21	6/30/22	Grade 3/Math
Paula Langner	Appoint	Rtl Tutoring	\$1,389	Stanlick	11/1/21	6/30/22	Grade 5/Math
Beverly Mallatratt	Appoint	Rtl Tutoring	\$1,389	Stanlick	11/1/21	6/30/22	Grade 3/ELA
Sherry Moore	Appoint	Rtl Tutoring	\$1,389	Stanlick	11/1/21	6/30/22	Grade 2/ELA
Meredith Panka	Appoint	Rtl Tutoring	\$1,389	Stanlick	11/1/21	6/30/22	Grade 4/Math
Tanya Senney	Appoint	Rtl Tutoring	\$1,389	Stanlick	11/1/21	6/30/22	Grade 5/ELA
Ann Weaver	Appoint	Rtl Tutoring	\$1,389	Stanlick	11/1/21	6/30/22	Grade 2/Math

**L.19 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 Appendix 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**

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

_____ Mrs. Gould	_____ Mrs. Small	_____ Mrs. Wildermuth
_____ Mr. Natale	_____ Mr. Stewart	_____ Mrs. Poulas, <i>Vice President</i>
_____ Mrs. Perez	_____ Mr. Terpstra	_____ Mr. Millar, <i>President</i>

- 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	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
Patricia Carroll 11-120-100-101-290	Appoint	Elementary Teacher/LTS 10-10-10/agf		\$200/diem	Stanlick	11/22/21	12/25/21	Replacing #1724 Over 20 days
Allison Kenny 11-230-100-101-001 11-213-100-101-003	Appoint	Special Education Teacher/LTS* 10-10-10/ajm 10-30-30/bvk		\$275.08/ diem	Stanlick/ Briggs	12/13/21	6/30/22	Replacing #2399 Over 60 days
Jessica Studnick 20-487-100-101-007	Appoint	Teacher of ELA/Reading 10-70-70/aop	BA+15 Step 6	\$59,025	JTMS	11/16/21	6/30/22	New position, not budgeted
Lindsay Zugelder 11-120-100-101-290	Appoint	Elementary Teacher/LTS* 10-60-60/BVS		\$275.08/ diem	White Rock	1/4/22	6/10/22	Replacing #452 Over 60 days
Shannon Carroll	Appoint	Bedside Instruction		\$46.05/hr.	District	10/26/21	6/30/22	
Marc Gaydos	Appoint	Bedside Instruction		\$46.05/hr.	District	10/25/21	6/30/22	
Katelyn Oller	Appoint	Bedside Instruction		\$46.05/hr.	District	11/10/21	6/30/22	
Karen Pavero	Appoint	Bedside Instruction		\$46.05/hr.	District	11/8/21	6/30/22	
Dolores Bennett	Retirement	Kindergarten Teacher 10-30-30/afp			Briggs	6/30/22	7/1/22	Retiring after 16 years of service in district
Luis Cedeno	Resignation	School Psychologist 10-80-80/add 10-50-50/agg			JTHS Cozy Lake	12/22/21	12/23/21	
Gregg Eck	Retirement	Physical Education Teacher 10-70-70/apg			JTMS	12/31/22	1/1/22	Retiring after 35 years of service in district
Pamela Graham	Retirement	Science Teacher 10-70-70/bwh			JTMS	6/30/22	7/1/22	Retiring after 28 years of service in district
Karen Olsen	Retirement	Kindergarten Teacher 10-30-30/afp			Briggs	1/31/22	2/1/22	Retiring after 22 years of service in district
#1643	Family Leave	10-70-70/aod 10-80-80/abc			JTMS/JTHS	1/10/22	2/28/22	Unpaid
#1724	Medical Leave	10-10-10/agf			Stanlick	10/29/21	1/4/22	Utilizing 36 personal illness days
#2502	Family Leave	10-80-80/acq			JTHS	1/21/22	4/15/22	Unpaid

\*Requires mentoring

C. NON-INSTRUCTIONAL								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Stacey D'Amato 11-000-270-160-000	Appoint	Secretary/Group IV 12-90-92/aeb	Step 2	\$51,046	Transportation	12/1/21	6/30/22	New position, not budgeted
Barbara Ahearn 11-209-100-106-001	Transfer/Account Code Change	Special Education Aide 09-10-10/bcy			Stanlick	10/25/21	6/30/22	Not to exceed 3.5 hrs./day, w/out benefits
Bryann Bley 11-000-217-106-001	Transfer/Account Code Change	Special Education Aide 09-10-10/bba			Stanlick	11/15/21	6/30/22	Not to exceed 3.5 hrs./day, w/out benefits
Maureen Dragona 11-000-270-107-000	Schedule Adjustment	Transportation Aide 09-90-90/bgw			Transportation	11/1/21	6/30/22	Not to exceed 5.67 hrs./day; w/ benefits
Janet Eltringham 11-000-240-105-005	Extra Hours	Secretary/Group III 10-50-50/aex			Cozy Lake	10/29/21	10/30/21	Not to exceed 1 hr. for Covid checks for volunteers
Teresa Esposito 11-000-270-160-000	Schedule Adjustment	Bus Driver 10-90-90/bfr			Transportation	11/1/21	6/30/22	Not to exceed 6.42 hrs./day; w/ benefits
Diane Finizio 11-000-270-107-000	Schedule Adjustment	Transportation Aide 09-90-90/byb			Transportation	11/1/21	6/30/22	Not to exceed 5.42 hrs./day; w/out benefits
Janice Krakowski 11-000-270-107-000	Schedule Adjustment	Transportation Aide 09-90-90/bji			Transportation	11/1/21	6/30/22	Not to exceed 4.0 hrs./day; w/out benefits
Kristeen McConnon 11-000-217-106-008	Extra Hours	Special Education Aide 09-80-80/bcb			JTHS	11/16/21	6/1/22	Not to exceed 35 hours for Unified Track
Kristen McQuade 11-213-100-106-006	Account Code Change	Special Education Aide 09-60-60/bbp			White Rock	10/25/21	6/30/22	

Donna Nimmo 11-000-240-105-001	Extra Hours	Secretary/Group III 10-10-10/aoh			Stanlick	10/29/21	10/30/21	Not to exceed 3.75 hrs. for Covid checks for volunteers
Heather Orabone 11-000-270-160-000	Schedule Adjustment	Bus Driver 10-90-90/azx			Transportation	11/1/21	6/30/22	Not to exceed 5.92 hrs./day; w/ benefits
Shanna Peters 11-000-217-106-008	Extra Hours	Special Education Aide 10-80-80/bnv			JTHS	11/16/21	6/1/22	Not to exceed 35 hours for Unified Track
Patricia Randazzo 11-000-270-160-000	Schedule Adjustment	Bus Driver 10-90-90/bff			Transportation	11/1/21	6/30/22	Not to exceed 5.5 hrs./day; w/ benefits
Heather Sinisgalli 11-000-217-106-008	Extra Hours	Special Education Aide 09-80-80/bbs			JTHS	11/16/21	6/1/22	Not to exceed 35 hrs. for Unified Track
Irene Wojcik 11-209-100-106-008	Extra Hours	Special Education Aide 09-80-80/bbf			JTHS	11/16/21	6/1/22	Not to exceed 35 hrs. for Unified Track
Sheri Borghese	Resignation	Bus Driver 10-90-90/bac			Transportation	10/23/21	10/24/21	
Daniel Faber	Retirement	Maintenance 12-80-82/cbr			Facilities	2/28/22	3/1/22	Retiring after 14 years of service in district
Noreen Teklits	Resignation	Special Education Aide 09-60-60/bbf			White Rock	11/24/21	11/25/21	
Anthony Vicidomini	Retirement	Custodian 11-80-82/aky			JTHS	12/31/21	1/1/22	Retiring after 29 years of service in district
#372	Extended Medical Leave	12-50-52/alb			Cozy Lake	7/30/21	12/31/21	Utilizing 103 personal illness days
#1955	Medical Leave	09-60-60/bcj			White Rock	11/30/21	12/15/21	Utilizing 11 personal illness days
#2088	Medical Leave	09-90-90/bgw			Transportation	11/15/21	12/24/21	Utilizing 27 personal illness day
#2420	Extended Medical Leave	10-10-10/afz			Stanlick	10/13/21	2/1/22	Utilizing 64 personal illness days and 3 personal days
#3214	Rescind Medical Leave	12-70-70/afc			JTMS	11/10/21	11/20/21	Utilizing 8 personal illness days

**D. SUBSTITUTES/OTHER**

Name	Nature of Action	Position	Salary	Loc.	Date Effective	Date Termin.	Discussion
Katherine Benfante	Appoint	Substitute Teacher	\$90/diem	District	11/16/21	6/30/22	
Stephanie Cappello	Appoint	Substitute Teacher	\$90/diem	District	10/25/21	6/30/22	
Lauren Dambra	Appoint	Substitute Teacher	\$90/diem	District	11/16/21	6/30/22	
Griffin Reilly	Appoint	Substitute Teacher	\$90/diem	District	11/16/21	6/30/22	
Allison Kenny	Appoint	Substitute Teacher	\$90/diem	District	12/1/21	6/30/22	
Emily Kretschmaier	Appoint	Substitute Teacher	\$90/diem	District	11/16/21	6/30/22	
Robert Macaluso	Appoint	Substitute Teacher	\$90/diem	District	11/16/21	6/30/22	
James McFadden	Appoint	Substitute Teacher	\$90/diem	District	11/17/21	6/30/22	
Ingrid McGuire	Appoint	Substitute Teacher	\$90/diem	District	11/1/21	6/30/22	
Stephanie Tyburczy	Appoint	Substitute Teacher	\$90/diem	District	11/16/21	6/30/22	
Stephanie Cappello	Appoint	Substitute Aide	\$15/hr.	District	10/25/21	6/30/22	
Daryl Graure	Appoint	Substitute Aide	\$15/hr.	District	11/12/21	6/30/22	
Ingrid McGuire	Appoint	Substitute Aide	\$15/hr.	District	11/1/21	6/30/22	
Regina Oelkers	Appoint	Substitute Aide	\$15/hr.	District	10/25/21	6/30/22	
Griffin Reilly	Appoint	Substitute Aide	\$15/hr.	District	11/16/21	6/30/22	
Fay Servedio	Appoint	Substitute Aide	\$15/hr.	District	11/1/21	6/30/22	
Carolyn Del Mastro	Appoint	Substitute Secretary	\$14/hr.	District	11/11/21	6/30/22	
Jaclyn Eberle	Appoint	Substitute Secretary	\$14/hr.	District	11/8/21	6/30/22	
Fay Servedio	Appoint	Substitute Secretary	\$14/hr.	District	11/1/21	6/30/22	

**E. 2021-2022 SCHOOL YEAR COACHING STAFF**

**WINTER**

Name	Nature of Action	Position	Level	Base	Longevity	Salary	Location	Date Effective	Date Termin.
Brandon Coveney*	Appoint	Assistant Wrestling	N/A	N/A	N/A	N/A	JTHS	11/16/21	6/30/22

**SPRING**

Jeremy Thide	Appoint	Head Volleyball/Boys	2	\$6,910.00		\$6,910.00	JTHS	11/16/21	6/30/22
Marc Gaydos	Rescind	Head Volleyball/Boys					JTHS	9/1/21	6/30/22

\*Out of District

**F. EXTRA DUTY PAY 11-401-100-101-007**

Name	Nature of Action	Position	Level	Salary	Location	Date Effective	Date Termin.	Discussion
Elizabeth Conley	Appoint	Extracurricular Nurse		\$47.80/hr.	JTMS	10/26/21	5/18/22	Not to exceed 28 hrs. for extracurricular activities
Sara DeGeorge	Appoint	American Red Cross	1	\$564	JTMS	11/15/21	6/30/22	
Travis Gage	Appoint	Open Gym: Fall (1 of 2)	1	\$564	JTMS	10/19/21	6/30/22	
Karen Lane-Nerod	Appoint	Peer Leaders/Natural Helpers	1	\$564	JTMS	11/15/21	6/30/22	
James MacDermid	Appoint	Open Gym: Fall (2 of 2)	1	\$564	JTMS	10/19/21	6/30/22	

Andrew Scalone	Appoint	Student Council	4	\$3,866	JTMS	11/15/21	6/30/22	
Patricia Szuskowski	Appoint	Spring Musical: Scenery/Stage	1	\$564	JTMS	10/15/21	6/30/22	
Elizabeth Ward	Appoint	Spring Musical: Props	1	\$564	JTMS	11/15/21	6/30/22	

**G. EXTRA DUTY PAY 11-401-100-101-008**

Name	Nature of Action	Position	Level	Salary	Location	Date Effective	Date Termin.	Discussion
Kristen Afflerbach	Appoint	Saturday Detention		\$34.50/hr.	JTHS	11/13/21	6/19/22	
Katelyn Brueno	Appoint	Saturday Detention		\$34.50/hr.	JTHS	11/13/21	6/19/22	
Nanette Fandino-Diaz	Appoint	Saturday Detention		\$34.50/hr.	JTHS	11/13/21	6/19/22	
Kevin Flatierre	Appoint	Saturday Detention		\$34.50/hr.	JTHS	11/13/21	6/19/22	
Deborah Georgens	Appoint	Extracurricular Nurse		\$200/diem	JTHS	11/1/21	2/28/22	Prorated, not to exceed 50 hrs.
Jane Kirshenbaum	Appoint	Saturday Detention		\$34.50/hr.	JTHS	11/13/21	6/19/22	
Jennifer Kraljevich	Appoint	Extracurricular Nurse		\$41.42/hr.	JTHS	11/16/21	6/1/22	Not to exceed 35 hrs. for Unified Track
Kevin Lipton	Appoint	Saturday Detention Administrator		\$75/hr.	JTHS	11/13/21	6/19/22	
Michael Lonie	Appoint	Saturday Detention Administrator		\$75/hr.	JTHS	11/13/21	6/19/22	
Vicki Nadler	Appoint	Saturday Detention Administrator		\$75/hr.	JTHS	10/19/21	6/30/22	
Bertha Todd	Appoint	Saturday Detention		\$34.50/hr.	JTHS	11/13/21	6/19/22	
Kathleen von Essen	Appoint	Saturday Detention		\$34.50/hr.	JTHS	11/13/21	6/19/22	

**H. EXTRA DUTY PAY 20-280-100-100-006**

Name	Nature of Action	Position	Salary	Location	Date Effective	Date Termin.	Discussion
Shannon Castimore	Appoint	RtI Tutoring	\$1,389	White Rock	11/1/21	6/30/22	Grade 4/Math
Kim Hollar	Appoint	RtI Tutoring	\$1,389	White Rock	11/1/21	6/30/22	Grade 3/ELA
Lori Johansson	Appoint	RtI Tutoring	\$1,389	White Rock	11/1/21	6/30/22	Grade 2/Math
Lori Johnson	Appoint	RtI Tutoring	\$1,389	White Rock	11/1/21	6/30/22	Grade 3/Math
Mary Ellen McLeod	Appoint	RtI Tutoring	\$1,389	White Rock	11/1/21	6/30/22	Grade 4/ELA
Colleen Megna	Appoint	RtI Tutoring	\$1,389	White Rock	11/1/21	6/30/22	Grade 2/ELA
Kristie Rowe	Appoint	RtI Tutoring	\$1,389	White Rock	11/1/21	6/30/22	Grade 5/Math
Kristen Scholz	Appoint	RtI Tutoring	\$1,389	White Rock	11/1/21	6/30/22	Grade 5/ELA

**I. EXTRA DUTY PAY 20-280-100-100-001**

Name	Nature of Action	Position	Salary	Location	Date Effective	Date Termin.	Discussion
Karen Caruso	Appoint	RtI Tutoring	\$1,389	Stanlick	11/1/21	6/30/22	Grade 4/ELA
Paula Langner	Appoint	RtI Tutoring	\$1,389	Stanlick	11/1/21	6/30/22	Grade 3/Math
Paula Langner	Appoint	RtI Tutoring	\$1,389	Stanlick	11/1/21	6/30/22	Grade 5/Math
Beverly Mallatratt	Appoint	RtI Tutoring	\$1,389	Stanlick	11/1/21	6/30/22	Grade 3/ELA
Sherry Moore	Appoint	RtI Tutoring	\$1,389	Stanlick	11/1/21	6/30/22	Grade 2/ELA
Meredith Panka	Appoint	RtI Tutoring	\$1,389	Stanlick	11/1/21	6/30/22	Grade 4/Math
Tanya Senney	Appoint	RtI Tutoring	\$1,389	Stanlick	11/1/21	6/30/22	Grade 5/ELA
Ann Weaver	Appoint	RtI Tutoring	\$1,389	Stanlick	11/1/21	6/30/22	Grade 2/Math

**M.2 Motion to approve Advanced Salary Placements retroactive to September 1, 2021 as indicated below:**

Name	From	Present Salary	To	New Salary
Stephen Barbato	MA/Step 15	\$72,221	MA+30/Step 15	\$80,114
Carol Beier	BA/Step 21	\$83,320	BA+15/Step 21	\$85,405
Daniel Bikofsky	MA/Step 9	\$61,615	MA+30/Step 9	\$66,264
Aimee Boardman	MA+30/Step 14	\$77,450	MA+45/Step 14	\$80,926
Jonathan Boyle	MA/Step 7	\$60,125	MA+15/Step 7	\$61,356
Jessica Brennan	MA+30/Step 12	\$72,167	MA+45/Step 12	\$74,732
Emily Cannarozzi	BA/Step 6	\$57,925	BA+15/Step 6	\$59,025
Shannon Carroll	BA/Step 9	\$58,955	BA+15/Step 9	\$60,055
Shannon Chapman	MA+15/13	\$69,426	MA+30/Step 13	\$75,428
Maria Clarizio	MA+30/Step 20	\$93,926	MA+45/Step 20	\$98,114
Kelsey Crowe	MA/Step 11	\$63,591	MA+15/Step 11	\$64,812
Kevin Cuddy	BA/Step 2	\$55,515	MA/Step 2	\$57,715
Rachel Decker	MA+15/Step 12	\$66,856	MA+45/Step 12	\$74,732
Mark DiDonato	MA/Step 7	\$60,125	MA+15/Step 7	\$61,356
Victoria Gage	MA/Step 10	\$63,591	MA+30/Step 10	\$69,316
Marc Gaydos	BA+15/Step 16	\$71,780	MA/Step 16	\$77,134
Danielle Haucke	BA/Step 7	\$57,925	BA+15/Step 7	\$59,025
Erika Jahn	MA/Step 7	\$60,125	MA+15/Step 7	\$61,356
Lori Johansson	MA+30/Step 14	\$77,450	MA+45/Step 14	\$80,926
Jane Kirshenbaum	MA+30/Step 21	\$99,426	MA+45/Step 21	\$103,689



Rachel Koenig	MA+30/Step 11	\$69,316	MA+45/Step 11	\$71,434
Lyndsay LaConti	MA+30/Step 9	\$66,264	MA+45/Step 9	\$68,247
Gabrielle Meade	BA+15/Step 6	\$59,025	MA/Step 6	\$60,125
Jason Nicholas	BA/Step 21	\$83,320	MA/Step 21	\$91,109
Joseph Olean	BA/Step 7	\$57,925	MA/Step 7	\$60,125
Rosemary Papasavas	MA+30/Step 21	\$99,426	MA+45/Step 21	\$103,689
Amy Pearce	MA+30/Step 14	\$77,450	MA+45/Step 14	\$80,926
Kathryn Pietrowski	MA+15/Step12	\$66,856	MA+30/Step 12	\$72,167
Rhonda Powell	MA+15/Step 14	\$71,486	MA+45/Step 14	\$80,926
Linda Segal	MA+30/Step 21	\$99,426	MA+45/Step 21	\$103,689
Anthony Szwartz	MA+30/Step 21	\$99,426	MA+45/Step 21	\$103,689

**M.3 Motion to approve the Summer 2021 Course Reimbursement as indicated below:**

Name	School	Class	Approval	Credits	Amount
Sherry Bavosa	University of California/San Diego	Mastering Google Apps for Education	SU40	3	\$271.00
Jessica Brennan	Ramapo College	Applied Research in Practice	SU33	4	\$1,592.35
Jessica Brennan	Ramapo College	Evaluation and Supervision to Promote Academic Success	SU34	4	\$1,592.35
Christina Breznak	New Jersey City University	Selection and Acquisition of Print and Non-Print Media	SU19	3	\$1,192.89
Christina Breznak	New Jersey City University	STEM Foundations	SU39	3	\$1,192.89
Mark DiDonato	American College of Education	Problem Solving: Exploring the Practical	SU38	3	\$705.00
Meg Gray-Revoledo	Fairleigh Dickinson University	Applied Linguistics for Language Teacher	SU13	3	\$1,192.89
Alyssa Guagenti	Ramapo College	Evaluation and Supervision to Promote Academic Success	SU31	4	\$1,592.35
Alyssa Guagenti	Ramapo College	Applied Research in Practice	SU32	4	\$1,592.35
Mary Johnston	Indiana University	Instruction in the Context of Curriculum	SU18	3	\$1,192.89
Mary Johnston	Indiana University	Assessments in Schools	SU19	3	\$1,192.89
Kristen Kandel	Fairleigh Dickinson University	Special Topics in School Psychology	SU9	3	\$1,192.89
Kristen Kandel	Fairleigh Dickinson University	Child and Adolescent Psychopharmacology	SU10	3	\$1,192.89
Jenna Kelly	American College of Education	Building Collaborative Relationships	SU23	3	\$705.00
Jenna Kelly	American College of Education	Principles and Practices of Classroom Management	SU42	3	\$705.00
Jason Nichols	New Jersey City University	Individualize the Learning Experience	SU41	4	\$1,592.35
Kristin Oyen	Augustana University	The Challenging Child: Strategies for the Early Childhood Classroom	SU15	3	\$413.00
Kristin Oyen	Augustana University	Anxiety Awareness: Empowering Students with Help and Hope	SU16	3	\$413.00
Amy Pearce	University of California/San Diego	Character Education for the 21st Century	SU25	3	\$271.00
Amy Pearce	University of California/San Diego	Classroom Management for High School	SU26	3	\$271.00
Amy Pearce	University of California/San Diego	Conquering the Behavioral Challenges of Special Needs Students	SU27	3	\$271.00
Amy Pearce	University of California/San Diego	Educating the Whole Students: Mindfulness and Social-Emotional Learning	SU28	3	\$271.00
Amy Pearce	University of California/San Diego	Motivating and Engaging Middle and High School Students	SU29	3	\$271.00
Kathryn Pietrowski	Ramapo College	Evaluation and Supervision to Promote Student Academic Success	SU36	4	\$1,592.35
Kathryn Pietrowski	Ramapo College	Applied Research in Practice	SU37	4	\$1,592.35
Kristie Rowe	American College of Education	Implementing Literacy in Context	SU22	3	\$705.00
Jaclyn Sabella	American College of Education	Student Engagement	SU30	3	\$705.00
Linda Segal	LaSalle University	The Kinesthetic Classroom: Teaching and Learning through Movement	SU20	3	\$1,192.89

**M.4 Motion to establish the rate of pay for the following positions, effective December 1, 2021:**

Position	Rate
Substitute Bus Driver	\$24.68/hr.
Substitute Secretary	\$15.00/hr.
Substitute Teacher	\$110.00/diem

**N. EDUCATION**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions N.1 through N.9, as described below:

_____ Mrs. Gould	_____ Mrs. Small	_____ Mrs. Wildermuth
_____ Mr. Natale	_____ Mr. Stewart	_____ Mrs. Poulas, <i>Vice President</i>
_____ Mrs. Perez	_____ Mr. Terpstra	_____ Mr. Millar, <i>President</i>

**N.1** Motion to **rescind** student placement for the 2021-2022 school year, as indicated below plus related services as needed:

Student	School	Tuition	Effective
4234885217	Chancellor Academy	\$76,677	9/27/21
4234885217	Chancellor Academy	\$23,267.63	11/1/21

**N.2** Motion to **approve** student placement for the 2021-2022 school year, as indicated below plus related services as needed:

Student	School	Tuition	Effective
4234885217	Chancellor Academy	\$23,267.63	9/27/21 - 10/29/21
4234885217	Chancellor Academy	\$60,755	11/1/21 - 6/30/22

**N.3** Motion to approve the 2021-2022 Nursing Services Plan.

**N.4** Motion to approve proposal to rename JTHS courses listed below for the 2022-2023 school year:

Current Course Title	Proposed Course Title
Introduction to Studio Recording, CP	Introduction to Music Production, CP
Studio Recording, CP	Music Production, CP
Advanced Studio Recording, Honors	Advanced Music Production, Honors

**N.5** Motion to approve **New Coursework** for the Media, Broadcasting and Journalism Academy for school year 2022-2023, aligned to 2020 NJSLs:

- Advanced Sports and Entertainment Journalism 2, Honors
- Introduction to Music Production, Honors
- Graphic Design, Honors

**N.6** Motion to affirm Superintendent's report on incidents of Harassment, Intimidation and Bullying findings reported for September 20, 2021 through October 18, 2021.

**N.7** Motion to approve the district's participation in the Pathways to Biliteracy Award pilot program during the 2021-2022 school year at an approximate cost of \$410.

**N.8** Motion to approve the following **day field trips**:

School/Group/Activity	Location
Jefferson Township High School DECA, Regional Competition	East Rutherford, NJ
Jefferson Township Middle School, Grades 6-8 G&T, Workshop on the Arts	Morristown, NJ
Jefferson Township Middle School, Grades 7-8 G&T, STEAM Machines	Pompton Lakes, NJ
Cozy Lake, Briggs, White Rock, Stanlick (Select) 1st-5th graders	Lake Hopatcong, NJ
Jefferson Township Middle School Chorus	Lake Hopatcong, NJ
Jefferson Township High School Habitat for Humanity	Morris County, NJ
Jefferson Township High School, Grades 9-12, State Sectional Finals Varsity Football Game	Rutherford, NJ

**N.9** Motion to approve the following **overnight field trips**:

School/Group/Activity	Location
Jefferson Township Middle School Gateways	Boston and Salem, Massachusetts

**O. POLICY**

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

_____ Mrs. Gould	_____ Mrs. Small	_____ Mrs. Wildermuth
_____ Mr. Natale	_____ Mr. Stewart	_____ Mrs. Poulas, <i>Vice President</i>
_____ Mrs. Perez	_____ Mr. Terpstra	_____ Mr. Millar, <i>President</i>

**O.1 Motion to approve the **Second Reading** of the following Bylaws, Policies and Regulations:**  
(copy available on district website for review)

File Code	Title	Action
B0167	Public Participation in Board Meetings	RV

**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 October 18, 2021 through November 15, 2021.

School	Incidents Reported	Confirmed Incidents	Unconfirmed Incidents	Inconclusive – Case Will Remain Active
Ellen T. Briggs	0	0	0	0
Arthur Stanlick	1	1	0	0
Cozy Lake	0	0	0	0
White Rock	0	0	0	0
Jefferson Twp. Middle School	0	0	0	0
Jefferson Twp. High School	6	2	4	0

**Enrollment as of 10/29/21:**

	October 2020	October 2021
Grades Pre-K-1	358	391
Grades 2-5	704	689
Total Elementary	1,062	1,080
Grades 6-8	630	564
Grades 9-12	956	927
GRAND TOTAL	2,648	2,571
Tuition students received	0	0
Out-of-district placement	27	25

*\*Reporting of enrollment numbers for SY 2020 has been modified to accommodate the closing of Milton School for SY 2021.*

**Q. COMMUNICATIONS**

**R. PUBLIC COMMENTS**

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

**S. OLD BUSINESS**

**T. NEW BUSINESS**

**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 2021, 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**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adjourn the meeting at \_\_\_\_\_ PM.

\_\_\_\_ Mrs. Gould  
 \_\_\_\_ Mr. Natale  
 \_\_\_\_ Mrs. Perez


\_\_\_\_ Mrs. Small  
 \_\_\_\_ Mr. Stewart  
 \_\_\_\_ Mr. Terpstra

\_\_\_\_ Mrs. Wildermuth  
 \_\_\_\_ Mrs. Poulas, *Vice President*  
 \_\_\_\_ Mr. Millar, *President*

Appendix A

<b>Name</b>	<b>Event Date</b>	<b>Location</b>	<b>Seminar/Function</b>	<b>Registration Fee \$</b>	<b>Mileage @ \$0.35/mi.</b>	<b>Total Expense (not including parking/tolls/miscellaneous fees)</b>
Dunbar, Maria	3/23 - 3/25	Atlantic City, NJ	2022 NJPSA/FEA/ NJASCD	\$320.00	298	\$569.30
Montgomery, Sarah	10/25, 10/27, 11/1 & 11/3	Morristown, NJ	Water Safety Instruction	\$300.00	208	\$372.80
Sica, Derek	3/23 - 3/25	Atlantic City, NJ	2022 NJPSA/FEA/ NJASCD	\$320.00	298	\$569.30
Tiedemann, Robert	2/24-2/26	Atlantic City, NJ	NJMEA State Conference	\$190.00	284	\$298.40

Appendix B

 <b>BIDDERS LIST</b> <b>HVAC Upgrades at</b> <b>Jefferson Township Middle School</b> Prepared by Parette Somjen Architects Bids Due: October 29, 2021 @ 11:00AM PSA No. : 8689 Single Overall Contract		
Bidders		BASE BID
A&M Contracting		-
ACP Contracting		\$1,235,000.00
Centralpack Engineering		\$1,068,348.00
Comfort Mechanical Corp.		-
DeSesa Engineering Co., Inc.		\$1,123,000.00
DuMont Mechanical		\$1,179,600.00
EACM Corp.		\$1,335,456.00
Echelon Services, LLC.		-
First Goal Heating and Cooling		-
Framan Mechanical, Inc.		-
H&S Construction & Mechanical		\$1,158,000.00
Iron Mountain Mechanical, LLC		\$1,155,555.00
K&D Contractors, LLC		\$1,584,000.00
Mark Construction, Inc.		-
Pattman Plumbing, Heating and A/C, Inc.		\$1,139,000.00
Preferred Mechanical, Inc.		\$1,120,000.00
Reiner Group		\$936,777.00
Teo Technologies, Inc.		-
Thassian Mechanical Contracting, Inc.		\$1,156,000.00
TM Brennan Service Inc.		-