

**JEFFERSON TOWNSHIP BOARD OF EDUCATION**  
**Regular Meeting Agenda**  
**Monday, December 20, 2021 6:30 PM (Closed Session) – 7:30 PM (Regular Session)**  
**Jefferson Township High School Auditorium**

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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 20<sup>th</sup> day of December, 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	_____ Mrs. Small	_____ Mrs. Wildermuth
_____ Mr. Natale	_____ Mr. Stewart	_____ Mrs. Poulas, <i>Vice President</i>
_____ Mrs. Perez	_____ Mr. Terpstra	_____ Mr. Millar, <i>President</i>

**E. RECOGNITION**

- Jefferson Township High School Varsity Football Team Recognition - Mr. Matthew Millar, Board President and Mrs. Jeanne Howe, Superintendent

**F. CERTIFIED ELECTION RESULTS**

Three Year Terms – January 1, 2022 – December 31, 2024 (3 seats)

<b>Christopher Natale</b>	<b>2,564</b>
<b>Amy Gould</b>	<b>3,696</b>
<b>Dylan Terpstra</b>	<b>3,026</b>
Heather Rancasky	1,467
Christine Mallimo Orna	2,397
Write In	111

**G. SUPERINTENDENT'S REPORT**

- Good News and Progress Report

**H. PRESENTATIONS**

- ESSER Safe Return Plan Update and Grant Review - Mrs. Jeanne Howe, Superintendent and Mrs. Rita Oroho Giacchi, Business Administrator
- 2020-2021 HIB Self Assessment - Mrs. Jeanne Howe, Superintendent

**I. 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. Participants may not yield their time to another individual;
6. All statements shall be directed to the presiding officer;
7. 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.*

**J. STUDENT REPRESENTATIVES**

**K. COMMITTEE REPORTS**

**L. 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>

November 15, 2021 Regular Meeting Minutes                      November 15, 2021 Executive Meeting Minutes

**M. FINANCE AND BUILDING NEEDS**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions M.1 through M.14, 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 approve the **purchase order** list dated November 2021 in the amount of **\$136,285.67** (including Referendum related purchase orders totalling \$0.00).

**M.2** Motion to approve the **check register** as of November 2021 in the amount of **\$5,170,022.72**.

Fund	Amount
General Fund (10)	\$ 4,884,895.24
Special Revenue Funds (20)	\$ 269,116.09
Referendum Fund (30)	\$ 16,011.39
Total	\$ 5,170,022.72

**M.3** Motion to approve the **vendors' bills** list for release on or after December 21, 2021, in the amount of **\$1,065,331.48**.

**M.4** Motion to approve the funds **transfers** in the 2021-2022 Fiscal Year, dated November, 2021 in the amount of **\$346,305.38**.

**M.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 November 30, 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).

**M.6** Motion to certify, in accordance with N.J.A.C. 6A:23-2.11(c), that as of October 31, 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.

**M.7** Motion to **designate the source of funding** for the following individuals as funded from the FY2022 Title IV A grant *(Correction from November 15, 2021 agenda):*

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

**M.8** Motion to **designate the source of funding** for the following individuals as funded from the FY2022 IDEA Preschool grant:

Name	Nature of Action	Position	Grant Portion of Salary	Location	Date Effective	Date Termin.
Frances Ferucci	Appoint	Special Education Aide	\$7,873.75	Briggs	9/1/21	6/30/22
Michelle Mahoney	Appoint	Special Education Aide	\$7,873.75	Cozy Lake	9/1/21	6/30/22
Shannon Morgan	Appoint	Special Education Aide	\$7,873.75	Briggs	9/1/21	6/30/22
Jaclyn Zinck	Appoint	Special Education Aide	\$7,873.75	Cozy Lake	9/1/21	6/30/22

**M.9** Motion to **designate the source of funding** for the following individuals as funded from the FY2022 ARP IDEA Preschool grant :

Name	Nature of Action	Position	Grant Portion of Salary	Location	Date Effective	Date Termin.
Gina Maron	Appoint	Special Education Aide	\$9,067	Briggs	9/1/21	6/30/22

**M.10** Motion to accept funding of \$68,997 from the New Jersey Department of Education for Emergent and Capital Maintenance needs.

**M.11** Motion to enter into cooperative pricing system agreement NJSBA ACES CPS #E8801. *(Copy available for review)*

**M.12** Motion to award **Bid #2022-003 Life Safety Replacement at Jefferson Township High School** to Alarm & Communication Technologies, Inc. in the amount of \$902,075.00. Life Safety represents a full replacement of the high school fire alarm as well as replacement parts for other district buildings. *(Bid breakdown sheet attached - Appendix B)*

**M.13** Motion to approve Tri-County Behavioral Care to provide in-district counseling for students at an amount not to exceed \$42,000, for the remainder of the 2021-2022 school year. This program will be funded through the Coronavirus Response and Relief Supplemental Appropriations (CRRSA/ESSER II) and American Rescue Plan (ARP/ESSER III) grants.

**M.14** 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*).

**N. PERSONNEL**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions N.1 and N.2, 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 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
Jodi Reinstein 11-120-221-104-200	Appoint	Supervisor of Special Education 25-90-92/abo	\$109,000	District	2/21/22	6/30/22	New position, not budgeted

<b>B. INSTRUCTIONAL</b>								
<b>Name</b>	<b>Nature of Action</b>	<b>Position/Control Number</b>	<b>Deg/Step</b>	<b>Salary</b>	<b>Loc.</b>	<b>Date Effective</b>	<b>Date Termin.</b>	<b>Discussion</b>
Melanie Agnic 11-000-219-104-008	Appoint	School Social Worker 10-80-80/adj	MA Step 2	\$57,715	JTHS	2/22/22	6/30/22	Replacing M. Maffeo-Spitzer
Cassandra Arias 11-000-219-104-003	Appoint	School Social Worker 10-30-30/abb	MA+15 Step 2	\$58,815	Briggs	2/22/22	6/30/22	Replacing S. Rodgers
Connor Brown* 11-130-100-101-007	Appoint	Physical Education/Health Teacher 10-70-70/apb	BA Step 4	\$56,715	JTMS	2/22/22	6/30/22	Pending release from current district Replacing G. Eck
Nicole DiLizia 11-213-100-101-001	Appoint	Special Education Teacher 10-10-10/azn	BA Step 9	\$58,955	Stanlick	2/22/22	6/30/22	Replacing J. Anderson
Sarah Joshi 11-110-100-101-003	Appoint	Kindergarten Teacher 10-30-30/afr	BA+15 Step 5	\$58,415	Briggs	2/1/22	6/30/22	Replacing K. Olsen
Karen Staples 11-000-218-214-290	Appoint	School Counselor - LTS 10-80-80/acq		\$275.08/ diem	JTHS	1/20/22	4/15/22	Replacing #2502, over 60 days
Sharon Clayton	Appoint	Bedside Instruction		\$46.05/hr.	District	12/8/21	6/30/22	
Kelsey Crowe	Appoint	Bedside Instruction		\$46.05/hr.	District	12/10/21	6/30/22	
Emily Cortese	Appoint	Bedside Instruction		\$46.05/hr.	District	12/1/21	6/30/22	
Heather Varner	Appoint	Bedside Instruction		\$46.05/hr.	District	12/8/21	6/30/22	
Kira Arnold 11-000-219-104-008	Change in FTE	School Social Worker 10-80-80/cau	MA+45/ Step 15	\$83,693	JTHS	1/4/22	6/30/22	Increasing from (.80) FTE to (1.0) FTE
Amy Bush 11-120-100-101-290	Adjusted End Date	Elementary Teacher - LTS 10-10-10/afz		\$275.08/ diem	Stanlick	10/13/21	2/1/22	Replacing #2420, over 60 days
Patricia Carroll 11-120-100-101-290	Adjusted End Date	Elementary Teacher/LTS 10-10-10/agf		\$275.08/ diem	Stanlick	11/22/21	3/5/22	Replacing #1724 Over 60 days Salary retroactive to 11/22/21
Erin Harney 11-000-218-104-290	Adjusted End Date	School Counselor - LTS 10-70-70/ack		\$275.08/ diem	JTMS	9/1/21	2/28/22	
Nancy FitzGerald	Retirement	Science Teacher 10-80-80/ccj			JTHS	6/30/22	7/1/22	Retiring after 31 years of service in district
Kristen Kandel	Resignation	School Psychologist 10-70-70/bxi			JTMS	2/11/22	2/12/22	
Meredith Maffeo-Spitzer	Resignation	LDT-C 10-80-80/adj			JTHS	1/14/22	1/15/22	
Karen Mason	Retirement	Special Education Teacher 10-80-80/bwg			JTHS	6/30/22	7/1/22	Retiring after 30 years of service in district
Lorraine McLoughlin	Retirement	Elementary Teacher 10-60-60/caf			White Rock	6/30/22	7/1/22	Retiring after 34 years of service in district
Renee Simler	Retirement	Art Teacher 10-80-80/atb			JTHS	6/30/22	7/1/22	Retiring after 25 years of service in district
#1426	Medical Leave	10-80-80/acb			JTHS	12/3/21	1/29/22	Utilizing 33 personal illness days
#1592	Family Leave	10-80-80/ccj			JTHS	12/13/21	3/8/22	Utilizing 2 personal days and balance unpaid
#1724	Extended Medical Leave	10-10-10/agf			Stanlick	10/29/21	3/5/22	Utilizing 74 personal illness days and 1 personal day
#2210	Medical Leave	10-10-10/aoa			Stanlick	1/11/22	2/11/22	Utilizing 23 personal illness days
#2636	Medical Leave	10-70-70/boh			JTMS	4/11/22	5/14/22	Utilizing 19 personal illness days
#2636	Family Leave	10-70-70/boh			JTMS	5/16/22	11/19/22	Unpaid

\*Requires mentoring

<b>C. NON-INSTRUCTIONAL</b>								
<b>Name</b>	<b>Nature of Action</b>	<b>Position/Control Number</b>	<b>Deg/Step</b>	<b>Salary</b>	<b>Loc.</b>	<b>Date Effective</b>	<b>Date Termin.</b>	<b>Discussion</b>
Stephanie Cappello 11-214-100-106-006	Appoint	Special Education Aide 09-60-60/bct	Step 1	\$23.29/hr.	White Rock	12/6/21	6/30/22	Replacing N. Teklits Not to exceed 28 hrs./week, w/out benefits
Robert Kennedy 11-000-262-100-260	Appoint	Custodian 12-90-92/bgb	Step 1	\$50,668.80	District	1/4/22	6/30/22	Replacing A. Vicidomini
Wendy Asplund 11-000-217-106-001	Schedule Adjustment	Special Education Aide 09-10-10/bub			Stanlick	11/15/21	6/30/22	Not to exceed 5.75 hrs./day, w/out benefits
Melissa Brunner 11-000-270-107-000	Schedule Adjustment	Bus Aide 09-90-90/bmm			Transportation	12/1/21	6/30/22	Not to exceed 5.92 hrs./day, w/out benefits
Martina Cannon 11-000-266-110-000	Extra Hours	Security 09-70-70/bge			JTMS	12/8/21	12/9/21	Not to exceed 1.5 hrs. for coverage
Kathryn Cook 11-214-100-106-006	Transfer/Account Code Change	Special Education Aide 09-60-60/bbf			White Rock	11/29/21	6/30/22	Not to exceed 3.5 hrs./day, w/out benefits
Dana Delia 11-214-100-106-006	Schedule Adjustment	Special Education Aide 09-60-60/bbj			White Rock	12/13/21	6/30/22	Not to exceed 7 hrs./day, 4 days/wk. w/out benefits

Frances Ferucci 20-251-100-106-003 (.28) 11-215-100-106-003 (.68)	Account Code Change	Special Education Aide 09-30-30/bzj			Briggs	9/1/21	6/30/22	Salary partially funded by the IDEA preschool Grant
Vincent Macaluso 11-000-262-100-260	Location Change	Custodian 10-80-80/aki			JTHS	1/4/22	6/30/22	
Michelle Mahoney 20-251-100-106-005 (.56) 11-214-100-106-005 (.44)	Account Code Change	Special Education Aide 09-50-50/cbk			Cozy Lake	9/1/21	6/30/22	Salary partially funded by IDEA Preschool Grant
Gina Maron 20-223-100-106-003 (.65) 11-215-100-106-003 (.35)	Account Code Change	Special Education Aide 09-30-30/bmw			Briggs	9/1/21	6/30/22	Salary partially funded by the ARP IDEA Preschool Grant
Robert Miller 11-000-262-100-260	Location Change	Custodian 12-70-72/akd			JTMS	1/4/22	6/30/22	
Shannon Morgan 20-251-100-106-003 (.30) 11-215-100-106-003 (.70)	Account Code Change	Special Education Aide 09-30-30/bzq			Briggs	9/1/21	6/30/22	Salary Partially funded by the IDEA Preschool Grant
Patricia Randazzo 11-000-270-160-000	Schedule Adjustment	Bus Driver 10-90-90/bff			Transportation	12/2/21	6/30/22	Not to exceed 5.92 hrs./day, w/ benefits
Anthony Schreck 11-000-266-110-000	Extra Hours	Security 09-70-70/cca			JTMS	12/8/21	12/9/21	Not to exceed 1.67 hrs. for coverage
Richard Shay 11-000-262-100-260	Location Change	Custodian 12-80-82/alk			JTHS	1/4/22	6/30/22	
Wendy Smith-Rinehart 11-000-270-160-000	Schedule Adjustment	Bus Driver 10-90-90/bfh			Transportation	12/1/21	6/30/22	Not to exceed 6.67 hrs./day, w/ benefits
Jaclyn Zinck 20-251-100-106-005 (.56) 11-214-100-106-005 (.44)	Account Code Change	Special Education Aide 09-60-60/bba			Cozy Lake	9/1/21	6/30/22	Salary partially funded by the IDEA Preschool Grant
Shannan Hastrup	Resignation	Special Education Aide 09-60-60/bbn			White Rock	12/23/21	12/24/21	
Jacqueline Orlando	Resignation	Special Education Aide 09-60-60/byg			White Rock	12/23/21	12/24/21	
Kathleen Sadiwnyk	Retirement	Secretary/Group III 12-90-92/adz			Special Services	6/30/22	7/1/22	Retiring after 24 years of service in district
Susan Tack	Retirement	Special Education Aide 09-70-70/bov			JTMS	6/30/22	7/1/22	Retiring after 20 years of service in district
Mindy Zappile	Retirement	Special Education Aide 09-60-60/byh			White Rock	12/17/21	12/18/21	Retiring after 13 years of service in district
#857	Medical Leave	10-60-60/aeg			White Rock	12/5/21	12/24/21	Utilizing 4 personal illness days, 3 personal days, and 7 unpaid days
#2467	Medical Leave	11-80-80/aky			JTHS	11/12/21	12/31/21	Utilizing 31 personal illness days
#3207	Intermittent Medical Leave	09-80-80/bvd			JTHS	9/1/21	6/30/22	Utilizing undetermined number of personal illness days
#3243	Adjusted End Date	09-10-10/bsi			Stanlick	11/8/21	12/16/21	Utilizing 5 personal illness days and 20 unpaid days

**D. SUBSTITUTES/OTHER**

Name	Nature of Action	Position	Salary	Loc.	Date Effective	Date Termin.	Discussion
Christy Enchelmaier	Appoint	Substitute Teacher	\$110/diem	District	1/21/22	6/30/22	
Erin Hackett	Appoint	Substitute Teacher	\$110/diem	District	1/4/22	6/30/22	
Chelsea Hance	Appoint	Substitute Teacher	\$110/diem	District	12/21/21	6/30/22	
Rebecca Rich	Appoint	Substitute Teacher	\$110/diem	District	12/21/21	6/30/22	
Kimberly Reed	Appoint	Substitute Teacher	\$110/diem	District	12/8/21	6/30/22	
Aamna Siddiqui	Appoint	Substitute Teacher	\$110/diem	District	12/21/21	6/30/22	
Jessica Smalley	Appoint	Substitute Teacher	\$110/diem	District	12/21/21	6/30/22	
Nicholas Solicito	Appoint	Substitute Teacher	\$110/diem	District	12/6/21	6/30/22	
Brianna DeBrito	Appoint	Substitute Aide	\$15/hr.	District	12/21/21	6/30/22	
Stephanie Krakowski	Appoint	Substitute Aide	\$15/hr.	District	12/7/21	6/30/22	
Kimberly Reed	Appoint	Substitute Aide	\$15/hr.	District	12/8/21	6/30/22	
Lucille Catanzaro	Appoint	Substitute Secretary	\$15/hr.	District	12/21/21	6/30/22	
Heather Racansky	Appoint	Substitute Secretary	\$14/hr.	District	11/18/21	6/30/22	Increase to \$15/hr. as of 12/1/21
Savannah Thoeny	Appoint	Substitute Custodian	\$18/hr.	District	12/14/21	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.
Nicholas Solicito*	Appoint	Assistant Basketball/Girls	3	\$6,105	N/A	\$6,105	JTHS	12/1/21	6/30/22
Brandon Horetsky*	Rescind	Assistant Basketball/Boys	3	\$6,105		\$6,105	JTHS	9/1/21	6/30/22
SPRING									
Brandon Horetsky*	Rescind	Assistant Baseball	3	\$5,290		\$5,290	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	12/1/21	12/2/22	Not to exceed 1 hr. for Tri-M after school activity
Stacey Ortense	Appoint	Garden Club	1	\$564	JTMS	12/21/21	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	NJSLA Portfolio - Math	1	\$701	JTHS	12/21/21	6/30/22	
Kaitlyn Brueno	Appoint	NJSLA Portfolio - ELA	1	\$701	JTHS	12/21/21	6/30/22	
Jaycee Cahill	Appoint	Extracurricular Nurse		\$200/diem	JTHS	12/14/21	1/11/22	Prorated; not to exceed 2 hrs. for Unified Track
Jaycee Cahill	Appoint	Extracurricular Nurse		\$200/diem	JTHS	12/3/21	12/13/21	Prorated; not to exceed 16 hrs. for Bowling
Kaia Canales	Appoint	Art Club	2	\$1,387	JTHS	12/1/21	6/30/22	
David DeVries	Appoint	Video Game Club	1	\$701	JTHS	12/1/21	6/30/22	
Mark DiDonato	Appoint	Table Tennis Club	1	\$701	JTHS	12/1/21	6/30/22	
Carrie Hutchinson	Appoint	Habitat for Humanity	2	\$1,387	JTHS	12/1/21	6/30/22	
Jane Kirshenbaum	Appoint	Astronomy Club Co-Advisor	1	\$350.50	JTHS	12/21/21	6/30/22	
Sherry Moore	Appoint	Astronomy Club Co-Advisor	1	\$350.50	JTHS	12/21/21	6/30/22	
Molly Neral	Appoint	NJSLA Portfolio - Math	1	\$701	JTHS	12/21/21	6/30/22	
Jason Nicholas	Appoint	Drone Racing	1	\$701	JTHS	12/1/21	6/30/22	
Joseph Olean	Appoint	NJSLA Portfolio- ELA	1	\$701	JTHS	12/21/21	6/30/22	
Kimberly Serzan	Appoint	NJSLA Portfolio - Math	1	\$701	JTHS	12/21/21	6/30/22	
Cassandra Soto	Appoint	NJSLA Portfolio - ELA	1	\$701	JTHS	12/21/21	6/30/22	

H. EXTRA DUTY PAY								
Name	Nature of Action	Position	Level	Salary	Location	Date Effective	Date Termin.	Discussion
Danielle DiMaggio	Appoint	School Nurse		\$39.53/hr.	District	9/1/21	6/30/22	Based upon approval for pandemic work

I. STUDENT INTERN/TEACHER							
Name	School	Program	Subject	Loc.	Date Effective	Date Termin.	Discussion
Robert Caputo	William Paterson University	Student Teacher	English	JTMS	1/24/22	5/13/22	Spring Semester

**N.2** Motion to approve the **Fall 2021** Course Reimbursement for At-Will Administrators as indicated below:

Name	School	Class	Approval	Credits	Amount
Roger Jinks, Jr.	Centenary University	Dissertation Continuance	FA1	1	\$764.25

**O. EDUCATION**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions O.1 through O.5, 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** student placement for the 2021-2022 school year, as indicated below plus related services as needed:

Student	School	Tuition	Effective
8805299388	Calais School	\$44,080.96	12/14/21 - 6/30/22

**O.2** Motion to approve the district 2021-2024 English Language Learner Plan.

**O.3** Motion to affirm Superintendent's report on incidents of Harassment, Intimidation and Bullying findings reported for October 18, 2021 through November 15, 2021.

**O.4** Motion to approve the following **day field trips**:

School/Group/Activity	Location
JTHS Madrigal Performance	Bald Eagle Commons, West Milford, NJ
JTHS Madrigal Performance	The Windlass Restaurant, Lake Hopatcong, NJ
JTHS Special Education	ShopRite of Sparta, Sparta, NJ
JTHS Academic Bowl	Lenape Valley High School, Stanhope, NJ

**O.5** Motion to approve the following **overnight field trips**:

School/Group/Activity	Location
JTHS Wrestling Team	NJSIAA State Championships, Atlantic City, NJ
JTMS 8th Grade	Philadelphia and Allentown, PA

**P. POLICY**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve motion P.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>

**P.1** Motion to approve the **First Reading** of the following Bylaws, Policies and Regulations:

*(copy available on district website for review)*

File Code	Title	Action
2436 P	Activity Participation Fee Program	Revision
5751 P	Sexual Harassment	Revision
5751 R	Sexual Harassment of Students	Revision
5600 R	Student Discipline/Code of Conduct	Revision
7300.1 R	Disposition of Instructional Property	Revision

**Q. 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 November 15, 2021 through December 20, 2021.

School	Incidents Reported	Confirmed Incidents	Unconfirmed Incidents	Inconclusive – Case Will Remain Active
Ellen T. Briggs	0	0	0	0
Arthur Stanlick	2	1	1	0
Cozy Lake	0	0	0	0
White Rock	0	0	0	0
Jefferson Twp. Middle School	5	2	3	0
Jefferson Twp. High School	3	1	1	1

**Enrollment as of 11/30/21:**

	Nov. 2020	Nov. 2021
Grades Pre-K-1	358	393
Grades 2-5	704	692
Total Elementary	1,062	1,085
Grades 6-8	631	563
Grades 9-12	951	930
GRAND TOTAL	2,644	2,578
Tuition students received	5	0
Out-of-district placement	28	26

*\*Reporting of enrollment numbers for SY2020 has been modified to accommodate the closing of Milton School for SY2021.*

**R. COMMUNICATIONS**

**S. PUBLIC COMMENTS**

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

**T. OLD BUSINESS**

**U. NEW BUSINESS**

**V. 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 20<sup>th</sup> day of December 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	_____ Mrs. Small	_____ Mrs. Wildermuth
_____ Mr. Natale	_____ Mr. Stewart	_____ Mrs. Poulas, <i>Vice President</i>
_____ Mrs. Perez	_____ Mr. Terpstra	_____ Mr. Millar, <i>President</i>

## Appendix A

Name	Event Date	Location	Seminar/Function	Registration Fee \$	Lodging cost per night	Mileage @ \$0.35/mi.	Total Expense (not including parking/tolls/miscellaneous fees)
Devine, Conor	3/23 - 3/25	Atlantic City, NJ	2022 NJPSA/FEA/ NJASCD	\$320.00	\$145.00*	298	\$569.30
Hiben, Christopher	3/24 - 3/25	Atlantic City, NJ	2022 NJPSA/FEA/ NJASCD	\$320.00	-	292	\$422.20
Kenny, Allison	1/11-1/13	Webinar	Wilson Reading System Introductory Course	\$649.00	-	-	\$649.00
Rothstein, Justin	2/24 & 2/25	Atlantic City, NJ	NJMEA State Conference	\$190.00	-	308	\$297.80
Smalley, Jennifer	1/7	West Orange, NJ	What's New in Young Adult Literature and How to Use it in Your Program	\$279.00	-	60	\$300.00
Mastriani (Wnuk), Jennifer	3/23 - 3/25	Atlantic City, NJ	2022 NJPSA/FEA/ NJASCD	\$320.00	\$145.00*	260	\$556.00

\*Pending waiver authorizing overnight stay.

