

**JEFFERSON TOWNSHIP BOARD OF EDUCATION**  
**Regular Meeting Agenda**  
**Monday, December 18, 2023 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, NJ HERALD* 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. Perez	_____ Mr. Terpstra
_____ Mrs. Grater	_____ Mrs. Small	_____ Mrs. Wildermuth, <i>Vice President</i>
_____ Mr. Natale	_____ Mr. Stewart	_____ Mrs. Poulas, <i>President</i>
	_____ Ashley Hecht, Student Representative	
	_____ Nicholas Roberts, Student Representative	

D. **CLOSED SESSION**

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

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

BE IT RESOLVED, by the Jefferson Township Board of Education on this 18th day of December, 2023 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. Grater  
\_\_\_\_\_  
Mr. Natale

\_\_\_\_\_  
Mrs. Perez  
\_\_\_\_\_  
Mrs. Small  
\_\_\_\_\_  
Mr. Stewart

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

**E. CERTIFIED ELECTION RESULTS Three-Year Terms: January 1, 2024 – December 31, 2026 (3 seats)**

<u>Name</u>	<u>Votes</u>
Diane Perez	2,457
Stacey Poulas	2,519
Jill Small	2,477
Write In	343

**F. SUPERINTENDENT'S REPORT**

- Good News and Progress

**G. PRESENTATIONS**

- American Rescue Plan-Safe Return Plan – Mrs. Jeanne Howe, Superintendent
- Jefferson Township Public School Strategic Plan Update, Mrs. Sharon Thomas, JTMS Middle School Teacher, and Mrs. Maria Dunbar, Supervisor of Instructional Technology, Media, Business, and Business and Finance Academy
- Budget Series: Continued Impacts of S2 – Mrs. Jeanne Howe, Superintendent of Schools and Mrs. Rita Oroho Giacchi, School Business Administrator
- Educator and Educational Services Professionals of the Year – Mrs. Jeanne Howe, Superintendent of Schools, Mrs. Stacey Poulas, President, Jefferson Township Board of Education, and Building Principals
- JTHS Academy Acceptance Recognitions – Mrs. Jeanne Howe, Superintendent of Schools, Mrs. Stacey Poulas, President, Jefferson Township Board of Education

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

Public participation shall be governed by the following rules (per Bylaw 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.*

**I. STUDENT REPRESENTATIVES**

**J. COMMITTEE REPORTS**

**K. MINUTES OF MEETINGS**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Executive Session minutes of the November 20, 2023 meeting be approved as submitted:

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

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Regular Meeting minutes of the November 20, 2023 meeting be approved as submitted:

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

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Executive Session (2) Meeting minutes of the November 20, 2023 meeting be approved as submitted:

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

**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.12, as described below:

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

**L.1** Motion to approve the purchase order list dated November 2023 in the amount of \$515,994.15.

**L.2** Motion to approve the vendors’ bills list for release, on or after December 19, 2023, in the amount of \$472,670.76.

**L.3** Motion to approve the check register as of November 2023 in the amount of \$6,884,176.95.

Fund	Amount
General Fund (10)	\$6,430,997.39
Special Revenue Funds (20)	\$444,253.02
Referendum Fund (30)	\$8,926.54
<b>Total</b>	<b>\$6,884,176.95</b>

**L.4** Motion to approve the funds transfers in the 2023-2024 Fiscal Year, dated November 30, 2023, in the amount of \$245,171.40.

**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, as of November 30, 2023, 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), as of October 31, 2023, 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 sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

**L.7** Motion to approve the Statement of Assurance for the Health and Safety Evaluation of School Buildings Checklist for the 2023-2024 school year.

**L.8** Motion to approve the proposal from Parette Somjen Architects, LLC, in the amount of \$150,300, excluding reimbursable expenses not to exceed \$11,300, to provide professional services for the roof replacement project at the White Rock Elementary School, partially funded by a ROD grant.

**L.9** Motion to approve Change Order #01 in the amount of (\$13,472.24) to Sky General Construction for modifications to the original scope of work for the Roof Replacement at Cozy Lake School, resulting in an overall reduction of \$13,472.24, as described below:

Original Contract Amount	\$ 714,000.00
Change Order #01	\$ (13,472.24)
Original Allowance	\$ 80,000.00
<b>Final Contract Amount</b>	<b>\$ 700,527.76</b>

**L.10** Motion to accept the following donations in accordance with Policy 7230, Gifts, Grants and Donations.

Item/Purpose	Grantor	Amount
2023 Fall Teacher Grants	Jefferson Township Education Foundation	\$2,186.02
To benefit the White Rock Elementary School Library	6.25 Foundation	\$3,033.00
To benefit the Arthur Stanlick Elementary School Library	6.25 Foundation	\$3,033.00

**L.11** Motion to approve **Interlocal Vehicle Sale Agreement** between the Hunterdon County Educational Services Commission and the Jefferson Township Board of Education to auction two (2) school buses. *(Appendix A)*

**L.12** 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 B, 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*, 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*, the expense is justified and therefore reimbursable (*Appendix B*).

**M. PERSONNEL**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions M.1 through M.3, as described below:

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

A. PERSONNEL								
Name	Nature of Action	Position/Control Number	Deg/ Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Arias, Cassandra 11-000-219-104-003 (.2) 11-000-219-104-006 (.4) 20-218-200-104-003 (.4)	Resignation	School Social Worker CST-EL-SCSW-AL-01			Briggs/ White Rock	1/22/24		
Cahill, Kevin 11-000-270-160-000	Rescind	School Bus Driver			Transportation	12/4/23		
Costigan, Samantha 11-000-219-104-003 (.2) 11-000-219-104-006 (.4) 20-218-200-104-003 (.4)	Appoint	School Psychologist CST-DW-PSYC-AL-02	MA+15/1	\$60,060	Briggs/ White Rock	1/22/24	6/30/24	Replacing C. Arias
D’Antoni-Smeilus, Tara 11-000-217-106-007	Extra Hours	Special Education Aide AID-MS-SPED-MS-04		\$25.75/hr.	JTMS	12/13/23	3/27/24	Not to exceed 16 hours for Crafters Club
D’Antoni-Smeilus, Tara 11-000-270-107-000	Appoint	Transportation Aide		\$25.42/hr.	Transportation	12/13/23	3/27/24	Not to exceed 16 hours for CraftersClub
Duda, Cathay 11-120-100-101-290	Appoint	Teacher (LTS) TCH-WR-SPED-ES-07		\$283.80/ diem	White Rock	1/4/24	2/5/24	Covering #2202
Flannery, Amanda 11-216-100-106-003	Appoint	Special Education Aide AID-BAR-PRSC-PK-14	1	\$24.63/hr.	Briggs	12/18/23	6/30/24	New position, PSE
Gage, Victoria 11-000-216-101-007 (.6) 11-000-216-101-005 (.4)	Schedule Change	Speech Language Therapist CST-DW-SPCH-AL-02			JTMS/Cozy Lake	12/18/23	6/30/24	

<b>A. PERSONNEL</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>
Giegerich, Danielle 11-000-216-101-003	Schedule Change	Speech Language Therapist CST-DW-SPCH-AL-04			Briggs	12/18/23	6/30/24	
Headley, Susan 11-120-100-101-290	Adjusted End Date	Teacher (LTS) TCH-WR-ELEM-03-01		\$283.80/diem	White Rock		1/31/24	Covering #1679
Hollander, Susan 11-000-217-106-008	Appoint	Special Education Aide AID-HS-SPED-HS-19	1	\$24.63/hr.	JTHS	1/2/24	6/30/24	
Josipowich, Sandra 11-140-100-101-290	Appoint	Teacher (LTS) TCH-HS-FCST-HS-01		\$283.80/diem	JTHS	9/1/23	1/31/24	Covering #893, not to exceed 2 days/week
Kelly, Rachel 11-000-222-104-290	Appoint	Media Specialist (LTS) TCH-HS-MDIA-HS-01		\$283.80/diem	JTHS	1/19/24	6/30/24	Covering #3324, not to exceed 1 day/week
Kiely, Shawn 11-000-222-104-290	Appoint	Media Specialist (LTS) TCH-HS-MDIA-HS-01		\$283.80/diem	JTHS	1/16/24	3/28/24	Covering #3324, not to exceed 4 days/week
Maynard, Alyce 11-213-100-106-006	Schedule Change	Special Education Aide AID-WR-SPEC-ES-19			White Rock	12/18/23	6/30/24	Not to exceed 7.25 hrs./day, Tuesday off
Moore, Heather 11-000-217-106-006	Schedule Change	Special Education Aide AID-WR-SPED-ES-07			White Rock	12/18/23	6/30/24	Not to exceed 7.25 hrs./day, Wednesday off
Price, Mathew 11-000-217-106-005	Rescind	Special Education Aide AID-CL-PRSC-PK-13			Cozy Lake	12/1/23		
Silverstein, Patricia 11-140-100-101-290	Adjusted End Date	Teacher (LTS) TCH-HS-FCST-HS-01		\$283.80/diem	JTHS		1/31/24	Covering #893, not to exceed 3 days/week
Skrek, Nicole 11-140-100-101-290	Adjusted End Date	Teacher (LTS) TCH-HS-FCST-HS-02		\$283.80/diem	JTHS		3/24/24	Covering #1636
Spencer, Cheryl 11-000-216-101-001 (.8) 11-000-216-101-008 (.2)	Schedule Change/Account Code Change	Speech Language Therapist CST-DW-SPCH-AL-03			JTHS/ Stanlick	12/18/23	6/30/24	
Tice, Cassandra* 11-110-100-101-290	Appoint	Teacher (LTS) TCH-CL-ELEM-KG-03		\$283.80/diem	Cozy Lake	12/13/23	3/15/24	Covering #1413
Tierney, Christina 11-214-100-106-005	Appoint	Special Education Aide AID-CL-PRSC-PK-13	1	\$24.63/hr.	Cozy Lake	1/3/24	6/30/24	Replacing M. Price
Vander Linden, Tiffany 11-000-217-106-001	Appoint	Special Education Aide AID-ST-SPED-ES-05	1	\$24.63/hr.	White Rock	12/4/23	6/30/24	Replacing G. DePalma
#1636	Medical Leave/ Adjusted Dates	TCH-HS-FCST-HS-02			JTHS	12/29/23	12/21/23	Utilizing 52 Personal Illness, 2.5 Personal, 2 Family Illness
#1636	Family Leave/ Adjusted Dates	TCH-HS-FCST-HS-02			JTHS	1/1/24	3/24/24	Unpaid
#3324	Medical Leave/ Adjusted Dates	TCH-HS-MDIA-HS-01			JTHS	1/16/24	3/21/24	Utilizing 20 Personal Illness,
#33244	Family Leave/ Adjusted Dates	TCH-HS-MDIA-HS-01			JTHS	3/22/24	6/30/24	

\*Requires mentoring

<b>B. SUBSTITUTES/OTHER</b>						
<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Location</b>	<b>Date Effective</b>	<b>Date Termin.</b>	<b>Discussion</b>
Averango, Angel	Appoint	Substitute Bus Driver	District	12/4/23	6/30/24	
Cappello, Stephanie	Appoint	Substitute Aide	District	12/14/23	6/30/24	
Connors, Jennifer	Appoint	Substitute Teacher	District	12/12/23	6/30/24	
Cuervo, Nicole	Appoint	Substitute Teacher, Substitute Aide	District	12/1/23	6/30/24	
DeBrito, Kayla	Appoint	Substitute Aide	District	12/19/23	6/30/24	
Demario, Victoria	Appoint	Substitute Aide	District	12/12/23	6/30/24	
Edge, Thomas	Appoint	Substitute Teacher, Substitute Aide	District	12/12/23	6/30/24	
Federico, Nicholas	Appoint	Substitute Teacher	District	12/6/23	6/30/24	
Fitzgerald, Cole	Appoint	Substitute Aide	District	11/22/23	6/30/24	
Fleming, Michael	Appoint	Substitute Teacher, Substitute Aide	District	11/29/23	6/30/24	
Forrester, Sharon	Appoint	Substitute Aide	District	12/5/23	6/30/24	
Knox, John	Appoint	Substitute Aide	District	12/13/23	6/30/24	
Kula, Caroline	Appoint	Substitute Teacher	District	12/12/23	6/30/24	
Moore, Heather	Appoint	Substitute Aide	District	12/11/23	6/30/24	
Myslinski, Ryan	Appoint	Bedside Instruction	District	12/5/23	6/30/24	
Paccioretti, Kate	Appoint	Substitute Aide, Substitute Teacher	District	12/7/23	6/30/24	
Paz, Sarah	Appoint	Substitute Teacher, Substitute Aide	District	12/7/23	6/30/24	
Reed, Kimberly	Appoint	Substitute Aide, Substitute Secretary	District	12/6/23	6/30/24	
Risko, Noreen	Appoint	Substitute Administrator	District	12/8/23	6/30/24	
Snow, Kaya	Appoint	Substitute Teacher, Substitute Aide	District	12/12/23	6/30/24	

Weimann, Jason	Appoint	Substitute Aide	District	12/13/23	6/30/24	
Wisniewski, Leslie	Appoint	Substitute Teacher	District	12/11/23	6/30/24	

**C. EXTRA DUTY PAY**

Name	Nature of Action	Position	Level	Rate	Loc.	Date Effective	Date Termin.	Discussion
<b>HIGH SCHOOL 11-401-100-101-008</b>								
Snow, Kaya*	Appoint	Spring Musical: Choreographer	2	\$1,479	JTHS	1/1/24	4/30/24	
<b>STANLICK 11-401-100-101-001</b>								
Inclendon, Emily	Rate Adjustment	TREPS	2	\$1,479	Stanlick	11/20/23	6/30/24	Full stipend
<b>BRIGGS 11-401-100-101-003</b>								
Brennan, Katlyn	Appoint	Lego Club (1 of 2)	2	\$739.50	Briggs	12/19/23	6/30/24	
Vera, Cali	Appoint	Lego Club (2 of 2)	2	\$739.50	Briggs	12/19/23	6/30/24	
<b>WHITE ROCK 11-401-100-101-006</b>								
Platz, Barbara	Rate Adjustment	TREPS	2	\$1,479	White Rock	11/20/23	6/30/24	Full stipend

**D. 2023-2024 SCHOOL YEAR COACHING STAFF**

Name	Nature of Action	Position	Level	Base	Longevity	Salary	Location	Date Effective	Date Termin.
<b>WINTER</b>									
Coveny, Brandon*	Appoint	Volunteer - Wrestling	-	\$0	\$0	\$0	JTHS	11/2/23	3/24/24
<b>SPRING</b>									
Bruseo, Darren	Appoint	Head Track (Boys)	3	\$8,123	\$600	\$8,723	JTHS		
Cannarozzi, Katelyn	Appoint	Head Lacrosse (Girls)	3	\$8,123	\$150	\$8,273	JTHS		
Chapman, Shannon	Appoint	Head Track (Girls)	3	\$8,123	\$400	\$8,523	JTHS		
Kalish, Jason	Appoint	Head Baseball	3	\$8,123	\$550	\$8,673	JTHS		
Machak, Kendall	Appoint	Athletic Trainer	-	\$2,187	-	\$2,187	JTHS		
Morris, Tyler	Level/Rate Adjustment	Head Golf	3	\$5,611	\$250	\$5,861	JTHS	3/10/24	6/8/24
Pearce, Amy	Appoint	Head Softball	3	\$8,123	\$150	\$8,273	JTHS		
Reid, James	Appoint	Head Lacrosse (Boys)	3	\$8,123	\$600	\$8,723	JTHS		
Rose, Gino	Appoint	Head Volleyball (Boys)	3	\$8,123	\$550	\$8,673	JTHS		
Thide, Jeremy	Level/Rate Adjustment	Head Golf	3	\$5,611	\$250	\$5,861	JTHS	3/10/24	6/8/24
Venturino, Gerald	Appoint	Weight Room (Spring)	-	\$2,877	-	\$2,877	JTHS		

\* Out of district

**M.2** Motion to approve the following corrections to the November 20, 2023 Minutes, Personnel Section  
**M.1 - B. Substitutes/Other:**

Name	Nature of Action	Position	Location	Date Effective	Date Termin.	Discussion
Buccino, Josephine	Appoint	Substitute Aide	District	12/15/23	6/30/24	Corrected spelling of first name

**M.3** Motion to approve the following job description:

- School Store EDP

**N. EDUCATION**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions N.1 through N.7, as described below:

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

**N.1** Motion to affirm Superintendent's report on incidents of Harassment, Intimidation and Bullying findings reported for October 16, 2023 through November 20, 2023.

**N.2** Motion to approve and accept the American Rescue Plan Safe Return Plan. *(Comment taken during Public Comment - Section H.)*

**N.3** Motion to approve the **Uniform State Memorandum of Agreement** between Educational and Law Enforcement Officials for school year 2023-2024.

**N.4** Motion to approve student placement for the 2023-2024 school year, as indicated below plus related services as needed:

Local ID	School	Tuition	Effective
6985600911	Northern Hills Academy	\$40,619.20	1/2/24-6/30/24
2594100598	Morristown High School	\$16,801.00	9/18/23-6/30/24
7949021065	Morris School District/Sussex Avenue School	\$13,556.90	10/30/23-6/30/24

**N.5** Motion to accept tuition rates for student placement at the Sussex County Charter School for Technology for the 2023-2024 school year (September 1, 2023 – June 30, 2024), as indicated below:

Student ID	# of Students Days	Tuition
9518483450	180	\$19,044.60
9518718906	180	\$19,044.60
6208698765	180	\$19,044.60
4737100464	180	\$19,044.60
8404540083	180	\$19,044.60
<b>Sussex County Charter School Campus Tuition Total</b>		<b>\$95,223.00</b>

**N.6** Motion to approve the following day field trips:

School/Group/Activity	Location
JTMS Select Chorus	Lake Hopatcong, NJ
Stanlick Elementary School, Grades 1-4 (select students)	Lake Hopatcong, NJ
White Rock Elementary School, Grades 1-5 (select students)	Lake Hopatcong, NJ
JTHS Robotics Club	Milburn, NJ
JTHS Robotics Club	Sparta, NJ
JTHS CBI (Community Based Instruction)	Oak Ridge, NJ
JTHS Student Council	Madison, NJ
JTHS Robotics Club	Monmouth Junction, NJ
JTHS CBI (Community Based Instruction)	Randolph, NJ
JTHS Transition Education Program Students	Denville, NJ
JTHS Transition Education Program Students	Randolph, NJ
Stanlick Elementary School, Grade 2	Easton, PA
Cozy Lake Elementary School, Grade K	West Orange, NJ
White Rock Elementary School, Grade 4	Fort Hancock, NJ
Briggs Elementary School, Pre K 4	Green Township, NJ
White Rock Elementary School, Grade 5	Jersey City, NJ
Stanlick Elementary School, Grade 4	Fort Hancock, NJ

**N.7** Motion to approve the following overnight field trips:

School/Group/Activity	Location
JTHS Wrestling Tournament	Atlantic City, NJ
JTMS 8th Grade Promotion Trip	Philadelphia, PA

**O. POLICY**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve motions O.1 and O.2, as described below:

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



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

File Code	Title	Action
0167P	Public Participation in Board Meetings	RV

**FILE CODE KEY:**      **B** - Bylaw      **P** - Policy      **M** - Mandate      **R** - Regulation  
**ACTION KEY:**        **N** - New        **RV** - Revised      **A** - Abolish

**O.2** Motion to approve the Second Reading of the following Bylaws, Policies and Regulations *(available on district website for review)*:

File Code	Title	Action
5130R	Withdrawal From School	RV

**FILE CODE KEY:**      **B** - Bylaw      **P** - Policy      **M** - Mandate      **R** - Regulation  
**ACTION KEY:**        **N** - New        **RV** - Revised      **A** - Abolish

**P.      RECOGNITION OF REPORTS**

Upon the recommendation of the Superintendent, the Board recognizes the reported Harassment, Intimidation and Bullying Incidents (HIB) for the period of November 21, 2023 through December 18, 2023.

School	Incidents Reported	Confirmed Incidents	Unconfirmed Incidents
Ellen T. Briggs	0	0	0
Arthur Stanlick	0	0	0
Cozy Lake	0	0	0
White Rock	0	0	0
Jefferson Twp. Middle School	1	0	1
Jefferson Twp. High School	5	0	5

**Enrollment as of 11/30/23:**

	Nov. 2022	Nov. 2023
Grades PreK	76	242
Grades K-5	1,006	1,046
Grades 6-8	579	565
Grades 9-12	875	838
TOTAL	2,536	2,691
Tuition students received	0	1
Out-of-district placement	26	20

*Reporting of enrollment has been modified and includes an additional 10 pre-k classrooms for school year 2023-2024.*

**Q.      COMMUNICATIONS**

**R.      PUBLIC COMMENTS** *(Public participation shall be governed by Bylaw 0167, as outlined in Agenda Section H).*

**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 18th day of December 2023, 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. Grater  
\_\_\_\_\_  
\_\_\_\_\_ Mr. Natale

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Mrs. Perez  
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\_\_\_\_\_  
\_\_\_\_\_ Mrs. Small  
\_\_\_\_\_  
\_\_\_\_\_ Mr. Stewart

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



### Hunterdon County Educational Services Commission

37 Hoffmans Crossing Road

Califon, New Jersey 07830

Phone: (908)439-4280 Fax: (908) 975-3753

Corinne Steinmetz, Superintendent  
Heidi Gara, SBA/Board Secretary

#### Interlocal Vehicle Sale Agreement

This Agreement is made this 18th day of December 2023, between the **HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION (HCESC)**, which has administrative offices at 37 Hoffmans Crossing Road, Califon, NJ 07830, and:

The **JEFFERSON TOWNSHIP PUBLIC SCHOOLS (BOE)**, which has offices at 31 Route 181, Lake Hopatcong, NJ 07849. In consideration of the mutual promises and covenants contained herein, in accordance N.J.S.A. 40A:65-1, et seq. and N.J.S.A. 18A:6-51, et seq., the parties hereto agree as follows:

**CONSIGNMENT & PROMOTION BY HCESC:**

- Vehicle(s) will be available upon appointment for viewing by the selling district.
- HCESC will promote the sale of above listed vehicle(s) to other BOE's, private contractors, brokers, or any other qualified buyer.
- HCESC will include the above listed vehicle(s) in our next HCESC BOE Sale of Transportation Vehicles Bid, advertising the sale of vehicle(s), and collect sealed bids from private bids to be opened at our Administration Office, as advertised.
- HCESC will actively promote the above listed vehicle(s) to other BOE's prior to and during the official public sale period. In the event the above listed vehicle(s) sell to another BOE prior to the sale, we will remove the affected buses from the public sale.
- HCESC will collect a 10% commission from the buyer of the overall agreed sales price at the time the offer is accepted, and the Buyer will provide certified funds to the seller 100% of the overall accepted top bid. HCESC will promptly issue invoicing on the behalf of the seller and help coordinate pickup of the vehicle(s) between buyer and seller.
- BOE will be presented all offers received by HCESC and BOE will authorize acceptance, counter, or decline of each offer.
- In an effort to protect the promotional costs and efforts of HCESC, if all offers presented to BOE-owner of vehicle(s) are rejected, HCESC reserves the right to collect a 10% sales commission on subsequent sale of this/these vehicle(s) if the sale is the result of promotion efforts of HCESC (i.e. an HCESC-generated lead) for up to three months from the ending date of this agreement.
- It is recommended that the BOE-owner remove vinyl lettering specific to the selling district & district's location before the vehicle is released to the successful bidder. Sellers MUST NOT paint over the lettering, or deface the vehicle in any way which will hurt the resale value of the vehicle.
- 2-Way Radios, Camera Systems, Automatic Tire Chain Systems may be removed by the seller prior to sale of buses if written notice is provided to HCESC prior to publication of the bid packet.
- Selling district's lettering and number shall be removed by the seller in a manner that won't damage the exterior finish of the bus, and WILL NOT spray paint over such lettering.

**DESCRIPTION OF VEHICLE(S) ATTACHED. PLEASE SEE EXHIBIT "A"**

This is to certify by signature that both parties agree to the terms set forth, as noted above:

**JEFFERSON TOWNSHIP PUBLIC SCHOOLS BOE**

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
Rita Oroho Giacchi, Business Administrator/Board Secretary PHONE # 973-663-5782 x5010

**HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION**

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
Heidi Gara, School Business Administrator PHONE # 908-439-4280 x4503

**EXHIBIT A. DESCRIPTION OF VEHICLE(S)**

<u>Unit</u>	<u>VIN #</u>	<u>Brand/Chassis, Style, Model</u>	<u>YEAR</u>	<u># Pass</u>	<u>ENGINE</u>	<u>MILES</u>
15	4DRBUAAP6AB227824	IC CE Conventional Bus	2010	54	IC DT466 Inline 6 Turbo Diesel	140,426
16	4DRBUAAP8AB227825	IC CE Conventional Bus	2010	54	IC DT466 Inline 6 Turbo Diesel	148,873

## Appendix A

Name	Event Date	Location	Seminar/Function	Registration Fee \$	Lodging cost per night	Meal cost per day	# of Travel Days	Mileage @ \$0.47/mi.	Miscellaneous Fees (including parking/tolls/misc fees)	Total Expense
Guagenti, Alyssa	Mar. 21, 2024	Monroe, NJ	Harnessing the Power of AI: Enhancing Policies, Procedures, and Pedagogy	\$150.00	-	-	-	\$67.68	-	\$217.68
Perrulli, Tricia	Jan. 22 - Mar. 11, 2024*	Virtual	Transporting Students with Disabilities	\$668.00	-	-	-	-	-	\$668.00
Perrulli, Tricia	Mar. 18 - May 23, 2024*	Virtual	Management and Supervisory Skills	\$853.00	-	-	-	-	-	\$853.00
Platz, Barbara	Apr. 12, 2024	West Windsor, NJ	NJAGC Conference 2024: Gifted Education Advocating for Joyful Growth	\$234.00	-	-	-	\$38.87	-	\$272.87
Tiedemann, Robert	Feb. 22, 2024	Atlantic City, NJ	NJMEA State Conference	\$195.00	-	-	-	\$133.48	-	\$328.48
Williams, Kristin	Jan. 25-26, 2024	Virtual	Comprehensive Assessment for Intervention	\$295.00	-	-	-	-	-	\$295.00

*All Meals are prorated 75% on travel days per GSA guidance*

*\*Classes are one evening per week.*