

**JEFFERSON TOWNSHIP BOARD OF EDUCATION**  
**Regular Meeting Minutes**  
**Wednesday, February 22, 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.** Mrs. Poulas, called the meeting to order at 6:36 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:**

<u>Aye</u> Mrs. Gould	<u>Aye</u> Mrs. Perez	<u>Aye</u> Mr. Terpstra
<u>Aye</u> Mrs. Grater	<u>Aye</u> Mrs. Small	<u>Absent</u> Mrs. Wildermuth, <i>Vice President</i>
<u>Aye</u> Mr. Natale	<u>Aye</u> Mr. Stewart	<u>Aye</u> Mrs. Poulas, <i>President</i>
	<u>Aye</u> Nicholas Roberts, Student Representative	
	<u>Aye</u> Robert McKoy, Student Representative	

**D. CLOSED SESSION**

Motion by Mrs. Gould, seconded by Mrs. Small, that the Board of Education adopt the following resolution:

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

**BE IT RESOLVED**, by the Jefferson Township Board of Education on this 22nd day of February, 2023 at 6:36 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 student matters confidential by law.
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 Mr. Natale, seconded by Mr. Terpstra, that the meeting is called to public session at 7:33 PM.

Aye Mrs. Gould

Aye Mrs. Perez

Aye Mr. Terpstra

Aye Mrs. Grater

Aye Mrs. Small

Absent Mrs. Wildermuth, *Vice President*

Aye Mr. Natale

Aye Mr. Stewart

Aye Mrs. Poulas, *President*

**E. SUPERINTENDENT'S REPORT**

- Dr. Jinks reported on the Good News and Progress in our schools.

**F. PRESENTATIONS**

- None

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

- None

**H. STUDENT REPRESENTATIVES**

- **Student Representative Robert McKoy** highlighted some of the recent events at the high school including the DECA Service Night, French Honor Society Valentine Day Rose fundraiser, an ice cream social, the Senior vs Police Office floor hockey game, Remembering TJ event and French Crepe Day.
- **Student Representative Nicholas Roberts** highlighted upcoming events such as the Glammies, NHS Tulip Trot, Girls' Flag Football, the school musical, marching band and blood drive.

**I. COMMITTEE REPORTS**

- **Education Committee** - Mrs. Small reported the Committee met on February 7, 2023 and discussed field tips, Math and ELA assessment data review, 23/24 and 24/25 school year calendars, Cozy Lake parental concerns, EDP's, girls' flag football and changing the July Committee meeting date.
- **Personnel & Policy Committee** - Mr. Natale highlighted the February 6, 2023 meeting and reported they discussed open positions in district, substitute rates, policy and regulations, the job fair results, a staffing concern, and reviewed the personnel appointments on the current agenda for approval.
- **Building Needs and Finance Committee** - Mrs. Gould reported the Committee has met twice in the month of February to discuss 2023-2024 budget, substitute rate increases, capital reserves, possible preschool scenarios, and negative student lunch balances.
- **Community Relations** - The Committee did not meet.
- New Jersey School Boards Association - There is nothing to report at this time.
- Morris County School Boards Association - a virtual meeting was held in which leadership elections took place. The Association also discussed tips for new and seasoned board members and provided a legislative update.
- Morris County Education Services Commission - Mrs. Perez reviewed the purpose and establishment of the commission and its history. She noted at the January meeting rates for services were established. At the February meeting, they discussed a survey of Directors of Special Services, to determine the engagement and satisfaction with the ESC. They also discussed the renewal of the contract with the State regarding Central Park School and reunification plans.

**J. MINUTES OF MEETINGS**

Motion by Mrs. Gould, seconded by Mr. Terpstra, that the minutes of the **January 23, 2023 Regular Meeting** be approved as submitted:

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

Motion by Mrs. Gould, seconded by Mrs. Small, that the Executive Session minutes of the **January 23, 2023 Regular Meeting** be approved as submitted:

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

**K. FINANCE AND BUILDING NEEDS**

Motion by Mrs. Gould, seconded by Mrs. Small, to accept the recommendation of the Superintendent to approve and adopt motions K.1 through K.14, as described below:

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

**K.1** Motion to approve the **purchase order** list dated January 2023 in the amount of **\$4,324,019.77**.

**K.2** Motion to approve the **check register** as of January 2023 in the amount of **\$5,395,954.46**.

Fund	Amount
General Fund (10)	\$5,143,702.44
Special Revenue Funds (20)	\$252,252.02
<b>Total</b>	<b>\$5,395,954.46</b>

**K.3** Motion to approve the **vendors' bills** list for release on or after February 23, 2023, in the amount of **\$644,024.42**.

**K.4** Motion to approve the funds **transfers** in the 2022-2023 Fiscal Year, dated January 31, 2023 in the amount of **\$530,239.04**.

**K.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 January 31, 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).

**K.6** Motion to certify, in accordance with N.J.A.C. 6A:23-2.11(c), that as of December 31, 2022, after review of the Board Secretary's and Treasurer's Monthly Financial Reports and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.11(b), and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

**K.7 Motion to designate the source of funding for the following individuals as the FY2023 IDEA  
Preschool grant:**

Name	Nature of Action	Position	Grant Portion of Salary	Location	Date Effective	Date Termin.
Skalecky, Jessica	Rescind	Special Education Aide	\$5,000	Briggs	9/1/22	6/30/23

**K.8 Motion to designate the source of funding for Sheltered English Instruction (SEI) Training for the following individuals as the American Rescue Plan Accelerated Learning Coaching and Educator Support Sub-Grant:**

Name	Nature of Action	Position	Salary	Location	Date Effective	Date Termin.	Discussion
Rec, Kristen	Rescind	Special Education Teacher	\$41.92/hr.	Stanlick	9/1/22	6/30/23	Not to exceed 15 hours

**K.9 Motion to designate the source of funding for the following individuals as the FY2023 Preschool  
Expansion Aid:**

<b>A. ADMINISTRATIVE</b>						
Name	Position	Grant Portion of Salary	Location	Date Effective	Date Termin.	
DeBrito, Randi 20-218-200-103-003	Principal	\$52,405	Briggs	7/1/22	6/30/23	
Plotts, Timothy 20-218-200-103-005	Principal	\$60,044	Cozy Lake	7/1/22	6/30/23	
<b>B. INSTRUCTIONAL</b>						
Name	Position	Grant Portion of Salary	Location	Date Effective	Date Termin.	
Brennan, Katlyn 20-218-100-101-003	Teacher	\$33,825	Briggs	1/3/23	6/30/23	
Calandrillo, Patricia 20-218-100-101-003	Teacher	\$68,967	Briggs	9/1/22	6/30/23	
Cole, Caroline 20-218-100-101-003 (.5) 20-218-100-101-005 (.5)	Teacher	\$34,845	Briggs/Cozy Lake	1/3/23	6/30/23	
Hirsch, Jennifer 20-218-200-104-003	School Nurse	\$26,181	Briggs	9/1/22	6/30/23	
Luisi, Jennifer 20-218-200-104-005	School Nurse	\$25,127	Cozy Lake	9/1/22	6/30/23	
Lent, Elizabeth 20-218-200-104-005	Teacher	\$34,185	Cozy Lake	1/3/23	6/30/23	
McBride, Darlene 20-218-100-101-005	Teacher	\$63,306	Cozy Lake	9/1/22	6/30/23	
Povinelli, Kaitlyn 20-218-100-101-005	Teacher	\$33,763.85	Cozy Lake	1/3/23	6/30/23	
Vera, Cali 20-218-100-101-003	Teacher	\$33,825	Briggs	1/3/23	6/30/23	
West, Elizabeth 20-218-200-104-003	Counselor	\$26,446	Briggs	9/1/22	6/30/23	
Williams, Dana 20-218-200-104-005	Counselor	\$22,796	Cozy Lake	9/1/22	6/30/23	
<b>C. NON-INSTRUCTIONAL</b>						
Name	Position	Grant Portion of Salary	Location	Date Effective	Date Termin.	
Albertson, Linda 20-218-100-106-005	Aide	\$16,220	Cozy Lake	9/1/22	1/3/23	
Byrnes, June 20-218-200-110-003	Custodian	\$11,037	Briggs	7/1/22	11/30/22	
Eberle, Jackie 20-218-200-106-003	Aide	\$15,243	Briggs	1/3/23	6/30/23	
Ferreira, Katherine 20-218-100-106-003	Aide	\$15,243	Briggs	1/3/23	6/30/23	
Feti, Elvira 20-218-200-110-005	Custodian	\$17,748	Cozy Lake	7/1/22	6/30/23	
Grey, Glenn 20-218-200-110-005	Custodian	\$22,008	Cozy Lake	7/1/22	6/30/23	
Ingram, Stephanie 20-218-100-106-005	Aide	\$15,913	Cozy Lake	1/3/23	6/30/23	
King, Eric 20-218-100-106-005	Aide	\$15,600	Cozy Lake	1/3/23	6/30/23	
List, John 20-218-200-110-005	Custodian	\$22,371	Cozy Lake	7/1/22	6/30/23	
Luecht, Kimberly 20-218-200-105-003	Secretary	\$17,126	Briggs	7/1/22	6/30/23	
Macaluso, Vincent 20-218-200-110-003	Custodian	\$10,128	Briggs	12/1/22	6/30/23	

Olsen, Claire 20-218-200-105-005	Secretary	\$23,048	Cozy Lake	7/1/22	6/30/23
Sheruda, Amanda 20-218-100-106-005	Aide	\$15,243	Cozy Lake	1/3/23	6/30/23
Skalecky, Jessica 20-218-100-106-003	Aide	\$16,921	Briggs	9/1/22	1/2/23
Wisniewski, Leslie 20-218-100-106-003	Aide	\$16,418	Briggs	9/1/22	1/2/23

**K.10** Motion to participate in Joint Transportation Agreement between Union Educational Services Commission and Jefferson Township Public Schools to provide transportation for special education, non-public, public and vocational school transportation, per agreement, for the 2022-2023 school year.

**K.11** Motion to participate in Joint Transportation Agreement between Warren Educational Services Commission and Jefferson Township Public Schools to provide transportation for special education, non-public, and public school transportation, per agreement, for the 2023-2024 school year.

**K.12** Motion to participate in Joint Transportation Agreement between Sussex County Regional Cooperative and Jefferson Township Public Schools to provide transportation for special education transportation, public/private/charter/choice school transportation & athletic and field trips for the 2023-2024 school year.

**K.13** Motion to approve the request for disposal of eligible administrative records per State of New Jersey School District Records Retention Schedule 004-0030-0001, as described below:

Retention Period	Inclusive Dates		Dispose After
	From	To	
5 years	July 1, 2000	June 30, 2011	June 30, 2016

**K.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*).

**L. PERSONNEL**

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

Aye Mrs. Gould                      Aye Mrs. Perez                      Aye Mr. Terpstra  
Aye Mrs. Grater                      Aye Mrs. Small                      Absent Mrs. Wildermuth, *Vice President*  
Aye Mr. Natale                      Aye Mr. Stewart                      Aye Mrs. Poulas, *President*

*The Board wished to recognize the retirement of Mrs. Todd, HS Math Teacher, at this time.*

**L.1** Motion to take action on personnel matters, as listed below; and appoint and submit to the Executive County Superintendent applications for emergent hiring and the applicant’s attestation that he/she has not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18A:6-7.1 et. Seq., N.J.S.A. 18A:39-17 et. seq., or N.J.S.A. 18A:6-4.13 et. seq. for those employees listed below:

(All appointments are contingent upon receipt of proper teaching certification and all salary placements are pending receipt of college transcripts verifying degree status and letter stating years of service in other districts.)

PERSONNEL							
A. ADMINISTRATIVE							
Name	Nature of Action	Position/Control Number	Salary	Loc.	Date Effective	Date Termin.	Discussion
DeBrito, Randi 20-218-200-103-003	Account Code Change	Principal 15-30-32/AAD		Briggs	7/1/22	6/30/23	
Plotts, Timothy 20-218-200-103-005	Account Code Change	Principal 15-50-52/AAE		Cozy Lake	7/1/22	6/30/23	

B. INSTRUCTIONAL								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Calandrillo, Patricia 20-218-100-101-003	Account Code Change	Special Education Teacher 10-30-30/AFB			Briggs	9/1/22	6/30/23	
Carbone, Cassie 11-000-213-101-290	Adjusted End Date	School Nurse (LTS) 10-10-10/ADA			Stanlick	1/4/23	2/17/23	Covering #3239
Carroll, Patricia 11-120-100-101-290	Adjusted End Date	Elementary Teacher (LTS) 10-10-10/AGI			Stanlick	1/4/23	4/6/23	Covering #2114
Carroll, Patricia 11-204-100-101-290	Appoint	Special Education Teacher (LTS) 10-10-10/BYD		\$97.78/ diem	Stanlick	4/17/23	6/30/23	Interim coverage, not to exceed 2.67 hrs./day
Duda, Erica 11-204-100-101-290	Appoint	Special Education Teacher (LTS) 10-60-60/CCI		\$279.38/ diem	White Rock	1/9/23	2/17/23	Covering #1401
Gage, Victoria 11-000-216-101-006	Transfer	Speech-Language Specialist 10-60-60/ADQ			White Rock	1/23/23	6/23/23	Covering #3122
Hirsch, Jennifer 11-000-213-101-003 (.67) 20-218-200-104-003 (.33)	Account Code Change	School Nurse 10-30-30/ABX			Briggs	9/1/22	6/30/23	
Luisi, Jennifer 11-000-213-101-005 (.67) 20-218-200-104-005 (.33)	Account Code Change	School Nurse 10-50-50/ABY			Cozy Lake	9/1/22	6/30/23	
McBride, Darlene 20-218-100-101-005	Account Code Change	Special Education Teacher 10-50-50/AGE			Cozy Lake	9/1/22	6/30/23	
Napholz, Brittany* 11-209-100-101-290	Adjusted Start Date	Resource Teacher (LTS) 10-80-80/BTF		\$279.38/ diem	JTHS	2/23/23	4/27/23	Covering A. Pearce, more than 20 days
Pearce, Amy 11-213-100-101-008	Assignment Change/ Adjusted Start Date	Resource Teacher 10-80-80/ACZ			JTHS	2/27/23	6/30/23	Covering #1845

Rec, Kristen 20-488-100-101-000	Rescind	Special Education Teacher 10-10-10/AJE		\$41.92/hr.	Stanlick	9/1/22	6/30/23	SEI Training, not to exceed 15 hours
Staples, Karen 11-000-218-104-290	Appoint	School Counselor (LTS) 10-80-80/ACP		\$279.38/diem	JTHS	5/25/23	6/30/23	Covering #3317
Todd, Bertha 11-140-100-101-008	Retirement	Teacher Mathematics 10-80-80/ARP			JTHS	7/1/23		Retiring after 22 years in district
West, Elizabeth 11-000-218-104-003 (.67) 20-218-200-104-003 (.33) 11-000-218-104-001 (.2)	Account Code Change	School Counselor 10-30-30/ACE			Briggs/ Stanlick	9/1/22	6/30/23	
Williams, Dana 11-000-218-104-005 (.67) 20-218-200-104-005 (.33) 11-000-218-104-006 (.2)	Account Code Change	School Counselor 10-50-50/ACF			Cozy Lake/ White Rock	9/1/22	6/30/23	
Young, Lisa 11-204-100-101-290	Appoint	Special Education Teacher (LTS) 10-10-10/BYD		\$97.78/diem	Stanlick	1/30/23	4/6/23	Interim coverage, not to exceed 2.67 hrs./day
#7	Medical Leave	10-30-30/ACE 10-10-10/AAB			Briggs/ Stanlick	3/8/23	3/22/23	Utilizing 11 personal illness days
#174	Family Leave	10-30-30/AAV			Briggs/ Stanlick	2/21/23	2/24/23	Utilizing 4 family illness days
#511	Intermittent Family Leave	10-30-30/AGU			Briggs	2/21/23	6/30/23	Utilizing undetermined number of unpaid days
#1632	Medical Leave	10-80-80/ACL			JTHS	6/12/23	6/23/23	Utilizing 10 personal illness days
#1632	Family Leave	10-80-80/ACL			JTHS	9/1/23	11/22/23	Unpaid days
#2114	Family Leave	10-10-10/AGI			Stanlick	3/3/23	4/6/23	Leave extended. Unpaid days.
#2619	Medical Leave	10-80-80/ASA			JTHS	5/8/23	6/23/23	Utilizing 34 personal illness days
#2619	Family Leave	10-80-80/ASA			JTHS	9/1/23	11/22/23	Unpaid days
#3239	Medical Leave	10-10-10/ABV			Stanlick	1/4/23	2/17/23	Leave extended. Reclassified days. Utilizing 18.5 personal illness days, 1 personal day, 10 unpaid days
#3307	Medical Leave	10-60-60/ABZ			White Rock	6/6/23	6/23/23	Utilizing 14 personal illness days
#3307	Family Leave	10-60-60/ABZ			White Rock	9/1/23	11/22/23	Unpaid days
#3317	Medical Leave	10-80-80/ACP			JTHS	5/26/23	6/23/23	Utilizing 15 personal illness days, 4 family illness days, 1 personal day
#3317	Family Leave	10-80-80/ACP			JTHS	9/1/23	11/22/23	Unpaid days

\*Requires mentoring

C. NON-INSTRUCTIONAL								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Abdinoor, Michael 11-000-266-110-000	Appoint	Hall Monitor/Security 09-80-80/BGG	1	\$23.95/hr.	JTHS	2/15/23	6/30/23	Not to exceed 3.92 hrs./day
Albertson, Linda* 20-218-100-106-005	Account Code Change	Aide 09-50-50/BZC			Cozy Lake	9/1/22	1/3/23	
Bufardeci, Dawn 11-000-252-100-000	Adjusted Start Date	Secretary/Group III Technology 12-80-82/ALS			District	2/8/23	6/30/23	
Byrnes, June 11-000-262-100-260 (.67) 20-218-200-110-003 (.33)	Account Code Change	Custodian 12-30-32/AKS			Briggs	7/1/22	11/30/22	
Feti, Elvira 11-000-262-100-260 (.67) 20-218-200-110-005 (.33)	Account Code Change	Custodian 12-30-32/AKR			Cozy Lake	7/1/22	6/30/23	

Finizio, Diane 11-000-270-107-000	Schedule Adjustment	Bus Aide 09-90-90/BYB			Transportation	2/6/23	6/30/23	Not to exceed 5 hrs./day
Freidman, Carisa 11-000-270-107-000	Appoint	Bus Aide 09-90-90/BGW	1	\$23.60/hr.	Transportation	2/13/23	6/30/23	Replacing M. Dragona. Not to exceed 4.08 hrs./day
Gauthier, Gerard 11-000-270-160-000	Schedule Adjustment	Bus Driver 10-90-90/BFE			Transportation	2/7/23	6/30/23	Not to exceed 6.1 hrs./day
Gould, Anna 11-215-100-106-003	Transfer	Special Education Aide 09-30-30/BMH			Briggs	3/2/23	6/30/23	Not to exceed 3.5 hrs./day
Grey, Glenn 11-000-262-100-260 (.67) 20-218-200-110-005 (.33)	Account Code Change	Custodian 12-50-52/ALB			Cozy Lake	7/1/22	6/30/23	
Hayes, Cathy 11-000-266-110-000	Appoint	Hall Monitor/Security 09-80-80/BGH	1	\$23.95/hr.	JTHS	2/16/23	6/30/23	Not to exceed 4.25 hrs./day
Kuntz, Betsy 11-214-100-106-290	Extra Hours	Special Education Aide (LTS) 09-30-30/BEX		\$25.05/hr.	Briggs	1/24/23	3/6/23	Not to exceed 1.75 hrs./day for 22 days, covering #3342
List, John 11-000-262-100-260 (.67) 20-218-200-110-005 (.33)	Account Code Change	Custodian 12-50-52/AKV			Cozy Lake	7/1/22	6/30/23	
Luecht, Kimberly 11-000-240-105-003 (.67) 20-218-200-105-003 (.33)	Account Code Change	Secretary 12-30-32/AEV			Briggs	7/1/22	6/30/23	
Macaluso, Vincent 11-000-262-100-260 (.67) 20-218-200-110-003 (.33)	Account Code Change	Custodian 12-30-32/AKS			Briggs	12/1/22	6/30/23	
Montanye, Wendy 11-000-270-107-000	Schedule Adjustment	Bus Aide 09-90-90/BMN			Transportation	2/13/23	6/30/23	Not to exceed 3.83 hrs./day
Nouri, Joseph 11-000-270-160-000	Retirement	Bus Driver 10-90-90/BFD			Transportation	7/1/23		Retiring after 25 years in district**
Olsen, Claire 11-000-240-105-005 (.67) 20-218-200-105-005 (.33)	Account Code Change	Secretary 12-50-52/AEY			Cozy Lake	7/1/22	6/30/23	
Orabone, Heather 11-000-262-100-270	Appoint	Mail Courier 12-00-00/BAK	1	\$18.42/hr.	District	1/31/23	6/30/23	Replacing D. St. Clair. Not to exceed 19.9 hrs./wk.
Prebor, Anne 11-000-270-107-000	Schedule Adjustment	Bus Aide 09-90-90/BJH			Transportation	2/7/23	6/30/23	Not to exceed 4.25 hrs./day
Skalecky, Jessica* 20-218-100-106-003	Account Code Change	Aide 09-30-30/BMF			Briggs	9/1/22	1/2/23	
Tarabocchia, April 11-204-100-106-006	Extra Hours	Special Education Aide 09-60-60/BBP		\$25.05/hr.	White Rock	1/20/23	2/13/23	Not to exceed 3 hrs. for Leadership Club
Walters, Alyssa 11-000-252-100-290	Adjusted End Date	Secretary/Group III Technology (LTS) 12-80-82/ALS			District	12/16/22	2/9/23	Office coverage, more than 20 days
Wanna, Michele 11-215-100-106-003	Transfer	Special Education Aide 09-30-30/BMI			Briggs	3/2/23	6/30/23	Not to exceed 3.5 hrs./day
Wisniewski, Leslie* 20-218-100-106-003	Account Code Change	Aide 09-30-30/BMP			Briggs	9/1/22	1/2/23	
#434	Medical Leave	08-90-92/AEM			Central Office	4/10/23	4/21/23	Utilizing 10 personal illness days
#1905	Medical Leave	08-90-92/AEQ			Central Office	2/10/23	3/24/23	Utilizing 31 personal illness days
#3342	Medical Leave	09-30-30/BEX			Briggs	1/17/23	3/3/23	Utilizing 8 personal illness days, 25 days unpaid

\*1/3/23-6/30/23 approved on December 19, 2022 Agenda

\*\*Edited to reflect correct number of Years of Service

<b>D. SUBSTITUTES/OTHER</b>							
<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Salary</b>	<b>Loc.</b>	<b>Date Effective</b>	<b>Date Termin.</b>	<b>Discussion</b>
Angelucci, Jessica	Appoint	Substitute Aide	\$17/hr.	District	2/24/23	6/30/23	
Angelucci, Jessica	Appoint	Substitute Secretary	\$17/hr.	District	2/24/23	6/30/23	
Biglin, Joseph	Appoint	Substitute Aide	\$17/hr.	District	2/8/23	6/30/23	
Burkepile, Gina	Appoint	Substitute Aide	\$17/hr.	District	2/24/23	6/30/23	
Cabrera, Joshua	Appoint	Substitute Teacher	\$125-\$175/diem	District	2/9/23	6/30/23	
Cabrera, Joshua	Appoint	Substitute Aide	\$17/hr.	District	2/9/23	6/30/23	
Canales, Kaia	Appoint	Bedside Instruction	\$48.15/hr.	District	2/14/23	6/30/23	
Chismar, Christina	Appoint	Substitute Aide	\$17/hr.	District	2/22/23	6/30/23	
Chismar, Christina	Appoint	Substitute Secretary	\$17/hr.	District	2/22/23	6/30/23	
Favata, Antonio	Appoint	Substitute Teacher	\$125-\$175/diem	District	1/30/23	6/30/23	
Filowitz, Nancy	Appoint	Substitute Teacher	\$125-\$175/diem	District	1/31/23	6/30/23	
Flynn, Patrick	Appoint	Substitute Teacher	\$125-\$175/diem	District	2/27/23	6/30/23	
Friedman, Carisa	Appoint	Substitute Aide	\$17/hr.	District	2/13/23	6/30/23	
Gallardo, Ximena	Appoint	Substitute Aide	\$17/hr.	District	2/16/23	6/30/23	
Gay, Sarah	Appoint	Substitute Teacher	\$125-\$175/diem	District	2/6/23	6/30/23	
Gesek, Allie	Appoint	Substitute Teacher	\$125-\$175/diem	District	3/13/23	6/30/23	
Gesek, Allie	Appoint	Substitute Aide	\$17/hr.	District	3/13/23	6/30/23	
Goldy, Regina	Appoint	Substitute Teacher	\$125-\$175/diem	District	2/9/23	6/30/23	
Gonzalez, Sandra	Appoint	Substitute Aide	\$17/hr.	District	1/30/23	6/30/23	
Gurnawan, Maria	Appoint	Substitute Aide	\$17/hr.	District	2/23/23	6/30/23	
Gurnawan, Maria	Appoint	Substitute Secretary	\$17/hr.	District	2/23/23	6/30/23	
Hayes, Cathy	Appoint	Substitute Security/Hall Monitor	\$17/hr.	District	2/22/23	6/30/23	
Horn, Jennifer	Appoint	Substitute Teacher	\$125-\$175/diem	District	2/8/23	6/30/23	
Johnson, Kimberly	Appoint	Substitute Aide	\$17/hr.	District	2/13/23	6/30/23	
Kerr, Kailyn	Appoint	Substitute Teacher	\$125-\$175/diem	District	3/13/23	6/30/23	
Luongo, Loretta	Appoint	Substitute Teacher	\$125-\$175/diem	District	2/20/23	6/30/23	
Mitchell, Nicole	Appoint	Substitute Teacher	\$125-\$175/diem	District	2/23/23	6/30/23	
Mitchell, Nicole	Appoint	Substitute Aide	\$17/hr.	District	2/23/23	6/30/23	
Mola, Teresa	Appoint	Substitute Teacher	\$125-\$175/diem	District	2/23/23	6/30/23	
Montone, Vincent	Appoint	Substitute Teacher	\$125-\$175/diem	District	2/6/23	6/30/23	
Morgan, Alexandria	Appoint	Substitute Custodian	\$18/hr.	District	2/23/23	6/30/23	
Owusu-Achampong, Kwaku	Appoint	Substitute Teacher	\$125-\$175/diem	District	2/7/23	6/30/23	
Owusu-Achampong, Kwaku	Appoint	Substitute Aide	\$17/hr.	District	2/7/23	6/30/23	
Sees, Patricia	Appoint	Substitute Teacher	\$125-\$175/diem	District	3/6/23	6/30/23	
Wendolowski, Brianna	Appoint	Substitute Teacher	\$125-\$175/diem	District	5/1/23	6/30/23	
Wendolowski, Brianna	Appoint	Substitute Aide	\$17/hr.	District	5/1/23	6/30/23	
Wolfe, Katherine	Appoint	Substitute Teacher	\$125-\$175/diem	District	2/22/23	6/30/23	
Wolfe, Katherine	Appoint	Substitute Aide	\$17/hr.	District	2/8/23	6/30/23	

**E. 2022-2023 SCHOOL YEAR COACHING STAFF**

<b>SPRING</b>									
<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Level</b>	<b>Base</b>	<b>Longevity</b>	<b>Salary</b>	<b>Location</b>	<b>Date Effective</b>	<b>Date Termin.</b>
Breeman, Steven	Appoint	Volunteer Baseball	n/a	\$0		\$0	JTHS	3/1/2023	6/30/2023
Brown, Connor	Appoint	Asst. Lacrosse	3	\$5,448		\$5,448	JTHS	3/1/2023	6/30/2023
Bruseo, Darren	Appoint	Head Track Boys	3	\$7,886	\$550	\$8,436	JTHS	3/1/2023	6/30/2023
Cacella, Joshua	Appoint	Head Golf	3	\$5,448	\$200	\$5,648	JTHS	3/1/2023	6/30/2023
Cannarozzi, Katelyn	Appoint	Head Lacrosse Girls	3	\$7,886	\$100	\$7,986	JTHS	3/1/2023	6/30/2023
Chapman, Shannon	Appoint	Head Track Girls	3	\$7,886	\$350	\$8,236	JTHS	3/1/2023	6/30/2023
Couser, Christine	Appoint	Asst. Softball	3	\$5,448	\$300	\$5,748	JTHS	3/1/2023	6/30/2023
Cuddy, Kevin	Appoint	Asst. Baseball	2	\$4,840		\$4,840	JTHS	3/1/2023	6/30/2023
DeBell, Katie	Appoint	Asst. Softball	2	\$4,840		\$4,840	JTHS	3/1/2023	6/30/2023
Decotiis, Jeremy	Appoint	Volunteer Baseball	n/a	\$0		\$0	JTHS	3/1/2023	6/30/2023
Eastman, Christopher	Appoint	Asst. Track (Boys/Girls)	3	\$5,448	\$1,100	\$6,548	JTHS	3/1/2023	6/30/2023
Groff, William	Appoint	Volunteer Softball	n/a	\$0		\$0	JTHS	3/1/2023	6/30/2023
Kalish, Jason	Appoint	Head Baseball	3	\$7,886	\$500	\$8,386	JTHS	3/1/2023	6/30/2023
Kiely, Shawn	Appoint	Asst. Baseball (1/2)	3	\$2,724		\$2,724	JTHS	3/1/2023	6/30/2023
Machak, Kendall	Appoint	Athletic Trainer	n/a	\$2,123		\$2,123	JTHS	3/1/2023	6/30/2023
Montgomery, Sarah	Appoint	Asst. Lacrosse	3	\$5,448		\$5,448	JTHS	3/1/2023	6/30/2023
Montone, Vincent	Appoint	Asst. Baseball (2/2)	3	\$2,724		\$2,724	JTHS	3/1/2023	6/30/2023
Pearce, Amy	Appoint	Head Softball	3	\$7,886	\$100	\$7,986	JTHS	3/1/2023	6/30/2023
Quinn, Sean	Appoint	Asst. Track (Boys/Girls)	3	\$5,448	\$200	\$5,648	JTHS	3/1/2023	6/30/2023
Reid, James	Appoint	Head Lacrosse Boys	3	\$7,728	\$550	\$8,278	JTHS	3/1/2023	6/30/2023
Rose, Gino	Appoint	Asst. Volleyball	3	\$5,448	\$500	\$5,948	JTHS	3/1/2023	6/30/2023
Ruban, Gary	Appoint	Volunteer Baseball	n/a	\$0		\$0	JTHS	3/1/2023	6/30/2023

Ruffo, Philip	Appoint	Volunteer Softball	n/a	\$0		\$0	JTHS	3/1/2023	6/30/2023
Ruffo, Suzanne	Appoint	Volunteer Softball	n/a	\$0		\$0	JTHS	3/1/2023	6/30/2023
Thide, Jeremy	Appoint	Head Volleyball Boys	3	\$7,886		\$7,886	JTHS	3/1/2023	6/30/2023
Thompson, Marcus	Appoint	Asst. Lacrosse	3	\$5,448		\$5,448	JTHS	3/1/2023	6/30/2023
Venturino, Gerald	Appoint	Weight Room (Spring)	n/a	\$2,793		\$2,793	JTHS	3/1/2023	6/30/2023

F. EXTRA DUTY PAY								
Name	Nature of Action	Position	Level	Salary	Location	Date Effective	Date Termin.	Discussion
Kirshenbaum, Jane	Appoint	FBLA Advisor	3	\$1,289.50	JTHS	2/1/23	6/30/23	

**L.2** Motion to establish the **hourly rate** for the following positions, effective February 23, 2023:

Position	Hourly Rate
Substitute Aide	\$17.00
Substitute Secretary	\$17.00
Substitute Hall Monitor/Security	\$17.00
Substitute Transportation Nurse	\$40.00

**L.3** Motion to approve the following corrections to the January 23, 2023 Minutes, Section L.2 - **Fall 2022** Course Reimbursement for Supervisors as indicated below:

Name	School	Class	Approval	Credits	Amount
Reinstein, Jodi	Centenary University	Special Populations	FA4	3	\$2,925.49
Reinstein, Jodi	Centenary University	Communication & Public Relations	FA5	3	

**M. EDUCATION**

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

- |                        |                        |  |
|------------------------|------------------------|--|
| <u>Aye</u> Mrs. Gould  | <u>Aye</u> Mrs. Perez  | <u>Aye</u> Mr. Terpstra                              |
| <u>Aye</u> Mrs. Grater | <u>Aye</u> Mrs. Small  | <u>Absent</u> Mrs. Wildermuth, <i>Vice President</i> |
| <u>Aye</u> Mr. Natale  | <u>Aye</u> Mr. Stewart | <u>Aye</u> Mrs. Poulas, <i>President</i>             |

**M.1** Motion to **approve** student placement for the 2022-2023 school year, as indicated below plus related services as needed:

Student	School	Tuition	Effective
8858174994	Chapel Hill Academy	\$36,480	1/24/23-6/30/23

**M.2** Motion to affirm Superintendent's report on incidents of Harassment, Intimidation and Bullying findings reported for December 19, 2022 through January 23, 2023.

**M.3** Motion to approve the 2023-2024 and 2024-2025 Student School Year Calendars (*attached*).

**M.4** Motion to approve JTHS Social Studies teacher Jonathan Boyle to conduct research for his graduate research project titled "Putting Primary Sources in Perspective."

**M.5** Motion to approve Strategic Plan 2023-2028.

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

School/Group/Activity	Location
Arthur Stanlick Elementary School and White Rock Elementary School Band and Chorus	Oak Ridge, NJ
JTHS Robotics Tournament	Flanders, NJ
JTHS Habitat for Humanity	Randolph, NJ
JTHS Band and Choir	Oak Ridge, NJ
JTHS Band and Choir	Lake Hopatcong, NJ
JTHS Film Studies and Sports Entertainment & Journalism	Sparta, NJ
JTHS Film Studies and Sports Entertainment & Journalism	Oak Ridge, NJ

JTHS Robotics Mid-Atlantic District Event	Skillman, NJ
JTMS Band	Sparta, NJ
Arthur Stanlick Elementary School, 2nd Grade	West Orange, NJ
White Rock Elementary School, 5th Grade	Lyndhurst, NJ
E.T. Briggs Elementary School, 1st Grade	Morristown, NJ
JTHS CBI (Community Based Instruction)	Morristown, NJ
JTHS Student Council	Jackson, NJ
White Rock Elementary School, 2nd Grade	West Orange, NJ

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

School/Group/Activity	Location
JTHS Wrestling, State Tournament	Atlantic City, NJ
JTHS Future Business Leaders of America (FBLA), FBLA State Leadership Conference	Atlantic City, NJ
JTHS DECA, DECA International Career Development Conference	Orlando, FL

**N. POLICY**

Motion by Mr. Natale, seconded by Mrs. Grater, to accept the recommendation of the Superintendent to approve motions N.1 and N.2, as described below:

Aye Mrs. Gould                      Aye Mrs. Perez                      Aye Mr. Terpstra  
Aye Mrs. Grater                      Aye Mrs. Small                      Absent Mrs. Wildermuth, *Vice President*  
Aye Mr. Natale                      Aye Mr. Stewart                      Aye Mrs. Poulas, *President*

**N.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
0162 B	Notice of Board Meetings	RV

**KEY:**                      N – New                      RV – Revised

**N.2 Motion to approve the Second Reading of the following Bylaws, Policies and Regulations:**

*(copy available on district website for review)*

File Code	Title	Action
0152 B	Board Officers	RV
0161 B	Call, Adjournment, and Cancellation	RV
*2423 P&R	Bilingual and ESL Education	RV
*2425 P	Emergency Virtual or Remote Instruction Program	RV
*2425 R	Emergency Virtual or Remote Instruction Program	N
5200 P&R	Attendance	RV
8140 P	Student Enrollment	RV
8140 R	Enrollment Accounting	RV
8330 P&R	Student Records	RV
8420.2 R	Bomb Threats	RV
8420.7 R	Lockdown Procedures	RV
8420.10 R	Active Shooter	RV
8600 R	Student Transportation	RV

**KEY:**                      N – New                      RV – Revised

**\*File Code numbers were incorrect on January 23, 2023 and February 22, 2023 agendas and have been updated.**

**O. 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 January 23, 2023 through February 22, 2023.

School	Incidents Reported	Confirmed Incidents	Unconfirmed Incidents
Ellen T. Briggs	0	0	0
Arthur Stanlick	1	0	1
Cozy Lake	0	0	0
White Rock	1	0	1
Jefferson Twp. Middle School	3	2	1
Jefferson Twp. High School	1	1	0

**Enrollment as of 1/31/23:**

	January 2022	January 2023
Grades Pre-K-1	401	429
Grades 2-5	688	692
Total Elementary	1,089	1,121
Grades 6-8	563	576
Grades 9-12	924	873
GRAND TOTAL	2,576	2,570
Tuition students received	0	1
Out-of-district placement	28	27

**P. COMMUNICATIONS**

- None

**Q. PUBLIC COMMENTS**

- An audience member announced the Special Education Parents Advisory Group (SEPAG) met on February 16, 2023 and discussed behavior plans with Mrs. Katie Pietrowski, the district’s BCBA and Ms. Juceyka Figueroa, Director of Special Services. They noted the March meeting would include discussions of behavioral challenges and shared guidance from the state and federal departments of education regarding positive behavior support. SEPAG requested a meeting with the administration or board to discuss their concerns.
- An audience member inquired about the timing of a roof replacement project.
- An audience member spoke on the issue of students with IEP’s not meeting state targets and their performance on the Start Strong assessments.

**R. OLD BUSINESS**

- None

**S. NEW BUSINESS**

- None

**T. CLOSED SESSION**

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

**U. ADJOURN**

Motion by Mrs. Gould, seconded by Mrs. Grater, to adjourn the meeting at 8:26 PM.

Aye Mrs. Gould

Aye Mrs. Grater

Aye Mr. Natale

Aye Mrs. Perez

Aye Mrs. Small

Aye Mr. Stewart

Aye Mr. Terpstra

Absent Mrs. Wildermuth, *Vice President*

Aye Mrs. Poulas, *President*

**Appendix A**

Name	Event Date	Location	Seminar/Function	Registration Fee \$	Lodging cost per night	Meal cost per day	# of Travel Days	M \$
Baldwin, Joseph	4/26-4/28	Leonardo, NJ	Certified Playground Safety Inspector Course	\$640.00	-	-	-	
Basket, Halei	3/3	Somerset, NJ	18th Annual NJABA Conference	\$300.00	-	-	-	
Inclendon, Emily	3/17	New Brunswick, NJ	Connections Matter Conference	\$209.00	-	-	-	
Koch, William	3/15-3/16	Atlantic City, J	Annual DAANJ Conference	\$400.00	\$109.00	\$59.00	1.5	
Kotek, David	3/30	Atlantic City, NJ	STA Conference/NJ Pupil Transportation	\$200.00	-	\$44.25	0.75	
Langner, Paula	3/17	New Brunswick, NJ	Connections Matter Conference	\$209.00	-	-	-	
Marquard, Jared	3/19 - 3/22	Atlantic City, NJ	NJSBGA Expo	\$325.00	\$100.00	Included	3	
Novembrino, Kristen	3/17	New Brunswick, NJ	Connections Matter Conference	\$209.00	-	-	-	
Oroho Giacchi, Rita	6/5-6/9	Atlantic City, NJ	100th Annual NJASBO Conference	\$275.00	\$79.55	\$59.00	4.5	
Perrulli, Tricia	3/29-3/31	Atlantic City, NJ	STA Conference/NJ Pupil Transportation	\$400.00	\$96.00	\$59.00	2.5	
Pietrowski, Kathryn	3/3	Somerset, NJ	18th Annual NJABA Conference	\$150.00	-	-	-	
Sanchez, Vanessa	3/29-3/31	Atlantic City, NJ	STA Conference/NJ Pupil Transportation	\$400.00	\$96.00*	\$59.00	2.5	
Steinhilb, Jennifer	3/3	Somerset, NJ	18th Annual NJABA Conference	\$300.00	-	-	-	

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

\*Conference host pays for the first night's stay.

# Jefferson Township Public Schools 2023-2024

## School Year Calendar



This school calendar provides for 186 days, which satisfies the State minimum of 180 days and allows for up to six emergency closing days. If additional school days must be scheduled, they will be made up as follows: April 1st-5th, beginning with the 5th, and June, beginning with the 24th. Employees making vacation arrangements during the above dates do so at their own risk. Any remaining emergency closing days unused by April 1st may result in a revised calendar.

July 23						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 23						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

29&30 New Teacher Orientation

September 23						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October 23						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 23						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December 23						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

January 24						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 24						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 24						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 24						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May 24						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June 24						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July 24						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August 24						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

- September**
- 1: All Staff Day
- 5: Professional Development
- 6: First Day of School
- 25: Schools Closed-Yom Kippur
- October**
- 9: Schools Closed-Staff P.D.
- November**
- 6-8: Early Dismissal Elementary Only Parent-Teacher Conferences
- 9&10: Schools Closed-NJEA Convention
- 22: Early Dismissal
- 23&24: Schools Closed-Thanksgiving Recess
- December**
- 5: Delayed Opening-Staff P.D.
- 21: Early Dismissal
- 22-29: Schools Closed-Holiday Recess
- January**
- 1: Schools Closed-New Years Day
- 15: Schools Closed-MLK Day
- February**
- 6: Delayed Opening-Staff P.D.
- 19: Schools Closed-Presidents' Day
- March**
- 12: Delayed Opening-Staff P.D.
- 29: Schools Closed-Good Friday
- April**
- 1-5: Schools Closed-Spring Recess
- May**
- 21: Delayed Opening-Staff P.D.
- 27: Schools Closed-Memorial Day
- June**
- 17-20: Early Release MS & HS Only
- 21: Early Dismissal All Students
- 21: Last Day of School

**BOE Approved: 2/22/2023**

# Jefferson Township Public Schools

## 2024-2025

### School Year Calendar



July 24						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August 24						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	27&28 New Teacher Orientation					

September 24						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 24						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 24						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 24						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January 25						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 25						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March 25						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 25						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May 25						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June 25						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July 25						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August 25						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

This school calendar provides for 188 days, which satisfies the State minimum of 180 days and allows for up to six emergency closing days. If additional school days must be scheduled, they will be made up as follows: April 14th-17th, beginning with the 14th, and June, beginning with the 23rd. Employees making vacation arrangements during the above dates do so at their own risk. Any remaining emergency closing days unused by April 1st may result in a revised calendar.

- September**
- 3: All Staff
- 4: Professional Development
- 5: First Day of School
- October**
- 14: Schools Closed-Staff P.D.
- November**
- 4-6: Early Dismissal Elementary Only
- Parent-Teacher Conferences
- 7&8: Schools Closed-NJEA Convention
- 27: Early Dismissal
- 28&29: Schools Closed-Thanksgiving Recess
- December**
- 3: Delayed Opening-Staff P.D.
- 20: Early Dismissal
- 23-31: Schools Closed-Holiday Recess
- January**
- 1: Schools Closed-New Years Day
- 20: Schools Closed-MLK Day
- February**
- 5: Delayed Opening-Staff P.D.
- 17: Schools Closed-Presidents' Day
- March**
- 12: Delayed Opening-Staff P.D.
- April**
- 14-17: Schools Closed-Spring Recess
- 18: Schools Closed-Good Friday
- May**
- 20: Delayed Opening-Staff P.D.
- 26: Schools Closed-Memorial Day
- June**
- 16-19: Early Release MS & HS Only
- 20: Early Dismissal All Students
- 20: Last Day of School

**BOE Approved: 2/22/2023**