

JEFFERSON TOWNSHIP BOARD OF EDUCATION

Regular Meeting Minutes

Monday, July 17, 2023 7:00 PM (Closed Session) – 7:30 PM (Regular Session)

Jefferson Township High School Media Center

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 7:30 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);

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 (Arrived @ 7:06pm)	<u>Aye</u> Mrs. Wildermuth, <i>Vice President</i>
<u>Absent</u> Mr. Natale	<u>Aye</u> Mr. Stewart	<u>Aye</u> Mrs. Poulas, <i>President</i>

D. CLOSED SESSION

Motion by Mr. Stewart, seconded by Mr. Terpstra, 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 (Arrived @ 7:06pm)	<u>Aye</u> Mrs. Wildermuth, <i>Vice President</i>
<u>Absent</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 17th day of July, 2023 at 7:01 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 Mrs. Small, seconded by Mrs. Grater, that the meeting is called to public session at 7:18 PM.

Aye Mrs. Gould
Aye Mrs. Grater
Absent Mr. Natale

Aye Mrs. Perez
Aye Mrs. Small (Arrived @ 7:06pm)
Aye Mr. Stewart

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

E. PRESENTATIONS

- Dr. Jinks presented the Spring NJGPA Results.

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

- None

G. COMMITTEE REPORTS

- **Education Committee** - Mrs. Small reported the Committee met on July 11, 2023 and reviewed the open campus lunch at the high school, transition program, a Civic Research Study request, elementary and middle school class sizes, middle school de-teaming updates, McKinney-Vento Education of Homeless Children program updates, and approval of curriculum and field trips. Mrs. Small also noted the August 1, 2023 Committee meeting may be rescheduled.
- **Policy & Personnel Committee** - Mr. Stewart reported the Committee met on July 10, 2023 and discussed the open positions in district, preschool bus aides, new hire drug testing, the New Jersey Expanded Sick Leave law, and the applicable policies and regulations for vote. Mr. Stewart also noted the August meeting has been moved to August 14, 2023.
 - Mrs. Gould inquired about removing the GPA requirement for seniors to participate in open campus. The Board tabled the second reading of the Open Campus policy for further discussion.
- **Building Needs and Finance Committee** - Mrs. Gould reported the Committee met on July 11, 2023 and received an update of the summer projects, an update of the use of Milton School building, student meals a la carte pricing information, automated external defibrillator (AED) placement, and budget updates.
- **Negotiations Committee** - Mr. Terpstra reported the Committee met on June 20, 2023 and again on June 27, 2023 to discuss the Superintendent contract.

H. MINUTES OF MEETINGS

Motion by Mrs. Gould, seconded by Mrs. Small, that the Executive Session minutes of the June 19, 2023 Regular Meeting be approved as submitted:

Aye Mrs. Gould
Aye Mrs. Grater
Absent Mr. Natale

Aye Mrs. Perez
Aye Mrs. Small
Aye Mr. Stewart

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

Motion by Mrs. Small, seconded by Mrs. Grater, that the minutes of the June 19, 2023 Regular Meeting be approved as submitted:

Aye Mrs. Gould
Aye Mrs. Grater
Absent Mr. Natale

Aye Mrs. Perez
Aye Mrs. Small
Aye Mr. Stewart

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

I. FINANCE AND BUILDING NEEDS

Motion by Mrs. Gould, seconded by Mrs. Small, to accept the recommendation of the Superintendent to approve and adopt motions I.1 through I.12, as described below:

Aye Mrs. Gould
Aye Mrs. Grater
Absent Mr. Natale

Aye Mrs. Perez
Aye Mrs. Small
Aye Mr. Stewart

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

I.1 Motion to approve the purchase order list dated June 2023 in the amount of **\$390,838.70**.

I.2 Motion to approve the check register as of June 2023 in the amount of **\$5,785,948.52**.

Fund	Amount
General Fund (10)	\$5,568,217.02
Special Revenue Funds (20)	\$217,731.50
Total	\$5,785,948.52

I.3 Motion to approve the vendors' bills list for release, on or after July 18, 2023, in the amount of **\$1,660,487.27**.

I.4 Motion to approve the funds transfers in the 2023-2024 Fiscal Year, dated June 30, 2023, in the amount of **\$306,228.74**.

I.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 June 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).

I.6 Motion to certify, in accordance with N.J.A.C. 6A:23-2.11(c), as of May 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.

I.7 Motion to approve the Application for the Individual with Disabilities Education Act (IDEA) Funds for school year 2023-2024, in the total amount of \$707,744, allocated as follows:

Basic	\$674,566
Preschool	\$33,178

I.8 Motion to authorize participation in a consortium lead by the Jefferson Township Public School Township School for school year 2023-2024 for the use of Elementary and Secondary Education Act (ESEA) Title III Funds in the total amount of \$17,092, allocated by participant district as follows:

Jefferson Township	\$9,925
Chester School District	\$7,167

I.9 Motion to approve the application and accept the Elementary and Secondary Education Act (ESEA) Funds for school year 2023-2024, in the total amount of \$283,702, allocated as follows:

Title I – Part A	\$228,673
Title II – Part A	\$45,029
Title IV – Part A	\$10,000

I.10 Motion to accept the **donation** in the amount of \$14,000.19 from Marguerite M. Muller to use towards the A. Anthony Muller Memorial Scholarship Fund, in accordance with Policy 7230, Gifts, Grants, and Donations.

I.11 Motion to accept the donation from the Milton Tri-School PTA, totalling \$5,000.00, to use toward the purchase of 10 portable air conditioning units for the White Rock Elementary School, in accordance with Policy 7230 Gifts, Grants, and Donations.

I.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 C, 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 A*).

J. PERSONNEL

Motion by Mr. Stewart, seconded by Mrs. Grater, to accept the recommendation of the Superintendent to approve and adopt motions J.1 through J.6, 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>Aye/Abstain*</u> Mrs. Wildermuth, <i>Vice President</i>
<u>Absent</u> Mr. Natale	<u>Aye</u> Mr. Stewart	<u>Aye</u> Mrs. Poulas, <i>President</i>

**Mrs. Wildermuth Abstained from voting on Agenda Item J.1.*

J.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
Cacella, Joshua 11-213-100-101-008	Resignation	Special Education Teacher 10-80-80/AJB			JTHS	8/9/23		

Carbone, Cassie 11-000-213-101-290	Appoint	School Nurse (LTS) 10-60-60/ABZ		\$283.80/ diem	White Rock	9/1/23	11/22/23	Covering #3307
Castles, Laura 11-000-217-106-001	Resignation	Special Education Aide 09-10-10/BBA			Stanlick	7/1/23		
Chadwick, William 11-213-100-101-008	Transfer	Special Education Teacher 10-80-80/AJB			JTHS	9/1/23		Replacing J. Cacella
Coates, Brianna 11-000-218-104-001 (.40) 11-000-218-104-006 (.60)	Appoint	School Counselor 10-10-10/ACF 10-50-50/ACF	MA/2	\$59,460	Stanlick/ White Rock	9/1/23	6/30/24	New position, budgeted
DeGraaf, Andrea 11-130-100-101-007	Transfer	Teacher of Math 10-70-70/AAI			JTMS	9/1/23	6/30/24	Replacing K. Rowe
DePalmo, Gabriella 20-218-100-101-005	Rescind	Preschool Teacher 10-50-50/AGN	BA/1	\$56,760	Cozy Lake	7/6/23		
Duda, Erica 11-204-100-101-001	Appoint	Special Education Teacher 10-10-10/BYC	BA/2	\$58,590	Stanlick	9/1/23	6/30/24	Replacing W. Chadwick
Gill, Debra 11-190-100-106-003	Appoint	Kindergarten Aide 09-10-10/BBG	1	\$24.30/hr.	Briggs	9/1/23	6/30/24	Not to exceed 3.5 hrs./day
Heitmann, Brigid* 11-120-100-101-290	Appoint	Teacher of Music (LTS) 10-10-10/AOF 10-30-30/AJR		\$283.80/ diem	Briggs/ Stanlick	9/1/23	12/22/23	Covering #816
Herman, Lorraine 20-218-100-101-005	Transfer	Preschool Teacher 10-50-50/AGN	BA/20	\$84,820	Cozy Lake	9/1/23	6/30/24	Replacing G. DePalmo
Kiely, Shawn 11-140-100-101-290	Appoint	Physical Education Teacher (LTS) 10-80-80/ATK		\$283.80/ diem	JTHS	9/1/23	11/22/23	Covering #3014
Mann, Lauren* 11-120-100-101-290	Appoint	Teacher of Music .49 (LTS) 10-60-60/BTM		\$283.80/ diem	Stanlick/ White Rock	10/2/23	2/2/24	Covering #3421
Mondaruli, Kristen 11-190-100-106-003	Appoint	Kindergarten Aide 09-10-10/BBH	1	\$24.30/hr.	Briggs	9/1/23	6/30/24	Not to exceed 3.5 hrs./day
Rowe, Kristie 11-230-100-101-005 (.20) 11-230-100-101-006 (.80)	Transfer	BSI Teacher - Math 10-50-50/CBY			White Rock	9/1/23	6/30/24	Replacing L. Herman
Salerno, Adrianna 11-000-218-104-290	Appoint	School Counselor (LTS) 10-80-80/ACL		\$283.80/ diem	JTHS	9/1/23	11/22/23	Covering #1632
Smith, Kaitlin 11-120-100-101-006	Appoint	Elementary Teacher 10-60-60/AHL	BA+15/4	\$59,360	White Rock	9/1/23	6/30/24	Sectioning changes
Strathern, Samantha 11-130-100-101-007	Resignation	Teacher of Art 10-70-70/AQS			JTMS	7/1/23		
Torres, Patricia 11-130-100-101-290	Appoint	Teacher of Spanish (LTS) 10-70-70/AQI		\$283.80/ diem	JTMS	9/1/23	10/13/23	Covering #2463
Van Alstine, Stephanie 11-140-100-101-008	Appoint	Special Education Teacher 10-80-80/BXC	MA/12	\$69,367	JTHS	9/1/23	6/30/24	Replacing K. Brueno
Walters, Alyssa 11-204-100-106-888	Appoint	Job Coach 10-80-80/CCO		\$46.38/hr.	JTHS	9/1/23	6/30/24	New position, budgeted
Zarnick, Jessica 11-130-100-101-007	Appoint	Teacher of Art 10-70-71/AQS	BA/4	\$58,260	JTMS	9/1/23	6/30/24	Replacing S. Strathern
Zimmer, Kimberly 11-000-270-107-000	Appoint	Transportation Aide 09-90-90/BGC	1	\$24.30/hr.	Transportation	9/1/23	6/30/24	New position, not budgeted
#1289	Medical Leave Adjustment	15-70-72/ABK			JTMS		7/5/23	Adjusted end date
#2212	Medical Leave	10-60-60/AID			White Rock	11/27/23	2/1/24	Utilizing 41 personal illness days
#2212	Family Leave	10-60-60/AID			White Rock	2/2/24	6/7/24	Unpaid days
#3330	Medical Leave	10-70-70/CAR			JTMS	9/26/23	10/27/23	Utilizing 21 personal illness days, 3 personal days
#3330	Family Leave	10-70-70/CAR			JTMS	10/30/23	1/26/24	Unpaid days
#3496	Medical Leave	10-70-70/ACH			JTHS	10/12/23	11/24/23	Utilizing 13 personal illness days, balance unpaid

*Requires mentoring

B. SUBSTITUTES/OTHER							
Name	Nature of Action	Position	Salary	Loc.	Date Effective	Date Termin.	Discussion
Morgan, Alexandria	Appoint	Substitute Custodian	\$18/hr.	District	7/1/23	6/30/24	
Vera, Ana	Appoint	Substitute Custodian	\$18/hr.	District	7/1/23	6/30/24	

C. 2023-2024 SCHOOL YEAR COACHING STAFF

FALL									
Name	Nature of Action	Position	Level	Base	Longevity	Salary	Location	Date Effective	Date Termin.
Brown, Connor	Appoint	Asst. Football	3	\$6,871	\$0	\$6,871	JTHS	9/1/23	6/30/24
Cannarozzi, Katelyn	Appoint	Head Field Hockey	3	\$8,123	\$150	\$8,273	JTHS	9/1/23	6/30/24
Chapman, Shannon	Appoint	Head Cross Country (Boys/Girls)	3	\$6,870	\$400	\$7,270	JTHS	9/1/23	6/30/24
Gage, Travis	Appoint	Head Soccer (Boys)	3	\$8,123	\$600	\$8,723	JTHS	9/1/23	6/30/24
Kalish, Jason	Appoint	Weight Room (Fall)	-	\$2,295	-	\$2,295	JTHS	9/1/23	6/30/24
MacDermid, James	Appoint	Asst. Soccer (Boys)	3	\$5,611	\$50	\$5,661	JTHS	9/1/23	6/30/24
Machak, Kendall	Appoint	Athletic Trainer	-	\$2,187	-	\$2,187	JTHS	9/1/23	6/30/24
Morris, Tyler	Appoint	Asst. Cross Country (Boys/Girls)	3	\$5,187	\$50	\$5,237	JTHS	9/1/23	6/30/24
Quinn, Sean	Appoint	Head Soccer (Girls)	3	\$8,123	\$250	\$8,373	JTHS	9/1/23	6/30/24
Reid, James	Appoint	Asst. Soccer (Boys)	3	\$5,611	\$450	\$6,061	JTHS	9/1/23	6/30/24
Riccardi, Emily*	Appoint	Asst. Field Hockey	1	\$4,358	\$0	\$4,358	JTHS	9/1/23	6/30/24
Rose, Gino	Appoint	Head Volleyball (Girls)	3	\$8,123	\$550	\$8,673	JTHS	9/1/23	6/30/24
Sandberg, Alan	Appoint	Asst. Football	2	\$6,028	\$0	\$6,028	JTHS	7/1/23	6/30/24
Scalone, Andrew	Appoint	Asst. Football	3	\$6,871	\$150	\$7,021	JTHS	7/1/23	6/30/24
Serzan, Kim	Appoint	Head Fall Cheer	3	\$4,655	\$200	\$4,855	JTHS	7/1/23	6/30/24
Stager, William	Appoint	Asst. Football	3	\$6,871	\$1,000	\$7,871	JTHS	7/1/23	6/30/24
Thide, Jermev	Appoint	Asst. Volleyball	3	\$5,611	\$50	\$5,661	JTHS	9/1/23	6/30/24
Thompson, Marcus	Appoint	Asst. Football	3	\$6,871	\$0	\$6,871	JTHS	7/1/23	6/30/24
Tiger, Jahn	Appoint	Asst. Soccer (Girls)	3	\$5,611	\$0	\$5,611	JTHS	9/1/23	6/30/24
WINTER									
Lantz, Christopher*	Appoint	Head Wrestling	2	\$8,123	\$0	\$8,123	JTHS	9/1/23	6/30/24

*Out of district

D. EXTRA DUTY PAY

Name	Nature of Action	Position	Level	Salary	Location	Date Effective	Date Termin.
Boyle, Jonathan	Appoint	PDP Steering Committee	3	\$2,662.00	JTHS	9/1/23	6/30/24
Canales, Kaia	Appoint	Art Club	2	\$1,479.00	JTHS	9/1/23	6/30/24
Clarizio, Maria	Appoint	Detention Monitor	4	\$4,289.00	JTHS	9/1/23	6/30/24
Cortese, Emily	Appoint	World Language Honor Society (ASL)	1	\$739.00	JTHS	9/1/23	6/30/24
Crowe, Kelsey	Appoint	World Language Honor Society (French)	1	\$739.00	JTHS	9/1/23	6/30/24
Daken-Stefanski, Alice	Appoint	Gay-Straight Alliance (GSA)	1	\$739.00	JTHS	9/1/23	6/30/24
DeVries, David	Appoint	Video Game Club	1	\$739.00	JTHS	9/1/23	6/30/24
Fandino-Diaz, Nanette	Appoint	Class Advisor: Sophomore (2026) (1/2)	2	\$739.50	JTHS	9/1/23	6/30/24
Fandino-Diaz, Nanette	Appoint	SADD	1	\$739.00	JTHS	9/1/23	6/30/24
Fandino-Diaz, Nanette	Appoint	World Language Honor Society (Spanish)	1	\$739.00	JTHS	9/1/23	6/30/24
Flynn, Chad	Appoint	Madrigal	3	\$2,662.00	JTHS	9/1/23	6/30/24
Flynn, Chad	Appoint	Select Choir	2	\$1,479.00	JTHS	9/1/23	6/30/24
Flynn, Chad	Appoint	Spring Musical: Scenery, Lighting and Sound	2	\$1,479.00	JTHS	9/1/23	6/30/24
Flynn, Chad	Appoint	Spring Musical: Vocal Director	3	\$2,662.00	JTHS	9/1/23	6/30/24
Flynn, Chad	Appoint	Tri-M Music Honor Society	1	\$739.00	JTHS	9/1/23	6/30/24
Flynn, Chad	Appoint	Vocal Ensemble	2	\$1,479.00	JTHS	9/1/23	6/30/24
Gugger, Daniel	Appoint	Jazz Band	2	\$1,479.00	JTHS	9/1/23	6/30/24
Gugger, Daniel	Appoint	Spring Musical: Instrumental	2	\$1,479.00	JTHS	9/1/23	6/30/24
Gugger, Daniel	Appoint	Wind Ensemble	2	\$1,479.00	JTHS	9/1/23	6/30/24
Guziewicz, Joseph	Appoint	Science National Honor Society	1	\$739.00	JTHS	9/1/23	6/30/24
Guziewicz, Joseph	Appoint	Tutoring Supervisors (Science)	1	\$739.00	JTHS	9/1/23	6/30/24
Hough, Brian	Appoint	Academic Bowl	2	\$1,605.00	JTHS	9/1/23	6/30/24
Hutchinson, Carrie	Appoint	Habitat for Humanity	2	\$1,479.00	JTHS	9/1/23	6/30/24
Iliff, Kaitlyn	Appoint	FBLA (1/2)	3	\$1,331.00	JTHS	9/1/23	6/30/24
Ives, Cassandra	Appoint	Fall Drama: Director	3	\$2,662.00	JTHS	9/1/23	6/30/24
Ives, Cassandra	Appoint	Spring Musical: Director	4	\$4,289.00	JTHS	9/1/23	6/30/24
Jahn, Nicole	Appoint	Unified Track (1/3)	2	\$493.00	JTHS	9/1/23	6/30/24
Kazanfer, Aladdin	Appoint	Video Production	2	\$1,479.00	JTHS	9/1/23	6/30/24
Kirshenbaum, Jane	Appoint	Class Advisor: Juniors (2025) (1/2)	3	\$1,331.00	JTHS	9/1/23	6/30/24
Kirshenbaum, Jane	Appoint	FBLA (2/2)	3	\$1,331.00	JTHS	9/1/23	6/30/24
Kirschner, Jessica	Appoint	Marching Band: Drill Instructor	3	\$2,662.00	JTHS	8/1/23	6/30/24
Kosco, Karen	Appoint	Fall Drama: Costumes, Props and Publications	1	\$739.00	JTHS	9/1/23	6/30/24
Kosco, Karen	Appoint	Unified Track (2/3)	2	\$493.00	JTHS	9/1/23	6/30/24
Kula, Kathryn	Appoint	Class Advisor: Seniors (2024) (1/2)	4	\$2,144.50	JTHS	9/1/23	6/30/24
Kula, Kathryn	Appoint	National Honor Society	2	\$1,479.00	JTHS	9/1/23	6/30/24
Kula, Kathryn	Appoint	Student Council	5	\$5,697.00	JTHS	9/1/23	6/30/24
Kulick, Lauren	Appoint	Marching Band: Director	5	\$6,985.00	JTHS	8/1/23	6/30/24
Kulick, Lauren	Appoint	Marching Band: Music Arranger	3	\$2,662.00	JTHS	8/1/23	6/30/24
Maxwell, Colleen	Appoint	National English Honor Society	1	\$739.00	JTHS	9/1/23	6/30/24
Maxwell, Colleen	Appoint	Tutoring Supervisors (ELA)	1	\$739.00	JTHS	9/1/23	6/30/24
Montgomery, Sarah	Appoint	PDP Steering Committee	3	\$2,662.00	JTHS	9/1/23	6/30/24
Moore, Sherry	Appoint	Class Advisor: Seniors (2024) (2/2)	4	\$2,144.50	JTHS	9/1/23	6/30/24
Moore, Sherry	Appoint	Robotics (1/2)	3	\$1,331.00	JTHS	9/1/23	6/30/24
Moya, Marguerite	Appoint	REBEL	1	\$739.00	JTHS	9/1/23	6/30/24
Moya, Marguerite	Appoint	Tutoring Supervisors (Social Studies)	1	\$739.00	JTHS	9/1/23	6/30/24
Murder, Julie	Appoint	Marching Band: Asst. Director	5	\$4,665.00	JTHS	8/1/23	6/30/24

Musibay, Amy	Appoint	Class Advisor: Freshman (2027) (1/2)	2	\$739.50	JTHS	9/1/23	6/30/24
Musibay, Amy	Appoint	Yearbook Assistant	1	\$739.00	JTHS	9/1/23	6/30/24
Nicholas, Jason	Appoint	Drone Racing Club	1	\$739.00	JTHS	9/1/23	6/30/24
Peterson, Robert*	Appoint	Marching Band: Drill Designer	3	\$2,662.00	JTHS	8/1/23	6/30/24
Scrimo, Kristyn*	Appoint	Marching Band: Percussion Inst./Arr.	4	\$4,289.00	JTHS	9/1/23	6/30/24
Seifried, Joyce	Appoint	Robotics (2/2)	3	\$1,331.00	JTHS	9/1/23	6/30/24
Seifried, Joyce	Appoint	Unified Track (3/3)	2	\$493.00	JTHS	9/1/23	6/30/24
Serzan, Kimberly	Appoint	Class Advisor: Freshman (2027) (2/2)	2	\$739.50	JTHS	9/1/23	6/30/24
Serzan, Kimberly	Appoint	Mu Alpha Theta Math Honor Society	1	\$739.00	JTHS	9/1/23	6/30/24
Serzan, Kimberly	Appoint	Tutoring Supervisors (Math)	1	\$739.00	JTHS	9/1/23	6/30/24
Serzan, Kimberly	Appoint	Yearbook	5	\$5,697.00	JTHS	9/1/23	6/30/24
Smith, James	Appoint	Rho Kappa Social Studies Honor Society	1	\$739.00	JTHS	9/1/23	6/30/24
Storms, Aleyna	Appoint	Class Advisor: Juniors (2025) (2/2)	3	\$1,331.00	JTHS	9/1/23	6/30/24
Thompson, Marcus	Appoint	Class Advisor: Sophomore (2026) (2/2)	2	\$739.50	JTHS	9/1/23	6/30/24
Tiger, Jahn	Appoint	DECA	4	\$4,289.00	JTHS	9/1/23	6/30/24
Tiger, Jahn	Appoint	School Store Business Manager	1	\$739.00	JTHS	9/1/23	6/30/24
Vandigriff, Patricia	Appoint	Debate	3	\$2,662.00	JTHS	9/1/23	6/30/24
Varner, Heather	Appoint	Marching Band - Volunteer	-	\$0	JTHS	8/1/23	6/30/24

*Out of District

E. SUMMER STAFF APPOINTMENTS

Name	Nature of Action	Position/Control Number	Salary	Loc.	Date Effective	Date Termin.	Discussion
Gauthier, Gerard	Appoint	Substitute Bus Driver	\$27.56/hr.	Transportation	7/1/23	8/31/23	As needed
Kraljevich, Jennifer	Appoint	School Nurse	\$42.73/hr.	JTHS	6/26/23	8/8/23	Not to exceed 5 days

F. PRESENTATION

Name	Nature of Action	Workshop	Salary	Date	Number of Hours
Diaz, Gabrielle	Appoint	Training for Mentor Teachers	\$55/hr.	8/30/23	Not to exceed 2 hrs.
Moss, Kimberly	Appoint	Training for Mentor Teachers	\$55/hr.	8/30/23	Not to exceed 2 hrs.

J.2 Motion to approve the **Spring 2023** Course Reimbursement for Supervisors as indicated below:

Name	School	Class	Approval	Credits	Amount
Dunbar, Maria	Centenary University	School Administrator Internship	SP1	3	\$4,603.50
Dunbar, Maria	Centenary University	Comparative Systems	SP2	3	

J.3 Motion to approve the following corrections to April 24, 2023 Minutes, Section M.13. Custodial/Maintenance Appointments:

Name	Position	Step	23-24 Base Salary	Longevity	Total 23-24 Salary
Shay, Richard 11-000-262-100-260	Custodian	14	\$67,204.80	\$525	\$67,729.80

J.4 Motion to approve the following corrections to June 19, 2023 Minutes, Personnel Section M.1-I. Summer Staff Appointments:

Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Hirsch, Jennifer	Appoint	Summer Transportation Nurse		\$54.71/hr.	Transportation	7/5/23	8/31/23	Corrected rate
Hirsch, Jennifer	Appoint	School Nurse		\$54.71/hr.	Briggs	6/26/23	8/8/23	Corrected rate

J.5 Motion to approve the following adjustment to Summer Evaluation Personnel effective dates (original appointments included on item M.1, Table J of the June 19, 2023 agenda, and item L.1 Table K of the May 15, 2023):

- 6/26/23-8/31/23

J.6 Motion to approve the following corrections to June 19, 2023 Minutes, Personnel Section M.1-L. Curriculum Writing:

Name	Nature of Action	Position/Control Number	Salary	Loc.	Date Effective	Date Termin.	Discussion
MacDermid, James	Appoint	Middle School Exploratory: Financial Literacy (grades 6 & 7)	\$44.39/hr.	District	7/1/23	6/30/24	Not to exceed 20 hrs. Maximum hours corrected.

K. EDUCATION

Motion by Mrs. Small, seconded by Mrs. Gould, to accept the recommendation of the Superintendent to approve and adopt motions K.1 through K.8, as described below:

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

K.1 Motion to approve tuition student received for the 2023-2024 school year, as indicated below plus related services and transportation, as needed:

Student ID	School	Tuition	Effective
7541873462	DCCF, Limitless	\$8,104.00	7/5/23-8/3/23

K.2 Motion to affirm Superintendent's report on incidents of Harassment, Intimidation and Bullying findings reported for May 15, 2023 through June 19, 2023.

K.3 Motion to approve the following contracted services:

Name	Rate Not to Exceed	Location	Date Effective	Date Terminated
J & B Therapy, LLC	\$10,000.00	District	9/6/23	6/30/24

K.4 Motion to approve agreement with Essex Regional Educational Services Commission to collaborate in the McKinney-Vento Education of Homeless Children and Youth Program for the 2023-2024 school year.

K.5 Motion to approve Jefferson Township Middle School teacher, Scott Byers, to participate in a Civics Research Study through Wake Forest University during the 23-24 school year.

K.6 Motion to approve the revised curriculum for the 2023-2024 school year, as aligned to the 2020 New Jersey Student Learning Standards (NJSLS):

- | | | |
|----------------------------------|-----------------|----------------------------------------|
| a. Academy English 10 H | g. English 6 | o. Media Studies |
| b. Academy English 11 H | h. English 7 | p. Principles of Dramatic Study |
| c. Advanced Communications | i. English 8 | q. Sports and Entertainment Journalism |
| d. AP Language and Composition | j. English 9 | |
| e. AP Literature and Composition | k. English 10 | |
| f. Engineering II H | l. English 11 | |
| | m. English 12 | |
| | n. Film Studies | |
- KEY:**
AP – Advanced Placement
H - Honors

K.7 Motion to approve the following **day field trips**:

School/Group/Activity	Location
JTHS Community Based Instruction	Wharton, NJ
JTHS Community Based Instruction	Oak Ridge, NJ
JTHS Community Based Instruction	Sparta, NJ
JTHS Community Based Instruction	Lake Hopatcong, NJ
JTHS Community Based Instruction	Rockaway, NJ
JTHS Choir	Oak Ridge, NJ
JTHS Habitat for Humanity	Randolph, NJ

K.8 Motion to approve the following **overnight field trips**:

School/Group/Activity	Location
JTHS Academy for Environmental Science	Sandyston, NJ

L. POLICY

Motion by Mr. Stewart, seconded by Mrs. Grater, to accept the recommendation of the Superintendent to approve motions L.1 and L.2 for Bylaw 0155, as described below. Agenda Item L.2 5514.01 Open Campus Lunch was tabled.

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

L.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
P 2419	School Threat Assessment Teams	N
P 2431	Athletic Competition	RV
P 5460	High School Graduation	RV

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

L.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
B 0155	Board Committees	RV
P 5514.01	Open Campus Lunch	N

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

M. 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 June 20, 2023 through June 23, 2023.

School	Incidents Reported	Confirmed Incidents	Unconfirmed Incidents
Ellen T. Briggs	0	0	0
Arthur Stanlick	1	1	0
Cozy Lake	0	0	0
White Rock	0	0	0
Jefferson Twp. Middle School	4	4	0
Jefferson Twp. High School	1	0	1

Enrollment as of June 23, 2023:

	June 2022	June 2023
Grades Pre-K-1	407	442
Grades 2-5	691	695
Total Elementary	1,098	1,137
Grades 6-8	562	576
Grades 9-12	921	866
GRAND TOTAL	2,581	2,529
Tuition students received	0	3
Out-of-district placement	26	25

N. COMMUNICATIONS

- None

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

- None

P. OLD BUSINESS

- None

Q. NEW BUSINESS

- Mrs. Gould requested information regarding the SEPAG budget to be included at the next Building Needs and Finance meeting.
- Mr. Terpstra reported on an opportunity to introduce a resolution to the delegate assembly regarding unfunded mandates.

R. CLOSED SESSION

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

S. ADJOURN

Motion by Mrs. Gould, seconded by Mrs. Small, to adjourn the meeting at 8:37 PM.

Aye Mrs. Gould

Aye Mrs. Grater

Absent Mr. Natale

Aye Mrs. Perez

Aye Mrs. Small

Aye Mr. Stewart

Aye Mr. Terpstra

Aye 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	Mileage @ \$0.47/mi.	Miscellaneous Fees (including parking/tolls/misc fees)	Total Expense
Dunbar, Maria	8/2/23-8/3/23	West Caldwell, NJ	LinkIt! 2023 Data Forward Summer Institute	\$250.00	-	-	-	\$22.56	-	\$272.56
Tobia, Kathleen	7/20, 7/27 & 8/3	Virtual	Code of Student Conduct Certificate Program	\$400.00	-	-	-	-	-	\$400.00

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