

**JEFFERSON TOWNSHIP BOARD OF EDUCATION**

**Regular Meeting Agenda**

**Tuesday, January 16, 2024 7:10 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 16th day of January, 2024 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. SUPERINTENDENT'S REPORT**

- Good News and Progress

**F. PRESENTATIONS**

- School Board Member Recognition Month - Student Council Co-Presidents Stephanie Ragrag and Rohil Tailor
- Budget Series: Unfunded Mandates - Dr. Roger Jinks, Jr., Assistant Superintendent

**G. 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.*

**H. STUDENT REPRESENTATIVES**

**I. COMMITTEE REPORTS**

**J. MINUTES OF MEETINGS**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Executive Session minutes of the December 18, 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 December 18, 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>

**K. FINANCE AND BUILDING NEEDS**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions K.1 through K.13, 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>

**K.1** Motion to approve the purchase order list dated December 2023 in the amount of \$262,202.91.

**K.2** Motion to approve the vendors’ bills list for release, on or after January 17, 2024, in the amount of \$728,765.63.

**K.3** Motion to approve the check register as of December 2023 in the amount of \$5,589,437.78.

Fund	Amount
General Fund (10)	\$5,045,884.48
Special Revenue Funds (20)	\$543,553.30
Total	\$5,589,437.78

**K.4** Motion to approve the funds transfers in the 2023-2024 Fiscal Year, dated December 31, 2023, in the amount of \$301,405.31.

**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, as of December 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), as of November 30, 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.

**K.7** Motion to appoint Rita Oroho Giacchi, Board Secretary/Business Administrator as the **Qualified Purchasing Agent** and **Public Agency Compliance Officer** and authorizing her to prepare advertisements, advertise for and receive bids and award contracts pursuant to N.J.S.A. 18A:18A-3a, 7a and 37a for the 2024-2025 school year.

**K.8** Motion to approve resolution appointing School Alliance Insurance Fund Commissioner, below:

*BE IT RESOLVED*, by the School Board of Jefferson Township, County of Morris, State of New Jersey, that it hereby appoints Rita Oroho Giacchi as the School Alliance Insurance Fund Commissioner, and

*BE IT FURTHER RESOLVED*, that copies of this Resolution be forwarded to the following:

Rita Oroho Giacchi (*Fund Commissioner*)                      School Alliance Insurance Fund

**K.9** Motion to **designate the source of funding** for Sheltered English Instruction (SEI) Training for the following individuals as the Elementary and Secondary Education Act (ESEA) Title III funds:

Name	Nature of Action	Position	Salary	Location	Date Effective	Date Termin.	Discussion
Bassolino, Kimberly	Extra Hours	Science Teacher	\$62.38/hr.	Middle School	12/14/23	1/30/24	Not to exceed 15 hours
Clayton, Sharon	Extra Hours	Language Arts Teacher	\$72.55/hr.	Middle School	12/14/23	1/30/24	Not to exceed 15 hours
DeGraaf, Andrea	Extra Hours	Mathematics Teacher	\$63.87/hr.	Middle School	12/14/23	1/30/24	Not to exceed 15 hours
Gargone, Carol	Extra Hours	Mathematics Teacher	\$58.78/hr.	Middle School	12/14/23	1/30/24	Not to exceed 15 hours
Hackett, Erin	Extra Hours	Science Teacher	\$39.84/hr.	Middle School	12/14/23	1/30/24	Not to exceed 15 hours
Koenig, Rachel	Extra Hours	Mathematics Teacher	\$54.99/hr.	Middle School	12/14/23	1/30/24	Not to exceed 15 hours
MacDermid, James	Extra Hours	Social Studies Teacher	\$56.87/hr.	Middle School	12/14/23	1/30/24	Not to exceed 15 hours
Papaianni, Rosemarie	Extra Hours	Language Arts Teacher	\$72.55/hr.	Middle School	12/14/23	1/30/24	Not to exceed 15 hours
Thomas, Sharon	Extra Hours	Language Arts Teacher	\$72.55/hr.	Middle School	12/14/23	1/30/24	Not to exceed 15 hours

**K.10** Motion to approve Joint Transportation Agreement between Jefferson Township Board of Education and Mercer County Special Services School District for the 2023-2024 school year.

**K.11** Motion to approve Joint Transportation Agreement between Jefferson Township Board of Education and Warren County Special Services School District for the 2024-2025 school year.

**K.12** Motion to approve the disposal of obsolete equipment, in accordance with Policy 7300, Disposition of Property, as shown below:

School/Department	Equipment Description Model and/or Serial Number	Serial/Tag number
JTPS Technology Department	NAS Box	NHSUA2019604
JTPS Technology Department	Lux Riut Server Box	JEFFTWP5063
JTPS Technology Department	Dell Monitor	2629989
JTPS Technology Department	Dell Monitor	286172
JTPS Technology Department	Dell Monitor	1473
JTPS Technology Department	Dell Monitor	2000289
JTPS Technology Department	Dell Monitor	228
JTPS Technology Department	Lexmark Printer	N/A
JTPS Technology Department	HP Printer	VNB3N10732
JTPS Technology Department	HP Printer	VNB3P17774
JTPS Technology Department	3D Printer	201707557

**K.13** 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*, 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*).

**M. PERSONNEL**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions M.1 through M.4, 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
Bassolino, Kimberly 20-241-200-100-000	Extra Hours	Teacher - Science TCH-MS-SCNC-08-01		\$62.38/hr.	JTMS	12/14/23	1/30/24	Not to exceed 15 hours for Sheltered English Instruction (SEI) training
Blahe, Madison 11-213-100-106-006	Appoint	Special Education Aide AID-WR-SPED-ES-27		\$24.63/hr.	White Rock	1/9/24	6/30/24	Replacing R. Warner, not to exceed 7.25 hrs./day, Monday off
Clayton, Sharon 20-241-200-100-000	Extra Hours	Teacher - Language Arts TCH-MS-ELAG-08-01		\$72.55/hr.	JTMS	12/14/23	1/30/24	Not to exceed 15 hours for Sheltered English Instruction (SEI) training
DeGraaf, Andrea 20-241-200-100-000	Extra Hours	Teacher - Mathematics TCH-MS-MATH-07-02		\$63.87/hr.	JTMS	12/14/23	1/30/24	Not to exceed 15 hours for Sheltered English Instruction (SEI) training
DiBartolo, Melanie 11-000-219-104-007	Resignation	School Social Worker CST-MS-SCSW-AL-01			JTMS	3/10/24		
Dworak, Audrey 11-213-100-101-001	Appoint	Teacher - Special Education (.5) TCH-ST-SPED-ES-08	BA+15/1	\$28,930	Stanlick	1/16/24	6/30/24	
Dworak, Audrey 11-213-100-101-007	Schedule Adjustment	Teacher- Special Education (.34) TCH-MS-SPED-MS-03	BA+15/1	\$19,672	JTMS	1/16/24	6/30/24	
Dworak, Audrey 11-209-100-106-007	Schedule Adjustment	Special Education Aide AID-MS-SPED-MS-18	5	\$25.75/hr.	JTMS	1/16/24	6/30/24	Not to exceed 1.04 hrs./day
Friedman, Carisa 11-000-270-107-000	Hours Adjustment	Transportation Aide AID-BD-TSPT-AL-02			Transportation	12/18/23	6/30/24	Not to exceed 5.92 hrs./day

A. PERSONNEL								
Name	Nature of Action	Position/Control Number	Deg/ Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Gargone, Carol 20-241-200-100-000	Extra Hours	Teacher - Mathematics TCH-MS-MATH-06-01		\$58.78/hr.	JTMS	12/14/23	1/30/24	Not to exceed 15 hours for Sheltered English Instruction (SEI) training
Grieves, Michele 11-000-240-105-008	Retirement	Secretary IV- Athletics SEC-HS-ATHL-HS-01			JTHS	7/1/24		Retiring after 25 years in district
Hackett, Erin 20-241-200-100-000	Extra Hours	Teacher - Science TCH-MS-SCNC-08-02		\$39.84/hr.	JTMS	12/14/23	1/30/24	Not to exceed 15 hours for Sheltered English Instruction (SEI) training
Johnson, Marshall 11-000-270-160-000	Schedule Adjustment	Bus Driver BUS-BD-TSPT-AL-08			Transportation	1/1/24	6/30/24	Not to exceed 6.42 hrs./day
Josipowich, Sandra 11-140-100-101-290	Adjusted End Date	Teacher (LTS) TCH-HS-FCST-HS-01		\$283.80/diem	JTHS		2/23/24	Covering #893, not to exceed 2 days/week
Kochan, Meghan 11-120-100-101-001	Appoint	Teacher (LTS) TCH-ST-ELEM-02-01		\$283.80/diem	Stanlick	3/25/24	6/21/24	Covering #2101
Koenig, Rachel 20-241-200-100-000	Extra Hours	Teacher - Mathematics TCH-MS-MATH-08-02		\$54.99/hr.	JTMS	12/14/23	1/30/24	Not to exceed 15 hours for Sheltered English Instruction (SEI) training
Kraljevich, Jennifer 11-000-213-101-008	Retirement	School Nurse NUR-HS-HLTH-HS-01			JTHS	7/1/24		Retiring after 10 years in district
MacDermid, James 20-241-200-100-000	Extra Hours	Teacher - Social Studies TCH-MS-SOST-08-01		\$56.87/hr.	JTMS	12/14/23	1/30/24	Not to exceed 15 hours for Sheltered English Instruction (SEI) training
McLoughlin, Lorraine 11-130-100-101-290	Appoint	Teacher - Mathematics (LTS) TCH-MS-MATH-MS-01		\$283.80/diem	JTMS	2/1/24	2/29/24	Covering #1273
Messina, Tiffany 11-214-100-106-006	Schedule Adjustment	Special Education Aide AID-WR-SPED-ES-30			White Rock	1/2/24	6/30/24	Not to exceed 7.25 hrs./day, Thursday off
Papaianni, Rosemarie 20-241-200-100-000	Extra Hours	Teacher - Language Arts TCH-MS-ELAG-06-01		\$72.55/hr.	JTMS	12/14/23	1/30/24	Not to exceed 15 hours for Sheltered English Instruction (SEI) training
Severino, Katelin 11-000-217-106-006	Appoint	Special Education Aide AID-WR-SPED-ES-27		\$24.63/hr.	White Rock	1/16/24	6/30/24	Not to exceed 7.25 hrs./day, Monday off
Silverstein, Patricia 11-140-100-101-290	Adjusted End Date	Teacher (LTS) TCH-HS-FCST-HS-01		\$283.80/diem	JTHS		2/29/24	Covering #893, not to exceed 3 days/week
Stewart, Christine 11-213-100-101-008	Retirement	Teacher - Special Education TCH-HS-SPED-HS-13			JTHS	7/1/24		Retiring after 24 years in district
Tanis, Janet 11-000-270-160-000	Schedule Adjustment	Bus Driver BUS-BD-TSPT-AL-24			Transportation	1/1/24	6/30/24	Not to exceed 7.25 hrs./day
Thomas, Sharon 20-241-200-100-000	Extra Hours	Teacher - Language Arts TCH-MS-ELAG-08-02		\$72.55/hr.	JTMS	12/14/23	1/30/24	Not to exceed 15 hours for Sheltered English Instruction (SEI) training
Vander Linden, Tiffany 11-000-217-106-001	Location Change	Special Education Aide AID-ST-SPED-ES-05			Stanlick	1/8/24	6/30/24	Replacing J. Gesek
Verbist, Joelle 11-000-218-104-290	Appoint	School Counselor (LTS) GUI-MS-CNSL-MS-01		\$283.80/diem	JTMS	4/15/24	6/30/24	Covering #3496
Williams, Kristi 11-216-100-106-003 (.67) 20-218-100-101-003 (.33)	Schedule Adjustment	Special Education Aide AID-BR-PRSC-PS-04			Briggs	1/2/24	6/30/24	Not to exceed 7 hrs./day, 3 days/week, Tuesday and Thursday off
#1639	Family Leave				JTHS	1/16/24	6/21/24	Intermittent as needed
#1908	Medical Leave				Stanlick	3/4/24	10/11/24	Utilizing 25 Personal Illness, balance unpaid
#1908	Family Leave				Stanlick	10/14/24	6/30/25	Unpaid
#1955	Medical Leave				White Rock	1/4/24	2/28/24	Utilizing 14 Personal Illness, balance unpaid
#2101	Medical Leave				Stanlick	3/25/24	5/31/24	Utilizing 43 Personal Illness days
#2101	Family Leave				Stanlick	6/1/24	11/1/24	Unpaid
#3330‡	Family Leave Extension				JTMS	1/19/24	6/30/24	Unpaid
#3546‡	Medical Leave				Cozy Lake	5/28/24	5/31/24	Utilizing 8 Personal Illness, 4 Family Illness
#3546‡	Medical Leave				Cozy Lake	6/3/24	6/21/24	15 unpaid days, ineligible for FMLA

\*Requires mentoring

‡ Denotes non-tenured staff

<b>B. SUBSTITUTES/OTHER</b>						
Name	Nature of Action	Position	Location	Date Effective	Date Termin.	Discussion
Argondizzo, Anthony	Appoint	Substitute Aide	District	1/9/24	6/30/24	
Blaha, Madison	Appoint	Substitute Teacher, Substitute Aide	District	1/16/24	6/30/24	
Carderelli, Barbara	Appoint	Substitute Aide	District	1/3/24	6/30/24	
Cofrancesco, Beth	Appoint	Substitute Teacher	District	1/16/24	6/30/24	
Daken-Stefanski, Alice	Appoint	Bedside Instruction	District	1/4/24	6/30/24	
Ferguson, Jake	Appoint	Substitute Custodian	District	1/17/24	6/30/24	
Hartranft, Eleanor	Appoint	Substitute Teacher	District	1/2/24	6/30/24	
Hollander, Susan	Appoint	Substitute Teacher, Substitute Aide	District	1/2/24	6/30/24	
Johnson, Frank	Appoint	Substitute Aide	District	1/16/24	6/30/24	
Montgomery, Sarah	Appoint	Bedside Instruction	District	12/20/23	6/30/24	
Percy, Meredith	Appoint	Substitute Teacher, Substitute Aide	District	1/2/24	6/30/24	
Ricciardi, Carolyn	Appoint	Substitute Aide	District	1/8/24	6/30/24	
Thomas, Sara	Appoint	Substitute Teacher, Substitute Aide	District	1/2/24	6/30/24	
Vander Linden, Tiffany	Appoint	Substitute Aide	District	1/2/24	6/30/24	
Zak, Katarzyna	Appoint	Substitute Nurse	District	1/2/24	6/30/24	

<b>C. EXTRA DUTY PAY</b>								
Name	Nature of Action	Position	Level	Rate	Loc.	Date Effective	Date Termin.	Discussion
<b>HIGH SCHOOL 11-401-100-101-008*</b>								
Gray-Reveredo, Meg 20-241-100-100-000	Appoint	ESL After School Extra Help	-	\$44.86/hr.	JTHS	1/2/24	5/31/24	Not to exceed 90 hours
Tiger, Jahn	Level/Rate Adjustment	School Store Business Manager	3	\$2,662	JTHS	9/1/23	6/30/24	
<b>MIDDLE SCHOOL 11-401-100-101-007*</b>								
Crowe, Kelsey 20-241-100-100-000	Appoint	ESL After School Extra Help	-	\$44.86/hr.	JTMS	1/2/24	5/31/24	Not to exceed 90 hours

\* Unless otherwise indicated

<b>D. STUDENT INTERN/TEACHER</b>							
Name	College	Subject	Loc.	Date Effective	Date Termin.	Discussion	
Walsh, Alexa	New York University	Speech Therapy	JTMS	1/22/24	5/13/24	25 hours observation	

**M.2 Motion to approve Course Reimbursements as indicated below:**

<b>SUMMER 2023 CERTIFICATED STAFF</b>					
Name	School	Class	Approval	Credits	Amount
Brown, Connor	William Paterson University	Intro to Special Education	SU36	3	\$2,202.00
Brusberg, Susan	University of California/San Diego	How to Reach and Teach Students with ASD	SU26	3	\$271.00
Brusberg, Susan	University of California/San Diego	Teaching Critical SEL Skills with Picture Books	SU27	3	\$271.00
Brusberg, Susan	University of California/San Diego	Focused Interventions to Improve Executive Function Skills	SU28	3	\$271.00
Conley, Elizabeth	American College of Education	Leadership and Management Theory in Nursing	SU42	3	\$705.00
Curry, Megan	American College of Education	Shifting your Focus to the Science of Reading	SU15	3	\$384.00
Curry, Megan	American College of Education	Building Comprehension with the Science of Reading	SU16	3	\$384.00
Curry, Megan	American College of Education	Moving Math: How to Use Differentiated Math Stations	SU17	3	\$384.00
Curry, Megan	American College of Education	Leading Intentional Talk with Young Mathematical Students	SU18	3	\$384.00
Curry, Megan	American College of Education	Math Fluency Beyond Basic Facts	SU19	3	\$384.00
Diaz, Gabrielle	University of California/San Diego	Trauma-Informed Teaching Strategies	SU32	3	\$271.00
Diaz, Gabrielle	University of California/San Diego	Social Emotional and Physical Wellness for Students and Teachers	SU33	3	\$271.00
Diaz, Gabrielle	University of California/San Diego	Focus on Phonics	SU34	3	\$271.00
Kulick, Lauren	University of California/San Diego	Engaging, Motivating, and Managing your Students	SU01	3	\$303.20
Nadratowski, Donna	University of California/San Diego	Connecting Content with Literacy	SU03	3	\$284.00
Nadratowski, Donna	University of California/San Diego	Embracing Diversity & Equity through Culturally Responsive Teaching	SU04	3	\$284.00
Reiss, Joanna	Centenary University	Curriculum Development and Evaluation	SU44	3	\$1,969.50
Reiss, Joanna	Centenary University	Seminar in Curricular Evaluation and Assessment Strategies	SU45	3	\$1,969.50
Rosenberg, Jessica	New Jersey City University	Pedagogy and Application of Children's Literature in the K-12 Classroom	SU47	3	\$2,393.00
Rowe, Kristie	University of California/San Diego	Middle School Math Problem Solving	SU46	3	\$296.10
Storms, Aleyna	American College of Education	Design of Instructional Media	SU43	3	\$705.00
Thide, Jeremy	University of LaVerne	Soccer Basics	SU20	3	\$405.00
Thide, Jeremy	University of LaVerne	Creating a Google Apps Classroom	SU21	3	\$405.00

Thide, Jeremy	University of LaVerne	Childhood Obesity	SU22	3	\$405.00
Thide, Jeremy	University of LaVerne	Health Issues in the 21st Century	SU23	3	\$405.00
Thide, Jeremy	University of LaVerne	Mindful Teachers, Mindful Students	SU24	3	\$405.00
Wassmer, Stephanie	The Art of Education University	Therapeutic Practices in Art Education	SU02	3	\$1,197.00
Weaver, Ann	University of California/San Diego	Focus on Phonics	SU05	3	\$323.00
Weaver, Ann	University of California/San Diego	Developing Phonetic Awareness in Emergent Readers	SU06	3	\$303.00
Weaver, Ann	University of California/San Diego	The Science of Reading	SU07	3	\$303.00
Westberg, Kenneth	American College of Education	Empowering Digital Educators in Virtual Environments	SU35	3	\$705.00

**M.3** Motion to establish the rate of pay for the following positions, effective January 17, 2024:

Position	Rate
Substitute Nurse	\$250.00/day

**M.4** Motion to approve the following job descriptions:

- Preschool Classroom Aide
- Rocks & Minerals (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 November 20, 2023 through December 18, 2023.

**N.2** 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	\$59,179.20	1/2/24-6/30/24
5467451637	East Mountain School	\$42,672.24	1/9/24-6/30/24

**N.3** Motion to rescind student placement for the 2023-2024 school year, as indicated below plus related services as needed:

Local ID	School	Tuition	Effective
5822178989	New Road School	\$54,205.13	12/23/23
7129491907	Northern Hills Academy	\$46,980.60	12/23/23
2891698341	Northern Hills Academy	\$66,092.00	10/6/23
5467451637	Ewing Township	\$12,880.00	1/8/24
8805299388	Calais School	\$49,846.76	11/23/23

**N.4** Motion to accept revised 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	\$20,576.00
9518718906	180	\$20,576.00
6208698765	180	\$20,576.00
4737100464	180	\$20,576.00
8404540083	180	\$20,576.00
<b>Sussex County Charter School Campus Tuition Total</b>		<b>\$102,880.00</b>

**N.5** Motion to approve the Jefferson Township High School course proposals for the 2023-2024 school year, as aligned to the 2020 New Jersey Student Learning Standards (NJSLs):

- a. Child Development from 5 credits to 6 credits, inclusive of a lab
- b. Advanced Child Development from 5 credits to 6 credits, inclusive of a lab
- c. Tomorrow's Leaders: Tomorrow's Teachers from 5 credits to 6 credits, inclusive of a lab

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

School/Group/Activity	Location
JTHS Academic Bowl Team	Newton, NJ
White Rock Elementary School 4th Graders	Landing, NJ
JTHS Community Based Instruction	Lake Hopatcong, NJ

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

School/Group/Activity	Location
JTMS Gateways, Grades 7 & 8	Boston, MA & Salem, MA

**O. POLICY**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve motion O.1, 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
8600R	Student Transportation	RV
5112P	Entrance Age	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 December 19, 2023 through January 16, 2024.

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	0	0	0
Jefferson Twp. High School	1	0	1

**Enrollment as of 12/21/23:**

	December 2022	December 2023
Grades PreK	243	417
Grades K-5	840	870
Grades 6-8	579	567
Grades 9-12	868	836
TOTAL	2,560	2,690
Tuition students received	0	1
Out-of-district placement	27	21

*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 G*).

**S. OLD BUSINESS**

**T. NEW BUSINESS**

**RESOLUTION PROCLAIMING JANUARY 2024 AS  
SCHOOL BOARD MEMBER RECOGNITION MONTH**

*WHEREAS*, The New Jersey School Boards Association has declared January 2024 to be School Board Recognition Month, a time when all residents can acknowledge the contributions made by our local school board members; and

*WHEREAS*, The Jefferson Township Board of Education is one of 581 local school boards in New Jersey, which sets policies and oversees operations for public school districts; and

*WHEREAS*, The Jefferson Township Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

*WHEREAS*, New Jersey's local school boards help determine the educational goals for approximately 1.4 million children in pre-kindergarten through 12<sup>th</sup> grade; and

*WHEREAS*, New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

*WHEREAS*, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

*WHEREAS*, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

*WHEREAS*, New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Educational Progress scores, and the preparation for college through advanced placement offerings and SAT assessments; Now, therefore, be it

*RESOLVED*, The Jefferson Township Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2024 as SCHOOL BOARD RECOGNITION MONTH; and be it further

*RESOLVED*, The Jefferson Township Board of Education urges all New Jersey citizens to work with their local boards of education and public school staff toward the advancement of our children's education.

**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 16th day of January 2024, 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.

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\_\_\_\_\_ Mrs. Gould  
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\_\_\_\_\_ Mrs. Grater  
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\_\_\_\_\_ Mr. Natale

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

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\_\_\_\_\_ Mr. Terpstra  
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\_\_\_\_\_ Mrs. Wildermuth, *Vice President*  
\_\_\_\_\_  
\_\_\_\_\_ 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
Cannarozzi, Katelyn	2/1/24-2/2/24	Atlantic City, NJ	Field Hockey Seminar: Powered by Explosive Sports Academy	\$225.00	-	-	-	\$142.88	-	\$367.88
Fleming, Robert	1/24/24-1/26/24	Atlantic City, NJ	Techspo 2024	\$540.00	\$118.18	\$59.00	2.5	\$142.00	\$85.00	\$1,150.86
Gherardi, Richard	1/24/24-1/26/24	Atlantic City, NJ	Techspo 2024	\$540.00	\$118.18	\$59.00	2.5	\$142.00	\$85.00	\$1,150.86
Haucke, Danielle	2/22/24-2/24/24	Atlantic City, NJ	NJ Music Educators Association Annual Conference	\$195.00	-	-	-	\$140.06	-	\$335.06
Koch, William	3/13/24-3/15/24	Atlantic City, NJ	Directors of Athletics Association of New Jersey	\$450.00	\$109.00	\$59.00	2.5	\$142.41	\$35.00	\$992.91
Kotek, David	3/21/24	Atlantic City, NJ	Light Duty Diesel: Exhaust Aftertreatment Systems and Heavy Duty Diesel: Advanced Diagnostic Techniques	\$250.00	-	\$59.00	0.75	\$143.72	\$20.00	\$457.97
Kulick, Lauren	2/22/24-2/24/24	Atlantic City, NJ	NJ Music Educators Association Annual Conference	\$195.00	-	-	-	\$139.12	-	\$334.12
Perrulli, Tricia	3/20/24-3/22/24	Atlantic City, NJ	School Transportation Supervisors Conference	\$475.00	\$96.00*	\$59.00	2.5	\$139.59	\$20.00	\$878.09
Riccardi, Emily	2/1/24-2/2/24	Atlantic City, NJ	Field Hockey Seminar: Powered by Explosive Sports Academy	\$225.00	-	-	-	-	-	\$225.00
Sanchez, Vanessa	3/20/24-3/22/24	Atlantic City, NJ	School Transportation Supervisors Conference	\$475.00	\$96.00*	\$59.00	2.5	\$139.59	\$20.00	\$878.09

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

*\*Conference host pays for one night hotel stay for association members.*