

**JEFFERSON TOWNSHIP BOARD OF EDUCATION**

**Regular Meeting Agenda**

**Monday, October 17, 2016 6:30 PM (Closed Session) – 7:30 PM (Regular Session)**

**Jefferson Township High School Media Center**

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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*, *AIM* Newspaper, 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:**

Present

Absent

Mr. Cuccio

\_\_\_\_\_

\_\_\_\_\_

Mrs. Gould

\_\_\_\_\_

\_\_\_\_\_

Mrs. Poulas

\_\_\_\_\_

\_\_\_\_\_

Mr. Quigley

\_\_\_\_\_

\_\_\_\_\_

Mrs. Senatore

\_\_\_\_\_

\_\_\_\_\_

Mr. Stewart

\_\_\_\_\_

\_\_\_\_\_

Mrs. Van Ness

\_\_\_\_\_

\_\_\_\_\_

Mr. Millar, Vice President

\_\_\_\_\_

\_\_\_\_\_

Mr. Smith, President

\_\_\_\_\_

\_\_\_\_\_

Miss Alyssa Feldmann, *Student Representative*

\_\_\_\_\_

\_\_\_\_\_

Miss Samantha Novak, *Student Representative*

\_\_\_\_\_

\_\_\_\_\_

D. **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 17<sup>th</sup> day of October, 2016 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 public property, 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.

E. **SUPERINTENDENT'S REPORT**

- Good News and Progress in Our Schools

**F. PRESENTATIONS**

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

Public participation shall be governed by the following rules (Per District Policy #0167):

1. The Public participation period shall be for thirty minutes or fewer;
2. A participant must be recognized by the presiding officer and must preface comments by an announcement of his or her name, place of residence, and group affiliation, if appropriate;
3. Each statement made by a participant shall be limited to three minutes' duration;
4. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
5. All statements shall be directed to the presiding officer;
6. 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 observe 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.

**H. COMMITTEE REPORTS**

**I. MINUTES OF MEETINGS**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the minutes of the following meetings be approved as submitted:

- September 19, 2016 Regular Meeting Minutes
- September 19, 2016 Executive Session Minutes (1)
- September 19, 2016 Executive Session Minutes (2)
- September 20, 2016 Joint Special Meeting Minutes

**J. FINANCE AND BUILDING NEEDS COMMITTEE**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions J.1 through J.10, as described below:

**J.1** Motion to approve the **purchase order** list dated September 2016 in the amount of **\$1,980,476.67**.

**J.2** Motion to approve the **check journal** as of September 2016 in the amount of **\$5,924,749.70**.

<b>Fund</b>	<b>Amount</b>
General Fund (10)	\$ 30,838.36
General Current Expense (11)	\$ 5,776,915.41
Special Revenue Funds (20)	\$ 116,995.93
<b>Total</b>	<b>\$ 5,924,749.70</b>

**J.3** Motion to approve the funds **transfers** in the 2016-2017 Fiscal Year, dated September 2016 in the amount of **\$176,591.13**.

**J.4** Motion that the Board of Education approve the **certification** by the Board Secretary, pursuant to N.J.S.A. 18A:17-9, that as of August 31, 2016, 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).

**J.5** Motion to certify, in accordance with N.J.A.C. 6A:23-2.11(c), that as of August 31, 2016, 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.

**J.6** Motion to approve Little Learner Academy to utilize the legal bus stop of Edison Road and Boa Vista Drive, pending seat availability, for student loading/unloading.

**J.7** Motion to approve the disposal of **obsolete equipment**, as shown below, in accordance with Policy #7300, Disposition of Property, as listed below:

<u>School/Department</u>	<u>Bar Code/Serial No.</u>	<u>Equipment Description</u>
Stanlick	237, 366, & 445	Televisions
Middle School	1861, 2161, 2175, 2184 2169, 1946, 2018, & 2183	Televisions

**J.8** Motion to accept the following **donation** from the Jefferson Township High School PTSA and the Jefferson Township High School Student Activity Football Account, awarded to the Jefferson Township High School, in accordance with Policy # 7230, Gifts, Grants and Donations.

<u>Item/Purpose</u>	<u>Amount</u>
Eric LaGrande Assembly	\$ 2,500
Eric LaGrande Assembly	\$ 1,500
Smartboard	\$ 4,429

**J.9** Motion to approve **Resolution Supporting a Fair School Funding Formula**, as described below:

**WHEREAS**, the Jefferson Township Board of Education believes that every child should have equal resources of state aid distributed by the legislature in the state of New Jersey by utilizing a fair school funding mechanism; and

**WHEREAS**, the current distribution of state aid for education to the schools has not been distributed in a fair and equitable manner to provide property tax relief to all citizens of the State of New Jersey; and

**WHEREAS**, Article III., Paragraph 1, of the New Jersey State Constitution states, “The powers of government shall be divided among three distinct branches, the legislative, executive, and judicial. No person or persons belonging to or constituting one branch shall exercise any of the powers properly belonging to either of the others, except as expressly provided in this Constitution;” and

**WHEREAS**, Article VIII, Section IV, paragraph 1, of the New Jersey State Constitution states, “the Legislature shall provide for the maintenance and support of a thorough and efficient system of free public schools for the instruction of all children in the state between the ages of five and eighteen years;” and

**WHEREAS**, Article VIII, Section IV, Paragraph 2, of the New Jersey State Constitution states, “the fund for the support of free public schools...shall be annually appropriated to the support of free public schools, and for the equal benefit of all the people of this state;” and

**WHEREAS**, Article VIII, Section I, Paragraph 7a of the New Jersey State Constitution states, “the income tax is to be annually appropriated...exclusively for the purpose of reducing or offsetting property taxes;” and

**WHEREAS**, this body can no longer bear the burden of the continued diversion of its fair share of state school aid for the students between the ages of five and eighteen years of age who reside within this jurisdiction.

**NOW THEREFORE BE IT RESOLVED**, that the Jefferson Township Board of Education does hereby call upon the Legislature of the State of New Jersey to fulfill its constitutionally assigned duty to distribute the state aid for education to the school districts in this state in a fair manner that is for the equal benefit of all people of the state and not by means that are prejudiced by the actions of special interests that may have been presented before the Court or other venue.

**BE IT FURTHER RESOLED**, that the Board Secretary is hereby directed to forward of copy of this resolution to Governor Chris Christie, the New Jersey State Senate President and Minority Leader, the New Jersey State Assembly Speaker and Minority Leader, and the Assemblymen and Senator representing the Township of Jefferson.

**J.10** 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 Attachment 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; 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, be it further

**RESOLVED**, That the expense is justified and therefore reimbursable (*Appendix A*).

**K. PERSONNEL COMMITTEE**

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

**K.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	Deg/Step	Salary**	Loc.	Date Effective	Date Termin.	Discussion
KV	Intermittent Medical Leave	25-80-82/ayf			District	9/22/16	6/30/17	Utilizing an undetermined number of personal illness days
B. INSTRUCTIONAL								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary**	Loc.	Date Effective	Date Termin.	Discussion
Christine M. Malloy 11-150-100-101-00	Appoint	Job Coach 90-80-80/bys		\$42.45/hr.	JTHS	10/24/16	6/30/17	2 days/week; not to exceed 3.5 hrs./day

Name	Nature of Action	Position/Control Number	Deg/Step	Salary**	Loc.	Date Effective	Date Termin.	Discussion
Charlotte Bayley	Retirement	Elementary Teacher 10-60-60/aib			White Rock	6/30/17	7/1/17	Retiring after 25 years in district
Susan Pasake	Retirement	Special Education Teacher 10-70-70/ajh			JTMS	6/30/17	7/1/17	Retiring after 27 years in district
Kaitlyn Brueno	Appoint	Bedside Instruction		\$42.45/hr.	District	10/14/16	6/30/17	
Carrie Hutchinson	Appoint	Bedside Instruction		\$42.45/hr.	District	9/23/16	6/30/17	
Christine E. Malloy	Appoint	Bedside Instruction		\$42.45/hr.	District	10/10/16	6/30/17	
CC	Intermittent Family Leave	10-50-50/bto			Cozy Lake	9/28/16	6/30/17	Utilizing an undetermined number of family illness days
KT	Medical Leave	10-60-60/aic			White Rock	1/2/17	6/30/17	Utilizing 35 personal illness days, 4 family illness days and 76 unpaid days

\*Requires Mentoring

\*\*14/15 salary guide until such time as negotiations have been completed

**C. NON-INSTRUCTIONAL**

Name	Nature of Action	Position/Control Number	Deg/Step	Salary**	Loc.	Date Effective	Date Termin.	Discussion
Anna Gould 11-204-100-106-00	Appoint	Special Education Aide 09-80-80/bud	Step 1	\$19.65/hr.	JTHS	10/18/16	6/30/17	Replacing R. Kneringer; 3.75 hrs./day; no benefits
Leslie Heller 11-000-217-106-00	Appoint	Special Education Aide 09-80-80/brw	Step 1	\$19.65/hr.	JTHS	10/4/16	6/30/17	Replacing B. Roberts; 3.5 hrs./day; no benefits
Tracie Kisto 11-000-251-105-00	Appoint	Accounts Payable Clerk 11-90-92/aek	Group IV/Step 11	\$50,495	Board Office	11/28/16	6/30/17	Replacing B. Pabst
Dirouhi Knapik 11-000-217-106-00	Appoint	Special Education Aide 09-70-70/bhu	Step 1	\$19.65/hr.	JTMS	9/22/16	11/5/16	Not to exceed 1 hr./day for Open Gym on 9/22, 9/29, 10/6, 10/13, 10/20, 10/27 and 11/4/16
Barbara Verdes 11-214-100-106-00	Appoint	Special Education Aide 09-60-60/bgs	Step 1	\$19.65/hr.	White Rock	9/26/16	6/30/17	Replacing R. Curcio; 3.5 hr./day; no benefits
Maureen Dragona 11-000-270-107-00	Additional Hours	Transportation Aide 09-90-90/bgw			District	9/1/16	6/30/17	Additional time from 3hrs. 16 min. to 4 hrs. 11 min.; With benefits
Leslie Heller 11-215-100-106-00	Assignment Change/Account Change	Special Education Aide 09-40-40/bbz			Milton	10/11/16	6/30/17	Replacing A. Maragelis 3.5 hrs./day, no benefits; PSD program every other Friday off
Roseann Kneringer 11-000-217-106-00	Assignment Change/Account Change	Special Education Aide 09-10-10/bwk			Stanlick	10/4/16	6/30/17	3.5 hours/day; no benefits
Melissa Zabriskie 11-000-217-106-00	Account Change	Special Education Aide 09-60-60/bui			White Rock	9/28/16	6/30/17	
Kimberly Reid 11-000-270-107-00	Adjusted Start Date	Transportation Aide 09-90-90/bji	Step 1	\$19.29/hr.	District	10/5/16	6/30/17	Replacing M. Miller 3 hrs./day, no benefits
April Maragelis	Resignation	Special Education Aide 09-40-40/bbz			Milton	10/13/16	10/14/16	
TA	Adjusted Medical Leave	12-80-82/ake			JTHS	8/29/16	11/1/16	Utilizing 45 sick days
CC	Family Leave	09-10-10/bdc			Stanlick	10/26/16	12/3/16	Utilizing 3 personal days, 21 unpaid days
LC	Adjusted Medical Leave	12-60-60/afa			White Rock	7/11/16	11/28/16	Utilizing 96 sick days, 1 personal day
RK	Family Leave	09-10-10/bwk			Stanlick	9/23/16	12/16/16	Utilizing 53 unpaid days
DS	Adjusted Medical Leave	12-80-82/akh			Facilities	9/12/16	11/12/16	Utilizing 42 sick days
SW	Adjusted Family Leave	09-70-70/bup			Milton	9/6/16	10/5/16	Utilizing 3 personal days and 15 unpaid days
MZ	Medical Leave	09-60-60/bbn			JTMS	9/13/16	12/27/16	Utilizing 67 sick days

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**D. SUBSTITUTES/OTHER**

Name	Nature of Action	Position	Level	Salary	Loc.	Date Effective	Date Termin.	Discussion
Warren Erdmann IV	Appoint	Substitute Teacher		\$90/day	District	10/18/16	6/30/17	
Alyssa Indri	Appoint	Substitute Teacher		\$90/day	District	9/28/16	6/30/17	
Christine M. Malloy	Appoint	Substitute Teacher		\$90/day	District	10/18/16	6/30/17	
William Nasiuta	Appoint	Substitute Teacher		\$90/day	District	10/18/16	6/30/17	
Agnes Niedenthal	Appoint	Substitute Teacher		\$90/day	District	10/18/16	6/30/17	
Emily Nimmo	Appoint	Substitute Teacher		\$90/day	District	9/1/16	6/30/17	
Catherine Struck	Appoint	Substitute Teacher		\$90/day	District	10/18/16	6/30/17	
Jennifer Wendt	Appoint	Substitute Teacher		\$90/day	District	10/18/16	6/30/17	
Michael Wychules	Appoint	Substitute Teacher		\$90/day	District	9/22/16	6/30/17	
Leslie Heller	Appoint	Substitute Aide		\$15/hr.	District	10/4/16	6/30/17	
Marcia Leibowitz	Appoint	Substitute Aide		\$15/hr.	District	9/27/16	6/30/17	

Name	Nature of Action	Position	Level	Salary	Loc.	Date Effective	Date Termin.	Discussion
Alyssa Indri	Appoint	Substitute Aide		\$15/hr.	District	9/28/16	6/30/17	
Tammy Kehoe	Appoint	Substitute Aide		\$15/hr.	District	10/4/16	6/30/17	
Christine M. Malloy	Appoint	Substitute Aide		\$15/hr.	District	10/18/16	6/30/17	
Shannon Morgan	Appoint	Substitute Aide		\$15/hr.	District	9/1/16	6/30/17	
Ashley Nimmo	Appoint	Substitute Aide		\$15/hr.	District	9/1/16	6/30/17	
Stacey Segons	Appoint	Substitute Aide		\$15/hr.	District	10/12/16	6/30/17	
Tami Shellhamer	Appoint	Substitute Aide		\$15/hr.	District	9/28/16	6/30/17	
Arian Sommers	Appoint	Substitute Aide		\$15/hr.	District	9/30/16	6/30/17	
Susan Tack	Appoint	Substitute Aide		\$15/hr.	District	10/11/16	6/30/17	
Jodi Trautmann	Appoint	Substitute Aide		\$15/hr.	District	9/27/16	6/30/17	
Shirley Wallace	Appoint	Substitute Aide		\$15/hr.	District	9/1/16	6/30/17	
Damon Modula	Appoint	Substitute Custodian		\$18/hr.	District	10/18/16	6/30/17	
David Foschino	Appoint	Security Technician/ Project Assistant		\$40/hr.	District	10/18/16	6/30/17	As needed based upon skill set requirements
Jeffrey Moskowitz	Appoint	Security Technician/ Project Assistant		\$16/hr.	District	10/18/16	6/30/17	As needed based upon skill set requirements

**E. Stokes Trip 11-401-100-101-00**

Name	Nature of Action	Position	Salary/Night	Loc.	Date Effective	Date Termin.	Discussion
Kathleen D' Ambrosio	Appoint	Stokes Chaperone	\$125.00	JTMS	10/13/16	10/14/16	1 night
Kari Ellingsen	Appoint	Stokes Chaperone	\$125.00	JTMS	10/13/16	10/14/16	1 night
Tammy Gunderson	Appoint	Stokes Chaperone	\$125.00	JTMS	10/13/16	10/14/16	1 night
Robert Hayzler	Appoint	Stokes Chaperone	\$350.00	JTMS	10/13/16	10/14/16	1 night
Megan Madison	Appoint	Stokes Chaperone	\$125.00	JTMS	10/13/16	10/14/16	1 night
Alyssa Parola	Appoint	Stokes Chaperone	\$125.00	JTMS	10/13/16	10/14/16	1 night
Kenneth Westberg	Appoint	Stokes Chaperone	\$125.00	JTMS	10/13/16	10/14/16	1 night
Amelie Alison	Appoint	Stokes Chaperone	\$125.00	JTMS	11/21/16	11/22/16	1 night
Christine Couser	Appoint	Stokes Chaperone	\$125.00	JTMS	11/21/16	11/22/16	1 night
Kathleen Cutrona	Appoint	Stokes Chaperone	\$350.00	JTMS	11/21/16	11/22/16	1 night
Jennifer Foley	Appoint	Stokes Chaperone	\$125.00	JTMS	11/21/16	11/22/16	1 night
Jane Gugliamello	Appoint	Stokes Chaperone	\$125.00	JTMS	11/21/16	11/22/16	1 night
Julie Kozakewich	Appoint	Stokes Chaperone	\$125.00	JTMS	11/21/16	11/22/16	1 night
Tricia Lindstedt	Appoint	Stokes Chaperone	\$125.00	JTMS	11/21/16	11/22/16	1 night
Sarah Magnuson	Appoint	Stokes Chaperone	\$125.00	JTMS	11/21/16	11/22/16	1 night
Joanna Reiss	Appoint	Stokes Chaperone	\$125.00	JTMS	11/21/16	11/22/16	1 night
Marcus Thompson	Appoint	Stokes Chaperone	\$125.00	JTMS	11/21/16	11/22/16	1 night
Dustin Cardoza	Appoint	Stokes Chaperone	\$125.00	JTMS	12/15/16	12/16/16	1 night
Kari Ellingsen	Appoint	Stokes Chaperone	\$125.00	JTMS	12/15/16	12/16/16	1 night
Pamela Graham	Appoint	Stokes Chaperone	\$125.00	JTMS	12/15/16	12/16/16	1 night
Alyssa Guagenti	Appoint	Stokes Chaperone	\$125.00	JTMS	12/15/16	12/16/16	1 night
Robert Hayzler	Appoint	Stokes Chaperone	\$350.00	JTMS	12/15/16	12/16/16	1 night
Theresa Koontz	Appoint	Stokes Chaperone	\$125.00	JTMS	12/15/16	12/16/16	1 night
Christine Lamonica	Appoint	Stokes Chaperone	\$125.00	JTMS	12/15/16	12/16/16	1 night
Colleen Meade	Appoint	Stokes Chaperone	\$125.00	JTMS	12/15/16	12/16/16	1 night
Sean Quinn	Appoint	Stokes Chaperone	\$125.00	JTMS	12/15/16	12/16/16	1 night
Serina Signorello	Appoint	Stokes Chaperone	\$125.00	JTMS	12/15/16	12/16/16	1 night

**F. EXTRA DUTY PAY**

Name	Nature of Action	Position	Level	Salary**	Loc.	Date Effective	Date Termi.	Discussion
Amelie Alizon	Appoint	Spring Musical: Scenery/Stage	1	\$520.00	JTMS	9/1/16	6/30/17	
Matthew Barone	Appoint	DECA Co-Advisor (1 of 2)	2	\$639.50	JTHS	9/1/16	6/30/17	
Joyce Hulbert	Appoint	DECA Co-Advisor (2 of 2)	2	\$639.50	JTHS	9/1/16	6/30/17	
Pamela Kallas	Appoint	Therapy Dog Handler			White Rock	9/1/16	6/30/17	Volunteer
Christina Ruiz	Appoint	Tutoring Supervisor (3 of 4)	1	\$646.00	JTHS	9/1/15	6/30/17	
Kenneth Westberg	Appoint	Open Gym: Winter	1	\$520.00	JTMS	9/1/16	6/30/17	
Matthew Barone	Rescind	DECA Advisor	2	\$1,279.00	JTHS	9/1/16	6/30/17	

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**K.2 Motion to approve the following job descriptions:**

- Accounts Payable Clerk
- Job Coach
- Security Technician /Project Assistant
- Special Education Aide
- Special Education One-On-One Aide
- Transportation Aide

**L. EDUCATION, SPECIAL EDUCATION AND TECHNOLOGY COMMITTEE**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions L.1 through L.16, as described below:

**L.1 Motion to approve Homebound Instruction for the 2016-2017 school year, as indicated below:**

Student	School	Tuition	Effective
F/14-11	Professional Education Services, Inc. High Focus Centers	\$42.45/hr 2 hours/day	9/22/16-6/30/17
F/15-9	Professional Education Services, Inc. High Focus Centers	\$42.45/hr 2 hours/day	9/22/16-6/30/17

**L.2 Motion to rescind student placement for the 2016-2017 school year, as indicated below plus related services as needed:**

Student	School	Tuition	Effective
F/15-0	Chancellor Academy	\$54,165.00	10/11/16

**L.3 Motion to approve student placement for the 2016-2017 school year, as indicated below plus related services as needed:**

Student	School	Tuition	Effective
M/10-2	Windsor Learning Center	\$51,850.00	9/21/16-6/30/17
M/9-0	Morris School District	\$14,827.00	9/6/16-6/30/17
M/13-1	Morris School District	\$14,270.00	9/6/16-6/30/17
F/6-2	Morris School District	\$14,827.00	9/6/16-6/30/17
M/7-10	Morris School District	\$14,827.00	9/6/16-6/30/17
F/7-10	Sussex Wantage Regional School District	\$14,398.00	9/6/16-6/30/17

**L.4 Motion to approve the following day trips:**

School/Group/Activity	Location	Dates
JTHS, Environmental Academy	Kean Highlands Campus, Oak Ridge, NJ	October 19, 2016
JTHS, REBEL Trip	White Rock School	October 20, 2016
JTHS, Art Students (Gr. 10-12)	Morris Museum, Morristown, NJ	October 25, 2016
JTHS, REBEL Trip	Arthur Stanlick School	January 13, 2017

**L.5 Motion to approve the following overnight trips:**

School/Group/Activity	Location	Dates
JTMS, Grade 7 Blue Team	New Jersey School of Conservation at Stokes State Forest, Branchville, NJ	November 21 & 22, 2016
JTMS, Grade 7 Gold Team	New Jersey School of Conservation at Stokes State Forest, Branchville, NJ	December 15 & 16, 2016

**L.6 Motion to approve course title changes for following courses:**

- a. Consumer 1 to Career and Consumer Awareness
- b. Consumer 2 to Career Exploration
- c. Transition 1 to Transition Education

**L.7 Motion to approve new courses:**

- a. Marketing II Honors CLEP
- b. Introductory Business Law Honors CLEP
- c. Advertising & Promotion
- d. Introduction to Environmental Research (Academy for Environmental Studies)
- e. Introduction to Ecological Design (Academy for Environmental Studies)
- f. Forensic Science CP
- g. United States History Honors (Academy for Environmental Studies)
- h. Criminal Justice & Law
- i. Holocaust, Genocide, and Human Rights
- j. English 10 Honors (Academy for Environmental Studies)
- k. Advanced Communications
- l. Sports and Entertainment Journalism

- L.8** Motion to approve adding Grade 10 to the course selection for AP Human Geography starting in the 2017-2018 school year.
- L.9** Motion to approve submission of the 2016-2017 **Nursing Services Plan** to the Morris County Executive Superintendent.
- L.10** Motion to accept the 2016-2017 **Emergency Operations Plan** for the Jefferson Township School District. (*Viper Manuals for the Jefferson Township Police Department*)
- L.11** Motion to approve the Statement of Assurance and District Performance Review (DPR) for the 2016-2017 **New Jersey Quality Single Accountability Continuum (NJQSAC)** evaluation in the following areas:
1. Instruction and Program
  2. Personnel
  3. Fiscal Management
  4. Operations
  5. Governance

- L.12** Motion to approve, as required by the New Jersey Department of Education, the **Violence, Vandalism and Substance Abuse (VV-SA) Incident Report Form, Harassment, Intimidation or Bullying – Investigations, Trainings and Programs (HIB-ITP) report forms, and Report of Suspension of Students with Disabilities** (for reasons other than violence, vandalism, weapons, substance offenses or harassment, intimidation or bullying), which includes all offender, victim and incident detail contained in the department’s Electronic Violence and Vandalism incident report form for reporting incidents of violence, vandalism and substance abuse (EVVRS).

- L.13** Motion to approve October 3 through October 7, 2016 as **“Week of Respect”**.

**WHEREAS**, The Anti-Bullying Bill of Rights Act (2011) has designated the week beginning with the first Monday in October as a “Week of Respect” in New Jersey schools. All public and charter schools in New Jersey will observe the week with age-appropriate instruction focusing on harassment, intimidation and bullying.

**NOW THEREFORE BE IT RESOLVED**, the Jefferson Township Board of Education will observe October 3 through October 7, 2016 as “Week of Respect”.

- L.14** Motion to approve October 17 through October 21, 2016 as “School Violence Awareness Week”.

- L.15** Motion to adopt a resolution recognizing the week of October 17 through October 23, 2016 as **“National Character Counts Week”**.

**WHEREAS**, A person’s “character ” is the summation of his or her habits, attitudes and attributes.

**WHEREAS**, Those qualities are learned, they can and should be purposefully taught.

**WHEREAS**, Good character doesn’t happen automatically and it’s too important to be left to chance. The effectiveness and well-being of individuals, their organizations and their society depend on it.

**NOW THEREFORE BE IT RESOLVED**, that the Jefferson Township Board of Education

- (1) Recognize the week of October 17-23, 2016, as “National Character Counts Week”; and
- (2) Calls upon the people of the United States, high schools, law enforcement, State and local officials, and interested groups, to observe National Character Counts Week with appropriate programs and activities that promote and teach the six pillars of character and promote good character.



**L.16 Motion to adopt a resolution recognizing the week of October 23 through October 31, 2016 as “National Red Ribbon Week”.**

**WHEREAS**, The Red Ribbon Campaign was started when drug traffickers in Mexico City murdered DEA agent Enrique Camarena in 1985. This began the continuing tradition of displaying Red Ribbons as a symbol of intolerance towards the use of drugs. The mission of the Red Ribbon Campaign is to present a unified and visible commitment towards the creation of a DRUG-FREE AMERICA.

**WHEREAS**, The Department of Human Services estimates approximately 14 million Americans use illegal drugs and 17 million are alcoholics or abusers.

**WHEREAS**, More than half of America’s school age children have tried illegal drugs.

**NOW THEREFORE BE IT RESOLVED**, that the Jefferson Township Board of Education  
 (1) Celebrates the week of October 23-31, 2015 as “National Red Ribbon Week”; and  
 (2) Calls upon the law enforcement, State and local officers and interested groups, to observe National Red Ribbon Week with appropriate programs and activities to keep children, families and communities safe, healthy and drug-free, through parent training, networking and sponsoring the National Red Ribbon Campaign.

**L.17 Motion to Recognize and Accept the Harassment, Intimidation and Bullying Incidences (HIB) September 6, 2016 through September 19, 2016.**

**RESOLVED**, That upon the Recommendation of the Superintendent, the Jefferson Township Board of Education recognizes the Harassment, Intimidation, and Bullying incidences reported from September 6, 2016 through September 19, 2016, as summarized below:

School	Incidents Reported	Confirmed Incidents of HIB	Inconclusive – Case Will Remain Active
Ellen T. Briggs	1	0	0
Stanlick	2	1	1
Milton	0	0	0
Cozy Lake	0	0	0
White Rock	0	0	0
JTMS	3	1	0
JTHS	3	0	0

**BE IT FURTHER RESOLVED**, that the Jefferson Township Board of Education approves the remedial and disciplinary action taken by the building principals.

**Enrollment as of 9/30/16:**

	September 2015	September 2016
Milton	136	119
Cozy Lake	205	186
Arthur Stanlick	345	314
E.T. Briggs	290	289
White Rock	386	357
<b>Total Elementary</b>	<b>1,362</b>	<b>1,265</b>
JTMS	768	774
JTHS	1,020	999
<b>GRAND TOTAL</b>	<b>3,150</b>	<b>3,038</b>
Tuition students received	4	1
Out-of-district placement	34	35

**M. POLICY COMMITTEE**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve motion M.1, as described below:

**M.1 Motion to approve the Second Reading of the following *(copy available for review)***

<b>File Code</b>	<b>Title</b>	<b>Action</b>
P 1220	Employment of Chief School Administrator (M)	Revised
P 1310	Employment of School Business Administrator/Board Secretary (M)	Revised
R 2414	Programs and Services for Students in High Poverty & in High Need School Districts (M)	Revised
P 2416	Programs for Pregnant Students	Revised
P 3111	Creating Positions	Revised
P 3124	Employment Contract	Revised
P 3125	Employment of Teaching Staff Members (M)	Revised
P 3125.2	Employment of Substitute Teachers	Revised
P&R 3126	District Mentoring Program	Revised
P 3141	Resignation	Revised
P&R 3144	Certification of Tenure Charges	Revised
P 3159	Teaching Staff Member/School District Reporting Responsibilities	Revised
P 3231	Outside Employment as Athletic Coach	Revised
P 3240	Professional Development for Teachers & School Leaders (M)	Revised
R 3240	Professional Development for Teachers & School Leaders	Revised
P&R 3244	In-Service Training (M)	Abolished
P 4159	Support Staff Member/School District Reporting Responsibilities	Revised
P 5305	Health Services Personnel	Revised
R 5330	Administration of Medication (M)	Revised
P 5350	Student Suicide Prevention	Revised
R 5350	Student Suicide	Revised
P 9541	Student Teachers/Interns	Revised
P 1140	Affirmative Action Program (M)	Revised
P 1523	Comprehensive Equity Plan (M)	Revised
P 1530	Equal Employment Opportunities (M)	Revised
R 1530	Equal Employment Opportunity Complaint Procedure (M)	Revised
P 1550	Affirmative Action Program for Employment and Contract Practices (M)	Revised
P&R 2200	Curriculum Content (M)	Revised
P 2260	Affirmative Action Program for School & Classroom Practices (M)	Revised
P&R 2411	Guidance Counseling (M)	Revised
P&R 2423	Bilingual & ESL Education (M)	Revised
P 2610	Educational Program Evaluation (M)	Revised
P 2622	Student Assessment (M)	Revised
P 5750	Equal Educational Opportunity (M)	Revised
P 5755	Equity in Educational Programs & Services (M)	Revised
P 5339	Screening for Dyslexia (M)	Revised
P 5460	High School Graduation (M)	Revised
P 5514	Student Use of Vehicles on School Grounds	Revised
R 5514	Student Use of Vehicles	Abolished
P 5752	Marital Status & Pregnancy	Revised
P 7481	Unmanned Aircraft Systems (UAS also known as Drones)	New
P&R 8441	Care of Injured and Ill Persons (M)	Revised
P 8630	Bus Driver/Bus Aide Responsibility (M)	Revised
R 8630	Emergency School Bus Procedures (M)	Revised

**N. COMMUNICATIONS****O. OLD BUSINESS****P. NEW BUSINESS**

**Q. PUBLIC COMMENTS**

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

**R. BOARD MEMBER COMMENTS**

**S. ADJOURN**

DRAFT

## Appendix A

Name	Event Date	Location	Seminar/Function	Registration Fee \$	Transportation	Travel/ Miles	Lodging per day (not to exceed)	# Nights	Meal Cost per day (not to exceed)	# Meal Days	Total Expense (not including parking/tolls/miscellaneous fees)
Breznak, Christina	10/28	New Brunswick, NJ	Rutgers 49 <sup>th</sup> Annual Conference on Reading and Writing	\$ 180.00	Own	-	-	-	-	-	\$ 180.00
Carline, Michelle	12/7	Parsippany, NJ	Yoga and Mindfulness in the Classroom	\$ 199.99	Own	42	-	-	-	-	\$ 199.99
DiColo, John	12/9-12/14	Nashville, TN	NIAAA/NFHS National Athletic Directors Conference	\$ 330.00	\$ 300.20	82	\$ 222.19	6	\$ 59.00	6.5	\$ 2,346.84
Fastnacht, Nicole	12/7	Parsippany, NJ	Yoga and Mindfulness in the Classroom	\$ 199.99	Own	42	-	-	-	-	\$ 199.99
Fisher, Janice	4/5-4/8	Atlantic City, NJ	NAFME Eastern Division Conference	\$ 180.00	Own	300	-	-	-	-	\$ 180.00
Hiben, Christopher	11/18	Somerset, NJ	Rutgers Gifted Education Conference 2016	\$ 189.00	Own	97	-	-	-	-	\$ 189.00
Pelusio, Erica	11/8	New York, NY	Computer Science Principles	\$ 225.00	Own	104	-	-	-	-	\$ 225.00
Roman, Teresa	10/18, 12/6 & 1/13	Monroe Twp., NJ	The NJ Tiered System of Supporters	\$ 150.00	Own	463	-	-	-	-	\$ 150.00
Zeno, Dora	2/16-2/18	Miami, FL	ASBO International Leadership Conference	\$ 475.00	\$ 550.00	74	\$ 281.38	2	\$ 69.00	2.5	\$ 1,760.26

*All Meals are prorated 75% on travel days*