

JEFFERSON TOWNSHIP BOARD OF EDUCATION

Regular Meeting Agenda

Monday, March 21, 2016 7:00 PM (Closed Session) – 7:30 PM (Regular Session)

Jefferson Township High School Media Center

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 the *JEFFERSON PATCH*;

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 | _____ | _____ |
| Mr. Kyle DeCotiis (<i>Student Representative</i>) | _____ | _____ |
| Mr. Anthony Cruz (<i>Student Representative</i>) | _____ | _____ |

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 21st day of March, 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

- 2016-2017 Preliminary Budget Synopsis – Dora Zeno, School Business Administrator
- Electronic Violence and Vandalism Report, Period One SY16 – Dr. Patrick Tierney, Superintendent

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. STUDENT REPRESENTATIVES

I. COMMITTEE REPORTS

J. MINUTES OF MEETINGS

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

February 16, 2016 Regular Meeting Minutes
March 1, 2016 Executive Session Minutes #1

March 1, 2016 Special Meeting Minutes
March 1, 2016 Executive Session Minutes #2

K. ANNUAL APPOINTMENTS

- K.1** Motion to appoint Joseph Yuhas as **Right to Know Officer** for the 2015-2016 School Year.
- K.2** Motion to appoint Joseph Yuhas as **Right to Know Officer** for the 2016-2017 School Year.
- K.3** Motion to appoint Margaret Widgren as **Affirmative Action Officer** for the 2015-2016 School Year.
- K.4** Motion to appoint Margaret Widgren as **Affirmative Action Officer** for the 2016-2017 School Year.
- K.5** Motion to appoint Margaret Widgren as **504 Compliance Officer** for the 2015-2016 School Year.
- K.6** Motion to appoint Margaret Widgren as **504 Compliance Officer** for the 2016-2017 School Year.

L. FINANCE AND BUILDING NEEDS COMMITTEE

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions L.1 through L.12, as described below:

L.1 WHEREAS, the Jefferson Board of Education, in the County of Morris, New Jersey approves the preliminary 2016-2017 school district budget for submission to the Executive County Superintendent of Schools as follows:

| | |
|----------------------|---------------------|
| General Fund | \$57,566,555 |
| Special Revenue Fund | \$767,313 |
| Debt Service Fund | \$2,010,331 |
| Total | \$60,344,199 |

NOW THEREFORE BE IT RESOLVED, that there should be raised a total General Fund Tax Levy of \$40,197,779 and Debt Service \$1,967,331 for the ensuing School Year (2016-2017).

L.2 WHEREAS, the district has a taxing authority which is comprised of:

| | |
|----------------------------------|----------------------|
| Banked Cap Expiring in 2017-2018 | \$ 23,777 |
| Banked Cap Expiring in 2018-2019 | \$ 461,918 |
| 2% Allowable Tax Levy Adjustment | \$ 788,192 |
| Base 2015-2016 | \$ 39,409,587 |
| Total Available Tax Levy | \$ 40,683,474 |

And

WHEREAS, The Board has approved that there should be raised for the General Fund a tax levy of \$40,197,779,

NOW THEREFORE BE IT RESOLVED that the Jefferson Board of Education, in the County of Morris, New Jersey approves that the unused, unexpired taxing authority of \$485,695 be banked for potential use in the subsequent allowable fiscal years.

L.3 RESOLVED, school district policy and N.J.A.C. 6A:23A-7.3(a) provides that the Jefferson Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2016-2017 school year; and

WHEREAS, maximum expenditure amount allotted for travel and expense reimbursement for the 2015-2016 was \$75,575 and

WHEREAS, travel and expense reimbursement has reached a total amount of \$58,449.13 as of March 1, 2016

NOW THEREFORE BE IT RESOLVED, that the Jefferson Board of Education, in the County of Morris, New Jersey hereby establishes the school district travel maximum for the 2016-2017 at the sum of \$111,767 and

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

L.4 WHEREAS, N.J.A.C. 6A:23A:5.2(a) mandates boards to establish annually prior to budget preparation, for public relations and each type of professional service, a maximum level of spending for the ensuing school year; and

WHEREAS, the tentative budget includes the following appropriations:

| Account Code | Description | \$\$ |
|----------------|---|-----------|
| 11-000-213-300 | Health - School Physician | \$ 27,975 |
| 11-000-218-390 | Student Extraordinary Services - Medical Screenings | \$ 12,000 |
| 11-000-219-320 | Purchased Prof-Ed Services - Educational Services Provided to Students in Hospitals | \$ 30,000 |

| Account Code | Description | \$\$ |
|----------------|--|-------------------|
| 11-000-219-390 | Other Purchased Prof & Tech Services - Student Evaluations | \$ 30,000 |
| 11-000-223-320 | Purchased Professional Development Services - Speakers | \$ 7,300 |
| 11-000-230-331 | Legal Services | \$ 135,000 |
| 11-000-230-332 | Auditor Fees | \$ 30,385 |
| 11-000-230-334 | Architect/Engineer Services | \$ 40,000 |
| 11-000-230-339 | Other Professional Services | \$ 5,000 |
| 11-150-100-320 | Hospital Based Homebound Instruction | \$ 20,000 |
| | Total | \$ 337,660 |

And

WHEREAS, the Administration needs to notify the Board if there arises a need to exceed said maximums, upon which the Board may adopt a dollar increase in the maximum amount through formal Board action; and

WHEREAS, the Board and Administration wishes to minimize the amount of paperwork involved in this area;

NOW THEREFORE BE IT RESOLVED, that the Jefferson Board of Education, in the County of Morris, New Jersey establishes maximums for professional services in the areas listed above at a level of 120% of the amounts listed for the 2016-2017 school year.

L.5 Motion to approve the **purchase order** list dated February 2016 in the amount of **\$209,235.55**.

L.6 Motion to approve the **check journal** as of February 2016 in the amount of **\$4,817,886.72**.

| Fund | Amount |
|----------------------------|------------------------|
| General (10/11) | \$ 4,728,644.49 |
| Capital Outlay (12) | \$ 4,212.00 |
| Special Revenue Funds (20) | \$ 85,030.23 |
| Total | \$ 4,817,886.72 |

L.7 Motion to approve the funds **transfers** in the 2015-2016 Fiscal Year, dated February 2016 in the amount of **\$328,192.02**.

L.8 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 January 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).

L.9 Motion to certify, in accordance with N.J.A.C. 6A:23-2.11(c), that as of January 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.

L.10 Motion to approve the Annual Statement of Assurance for the **District Comprehensive Equity Plan** approved in March 21, 2016.

L. 11 Motion to approve a Trip Transportation Agreement with the **Jefferson Child Care & Education Center**, from July 1, 2016 to June 30, 2017 at a fee of \$50.00 per hour.

L.12 Motion to accept and approve the following resolution in accordance with Travel and Work Related Expenses N.J.A.C. 6A:23B:

WHEREAS, The employees listed in 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*).

M. PERSONNEL COMMITTEE

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

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).

| PERSONNEL | | | | | | | | |
|--|-------------------------------|---|-----------------|--------------|------------------|----------------|--------------|-------------------------------------|
| A. ADMINISTRATIVE | | | | | | | | |
| Name | Nature of Action | Position/Control Number | Deg/Step | Salary** | Loc. | Date Effective | Date Termin. | Discussion |
| B. INSTRUCTIONAL | | | | | | | | |
| Name | Nature of Action | Position/Control Number | Deg/Step | Salary** | Loc. | Date Effective | Date Termin. | Discussion |
| Carrie Hutchinson 11-213-100-101-00 | Appoint | Special Education Teacher 10-80-80/ajk | BA Step 9 | \$55,257 | High School | 4/19/16 | 6/30/16 | Replacing E. Basket |
| Daniel Malloy 11-120-100-101-29 | Appoint | Long Term Sub Teacher of Music 10-10-10/aoc | | \$200/day | Briggs/Stanic | 3/23/16 | 4/30/16 | Replacing JF |
| Brittany Thomas 11-209-100-101-00 | Appoint | Special Education Teacher 10-30-30/bmv | BA+15 Step 3 | \$51,175 | Briggs | 4/4/16 | 6/30/16 | |
| Gerald Venturino 11-120-100-101-00 | Appoint | Elementary Teacher 10-10-10/agc | BA Step 16 | \$61,811 | Stanlick | 9/1/16 | 6/30/17 | |
| Patricia Barile | Retirement | Physical Education Teacher 10-50-50/anz | | | Milton/Cozy Lake | 6/30/16 | 7/1/16 | Retiring after 18 years in district |
| Eileen Basket | Resignation | Special Education Teacher 10-80-80/ajk | | | JTHS | 4/18/16 | 4/19/16 | |
| Emily Nimmo* | Adjusted Start Date | Long-Term Sub Teacher of Health & PE 10-10-10/aoa | | \$245.73/day | Briggs/Stanic | 2/29/16 | 6/22/16 | Replacing AA Over 60 days |
| Brianna Perna* | Adjusted Start Date | Social Studies Teacher 10-80-80/asg | MA Step 4 | \$52,190 | High School | 2/29/16 | 6/30/16 | Replacing M. Austin |
| Thomas Bailey | Adjusted End Date | Social Studies Teacher 10-80-80/asg | | \$200/day | High School | 2/1/16 | 2/29/16 | |
| Kelly Curran | Extended Appointment/New Rate | School Counselor 10-80-80/acm | | \$245.73/day | Middle School | 1/4/16 | 4/22/16 | Replacing PD Over 60 days |
| Mariel Waters | Extended Appointment/New Rate | Social Studies Teacher Long Term Substitute 10-70-70/apf | | \$245.73/day | Middle School | 1/19/16 | 6/22/16 | Replacing KM Over 60 days |

| Name | Nature of Action | Position/Control Number | Deg/Step | Salary** | Loc. | Date Effective | Date Termin. | Discussion |
|------------------|--------------------------|-------------------------|----------|-------------|-----------------|----------------|--------------|---|
| Aimee Boardman | Appoint | Bedside Instruction | | \$42.43/hr. | District | 3/4/16 | 6/30/16 | |
| Laura Castles | Appoint | Bedside Instruction | | \$42.43/hr. | District | 3/21/16 | 6/30/16 | |
| Joseph Guziewicz | Appoint | Bedside Instruction | | \$42.43/hr. | District | 2/23/16 | 6/30/16 | |
| Brielle Wilber | Appoint | Bedside Instruction | | \$42.43/hr. | District | 3/14/16 | 6/30/16 | |
| AA | Adjusted Maternity Leave | 10-10-10/aoa | | | Briggs/Stanlick | 2/26/16 | 6/30/16 | Utilizing 24 sick days and 52 unpaid days |
| DE | Family Leave | 10-80-80/acy | | | High School | 3/14/16 | 4/16/16 | Utilizing 2 personal days; .5 sick days; approximately 17 unpaid days |
| MC | Maternity Leave | 10-30-30/bod | | | Briggs | 5/16/16 | 6/30/16 | Utilizing 19.5 sick days; 7.5 unpaid days |
| MC | Family Leave | 10-30-30/bod | | | Briggs | 9/1/16 | 6/30/17 | LOA/unpaid |
| PD | Extended Medical Leave | 10-80-80/acm | | | JTHS | 1/4/16 | 4/22/16 | Utilizing 73 sick days |
| JF | Medical Leave | 10-10-10/aoc | | | Briggs/Stanlick | 3/23/16 | 4/30/16 | Utilizing 22 sick days |
| KM | Extended Medical Leave | 10-70-70/apf | | | JTMS | 1/11/16 | 6/30/16 | Utilizing 7 sick days; 3 personal days; 97 unpaid days |
| MM | Maternity Leave | 10-60-60/ahl | | | White Rock | 9/1/16 | 11/5/16 | Utilizing 25 sick days and approximately 18 unpaid days |
| RM | Medical Leave | 10-70-70/act | | | Middle School | 4/4/16 | 5/21/16 | Utilizing 35 sick days |
| KO | Medical Leave | 10-10-10/ahr | | | Stanlick | 2/5/16 | 2/16/16 | Utilizing 6 sick days |
| EW | Medical Leave | 10-30-30/ace | | | Briggs | 4/13/16 | 4/26/16 | Utilizing 10 sick 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 |
|--|------------------------|--|----------|-------------|----------------|----------------|--------------|---|
| Robyn Curcio 11-214-100-106-00 | Appoint | Special Ed Aide 10-60-60/bcj | Step 1 | \$19.65/hr. | White Rock | 3/14/16 | 6/30/16 | Replacing S. Nadler |
| Carolyn Del Matso 11-120-100-101-00 | Appoint | Job Coach 90-80-80/bwu | Step 1 | \$42.45/hr. | High School | 3/21/16 | 6/30/16 | Replacing D. Malloy |
| Jeffrey Erbs 11-000-262-100-26 | Appoint | Custodian 12-80-82/alg | Step 1 | \$45,406 | Stanlick | 4/6/16 | 6/30/16 | Replacing R. Meixner |
| Susan Knox 11-000-217-106-00 | Appoint | Special Ed Aide 09-40-40/bos | Step 1 | \$19.65/hr. | Milton | 3/9/16 | 6/30/16 | Replacing G. Meade |
| Laura Ryan | Appoint | Special Ed Aide | Step 1 | \$19.65/hr. | High School | 2/27/16 | 2/28/16 | Not to exceed 7 hours for Spring Musical Stage Crew |
| Ashley Nimmo 11-214-100-106-00 | Account Change | Special Ed. Aide 09-0-70-/bin | | \$19.65/hr. | Middle School | 4/6/16 | 6/30/16 | 3.5 hrs./day w/o benefits |
| Wendy Smith Rhinehart | Extended Appointment | Cafeteria/Security/LTS 09-70-70/beo | | \$15.00/hr. | Middle School | 1/5/16 | 3/5/16 | Replacing GF |
| Carolyn Del Mastro | Resignation | Special Ed Aide 09-70-70bhy | | | Middle School | 3/18/16 | 3/19/16 | Accepted another position in-district |
| Daniel Malloy | Resignation | Job Coach | | | High School | 3/21/16 | 3/22/16 | Accepted another position in-district |
| Emily Nimmo | Resignation | Special Ed Aide 09-70-70bnq | | | Stanlick | 2/26/16 | 2/27/16 | Accepted another position in-district |
| GF | Adjusted Medical Leave | 09-70-70/beo | | | Middle School | 12/18/15 | 3/5/16 | Utilizing 9 sick days; 1 personal day; 41 unpaid days |
| JN | Medical Leave | 10-90-90/bfd | | | Transportation | 2/24/16 | 3/12/16 | Utilizing 13 sick days |
| NT | Medical Leave | 09-10-10-/bdd | | | Stanlick | 2/29/16 | 5/14/16 | Utilizing 23 sick days; 3 personal days; 23 unpaid days |
| SV | Leave of Absence | 12-80-82/afi | | | High School | 3/16/16 | 3/21/16 | LOA |

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

D. SUBSTITUTES/OTHER

| Name | Nature of Action | Position | Level | Salary | Loc. | Date Effective | Date Termin. | Discussion |
|------------------|------------------|----------------|-------|-----------|----------|----------------|--------------|------------|
| Thomas Bailey | Appoint | Sub Teacher | | \$90/diem | District | 2/29/16 | 6/30/16 | |
| Max Becker | Appoint | Sub Teacher | | \$90/diem | District | 3/22/16 | 6/30/16 | |
| Dana Carney | Appoint | Sub Teacher | | \$90/diem | District | 3/22/16 | 6/30/16 | |
| Christopher Cook | Appoint | Sub Teacher | | \$90/diem | District | 3/22/16 | 6/30/16 | |
| Samantha Cruz | Appoint | Sub Teacher | | \$90/diem | District | 3/22/16 | 6/30/16 | |
| Meghan Delanoy | Appoint | Sub Teacher | | \$90/diem | District | 3/22/16 | 6/30/16 | |
| Ellen VanDyk | Appoint | Sub Bus Driver | | \$18/hr | District | 3/22/16 | 6/30/16 | |
| Susan Knox | Appoint | Sub Aide | | \$15/hr. | District | 3/7/16 | 6/30/16 | |
| Nicole Fabiano | Appoint | Sub Aide | | \$15/hr. | District | 2/23/16 | 6/30/16 | |
| Susan Latronica | Appoint | Sub Aide | | \$15/hr. | District | 3/17/16 | 6/30/16 | |
| Marcia Leibowitz | Appoint | Sub Aide | | \$15/hr. | District | 2/22/16 | 6/30/16 | |
| Linda Ortega | Appoint | Sub Aide | | \$15/hr. | District | 3/21/16 | 6/30/16 | |

| E. EXTRA DUTY PAY - Appointments are at the 14/15 salary guide until such time as negotiations have been completed | | | | | | | | |
|---|------------------|--------------------------|-------|---------|------|----------------|--------------|--|
| Name | Nature of Action | Position | Level | Salary | Loc. | Date Effective | Date Termin. | Discussion |
| Rachel Brown | Appoint | Project Stay Gold | 2 | \$1,279 | JTHS | 9/1/15 | 6/30/16 | |
| Emily James | Appoint | Professional Musician | | \$500 | JTHS | 3/17/16 | 3/20/16 | Spring Musical - rehearsal dates 3/12, 16 and 17; performance dates 3/17,18 and 19 |
| Lauren Kulick | Appoint | Professional Musician | | \$500 | JTHS | 3/17/16 | 3/20/16 | Spring Musical - rehearsal dates 3/12, 16 and 17; performance dates 3/17,18 and 19 |
| Daniel Malloy | Appoint | Professional Musician | | \$500 | JTHS | 3/17/16 | 3/20/16 | Spring Musical - rehearsal dates 3/12, 16 and 17; performance dates 3/17,18 and 19 |
| James Wynne, Jr. | Appoint | Professional Musician | | \$500 | JTHS | 3/17/16 | 3/20/16 | Spring Musical - rehearsal dates 3/12, 16 and 17; performance dates 3/17,18 and 19 |
| James Wynne | Appoint | Auditorium/Stage Manager | | \$646 | JTHS | 9/1/15 | 6/30/16 | |

| F. 2015-16 SCHOOL YEAR COACHING STAFF | | | | | | | | |
|--|-------------------|------------------------------|------|------------|------|----------------|--------------|--------------------------------------|
| WINTER | | | | | | | | |
| Name | Nature of Action | Position | Step | Salary | Loc. | Date Effective | Date Termin. | Discussion |
| Brian Franks | Salary Adjustment | Assistant Indoor Track Coach | 1 | \$3,145.88 | JTHS | 12/14/15 | 3/1/16 | Based on length of service – 62 days |

| SPRING | | | | | | | | |
|-----------------|------------------|--------------------------------|------|------------|-------------|----------------|--------------|------------|
| Name | Nature of Action | Position | Step | Salary | Loc. | Date Effective | Date Termin. | Discussion |
| Kyla Kelly | Appoint | Assistant Girls Lacrosse Coach | N/A | N/A | High School | 3/1/16 | 6/30/16 | Volunteer |
| James MacDermid | Appoint | Assistant Boys Lacrosse Coach | 1 | \$3,755.05 | JTHS | 3/1/16 | 6/30/16 | |

** Salary based on 2014/2015 salary guide; will be adjusted when negotiations have been completed and new guides have been adopted.

| G. STUDENT INTERN/TEACHER | | | | | | | |
|----------------------------------|------------------------------------|--------------------------|-------------|----------------|-------------|-------------------------|--|
| Name | School | Subject | Locations | Date Effective | Date Termin | Discussion | |
| Victor Costantini | Morris County School of Technology | Instructional Technology | High School | 7/1/16 | 8/31/16 | Not to exceed 100 hours | |

M.2 Motion to establish the **substitute rate** for the following position, effective March 17, 2016:

Aide \$15.00/hour

M.3 Motion to approve the following job descriptions:

- Education Reporting Analyst
- School Store Manager (EDP)
- Stand Up for Cancer (EDP)
- UNICEF (EDP)

N. EDUCATION, SPECIAL EDUCATION AND TECHNOLOGY COMMITTEE

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions N.1 through N.5, as described below:

N.1 Motion to **approve student placement** for the 2015-2016 school year, as indicated below plus related services as needed:

| Student | School | Tuition | Effective |
|---------|---------------------|-------------|-----------------|
| M/15-8 | Morris Regional TEC | \$12,604.16 | 2/22/16-6/30/16 |
| F/16-9 | Sage Day | \$43,414.80 | 3/10/16-6/30/16 |

N.2 Motion to approve the following day trips:

| School/Group/Activity | Location | Dates |
|---|--|--|
| JTHS - Academic Bowl Competition | Wallkill Valley High School, Hamburg, NJ | March 14, 2016 March 15, 2016 March 16, 2016 March 17, 2016 March 18, 2016 |
| JTHS - Tri-M | Broadway Play, NYC | April 27, 2016 |
| Briggs School – Grade K | Turtle Back Zoo, West Orange, NJ | May 16, 2016 |
| JTMS - Junior Solar Sprints | Kittatinny Regional HS, Hampton, NJ | May 17, 2016 |
| JTMS - Junior Solar Sprints | Ridgedale Middle School, Florham Park, NJ | May 23, 2016 |
| JTHS - Chamber Choir | Tour of West Point - U.S. Military Academy at West Point, NY | May 24, 2016 |
| Stanlick School - 6 th Grade Orientation | JTMS | June 10, 2016 |
| Date Change: JTMS - G&T Trip, Grade 7 | Cape Cod, MA and Mystic, CT | May 25 – 27, 2016 May 17-19, 2016 |

N.3 Motion to approve the following overnight trips:

| School/Group/Activity | Location | Dates |
|----------------------------|--|---------------------------|
| JTHS - DECA, International | Career Development Conference, Nashville, TN | April 23 – April 27, 2016 |

N.4 Motion to amend the 2015-2016 school calendar to allow for the return of three (3) unused snow days to be used May 26, 27 and May 31, 2016.

N.5 Motion to Recognize and Accept the Harassment, Intimidation and Bullying Incidences (HIB) from February 16, 2016 through March 21, 2016.

RESOLVED, That upon the Recommendation of the Superintendent, the Jefferson Township Board of Education recognizes the Harassment, Intimidation, and Bullying incidences reported from February 16, 2016 through March 21, 2016, as summarized below:

| School | Incidents Reported | Confirmed Incidents of HIB | Inconclusive – Case Will Remain Active |
|-----------------|--------------------|----------------------------|--|
| Ellen T. Briggs | 1 | 0 | 0 |
| Stanlick | 2 | 0 | 0 |
| Milton | 0 | 0 | 0 |
| Cozy Lake | 0 | 0 | 0 |
| White Rock | 1 | 1 | 0 |
| JTMS | 1 | 1 | 0 |
| JTHS | 10 | 6 | 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 2/29/16:

| | Feb. 15 | Feb. 16 |
|---------------------------|--------------|--------------|
| Milton | 151 | 148 |
| Cozy Lake | 233 | 206 |
| Arthur Stanlick | 367 | 344 |
| E.T. Briggs | 314 | 285 |
| White Rock | 380 | 386 |
| Total Elementary | 1,445 | 1,369 |
| JTMS | 789 | 768 |
| JTHS | 1,003 | 1,013 |
| GRAND TOTAL | 3,237 | 3,150 |
| Tuition students received | 3 | 6 |
| Out-of-district placement | 35 | 40 |

O. POLICY COMMITTEE

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve motion O.1, as described below:

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

| File Code | Title | Adopted |
|------------------|-------------------------------------|--------------------------------------|
| 3212p | Attendance (Certificated Staff) | Replaces 3212p Attendance (05/18/15) |
| 3212r | Attendance (Certificated Staff) | Replaces 3212r Attendance (09/16/13) |
| 4212p | Attendance (Non-Certificated Staff) | Replaces 4212p Attendance (05/18/15) |
| 4211r | Attendance (Non-Certificated Staff) | Replaces 4211r Attendance (09/16/13) |

P. COMMUNICATIONS

Q. OLD BUSINESS

R. NEW BUSINESS

- Revised April Meeting date

S. PUBLIC COMMENTS

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

T. BOARD MEMBER COMMENTS

U. ADJOURN

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) |
|---------------------|------------|-------------------|--|---------------------|----------------|---------------|---------------------------------|----------|-----------------------------------|-------------|---|
| Argondizzo, Kristen | May 13-14 | Cedar Knolls, NJ | Therapeutic Evaluation and Treatment of Toe Walking (Pediatric Equinus Gait) | \$ 435.00 | Own | 100 | - | - | - | - | \$ 435.00 |
| Beshlian, Amanda | July 25-29 | Somerville, NJ | NGSS Summer Institute Grades 6-12 | \$ 300.00 | Own | 200 | - | - | - | - | \$ 300.00 |
| Flotard, Kevin | June 5 | Atlantic City, NJ | 2016 NJACAC Annual Conference | \$ 225.00 | Own | 300 | - | - | - | - | \$ 225.00 |
| Hayzler, Robert | Mar. 29-30 | Succasunna, NJ | ALICE Training, Active Shooter Response Training Instructor Course | \$ 595.00 | Own | 60 | - | - | - | - | \$ 595.00 |
| LaConti, Lyndsay | Apr. 5 | Fairfield, NJ | Using the RTI Model for Disruptive and Difficult Student Behaviors | \$ 239.00 | Own | 39 | - | - | - | - | \$ 239.00 |
| Lipton, Kevin | Mar. 29-30 | Succasunna, NJ | ALICE Training, Active Shooter Response Training Instructor Course | \$ 595.00 | Own | 60 | - | - | - | - | \$ 595.00 |
| Montegari, Robin | June 6-7 | Atlantic City, NJ | NJACAC Annual Conference | \$ 225.00 | Own | 300 | - | - | - | - | \$ 225.00 |
| Pietrowski, Frank | Mar. 14-16 | Atlantic City, NJ | NJ School Building & Grounds Association 20 th Annual Conference and Expo | \$ 200.00 | Own | 300 | \$ 106.46 | 2 | \$ 64.00 | 2.5 | \$ 572.92 |
| Torkos, Tara | June 6-7 | Atlantic City, NJ | NJACAC Annual Conference | \$ 225.00 | Own | 300 | - | - | - | - | \$ 225.00 |
| Villa, Kelly | Apr. 7 | Parsippany, NJ | Make Best Use of Free Google Apps & Tools to Enhance Content Learning K-6 | \$ 239.00 | Own | 42 | - | - | - | - | \$ 239.00 |
| Yuhas, Joseph | Mar. 14-16 | Atlantic City, NJ | NJ School Building & Grounds Association 20 th Annual Conference and Expo | \$ 125.00 | Own | 300 | \$ 106.46 | 2 | \$ 64.00 | 2.5 | \$ 497.92 |

All Meals are prorated 75% on travel days