

JEFFERSON TOWNSHIP BOARD OF EDUCATION

Regular Meeting Minutes

Monday, December 19, 2016 7:00 PM (Closed Session) – 7:30 PM (Regular Session)

Jefferson Township High School Media Center

A. Mr. Smith called the meeting to order at 7:30 PM, and read the Open Meeting Statement, below:

In accordance with the Open Meeting Law, the Jefferson Township Board of Education has caused notice of this meeting to be published by having the date, time and place thereof, posted in the Jefferson Township Municipal Building, with copies of such notice delivered or mailed or electronically mailed to the following:

DAILY RECORD and posted on the
Jefferson Township Board of Education website (www.Jefftp.org);

and a copy of said notice delivered to the Municipal Clerk of the Township of Jefferson and the Jefferson Township Library.

B. Pledge of Allegiance.

C. ROLL CALL:

	<u>Present</u>	<u>Absent</u>
Mr. Cuccio	_____	<u> X </u>
Mrs. Gould	<u> X </u>	_____
Mrs. Poulas	<u> X </u>	_____
Mr. Quigley	<u> X </u>	_____
Mrs. Senatore	<u> X </u>	_____
Mr. Stewart	<u> X </u>	_____
Mrs. Van Ness	<u> X </u>	_____
Mr. Millar, Vice President	<u> X </u>	_____
Mr. Smith, President	<u> X </u>	_____
Miss Alyssa Feldmann, <i>Student Representative</i>	<u> X </u>	_____
Miss Samantha Novak, <i>Student Representative</i>	_____	<u> X </u>

D. CLOSED SESSION

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

BE IT RESOLVED, by the Jefferson Township Board of Education on this 19th day of December, 2016 at 7:03 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 7:13 PM.

E. SUPERINTENDENT'S REPORT

- Dr. Tierney reported on the Good News and Progress in Our Schools

F. PRESENTATIONS

- None

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

- None

H. STUDENT REPRESENTATIVES

- **Student Representative Feldmann** reported on the activities at the high school including the winter concert and the Old English Feast.

I. COMMITTEE REPORTS

Education Committee – Mrs. Poulas reported the Committee met on December 5 and discussed the high school Master Schedule, District Newspaper of Record, Elementary Report Card Revision Update, Unified Sports, JTHS is hosting the first ever NJAC Unified Track and Field Relay Invitational on May 24th, and approval of day and overnight field trips.

Building Needs and Finance Committee – Mrs. Van Ness reported the Committee met on December 6 and discussed potential referendum projects, the high school auditorium project, 2016-2017 expenditure review and 2017-2018 budget review. The committee also reviewed the proposed implementation of a block schedule at the high school.

Policy and Personnel Committee – Mrs. Van Ness noted the Committee met on December 5th and reviewed the following: open positions, job descriptions, new policies, and EDPs.

J. MINUTES OF MEETINGS

Motion by Mr. Stewart, seconded by Mrs. Gould, that the minutes of the following meetings be approved as submitted:

November 21, 2016 Regular Meeting Minutes

November 21, 2016 Executive Session Minutes

MOTION: Mr. Stewart	SECOND: Mrs. Gould			
Name	Ayes	Nays	Abstain	Absent
Mr. Cuccio				X
Mrs. Gould	X			
Mr. Millar	X			
Mrs. Poulas	X			
Mr. Quigley	X			
Mrs. Senatore	X			
Mr. Smith	X			
Mr. Stewart	X			
Mrs. Van Ness	X			

K. FINANCE AND BUILDING NEEDS COMMITTEE

Motion by Mr. Quigley, seconded by Mrs. Van Ness, to accept the recommendation of the Superintendent to approve and adopt motions K.1 through K.11, as described below:

- K.1** Motion to authorize emergency repairs to the water pipes in the ceiling and authorize asbestos abatement to the flooring in Room D1 at the **Jefferson Township High School** which, if not made, will affect the health and safety of the building occupants; and notify the NJ Department of Health & Senior Services, plus the Department of Education County Office.
- K.2** Motion to certify, in accordance with N.J.A.C. 6A:23-2.11(c), that as of October 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.
- K.3** Motion to approve the **purchase order** list dated November 2016 in the amount of \$ **404,150.32**.

K.4 Motion to approve the **check journal** as of November 2016 in the amount of \$ **4,391,605.10**.

Fund	Amount
General Fund (10)	\$ 4,126.00
General Current Expense (11)	\$ 4,247,482.40
Capital Outlay (12)	\$ 31,267.00
Special Revenue Funds (20)	\$ 108,729.70
Total	\$ 4,391,605.10

K.5 Motion to approve the funds **transfers** in the 2016-2017 Fiscal Year, dated November 2016 in the amount of \$**239,191.59**.

K.6 Motion that the Board of Education approve the **certification(s)** by the Board Secretary, pursuant to N.J.S.A. 18A:17-9, that as of November 30, 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).

K.7 Motion to approve a Pupil Transportation Jointure Agreement with West Milford Board of Education, West Milford, New Jersey, to transport one (1) Jefferson student to Butler Inclusive Learning Academy, Butler, NJ, and HoHokus School of Trade, Paterson, NJ, retroactive from November 21, 2016 through June 30, 2017 for 140 days, for an annual route cost of \$15,708.72 to be paid monthly.

K.8 Motion to approve **Resolution Authorizing Disposal of Surplus Property** through GovDeals, as described below:

WHEREAS, the Jefferson Township Board of Education (“Board”) is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Board is desirous of selling said surplus property in an “as is” condition without express or implied warranties.

NOW THEREFORE, BE IT RESOLVED by the Jefferson Township Board of Education in Lake Hopatcong, NJ, County of Morris, as follows:

- (1) The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-83453/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com and also available from the Board.
- (2) The sale will be conducted online and the address of the auction site is govdeals.com.
- (3) The sale is being conducted pursuant to Local Finance Notice 2008-9.
- (4) A list of the surplus property to be sold is as follows:
 - @1950 Garland Stove
 - John Deere F1145 Tractor w/71” Mower Deck Tag #64
 - John Deere 320 Tractor, Tag #000613
 - Toro Groundsmaster 345 riding mower
 - Toro Reel Mower Tag #61
- (5) The surplus property as identified shall be sold in an “as-is” condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.
- (6) The Board reserves the right to accept or reject any bid submitted.

K.9 Motion to approve the addition to the **School Student Activity Account** lists for Jefferson Township High School, as described below:

Activity Account Sub-category
Golf

K.10 Motion to amend the August resolution to correct the architect fee as shown below: appoint **Di Cara Rubino** as project architect to provide professional services for improvements to the Jefferson Township High School Auditorium, HVAC and Roof Replacement, in the amount of \$~~53,610~~ \$64,500 plus incidentals and authorize appointed professional to submit an application to the State as an Other Capital

B. INSTRUCTIONAL

Name	Nature of Action	Position/Control Number	Deg/Step	Salary**	Loc.	Date Effective	Date Termin.	Discussion
Marissa Imperato* 11-212-100-101-00	Appoint	Special Education Teacher 10-70-70/bxq	BA Step 1	\$49,145	White Rock	12/12/16	6/30/17	Replacing PG Retroactive to 9/6/16
Melissa Kwiecinski 11-140-100-101-00	Appoint	Business Teacher 10-80-80/asv	MA Step 16	\$67,852	JTHS	2/21/17	6/30/17	Replacing T. Kendall
Christina Platt 11-120-100-101-29	Appoint	Elementary Teacher 10-30-10/agg	BA Step 1	\$49,145	Briggs	1/15/17	6/30/17	Replacing SB Retroactive to 9/1/16
Priscilla Gelinias 11-213-100-101-00	Transfer	Special Education Teacher 10-30-30/btp			Briggs	12/12/16	6/30/17	Unbudgeted position Transfer from WR
Britney Allison	Appoint	Bedside Instruction		\$42.45/hr.	District	12/12/16	6/30/17	
SC	Medical Leave	10-10-10/ade			Stanlick	3/20/17	6/21/17	Utilizing 19 personal illness days, 4 family illness days and 39 unpaid days
PG	Adjusted Medical Leave	10-70-70/bxq			White Rock	9/2/16	12/10/16	Utilizing 62 personal illness days
CW	Medical Leave	10-60-60/aho			White Rock	11/23/16	12/7/16	Utilizing 8 personal illness days
MZ	Medical Leave	10-10-10/agf			Stanlick	3/2/17	10/8/17	Utilizing 37 personal illness days, 4 family illness days and approximately 58 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
David Kotek 11-000-270-160-00	Appoint	Head Mechanic 08-90-92/aln		\$86,000	Transportation	2/21/17	6/30/17	
Ashley Nimmo	Appoint	Special Education Aide 09-70-70/bin	Step 1	\$19.65/hr.	JTMS	2/23/17	2/24/17	Stokes Trip Chaperone Not to exceed 25 hours
Laura Ryan 11-000-217-106-00	Additional Hours	Special Education Aide 09-70-70/bov		\$20.89/hr.	JTMS	11/15/16	2/8/17	Not to exceed 1.5 hours per day for Open Gym on 11/15, 11/22, 12/13/16, 1/3, 1/11, 1/20, 1/23, and 2/7/17
Marilyn Beyel 11-000-217-106-00	Transfer	Special Education Aide 09-303-bzj			Briggs	12/19/16	6/30/17	3.75 hours/day
Jodi Ciampa 11-000-217-106-00	Transfer	Special Education Aide 09-10-10/bzk			Stanlick	12/19/16	6/30/17	3.5 hours/day
Jeanne Hantson 11-000-217-106-00	Transfer	Special Education Aide 09-40-40/buh			Milton	12/12/16	6/30/17	3.5 hours/day; every other Friday off
Susan Ryder 11-000-217-106-00	Transfer	Special Education Aide 09-30-30/bzi			Briggs	12/12/16	6/30/17	3.75 hours/day
Robin Vance 11-000-217-106-00	Transfer	Special Education Aide 09-60-60/bjj			White Rock	12/19/16	6/30/17	3.5 hours /day; replacing R. Curcio
Lori Weber 11-000-217-106-00	Transfer	Special Education Aide 09-40-40/bvn			Milton	12/12/16	6/30/17	3.5 hours/day; every other Friday off
Suzanne Wilde 11-000-217-106-00	Transfer	Special Education Aide 09-70-70/bdb			JTMS	12/9/16	1/11/17	3.5 hours/day
Jason Gardner	Resignation	Maintenance 12-80-82/alc			JTHS	12/9/16	12/10/16	
Roseann Kneringer	Resignation	Special Education Aide 09-10-10/bwk			Stanlick	12/15/16	12/16/16	
Kimberly Reid	Termination	Transportation Aide 09-90-90/byb			Transportation	12/20/16	12/21/16	RIF
Thomas Vogel	Retirement	Head Mechanic 08-80-82/aln			Transportation	1/31/17	2/1/17	Retiring after 27 years of service
NC	Medical Leave	09-40-40/bvx			Milton	1/3/17	4/17/17	Utilizing 13 personal illness days, 1 personal day and 54 unpaid days
JR	Intermittent Medical Leave	08-90-92/aeo			Board Office	12/1/16	6/30/17	Utilizing undetermined number of personal illness and personal days
TR	Medical Leave	09-80-80/btv			JTHS	12/8/16	2/25/17	Utilizing 14 personal illness days, 2 personal days and 34 unpaid days
DS	Medical Leave	12-80-82/akh			Maintenance	1/9/17	3/27/17	Utilizing 54 personal illness days
TV	Adjusted Medical Leave	08-90-92/aln			Transportation	11/7/16	12/3/16	Utilizing 17 personal illness days
MZ	Adjusted Medical Leave	09-60-60/bbn			JTMS	9/13/16	1/11/17	Utilizing 70 personal illness days and 3 unpaid days

**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
Carolyn Casey	Appoint	Substitute Teacher		\$90/diem	District	12/20/16	6/30/17	
Michael Competiello	Appoint	Substitute Teacher		\$90/diem	District	12/20/16	6/30/17	
Nicole Holmes	Appoint	Substitute Teacher		\$90/diem	District	12/20/16	6/30/17	
Erin Schrieks	Appoint	Substitute Teacher		\$90/diem	District	12/20/16	6/30/17	
Jordana Van Wolde	Appoint	Substitute Teacher		\$90/diem	District	12/20/16	6/30/17	
Sarah Anaie	Appoint	Substitute Aide		\$15/hr.	District	12/5/16	6/30/17	
Mary Anzano	Appoint	Substitute Aide		\$15/hr.	District	11/30/16	6/30/17	
Daniel Riccio	Appoint	Substitute Aide		\$15/hr.	District	12/8/16	6/30/17	
Jordana Van Wolde	Appoint	Substitute Aide		\$15/hr.	District	12/20/16	6/30/17	
Shirley Wallace	Appoint	Substitute Secretary		\$14/hr.	District	12/12/16	6/30/17	

F. 2016-17 SCHOOL YEAR COACHING STAFF

WINTER								
Name	Nature of Action	Position	Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
James Rowe	Appoint	Assistant Basketball/Boys	N/A	N/A	JTHS	12/15/16	6/30/17	Volunteer

SPRING								
Name	Nature of Action	Position	Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Kyla Kelly	Appoint	Assistant Lacrosse/Girls	3	\$4,876.57	JTHS	9/1/16	6/30/17	

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G. EXTRA DUTY PAY

Name	Nature of Action	Position	Level	Salary**	Loc.	Date Effective	Date Termin.	Discussion
Matthew Barone	Appoint	DECA Co-Advisor (1 of 2)	3	\$1,147.50	JTHS	9/1/16	6/30/17	
Joyce Hulbert	Appoint	DECA Co-Advisor (2 of 2)	3	\$1,147.50	JTHS	9/1/16	6/30/17	
Matthew Barone	Rescind	DECA Co-Advisor (1 of 2)	2	\$639.50	JTHS	9/1/16	6/30/17	
Joyce Hulbert	Rescind	DECA Co-Advisor (2 of 2)	2	\$639.50	JTHS	9/1/16	6/30/17	

H. STUDENT INTERN/TEACHER

Name	School	Program	Subject	Loc.	Date Effective	Date Termin.	Discussion
William Brunner	William Paterson University	Student Teacher	Physical Education	White Rock	1/19/17	5/4/17	
Lindsay Nicols	William Paterson University	Student Teacher	Special Education	Stanlick	1/19/17	5/4/17	
Jonelle Petrou	William Paterson University	Practicum	Early Childhood Education	Cozy Lake	2/6/17	5/1/17	
Caitlyn Scrimo	William Paterson University	Student Teacher	Music/Instrumental	JTHS	1/19/17	5/4/17	
Elena Villecca	William Paterson University	Student Teacher	Elementary	Briggs	1/19/17	5/4/17	
Thomas Rinehart	State University of New York	Diesel Technician	Transportation Mechanic Internship	DPW	1/3/2017	1/31/2017	80 hours

L.2 Motion to approve the following job descriptions:

- Custodian
- Learning Disabilities Teacher Consultant (LDTC)
- Building Services Coordinator
- Master Mechanic
- Mechanic, Level 1
- Mechanic, Level 2
- Purchasing Specialist
- School Bus Driver
- School Library Media Specialist
- Speech Language Specialist
- School Nurse

L.3 Motion to approve the Summer 2016 Course Reimbursements as indicated below:

Name	College	Class	Approval	Credits	Amount
Afflerbach, Kristen	University of California San Diego	Google as a Classroom Tool for Learning	SU16	3	\$299.20
Afflerbach, Kristen	University of California San Diego	Bullying: Awareness, Prevention & Intervention	SU17	3	\$299.20
Afflerbach, Kristen	University of California San Diego	Educational Technology 101	SU18	3	\$299.20
Afflerbach, Kristen	University of California San Diego	Positive Discipline Approach to Class Management	SU19	3	\$299.20

Name	College	Class	Approval	Credits	Amount
Afflerbach, Kristen	University of California San Diego	Teaching Students with Special Needs in the Mainstream Classroom	SU20	3	\$299.20
Arias, Anne	University of California San Diego	Conquering the Behavioral Challenges of Special Needs Students	SU41	3	\$429.00
Arias, Anne	University of California San Diego	Using Microsoft Excel in the Classroom	SU42	1.5	\$160.00
Arias, Anne	University of California San Diego	Using Microsoft PowerPoint in the Classroom	SU43	1.5	\$160.00
Arias, Anne	University of California San Diego	Using Microsoft Word in the Classroom	SU44	1.5	\$160.00
Boucher, Lauren	A.T. Still University	OT Doctoral Project VIII	SU46	2	\$579.29
Boucher, Lauren	A.T. Still University	Special Topics in O.T. - Mindfulness Based Intervention	SU47	4	\$938.43
Carney, Elizabeth	Georgian Court University	Holistic Spirituality	SU24	3	\$758.86
D'Ambrosio, Kathleen	University of California San Diego	The Flipped Classroom: An Interactive Approach	SU23	3	\$317.90
D'Ambrosio, Kathleen	University of California San Diego	Google as a Classroom Tool for Learning	SU28	3	\$317.90
Dunbar, Maria	Centenary University	Case Studies in Supervision	SU5	3	\$758.86
Gargone, Carol	University of California San Diego	Learner-Centered Math Instruction Using Manipulatives	SU37	3	\$317.90
Gargone, Carol	University of California San Diego	Positive Discipline Approach to Class Management	SU38	3	\$317.90
Guagenti, Alyssa	Walden University	Managing Resources for Organizational Success	SU45	3	\$758.86
Gugger, Daniel	Montclair State University	Fieldwork in District Level Leadership	SU4	3	\$758.86
Hu, Hong	University of California San Diego	Preparing Students for the Common Core Assessments	SU30	3	\$299.20
Hu, Hong	University of California San Diego	Improving Your Students' Test Taking Skills	SU31	3	\$299.20
Hu, Hong	University of California San Diego	Positive Discipline Approach to Class Management	SU32	3	\$299.20
Hu, Hong	University of California San Diego	The Flipped Classroom: An Interactive Approach	SU33	3	\$299.20
Hu, Hong	University of California San Diego	Reaching Students Through Character Education	SU34	3	\$299.20
Hulbert, Joyce	University of California San Diego	Best Practices for a Successful High School	SU50	3	\$374.00
Kircher, Lori	Greenville College	Bullies	SU29	3	\$381.65
Kirshenbaum, Jane	University of California San Diego	Google as a Classroom Tool for Learning	SU53	3	\$271.00
Koenig, Rachel	Walden University	Data, Probability and Statistical Reasoning	SU56	3	\$758.86
Kozakewich, Julie	William Paterson University	Universal Design for LDT Classroom	SU9	3	\$758.86
Kulick, Lauren	Messiah College	Woodwind Pedagogy	SU40	3	\$758.86
LaMonica, Christina	Walden University	Understanding Higher Education	SU49	3	\$758.86
Larena, Ashley	East Stroudsburg University	Reading Colloquium	SU2	3	\$758.86
Levine, Matthew	University of California San Diego	Positive Discipline Approach to Class Management	SU11	3	\$299.20
Levine, Matthew	University of California San Diego	Preparing Students for the Common Core Assessments	SU12	3	\$299.20
Levine, Matthew	University of California San Diego	Reaching Students Through Character Education	SU13	3	\$299.20
Levine, Matthew	University of California San Diego	The Flipped Classroom: An Interactive Approach	SU14	3	\$299.20
Levine, Matthew	University of California San Diego	Improving Your Students' Test Taking Skills	SU15	3	\$299.20
Miceli, Sarah	Seton Hall University	Practicum in Counseling	SU25	3	\$758.86
Miceli, Sarah	Seton Hall University	Principles of Learning and Behavior Modification	SU26	3	\$758.86
Reiss, Joanna	Centenary University	Behavior Management	SU27	3	\$758.86
Rose, Gino	Clemson University	Understanding Ecology and Ecosystems	SU35	3	\$758.86
Rose, Gino	Clemson University	Understanding Plant Biology	SU36	3	\$758.86
Sauer, Molly	Fairleigh Dickinson University	Curriculum Program Evaluation and Student Assessment	SU10	3	\$758.86
Sauer, Molly	Fairleigh Dickinson University	Multimedia Production	SU39	3	\$758.86
Silipena, Brian	California University of Pennsylvania	Internship II	SU21	3	\$758.86
Silipena, Brian	California University of Pennsylvania	Supervised Field Project	SU22	3	\$758.86
Stettler, Amy	Drew University	Writers, Artists, Music on Film	SU51	3	\$758.86
Strasser, Tricia	Northeastern University	Personality Psychology	SU6	3	\$758.86
Strasser, Tricia	Northeastern University	Capstone Seminar in Psychology	SU7	3	\$758.86
Terry, John	Rutgers University	Curriculum and Instruction	SU54	3	\$758.86
Terry, John	Rutgers University	Supervision of Instruction	SU55	3	\$758.86

MOTION: Mrs. Van Ness	SECOND: Mrs. Poulas			
Name	Ayes	Nays	Abstain	Absent
Mr. Cuccio				X
Mrs. Gould	X			
Mr. Millar	X			
Mrs. Poulas	X			
Mr. Quigley	X			
Mrs. Senatore	X			
Mr. Smith	X			
Mr. Stewart	X			
Mrs. Van Ness	X			

M. EDUCATION, SPECIAL EDUCATION AND TECHNOLOGY COMMITTEE

Motion by Mrs. Poulas, seconded by Mrs. Van Ness, to accept the recommendation of the Superintendent to approve and adopt motions M.1 through M.6, as described below:

- M.1** Motion to **approve student placement** for the **2016-2017** school year, as indicated below plus related services as needed:

Student	School	Annual Tuition	Effective
M/11-2	South Bergen Jointure Commission in Maywood	\$35,688	12/12/16-6/30/17
M/18-2	Inclusive Learning Center/Hohokus Trade School	\$24,521.40	11/21/16-6/30/17

- M.2** Motion to **approve student received** for the **2016-2017** school year, as indicated below plus related services as needed:

Student	School	Annual Tuition	Effective
M/7-1	Plainfield School District	\$14,830	12/1/16-6/30/17
F/6-8	Plainfield School District	\$16,318	12/1/16-6/30/17
F/11-7	Plainfield School District	\$16,474	12/1/16-6/30/17
F/13-7	Plainfield School District	\$25,527	12/1/16-6/30/17
F/15-7	Plainfield School District	\$16,671	12/1/16-6/30/17

- M.3** Motion to **approve student received** for the **2017-2018** Extended school year, as indicated below plus related services as needed:

Student	School	Tuition	Effective
F/8-6	Plainfield School District	\$907	7/1/17-7/31/17

- M.4** Motion to approve the following **day trips**:

School/Group/Activity	Location	Dates
JTHS, DECA, Regional Testing	Ramapo College, Mahwah, NJ	January 9, 2017
JTHS, Peer Development Program (PDP), Mid-Year Retreat	St. Thomas the Apostle RC Church, Oak Ridge, NJ	January 18, 2017
JTHS, Science League, NGSS Competition	Pope John XXIII Regional High School, Sparta, NJ	February 9, 2017
JTHS, Grade 12, Project Stay Gold, Forum	Scotch Plains-Fanwood High School, Scotch Plains, NJ	March 1, 2017
JTHS, Science League, NGSS Competition	Kittatinny Regional High School, Hampton, NJ	March 9, 2017
JTHS, Science League, NGSS Competition	Newton High School, Newton, NJ	April 27, 2017
Briggs School, Grade 1, Field Trip	Fosterfields Living Historical Farm, Morristown, NJ	May 11, 2017
Briggs School, Grade K, Field Trip	Turtle Back Zoo, W. Orange, NJ	May 19, 2017 Raindate: May 22, 2017

- M.5** Motion to approve the following **overnight trips**:

School/Group/Activity	Location	Dates
JTHS, Ski Club, Slalom Ski Training & Racing Competition	Whiteface Mountain, Wilmington, NY	January 27-29, 2017
JTHS, DECA, State Conference	Harrah's Resort, Atlantic City, NJ	February 21-23, 2017
JTHS, Cheerleading Squad, National Competition	Orlando, Florida	March 1-5, 2017
JTHS, Wrestling Team, State Championships	Atlantic City, NJ	March 2-6, 2017

- M.6** Motion to Recognize and Accept the Harassment, Intimidation and Bullying Incidences (HIB) November 21, 2016 through December 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 November 21, 2016 through December 19, 2016, as summarized below:

School	Incidents Reported	Confirmed Incidents of HIB	Inconclusive – Case Will Remain Active
Ellen T. Briggs	0	0	0
Stanlick	0	0	0
Milton	0	0	0
Cozy Lake	0	0	0
White Rock	0	0	0
JTMS	1	0	0
JTHS	4	1	0

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

MOTION: Mrs. Poulas	SECOND: Mrs. Van Ness			
Name	Ayes	Nays	Abstain	Absent
Mr. Cuccio				X
Mrs. Gould	X			
Mr. Millar	X			
Mrs. Poulas	X			
Mr. Quigley	X			
Mrs. Senatore	X			
Mr. Smith	X			
Mr. Stewart	X			
Mrs. Van Ness	X			

Enrollment as of 11/30/16:

	Nov. 15	Nov. 2016
Milton	139	161
Cozy Lake	206	187
Arthur Stanlick	346	324
E.T. Briggs	286	292
White Rock	384	359
Total Elementary	1,361	1,323
JTMS	772	771
JTHS	1,022	1,001
GRAND TOTAL	3,155	3,095
Tuition students received	4	4
Out-of-district placement	34	33

N. POLICY COMMITTEE

Motion by Mrs. Van Ness, seconded by Mrs. Poulas, to accept the recommendation of the Superintendent to approve motions N.1 and N.2, as described below:

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

File Code	Title	Action
4283.1p	Electronic Communication Between Coaches/Advisors And Students	New
8454p	Management of Pediculosis	Revised
6470p	Payment of Claims	Revised
6470r	Payment of Claims	Revised

N.2 Motion to approve the **Second Reading** of the following *(copy available for review)*

File Code	Title	Action
1110p	Organizational Chart	Revised
5514r	Student Use of Vehicles	Revised

MOTION: Mrs. Van Ness	SECOND: Mrs. Poulas			
Name	Ayes	Nays	Abstain	Absent
Mr. Cuccio				X
Mrs. Gould	X			
Mr. Millar	X			
Mrs. Poulas	X			
Mr. Quigley	X			
Mrs. Senatore	X			
Mr. Smith	X			
Mr. Stewart	X			
Mrs. Van Ness	X			

O. COMMUNICATIONS

- None

P. OLD BUSINESS

- An update was provided regarding ordering and receiving product from a vendor.

Q. NEW BUSINESS

Q.1 Motion by Mrs. Stewart, seconded by Mrs. Van Ness, to approve the date for the Annual Organization Meeting as January 5, 2017 at 7:00 pm in the Central Office located at the Robert F. Drummond Building.

MOTION: Mr. Stewart	SECOND: Mrs. Van Ness			
Name	Ayes	Nays	Abstain	Absent
Mr. Cuccio				X
Mrs. Gould	X			
Mr. Millar	X			
Mrs. Poulas	X			
Mr. Quigley			X	
Mrs. Senatore	X			
Mr. Smith	X			
Mr. Stewart	X			
Mrs. Van Ness	X			

Q.2 On behalf of the Board, Mr. Smith presented a plaque to Mr. Quigley as recognition for his service on the Board of Education and to the families and students of Jefferson Township.

R. PUBLIC COMMENTS

- An audience member commented that they felt there is favoritism in the hiring process of maintenance and security personnel.

S. BOARD MEMBER COMMENTS

- The Board would like to acknowledge the many wonderful activities in the schools, i.e; TREP\$ Market and winter concerts and wished everyone a wonderful holiday season. They also thanked Mr. Quigley for his service on the Board.
- Mr. Quigley remarked it was an honor and a pleasure to serve with such a diverse and dedicated group of people who make up our Board.

T. ADJOURN

Motion by Mrs. Van Ness, seconded by Mrs. Gould that the meeting adjourn at 8:08 PM.

Respectfully submitted,

Dora E. Zeno
Board Secretary

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)
Guarino, Donna	1/23	Parsippany, NJ	2017 FMLA Compliance Update	\$ 249.00	Own	32	-	-	-	-	\$ 249.00
Mathiasen, Susan	1/30	Fairfield, NJ	Making Best Use of Free Google Tools & Apps to Enhance Content Learning	\$ 245.00	Own	32	-	-	-	-	\$ 245.00
Plotts, Timothy	12/13-12/14	Nashville, TN	National Athletic Directors' Conference	-	\$ 301.20	80	-	1	\$ 59.00	1.5	\$ 389.70
Schrek, Danielle	4/5-4/8	Atlantic City, NJ	NAFME Eastern Division conference	\$ 180.00	Own	300	-	-	-	-	\$ 180.00
Tierney, Patrick	12/13-12/14	Nashville, TN	National Athletic Directors' Conference	-	\$ 301.20	80	\$ 146.68	1	\$ 59.00	1.5	\$ 536.38
Tierney, Patrick	Various Dates	New Brunswick, NJ	Continuing Education Courses at Rutgers University: Management Supervision and Human Resources, Environmental Stewardship, Code compliance and Sustainability, Preventative Maintenance, Fiscal Management and Purchasing, and Energy Management	\$ 2,952.00	Own	-	-	-	-	-	\$ 2,952.00
Towers, Wendy	1/30	Fairfield, NJ	Making Best Use of Free Google Tools and Apps to Enhance Content Learning (Grades 6-12)	\$ 245.00	Own	-	-	-	-	-	\$ 245.00
Vichengrad, Blake	Various Dates	New Brunswick, NJ	Continuing Education Courses at Rutgers University: Management Supervision and Human Resources, Environmental Stewardship, Code compliance and Sustainability, Preventative Maintenance, Fiscal Management and Purchasing, and Energy Management	\$ 2,952.00	Own	-	-	-	-	-	\$ 2,952.00

All Meals are prorated 75% on travel days