

JEFFERSON TOWNSHIP BOARD OF EDUCATION
Work Session Meeting Agenda
Monday - April 11, 2005 - 7:00 PM
Jefferson Township High School Media Center

A. _____ called the meeting to order at ____ PM, and read the Open Meeting Statement.

B. Pledge of Allegiance.

C. ROLL CALL:	<u>Present</u>	<u>Absent</u>
Mr. Andre	_____	_____
Mr. Cuccio	_____	_____
Mr. Erdmann	_____	_____
Mr. Hanisch	_____	_____
Mrs. Hardy	_____	_____
Miss Klepp	_____	_____
Mrs. Muller	_____	_____
Mr. Tasker	_____	_____
Mrs. Van Houwe	_____	_____
Miss DeAnna Vander Ploeg	_____	_____
Mr. James Quigg	_____	_____

D. SUPERINTENDENT'S REPORT

Good News and Progress in Our Schools.

- Congratulations Nancy Harris – 2005-2006 Jefferson Township Teacher of the Year
- Congratulations Science Supervisor Robert Quinn named to the Advisory Board of the New Jersey State Systemic Initiative for the Advancement of Math and Science Education
- Morris County Education Association Pride in our Schools – Rockaway Townsquare Mall
- Public Budget Presentation Schedule and Administrative Availability for the Community as Requested

E. PRESENTATIONS

Board Action of March 29, 2005, Amending the Current Year District Calendar - Discussion.

F. MINUTES OF MEETINGS

F.1 Motion by _____, seconded by _____, that the minutes of the following meeting be approved as submitted:

- March 7, 2005 – Special Meeting
- March 14, 2005 – Work Session Meeting
- March 21, 2005 – Regular Meeting
- March 29, 2005 – Budget Public Hearing

G. FINANCE COMMITTEE

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions G.1 through G.6, as described below:

- G.1** Motion to approve the list of **requisitions** dated March 2005 in the amount of \$340,144.16.
- G.2** Motion to approve the **bills list** dated March 2005 in the amount of \$1,613,529.30.
- G.3** Motion to accept the **Treasurer and Secretary's Report** dated February 28, 2005 as being in balance.
- G.4** Motion to approve the **transfers** dated February 2005 in the amount of \$919,858.30.
- G.5** Motion that the Board of Education approve the **certification** by the Board Secretary, pursuant to NJAC 6A:23-2.11(c)3, that as of February 28, 2005 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of NJAC 6A:23-2.11(a).
- G.6** Motion to certify, in accordance with NJAC 6A:23-2.11(c)4, that as of February 28, 2005, 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 overexpended in violation of NJAC 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.

H. PERSONNEL COMMITTEE

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

- H.1** Motion to appoint and submit to the 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, * denotes mentoring required)

PERSONNEL								
Name	Nature of Action	Position	Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
A: Administrators								
Eileen Matak	Retirement	Math Supervisor			JTHS	7/1/05		Retiring after 25 yrs
B: Instructional								
Rolf Warncke 11-000-218-104-07	Appoint	Guidance Counselor	18	\$75,650	JTMS	9/1/05	6/30/06	To fill a vacancy
Elizabeth Golas 11-000-218-104-03	Appoint	Guidance Counselor	5	\$43,980	ETB	9/1/05	6/30/06	To fill a vacancy
Deborah Morris	Approve	Student Teacher	N/A	N/A	WR	9/7/05	12/22/05	
Alice Reines	Appoint	Long-term Sub	N/A	\$195/diem	Stan	3/7/05		Until return of GP
LL	Leave of Absence	Grade 1 Teacher	N/A	N/A	Cozy	2005/06		Unpaid leave of absence extension
C: Non-Instructional								
Diane McWilliams	Retirement	Spec Ed Aide			Stan	7/1/05		Retiring after 31 yrs
Virginia Wetherill	Retirement	Spec Ed Aide			Stan	7/1/05		Retiring after 6.5 yrs
D: Substitutes/Other								
Patricia Gomez 5-11-120-100-101-28-00	Appoint	Sub Teacher		\$80/diem		2004/05		
Mary Paulson 5-11-120-100-101-28-00	Appoint	Sub Teacher		\$80/diem		2004/05		
Donna Matthews 5-11-000-240-105-28-00	Appoint	Sub Secretary		\$7.50/hr		2004/05		
Donna Matthews	Appoint	Sub-Classroom Aide		\$6.97/hr		2004/05		
E. Extra Duty Pay:								
Kirsten Smith	Appoint	Set/stage Tech.		\$364.14	JTHS	2004/05		Spring Musical
Kirsten Smith	Appoint	Art/Play		\$364.14	JTHS	2004/05		Spring Musical
Sharon Garry	Appoint	Costumes		\$364.14	JTHS	2004/05		Spring Musical
Sharon Garry	Appoint	Choreographer		\$364.14	JTHS	2004/05		Spring Musical
Matt Signorello	Appoint	Lighting		\$364.14	JTHS	2004/05		Spring Musical
Karen Vandebok	Appoint	SEER		\$305.77	JTHS	2004/05		Environmental Club
Athletic Coaches:								
Brian Hough	Salary Correction	Head Baseball		\$5772.91		2004/05		3/21/05 appointment did not include \$100 experience stipend
Brian Palumbo	Salary Correction	Asst Lacrosse		\$3933.10		2004/05		3/21/05 appointment did not include \$50 experience stipend

H.2 Motion to amend the job description from Facilities Secretary – Group IV to Facilities Secretary – Group III (copy available for review).

I. EDUCATION COMMITTEE

I.1 _____ noted the enrollment as of 3/31/05:

	June 04	March 05	
R. F. Drummond	99	105	
Milton	217	200	
Cozy Lake	281	275	
Stanlick	259	370	} Note: 2005 Reassignment of Buildings
E.T. Briggs	380	245	
White Rock	490	485	
Total Elementary	1,726	1,680	
JTMS	889	908	
JTHS	991	1,011	
GRAND TOTAL	3,606	3,599	
Tuition students received	1	1	
Out-of-district placement	56	49	

J. POLICY COMMITTEE

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

J.1 Motion to approve the **first reading** of the following *(copy available for review)*:

<u>Number</u>	<u>Title</u>
1110	Organizational Chart

J.2 Motion to approve the **second reading and adoption** of the following *(copy available for review)*:

<u>Number</u>	<u>Title</u>
2340	Field Trips

K. BUILDING NEEDS 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 approve the White Rock School parking lot/student drop off improvement consent agreement with Jefferson Township subject to Board Attorney review.

K.2 Motion to approve the following **change orders** for the HS/MS construction project:

<u>Contract #</u>	<u>Change Order #</u>	<u>Contractor</u>	<u>Amount</u>	
Base Bid and Alt's GC1, 2, 3, 4, 5, 6 & 8	33	TAK Construction	\$ 519.00	Replacement of cabinets damaged by A. Pflugh, Inc. (to be offset by a credit from HVAC contractor – no cost to owner)
Base Bid and Alt's GC1, 2, 3, 4, 5, 6 & 8	34	TAK Construction	\$ 1,028.00	Adjustment of struts for folding partitions (to be offset by a credit from steel contractor – no cost to owner)
Base Bid and Alt's GC1, 2, 3, 4, 5, 6 & 8	35	TAK Construction	(\$ 900.00)	Credit for elimination of 3 Falcon Head logos on new gymnasium floor
Base Bid and Alt's GC1, 2, 3, 4, 5, 6 & 8	36	TAK Construction	\$ 1,575.00	Provide & install matting to prevent erosion of dirt and soil onto track

L. AUXILIARY COMMITTEE

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

- L.1** Motion to approve a Trip Transportation Agreement with the **Jefferson Child Care & Education Center**, from July 1, 2005 to June 30, 2006, to provide vehicles and drivers to be used for field trips, assessing a miscellaneous revenue fee of \$44 per hour for the use of the Jefferson Township School District buses *(copy available for review)*.
- L.2** Motion to accept the **donation** of redesigning the story center in Room #1 of Milton School, at an estimated cost of \$1,500, from the Eagle Scout Parents, in accordance with Policy #1323, Gifts, Grants and Bequests.
- L.3** Motion to approve the professional services proposal submitted by The Portolan Group dated April 7, 2005 for contract/program analysis, negotiation and establishment of operational performance objectives for the food service program for the 2005-2006 school year, at a cost not to exceed \$5,500, pending Board Attorney review *(copy available for review)*.

M. COMMITTEE REPORTS

N. COMMUNICATIONS

O. OLD BUSINESS

P. NEW BUSINESS

Q. COMMENTS FROM THE AUDIENCE

R. BOARD MEMBER COMMENTS

S. ADJOURN