

**JEFFERSON TOWNSHIP BOARD OF EDUCATION**  
**Regular Session Meeting Minutes**  
**Monday – September 19, 2005**  
**Jefferson Township Middle School Media Center**

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A. Mr. Cuccio called the meeting to order at 8:00 PM, and read the Open Meeting Statement.

B. Pledge of Allegiance.

C. **ROLL CALL:**

	<u>Present</u>	<u>Absent</u>
Mr. Andre		X
Mr. Cuccio	X	
Mr. Erdmann	X	
Mr. Hanisch	X	
Mrs. Hardy	X	
Mrs. Mastricola	X	
Mrs. Servedio		X
Mr. Trignano	X	
Mrs. Van Houwe	X	

**CLOSED SESSION**

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

BE IT RESOLVED, by the Jefferson Township Board of Education on this 19<sup>th</sup> day of September, 2005 at 6:34 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), (3), (6) and (7). The general nature of the discussion will involve matters confidential by law, personal privacy, any investigations or tactics or techniques to protect persons or public property and litigation, anticipated litigation or contract negotiation and attorney-client matters.
2. These matters will be disclosed to the public as soon as the need for confidentiality no longer applies, which is anticipated to be later this evening.
3. This resolution shall take effect immediately.

Motion carried.

The meeting was recalled to order at 8:00 PM.

**D. SUPERINTENDENT'S REPORT**

Dr. Bowen reported the *Good News and Progress in Our Schools*.

2004-05 New Jersey State Science League Earth Science Team – RoseAnn Krygier, advisor/coach Christen Vallimont, Jordan Miller, Jennifer Ruglio, Kaitlin Bennett, Matt Curasco, and Steven Azar Team placed 5<sup>th</sup> in State; Christen Vallimont placed 6<sup>th</sup> in State as an individual.

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**E. PRESENTATIONS**

- 2004-2005 Accomplishments – District Administration
- District Testing and Measurable Student Performance Report – Dr. Thomas Niland
- Long Range Facility Plan (LRFP) Preview – Mrs. Mylchreest  
(Special Board Meeting to adopt LRFP – September 27, 2005, 7:00 PM at Central Office Conference Room)

**F. COMMENTS FROM THE AUDIENCE** (on agenda items only)

**G. MINUTES OF MEETINGS**

**G.1** Motion by Mrs. Hardy, seconded by Mr. Trignano, that the minutes of the following meetings be approved as submitted:

August 8, 2005 – Work Session Meeting

Roll call vote: Mr. Cuccio - Yes	Ms. Masticola - Yes
Mr. Erdmann - Abstain	Mr. Trignano - Yes
Mr. Hanisch - Yes	Mrs. Van Houwe - Yes
Mrs. Hardy - Yes	

Six in favor. One abstention. Motion carried.

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

August 15, 2005 – Regular Meeting

Roll call vote: Mr. Cuccio - Yes	Ms. Masticola - Yes
Mr. Erdmann - Abstain	Mr. Trignano - Yes
Mr. Hanisch - Abstain	Mrs. Van Houwe - Yes
Mrs. Hardy - Yes	

Five in favor. Two abstentions. Motion carried.

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

August 29, 2005 – Special Meeting

Roll call vote: Mr. Cuccio - Abstain	Ms. Masticola - Yes
Mr. Erdmann - Yes	Mr. Trignano - Yes
Mr. Hanisch - Yes	Mrs. Van Houwe - Yes
Mrs. Hardy - Yes	

Six in favor. One abstention. Motion carried.

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**H. FINANCE AND BUILDING NEEDS COMMITTEE**

Motion by Mr. Erdmann, seconded by Mr. Hanisch, to accept the recommendation of the Superintendent to approve and adopt motions H.1 through H.9, as described below:

- H.1** Motion to approve the list of **purchase orders** dated August 2005 in the amount of \$736,455.79.
- H.2** Motion to approve the **check journal** for the month of August 2005 in the amount of \$1,384,833.95.
- H.3** Motion to accept the **Treasurer and Secretary's Report** dated July 31, 2005 as being in balance.
- H.4** Motion to approve the **transfers** dated July 2005 in the amount of \$65,074.68.
- H.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 July 31, 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).
- H.6** Motion to certify, in accordance with NJAC 6A:23-2.11(c)4, that as of July 31, 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.7** Motion to rescind the July 11, 2005 Board Meeting approval for the **donation** of approximately \$10,623 from the Consolidated Parent-Teacher Association (PTA) for the purchase of two Upper Body Trainers, one Tidal Wave Slide and wood fiber surface for the R.F. Drummond School playground, in accordance with Policy #1323, Gifts, Grants and Bequests.
- H.8** Motion to accept the **donation** of approximately \$8,848.00 from the Consolidated Parent-Teacher Association (PTA) for the purchase of one Upper Body Trainer, one Tidal Wave Slide and wood fiber surface for the R.F. Drummond School playground, in accordance with Policy #1323, Gifts, Grants and Bequests.
- H.9** Motion to approve the disposal of **obsolete equipment**, as shown below, in accordance with Policy #7300, Disposition of Property.

<u>School/Department</u>	<u>Bar Code/Tag No.</u>	<u>Equipment Description</u>
Cozy Lake School	0819	System 80 Reading Machine
Cozy Lake School	0577	Desk
Buildings & Grounds	611	Lawn Tractor

Roll call vote: Mr. Cuccio - Yes                      Ms. Masticola - Yes  
                   Mr. Erdmann - Yes                      Mr. Trignano - Yes  
                   Mr. Hanisch - Yes                              Mrs. Van Houwe - Yes  
                   Mrs. Hardy - Yes

All in favor. Motion carried.

**Public Comments Regarding Refunding Bond Ordinance**

Motion by Mr. Erdmann, seconded by Mr. Hanisch, to accept the recommendation of the Superintendent to approve and adopt motion H.10, as described below:

**H.10** Motion to accept the recommendation of the Superintendent to approve final adoption of the following resolution regarding Debt Restructuring (previously introduced at the August 15, 2005 Regular Meeting):

Motion to approve Refunding Bond Ordinance of the Board of Education of the Township of Jefferson in the County of Morris, New Jersey, providing for the Refunding of all or a Portion of the Outstanding School Bonds of the Board, dated May 15, 1993 Issued in the Original Principal Amount of \$2,802,000 and/or all or a Portion of the Outstanding School Bonds of the Board, dated December 1, 1996 Issued in the Original Principal Amount of \$1,900,000, Appropriating not to Exceed \$3,000,000 Therefore and Authorizing the Issuance of not to Exceed \$3,000,000 Refunding Bonds to Provide for such Refunding (see attached).

Roll call vote: Mr. Cuccio - Yes                      Ms. Masticola - Yes  
 Mr. Erdmann - Yes                                      Mr. Trignano - Yes  
 Mr. Hanisch - Yes                                        Mrs. Van Houwe - Yes  
 Mrs. Hardy - Yes

All in favor. Motion carried.

**I. PERSONNEL COMMITTEE**

Motion by Mr. Hanisch, seconded by Mrs. Hardy, to accept the recommendation of the Superintendent to approve and adopt motions I.1 through I.4, as described below:

**I.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	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
<b>B: Instructional</b>								
Nicholas Albanito	Resignation	Phys Ed Teacher			JTMS	9/1/05	9/1/05	
Carlos Garcia 11-120-100-101-00	Appoint	Spanish Teacher	BA+15 Step 6	\$44,980	ETB/Stan	9/1/05	6/30/06	Replacement
DC	Leave of Absence	School Nurse			Stan	9/21/05	*	*Upon release from Dr.
Jennifer Cimaglia	Salary Correction	Teacher	BA Step 3	\$41,980	JTHS	9/1/05	6/30/06	5/9/05 error stated BA/3 \$42,980.
<b>C: Non-Instructional</b>								
JoAnn Wassmer	Resignation	PSD Aide			Milton	8/31/05	8/31/05	
SE	Family Leave Act	Maintenance			District	9/14/05	12/6/05	
MO	Medical Leave	Aide			Cozy	9/6/05	9/30/05	Using 19 sick days
Audrey Kazmir 11-213-100-106-00	Adjustment of Hrs.	Resource Center Aide	Step 3	\$16.64/hr	WR	9/8/05	6/30/06	From 3/hrs per day to 3hrs 15 mins/day
JoAnn Coan 11-000-270-161-00	Appoint	School Bus Aide		\$15.72/hr	Transp.	9/19/05	6/30/06	2 hrs 43 mins/day
Louis Fascia 11-000-270-160-00	Appoint	School Bus Driver	Step 1	\$15.57/hr	Transp	9/19/05	6/30/06	Replacement

Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Term.	Discussion
<b>D: Extra-Duty Pay</b>								
Paula Langner 11-215-100-106-00	Appoint	PSD Aide	Step 1	\$16.04/hr	Milton	9/20/05	6/30/06	Replacement
Diane Harris 11-213-100-106	Appoint	Resource Center Aide	Step 1	\$16.04/hr	Briggs	9/21/05	6/30/06	Replacement effective upon fingerprint
Nicholas Albanito	Rescind Appt	MS Cross Country			JTMS	9/1/05	9/1/05	
Kenneth Westberg	Appoint	MS Cross Country	Step 1	\$1,387.97	JTMS	2005/06	2005/06	Replacement
Kathy Mansbery	Appoint	Comp Rm Supv	Level 1	\$26.00/hr	JTHS	2005/06	2005/06	Not to exceed 20 hrs
Patty Vandigriff	Appoint	Academic Decath	Level 1	\$265.00	JTHS	2005/06	2005/06	
Frank Garza	Appoint	Academic Decath	Level 1	\$265.00	JTHS	2005/06	2005/06	
Alice Daken	Appoint	Art Club	Level 1	\$500.00	JTHS	2005/06	2005/06	
Eleanor Urciuoli	Appoint	French Honor Soc	Level 1	\$500.00	JTHS	2005/06	2005/06	
Frank Garza	Rescind Appt	Spanish Hon Soc	Level 1		JTHS	2005/06	2005/06	
Nanette Diaz	Appoint	Spanish Hon Soc	Level 1	\$500.00	JTHS	2005/06	2005/06	
Pat Davey	Appoint	Freshman Class Co-Advisor	Level 2	\$504.50	JTHS	2005/06	2005/06	
Jim O'Connor	Appoint	Varsity Letterman's Club	Level 2	\$1,600	JTHS	2005/06	2005/06	
Mary Decker	Appoint	ESY Nurse		\$54.67/hr	ESY	8/2/05	8/2/05	Ext School Yr Program Not to exceed 3 hrs
Rosemary McHugh	Appoint	Academic Team Coordinator	Level 4	\$2,500	JTMS	2005/06	2005/06	
Pamela Graham	Appoint	Academic Team Coordinator	Level 4	\$2,500	JTMS	2005/06	2005/06	
Lorraine Gastrock	Appoint	Academic Team Coordinator	Level 4	\$2,500	JTMS	2005/06	2005/06	
Jennifer Costabile	Appoint	Academic Team Coordinator	Level 4	\$2,500	JTMS	2005/06	2005/06	
Angela Feldmann	Appoint	Academic Team Coordinator	Level 4	\$2,500	JTMS	2005/06	2005/06	
Kathy D'Ambrosio	Appoint	Academic Team Coordinator	Level 4	\$2,500	JTMS	2005/06	2005/06	
Teri Haight	Appoint	Academic Team Coordinator	Level 4	\$2,500	JTMS	2005/06	2005/06	
Sharon Clayton	Appoint	Academic Team Coordinator	Level 4	\$2,500	JTMS	2005/06	2005/06	
Sharon Ciliento	Appoint	Academic Team Coordinator	Level 4	\$2,500	JTMS	2005/06	2005/06	
Dave Bresett	Appoint	Elective Team Coordinator	Level 4	\$2,800	JTMS	2005/06	2005/06	
<b>E. Substitutes:</b>								
Lisa Laqanella	Appoint	Sub Teacher		\$80/diem	District	2005/06	2005/06	

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**COURSE REIMBURSEMENTS:**

Name	Course Title	College/University	Approval #	Amount
Denise Morando	Getting Parents on Your Side Models of Effective Teaching	MaryGrove College	#3	969.00
		MaryGrove College	#7	531.00
Niemah Scherlachner	Motivating Today's Learner Helping Students Become Self-Directed Learners	MaryGrove College	#46	\$355.00
		MaryGrove College	#47	\$355.00
James Rowe	Designing Assessment For All Meeting Curriculum Standards For All Learners	MaryGrove College	#15	\$969.00
		MaryGrove College	#16	\$531.00

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**I.2** Motion to sunset the following JTMS and JTHS Extra Duty Pay's in accordance with negotiated agreement between the Jefferson Township Board of Education and the Jefferson Township Education Association:

- |                                      |                                     |
|--------------------------------------|-------------------------------------|
| Science and Humanities (High School) | Odyssey of the Mind (Middle School) |
| Young Astronauts (Middle School)     | Jr. Great Books (Middle School)     |
| Volleyball (Middle School)           | Frisbee (Middle School)             |
| Softball (Middle School)             |                                     |

**I.3** Motion to approve the revised custodian job description.

**I.4** Motion to designate the source of funding for the following individuals as funded from the FY2006 respective Grants:

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Name	Location	Position	Salary	Grant Share	FICA/TPAF	Benefits
Patricia Szuskowski	Milton	Preschool	\$41,980	\$20,990	\$3,149	\$6,415

**IDEA Part B - Preschool - \$34,195 (includes \$3,641 for workshops/prof development not listed above)**

Name	Location	Position	Salary	Grant Share	FICA/TPAF	Benefits
Taisa Engelsman	Milton/Drummond	Kindergarten	\$44,980	\$44,980	\$6,747	\$14,244
<b>Title IIA Total</b>		<b>\$65,971</b>				

Roll call vote: Mr. Cuccio - Yes                      Ms. Mastricola - Yes  
 Mr. Erdmann - Yes                                      Mr. Trignano - Yes  
 Mr. Hanisch - Yes                                        Mrs. Van Houwe - Yes  
 Mrs. Hardy - Yes

All in favor. Motion carried.

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

Motion by Mrs. Hardy, seconded by Mr. Hanisch, to accept the recommendation of the Superintendent to approve and adopt motions J.1 through J.6, as described below:

**J.1** Motion to rescind student placement as shown below:

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Student	School	Tuition	Date
M/8-5	Chapel Hill School	\$40,770	9/6/05-6/30/06

**J.2** Motion to approve student placements as shown below:

Student	School	Tuition	Date
F/9-1	Loving Care Agency, Inc.	\$62,000	9/6/05-6/30/06
M/8-5	YCS-George Washington School	\$35,301.60	9/6/05-6/30/06

**J.3** Motion to approve the Update to the **Uniform State Memorandum of Agreement** between Educational and Law Enforcement Officials.

**J.4** Motion to approve the enrollment of Foreign Exchange Student, Ji Hyun Kim, from Korea into the 10<sup>th</sup> grade at Jefferson Township High School, who will be residing with a Township resident for the 2005-2006 school year.

**J.5** Motion to approve submission of the NJ Department of Education Statement of Assurance and Intent Mentoring Plan for 2005-2006.

**J.6** Motion to approve the revised 2005/2006 Field Trip and Travel List, copy attached.

Roll call vote: Mr. Cuccio - Yes	Ms. Mastricola - Yes
Mr. Erdmann - Yes	Mr. Trignano - Yes
Mr. Hanisch - Yes	Mrs. Van Houwe - Yes
Mrs. Hardy - Yes	

All in favor. Motion carried.

**K. POLICY COMMITTEE**

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Motion by Mrs. Hardy, seconded by Mr. Hanisch, to accept the recommendation of the Superintendent to approve and adopt motion K.1, as described below:

**K.1** Motion to approve the **second reading and adoption** of the following *(copy available for review)*:

<u>Number</u>	<u>Title</u>
7510	Use of School Facilities

Roll call vote: Mr. Cuccio - Yes	Ms. Mastricola - Yes
Mr. Erdmann - Yes	Mr. Trignano - Yes
Mr. Hanisch - Yes	Mrs. Van Houwe - Yes
Mrs. Hardy - Yes	

All in favor. Motion carried.

**L. COMMITTEE REPORTS**

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**M. COMMUNICATIONS**

**N. OLD BUSINESS**

**O. NEW BUSINESS**

**P. BOARD MEMBER COMMENTS**

**Q. COMMENTS FROM THE AUDIENCE**

**R. ADJOURN**

<b>D: Extra-Duty Pay</b>								
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<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Deg/Step</b>	<b>Salary</b>	<b>Loc.</b>	<b>Date Effective</b>	<b>Date Term.</b>	<b>Discuss</b>
<b>D: Extra Duty Pay</b>								
Pat Davey	Appoint	Freshman Class Co-Advisor	Level 2	\$504.50	JTHS	2005/06	2005/06	
Jim O'Connor	Appoint	Varsity Letterman's Club	Level 2	\$1,600	JTHS	2005/06	2005/06	
Mary Decker	Appoint	ESY Nurse		\$54.67/hr	ESY	8/2/05	8/2/05	Ext School Yr Not to exceed
Rosemary McHugh	Appoint	Academic Team Coordinator	Level 4	\$2,500	JTMS	2005/06	2005/06	
Pamela Graham	Appoint	Academic Team Coordinator	Level 4	\$2,500	JTMS	2005/06	2005/06	
Lorraine Gastrock	Appoint	Academic Team Coordinator	Level 4	\$2,500	JTMS	2005/06	2005/06	
Jennifer Costabile	Appoint	Academic Team Coordinator	Level 4	\$2,500	JTMS	2005/06	2005/06	
Angela Feldmann	Appoint	Academic Team Coordinator	Level 4	\$2,500	JTMS	2005/06	2005/06	
Kathy D'Ambrosio	Appoint	Academic Team Coordinator	Level 4	\$2,500	JTMS	2005/06	2005/06	
Teri Haight	Appoint	Academic Team Coordinator	Level 4	\$2,500	JTMS	2005/06	2005/06	
Sharon Clayton	Appoint	Academic Team Coordinator	Level 4	\$2,500	JTMS	2005/06	2005/06	
Sharon Ciliento	Appoint	Academic Team Coordinator	Level 4	\$2,500	JTMS	2005/06	2005/06	
Dave Bresett	Appoint	Elective Team Coordinator	Level 4	\$2,800	JTMS	2005/06	2005/06	
<b>E. Substitutes:</b>								
Lisa Laganella	Appoint	Sub Teacher		\$80/diem	District	2005/06	2005/06	