

JEFFERSON TOWNSHIP BOARD OF EDUCATION
Work/Regular Session Meeting Agenda
Monday – December 12, 2005 - 7:00 PM
Jefferson Township Middle 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	_____	_____
Mrs. Masticola	_____	_____
Mrs. Servedio	_____	_____
Mr. Trignano	_____	_____
Mrs. Van Houwe	_____	_____
Manny Fanarjian	_____	_____
Nicole Yatsonsky	_____	_____

D. SUPERINTENDENT’S REPORT

Good News and Progress in Our Schools.

Monthly Progress Report On District Goals:

- *Improve math and writing instruction district-wide.*
- *Improve inter and intra-communication and community relations.*
- *Ensure that the facilities are properly maintained and safe for students, staff and public.*
- *Ensure (instructional) consistency within grade levels and across the district campuses.*

E. PRESENTATIONS / ANNOUNCEMENTS / RECOGNITION / DISCUSSION ITEMS

- Measurability of District Goals - Discussion
- Food Service Status Report – Nawal Maroun, Director (this will include discussion and implementation date of new nutritional standards)

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

G. MINUTES OF MEETINGS

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

- November 14, 2005 – Work Session Meeting
- November 21, 2005 – Regular Meeting

H. FINANCE AND BUILDING NEEDS COMMITTEE

Motion by _____, seconded by _____, 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 November 2005 in the amount of \$457,001.42.

H.2 Motion to approve the **check journal** for the month of November 2005 in the amount of \$1,779,813.35.

H.3 Motion to accept the **Treasurer and Secretary's Report** dated October 31, 2005 as being in balance.

H.4 Motion to approve the **transfer** of funds in the 2005-2006 Fiscal Year, dated October 2005 in the amount of \$71,364.45.

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 October 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 October 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 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

RESOLVED, That the expense is justified and therefore reimbursable. *(copy attached)*

H.8 Motion to award the bid for the purchase of one 54-passenger school bus in the amount of \$55,770.00 to Truck King (Amtran Bus Sales), lowest responsible bidder. *(See attached Bid Tabulation Sheet)*

H.9 Motion to award the bid for the purchase of one 25-passenger school van in the amount of \$48,975.00 to Wolfington Body Company, Inc., lowest responsible bidder. *(See attached Bid Tabulation Sheet)*

I. PERSONNEL COMMITTEE

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions I.1 and I.2, 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: Instructional								
Hong Hu	Appoint	Math Teacher	MA/15	\$62,522	JTHS	01/01/06	06/30/06	
Aladdin Kazanfer	Appoint	Studio/Visual Teacher	BA/13	\$52,181	JTHS	01/01/06	06/30/06	
Suzanne Rodgers	Appoint	LDTC		\$290.60 per diem	JTMS	12/12/05	06/30/06	Pending LDTC new hire Additional (2) days per month/7 hrs 30 min
Niemah Scherlacher	Appoint	LDTC		\$317.68 per diem	JTMS	12/12/05	06/30/06	Pending LDTC new hire Additional day per week/7 hrs 30 min
C: Non-Instructional								
Clark Bagnall	Resignation	Custodian			Stanlick	12/06/05	12/05/05	
Theresa Pawlicki	Appoint	Teacher	MA30/10	\$37.94	JTHS	08/29/05	08/29/05	3 hrs, Resolution Meeting
Virginia Zinn	Retirement	Principal's Secretary			Stanlick	07/01/06	06/30/06	22 yrs in district
Jeanne Hanston 11-212-100-106-00	Transferred	From: LLD Aide To: 1 on 1 Aide	Step 3	\$16.64	ETB	09/01/05	06/30/06	3 hrs 30 min per day
Kathleen Sadiwnyk 11-212-100-106-00	Transferred	From: BD Aide To: 1 on 1 Aide	Step 3	\$16.64	Stanlick	09/01/05	06/30/06	7 hrs per day
Betty Zimmer	Adjust Hours	MD Aide	Step 3	\$16.64	Stanlick	12/12/05	06/30/06	From: 3 hrs per day To: 3 hrs 15 min per day
E: Extra-Duty Pay								
Claire Brennan	Appoint	Peer Mediation Training		\$58.46 per hr	WR	10/29/05	10/29/05	6 hrs
Jennifer Markowick	Appoint	Peer Mediation Training		\$61.87 per hr	WR	10/29/05	10/29/05	6 hrs
Donald Rutsch	Appoint	Debate Team Advisor		N/A	JTHS	2005/06	2005/06	Volunteer

COURSE REIMBURSEMENTS:

Name	Course Title	College/University	Approval #	Amount
Susan Pasake	Effective Classroom Management	MaryGrove College	9	\$969.00
	Collaborative Action Research	MaryGrove College	10	\$531.00
Patricia Vandigriff	Curriculum Leadership	Caldwell College	65	\$1,500.00
Jennifer Costabile	Algebra II (Refresher)	Converse College	38	\$900.00
	Pre-Calculus (Refresher)	Converse College	39	\$600.00
Steven Hannaway	Assertive Discipline	MaryGrove College	72	\$395.00
Rose Ann Krygier	Collaborative Action Research	MaryGrove College	14	\$969.00
	Effective Classroom Management	MaryGrove College	18	\$531.00

I.2 Motion to appoint Mr. Joseph Kraemer as Assistant Superintendent of Schools for the 2005-2006 school year, pending attorney review of proposed contract, effective upon availability from current employer.

J. EDUCATION, SPECIAL EDUCATION AND TECHNOLOGY 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 amended Annual Field Trip List *(copy attached)*

J.2 Motion to approve student placement as indicated below:

Student	School	Tuition	Date
F-15/4	Hunterdon Learning Center	\$23,646 for 129 days	Effective 11/28/05

J.3 _____ noted the enrollment as of 11/30/05:

	June 05	November 05
R. F. Drummond	104	115
Milton	204	176
Cozy Lake	276	308
Stanlick	367	368
E.T. Briggs	246	254
White Rock	484	452
Total Elementary	1,681	1,673
JTMS	905	905
JTHS	1,006	1,058
GRAND TOTAL	3,592	3,636
Tuition students received	1	2
Out-of-district placement	49	50
Students on Home Instruction (included in Grand Total)		8

K. POLICY 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 **first reading** of the following:

<u>Number</u>	<u>Title</u>
5330	Administration of Medication
5460	High School Graduation

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

<u>Number</u>	<u>Title</u>
0147	Bylaw – Board Member Compensation and Expenses
3440	Job Expenses (Teaching Staff Members)
4440	Job Expenses (Support Staff Members)
5600J	Severe Misconduct/Code of Conduct

L. COMMUNITY RELATIONS/SCHOOL BUSINESS PARTNERSHIP COMMITTEE

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

L.1 Motion to adopt the 2006-2007 School Calendar. *(to be circulated)*

M. COMMITTEE REPORTS

N. COMMUNICATIONS

O. OLD BUSINESS.

P. NEW BUSINESS

Q. BOARD MEMBER COMMENTS

R. COMMENTS FROM THE AUDIENCE

S. ADJOURN