

JEFFERSON TOWNSHIP BOARD OF EDUCATION
Regular Meeting
Monday
March 21, 2005

- A. Mr. Andre called the meeting to order at 8:06 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
Miss Klepp	X	
Mrs. Muller	X	
Mr. Tasker	X	
Mrs. Van Houwe	X	
Miss DeAnna Vander Ploeg	X	
Mr. James Quigg	X	

CLOSED SESSION

Motion by Mr. Andre, seconded by Mr. Cuccio, 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, 2005 at 7:16 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), (7) and (8). 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 and employment, evaluation, termination of employees.
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 8:06 PM.

D. SUPERINTENDENT'S REPORT

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

E. PRESENTATIONS

State of the District, Gary R. Bowen, Ed.D.

F. MINUTES OF MEETINGS

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

February 14, 2005 – Work Session Meeting

Roll call vote: Mr. Andre - Yes	Miss Klepp - Yes
Mr. Erdmann - Yes	Mrs. Muller - Yes
Mr. Cuccio - Yes	Mr. Tasker - Abstain
Mr. Hanisch - Yes	Mrs. Van Houwe - Yes

Seven in favor. One abstention. Motion carried.

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

February 22, 2005 – Regular Meeting

Roll call vote: Mr. Andre - Yes	Miss Klepp - Yes
Mr. Erdmann - Yes	Mrs. Muller - Yes
Mr. Cuccio - Yes	Mr. Tasker - Abstain
Mr. Hanisch - Yes	Mrs. Van Houwe - Yes

Seven in favor. One abstention. Motion carried.

G. FINANCE COMMITTEE

Motion by Mrs. Muller, seconded by Mr. Cuccio, to accept the recommendation of the Superintendent to approve and adopt motions G.1 and G.2, as described below:

G.1 Motion to approve the list of **requisitions** dated February 2005 in the amount of \$355,592.72.

G.2 Motion to approve the **bills list** dated February 2005 in the amount of \$2,073,004.23.

Roll call vote: Mr. Andre - Yes	Miss Klepp - Yes
Mr. Erdmann - Yes	Mrs. Muller - Abstain
Mr. Cuccio - Yes	Mr. Tasker - Yes
Mr. Hanisch - Yes	Mrs. Van Houwe - Yes

Seven in favor. One abstention. Motion carried.

Motion by Mrs. Muller, seconded by Mr. Cuccio, to accept the recommendation of the Superintendent to approve and adopt motions G.3 through G.8, as described below:

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

- G.4** Motion to approve the **transfers** dated January 2005 in the amount of \$266,521.17.
- 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 January 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).
- G.6** Motion to certify, in accordance with NJAC 6A:23-2.11(c)4, that as of January 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.
- G.7** Motion to approve the submission and accept funds in the amount of \$10,000 for the 2005/2006 New Jersey Statewide Systemic Initiative (NJSSI) standards implementation.
- G.8** Motion that the Board of Education make application for carry over funds from the FY04 No Child Left Behind (NCLB) grant, in the amount of \$8,077.00.

Roll call vote: Mr. Andre	- Yes	Miss Klepp	- Yes
Mr. Erdmann	- Yes	Mrs. Muller	- Yes
Mr. Cuccio	- Yes	Mr. Tasker	- Yes
Mr. Hanisch	- Yes	Mrs. Van Houwe	- Yes

All in favor. Motion carried.

H. PERSONNEL COMMITTEE

Motion by Mr. Tasker, seconded by Mrs. Muller, to accept the recommendation of the Superintendent to approve and adopt motions H.1 through H.3, 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								
B: Instructional								
Kurt Heller 5-11-130-100-101-28-00	Change of rate	Science Teacher	1	\$195/diem	JTMS	12/4/04	1/4/05	Receipt of Elem. Cert.
Kurt Heller 5-11-130-100-101-00-00	Change of Appointment	Science Teacher	1	\$39,000	JTMS	1/5/05	6/30/05	Receipt of Science Cert
Elaine Carro 5-11-140-100-101-28-00	Appoint	Long-term Sub	1	\$195/diem	JTHS	4/11/05	6/30/05	NFD Replacement
Jason Mafaro 5-11-140-100-101-28-00	Appoint	Long-term Sub	1	\$195/diem	JTHS	3/7/05	6/30/05	SN Replacement
Curt Pukutka 5-11-140-100-101-28-00	Appoint	Long-term Sub	1	\$195/diem	JTHS	3/1/05	6/30/05	JC Replacement
NFD	Leave of Absence	Spanish Teacher			JTHS	4/9/05	6/30/05	Unpaid leave
Carmen Massotto	Retirement	School Psychologist			CST	7/1/05	7/1/05	After 10 years in district
Theresa Conklin	Retirement	Librarian			CL/RFD/Milton	6/30/05	6/30/05	After 33 years in district
Linda Leighton	Retirement	Grade 1 Teacher			ETB	6/30/05	6/30/05	After 37 years in district
Janice L. Conte 5-11-110-100-101-28-00	Appoint	Long-term Sub	1	\$195/diem	Milton	≤3/24/05	6/30/05	JH Replacement
Gail Eley 5-11-130-100-101-00-00	Appoint	LA Teacher	2	\$39,877	JTMS	Upon release from present school district	6/30/05	Replacement
C: Non-Instructional								
D: Substitutes/Other								
Kevin Cohen	Appoint	Sub Teacher		\$80/diem		2004/05		New substitute
Sharon Ciliento	Appoint	Grade 8 Trip Coordinator		\$100/night	JTMS	06/01/05	06/03/05	3 days 2 nights
Sharon Clayton	Appoint	Trip Chaperone		\$100/night	JTMS	06/01/05	06/03/05	3 days 2 nights
Cheryl Cantoni	Appoint	Trip Chaperone		\$100/night	JTMS	06/01/05	06/03/05	3 days 2 nights
Jennifer Constabile	Appoint	Trip Chaperone		\$100/night	JTMS	06/01/05	06/03/05	3 days 2 nights
Kevin Moore	Appoint	Trip Chaperone		\$100/night	JTMS	06/01/05	06/03/05	3 days 2 nights
Kenneth Kuzmiak	Appoint	Trip Chaperone		\$100/night	JTMS	06/01/05	06/03/05	3 days 2 nights
Kathryn Landsman	Appoint	Trip Chaperone		\$100/night	JTMS	06/01/05	06/03/05	3 days 2 nights
Jessica Hoertel	Appoint	Trip Chaperone		\$100/night	JTMS	06/01/05	06/03/05	3 days 2 nights
Kenneth Westberg	Appoint	Trip Chaperone		\$100/night	JTMS	06/01/05	06/03/05	3 days 2 nights
Pamela Graham	Appoint	Trip Chaperone		\$100/night	JTMS	06/01/05	06/03/05	3 days 2 nights
Janet King	Appoint	Trip Chaperone		\$100/night	JTMS	06/01/05	06/03/05	3 days 2 nights
Leigh VanHouten	Appoint	Trip Chaperone		\$100/night	JTMS	06/01/05	06/03/05	3 days 2 nights
Ann Lewis	Appoint	Trip Chaperone		\$100/night	JTMS	06/01/05	06/03/05	3 days 2 nights
Teri Haight	Appoint	Trip Chaperone		\$100/night	JTMS	06/01/05	06/03/05	3 days 2 nights
Steve Gottlieb	Appoint	Trip Chaperone		\$100/night	JTMS	06/01/05	06/03/05	3 days 2 nights
Serina Alfano	Appoint	Trip Chaperone		\$100/night	JTMS	06/01/05	06/03/05	3 days 2 nights
Kurt Heller	Appoint	Trip Chaperone		\$100/night	JTMS	06/01/05	06/03/05	3 days 2 nights
Carole Howell	Appoint	Trip Chaperone		\$100/night	JTMS	06/01/05	06/03/05	3 days 2 nights
Monica Heller	Appoint	Trip Chaperone		\$100/night	JTMS	06/01/05	06/03/05	3 days 2 nights
Theresa Koontz	Appoint	Trip Chaperone		\$100/night	JTMS	06/01/05	06/03/05	3 days 2 nights
Nancy Harris	Appoint	Trip Chaperone		\$100/night	JTMS	06/01/05	06/03/05	3 days 2 nights
TBA	Appoint	Nurse Gr 8 Trip		\$100/night	JTMS	06/01/05	06/03/05	3 days 2 nights
Donald Rutsch	Appoint	Debate Assist		N/A	JTHS	2004/05		Volunteer assistant
Athletic Coaches:								
John Notte	Appoint	Asst B/G Track		\$5,083.10	JTHS	2004/05		
Diane Savacool	Appoint	Athletic Trainer		\$1,500	JTHS	Spring 2005		

ADMINISTRATIVE COURSE REIMBURSEMENT

NAME	COLLEGE	AMOUNT
Brian Purzak	Seton Hall – Doctorate Program	\$7,500 per JTAEA Agreement

H.2 Acknowledgement of the revised organizational chart (See Policy #1110) for the purpose of proceeding with personnel and operational needs *(copy available for review)*.

H.3 Motion to approve the following job descriptions *(copy available for review)*:

- Director of Transportation and Educational Facilities
- Facilities Secretary – Group IV
- Custodial Coordinator
- Transportation Coordinator
- Supervisor of Maintenance, Grounds & Custodians
- Custodian
- Maintenance Worker

Roll call vote: Mr. Andre	- Yes	Miss Klepp	- Yes
Mr. Erdmann	- Yes	Mrs. Muller	- Yes
Mr. Cuccio	- Yes	Mr. Tasker	- Yes
Mr. Hanisch	- Yes	Mrs. Van Houwe	- Yes

All in favor. Motion carried.

I. EDUCATION COMMITTEE

Motion by Mr. Hanisch, seconded by Mr. Tasker, to accept the recommendation of the Superintendent to approve and adopt motions I.1 through I.5, as described below:

I.1 Motion to **rescind** out of district student placements as indicated below:

Student	School	Tuition	Dates
M/14-11	Washington Academy	N/A	Effective 3/11/05
F/18-1	Hunterdon Learning Center	N/A	Effective 2/24/05

I.2 Motion to approve placement of students out of district as indicated below:

Student	School	Tuition	Dates
F/15-7	Lakeland Andover @ Lafayette	\$200/diem	Effective 3/14/05
M/3-1	Regional Day @ Morris	\$48,795 prorated	Effective 4/14/05
M/16-6	Chancellor Academy I	\$16,120.30 for 65 days	Effective 3/15/05
F/13-10	Clearview School	\$10,659.14 for 61 days	Effective 3/16/05

I.3 Motion to approve the settlement agreement on behalf of a Special Education student to effectuate the court settlement terms, which are confidential.

I.4 Motion to approve Middle School Enrichment field trips as indicated below:
(Both field trips are parent funded)

- Grade 7 Whale Watch to Mystic & Cape Cod - May 6-7-8
- Grade 8 Walkabout Salem, Concord, Plymouth, Walden & Boston - 4/29-30 & 5/1

I.5 Motion to approve High School Field Trips as indicated below:
(Both field trips are parent funded)

- Band Trip to Boston, Mass. – May 27 to May 30
- Choir Trip to Quebec, Canada – May 27 to May 30

Roll call vote: Mr. Andre	- Yes	Miss Klepp	- Yes
Mr. Erdmann	- Yes	Mrs. Muller	- Yes
Mr. Cuccio	- Yes	Mr. Tasker	- Yes
Mr. Hanisch	- Yes	Mrs. Van Houwe	- Yes

All in favor. Motion carried.

I.6 Mr. Hanisch noted the **enrollment** as of 2/28/05:

	June 04	Feb 05	
R. F. Drummond	99	106	
Milton	217	197	
Cozy Lake	281	276	
Stanlick	259	371	} Note: 2005 Reassignment of Buildings
E.T. Briggs	380	244	
White Rock	490	485	
Total Elementary	1,726	1,675	
JTMS	889	911	
JTHS	991	1,011	
GRAND TOTAL	3,606	3,601	
Tuition students received	1	1	
Out-of-district placement	56	47	

J. POLICY COMMITTEE

Motion by Mrs. Van Houwe, seconded by Mr. Tasker, to accept the recommendation of the Superintendent to approve and adopt motion J.1, as described below:

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

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

Roll call vote: Mr. Andre	- Yes	Miss Klepp	- Yes
Mr. Erdmann	- Yes	Mrs. Muller	- Yes
Mr. Cuccio	- Yes	Mr. Tasker	- Yes
Mr. Hanisch	- Yes	Mrs. Van Houwe	- Yes

All in favor. Motion carried.

K. BUILDING NEEDS COMMITTEE

Motion by Mr. Tasker, seconded by Mr. Cuccio, to accept the recommendation of the Superintendent to approve and adopt motions K.1 through K.3, as described below:

K.1 Motion to approve and adopt the following Resolution:

RESOLVED that the Jefferson Township Board of Education approve the following project:

Parking lot/student drop off improvement at the White Rock Elementary School
FVF # 3520/State DOE Plan # 2380-070-05-1000

BE IT FURTHER RESOLVED that the District’s architects, Faridy Veisz Fraytak, P.C. be authorized to submit the above project to the NJ Department of Education for approval on the District’s behalf.

BE IT FURTHER RESOLVED that the above project be approved as an “other capital project” as defined in N.J.A.C. 6A:26 – The District will not seek State funding for the above project which is not eligible for State funding.

BE IT FURTHER RESOLVED that amendments to the Long-Range Facilities Plan by Faridy Veisz Fraytak, P.C. to incorporate the above projects be approved.

K.2 Motion to authorize Hatch Mott MacDonald to evaluate alternatives, make recommendations and address new Department of Environmental Protection permit requirements at the Stanlick School, at a cost not to exceed \$13,800.

K.3 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	6	Sparta Steel Corp.	\$9,454.00	Provide and install additional steel to carry load of new rooftop unit HV-5

Roll call vote: Mr. Andre	- Yes	Miss Klepp	- Yes
Mr. Erdmann	- Yes	Mrs. Muller	- Yes
Mr. Cuccio	- Yes	Mr. Tasker	- Yes
Mr. Hanisch	- Yes	Mrs. Van Houwe	- Yes

All in favor. Motion carried.

L. AUXILIARY COMMITTEE

Motion by Mrs. Van Houwe, seconded by Mr. Cuccio, to accept the recommendation of the Superintendent to approve and adopt motions L.1 through L.4, as described below:

L.1 Motion to accept the **donation** of Home and Visitor dugouts for the existing Jefferson Township High School softball field, at an estimated cost of \$6,000, from the Jefferson Township High School Softball Parents, in accordance with Policy #1323, Gifts, Grants and Bequests, subject to architect review.

L.2 Motion to approve termination of the custodial management contract between Jefferson Township Board of Education and **Aramark**, effective June 30, 2005 or such earlier date that can be arranged by the parties.

L.3 Motion to approve the Resolution to participate in the **Joint Transportation Agreement** for the 2005-2006 school year with Sussex County Regional Cooperative (copy available for review).

L.4 Motion to approve the disposal of **obsolete equipment**, in accordance with Policy #7300, Disposition of Property, as listed below:

<u>Asset #</u>	<u>Equipment</u>	<u>Serial #</u>
010004	SportsArt Treadmill	3100I22K0004
002162	Landis Treadmill	7-43965
N/A	Landis 8700 Treadmill	(unreadable)

Roll call vote: Mr. Andre	- Yes	Miss Klepp	- Yes
Mr. Erdmann	- Yes	Mrs. Muller	- Yes
Mr. Cuccio	- Yes	Mr. Tasker	- Yes
Mr. Hanisch	- Yes	Mrs. Van Houwe	- Yes

All in favor. Motion carried.

M. COMMITTEE REPORTS – None.

N. COMMUNICATIONS – Mr. Andre received correspondence regarding Devon Hill Nursery’s request for bus transportation.

O. OLD BUSINESS – None.

P. NEW BUSINESS

Motion by Mr. Hanisch, seconded by Mr. Cuccio, to direct the Superintendent to conduct a study regarding the feasibility of amending the current school calendar in order to consider return of time not used beyond the 180 day requirement. This study will address all variables including labor agreements, activity schedules, negotiability, etc.

Roll call vote: Mr. Andre	- Yes	Miss Klepp	- Yes
Mr. Erdmann	- Yes	Mrs. Muller	- Yes
Mr. Cuccio	- Yes	Mr. Tasker	- Yes
Mr. Hanisch	- Yes	Mrs. Van Houwe	- Yes

All in favor. Motion carried.

Q. COMMENTS FROM THE AUDIENCE

Comments were made regarding the following:

- Cutting current year band trips to elementary schools.

R. STUDENT REPRESENTATIVE COMMENTS

Reported on recent student activities.

S. BOARD MEMBER COMMENTS – None.

T. ADJOURN

Motion by Mr. Tasker, seconded Mr. Hanisch, that the meeting adjourn at 9:04 PM.

Respectfully submitted,

Dora E. Mylchreest
Board Secretary