

DRAFT

**JEFFERSON TOWNSHIP BOARD OF EDUCATION
Regular Session Meeting Minutes
Monday – August 15, 2005
Jefferson Township High School Media Center**

A. Mr. Andre called the meeting to order at 7:14 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. Masticola	X	
Mrs. Servedio	X	
Mr. Trignano	X	
Mrs. Van Houwe	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 15th day of August, 2005 at 7:15 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), (4) and (7). The general nature of the discussion will involve matters confidential by law, matters of funding impairment, collective bargaining 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 8:05 PM.

D. SUPERINTENDENT'S REPORT

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

E. PRESENTATIONS

F. COMMENTS FROM THE AUDIENCE (on agenda items only) – None.

G. MINUTES OF MEETINGS

G.1 Motion by Mrs. Van Houwe, seconded by Mr. Cuccio, that the minutes of the following meetings be approved, as amended:

July 11, 2005 – Work/Regular Meeting

Roll call vote: Mr. Andre	- Yes	Mrs. Servedio	- Yes
Mr. Cuccio	- Yes	Mr. Trignano	- Yes
Mrs. Hardy	- Yes	Mrs. Van Houwe	- Yes
Mrs. Masticola	- Yes		

All in favor. Motion carried

H. FINANCE COMMITTEE

Motion by Mr. Cuccio, seconded by Mrs. Servedio, to accept the recommendation of the Superintendent to approve and adopt motions H.1 through H.12, as described below:

H.1 Motion to approve the list of **purchase orders** dated July 2005 in the amount of \$13,742,969.19

H.2 Motion to approve the **check journal** for the month of July 2005 in the amount of \$2,304,585.37

H.3 Motion to accept the **Treasurer and Secretary's Report** dated June 30, 2005 as being in balance.

H.4 Motion to approve the **transfers** dated June 2005 in the amount of \$754,524.85.

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 June 30, 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 June 30, 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 approve the Resolution to participate in the **Joint Transportation Agreement** for the 2005-2006 school year with Educational Services Commission of Morris County.

H.8 Motion to submit the **FY06 IDEA-B** Grant Application for the following amounts:

Basic: \$697,922
Preschool: \$ 34,195

H.9 Motion to accept the **donation** of approximately \$5,853.00 from the JTHS Athletic Booster Club for the Football Concession Stand Project, in accordance with Policy #1323, Gifts, Grants and Bequests.

H.10 Motion to accept the **donation** of \$5,000 to Stanlick School and \$5,000 to Briggs/Drummond Schools from the Jefferson Consolidated Parent-Teacher Association (PTA) for the benefit of the children for the 2005/2006 school year, in accordance with Policy #1323, Gifts, Grants and Bequests.

H.11 Motion to submit the **FY06 No Child Left Behind** (NCLB) application in the total amount of \$81,018, broken down as follows:

TITLE II – PART A	\$ 65,971
TITLE III	\$ - 5,278 (declined)*
TITLE IV	\$ 7,552
TITLE V	\$ 7,495

*The District does not meet the criteria - NCLB **Title III** English Language Acquisition and Language Enhancement funds are routinely declined due to the unavailability of a local ESL consortium as required by NCLB regulation for Title III grants less than \$10,000.

H.12 Motion to accept the revised bid threshold to \$29,000 and the revised quote threshold to \$4,350, in compliance with N.J.S.A. 40A:11-9(b), 40A:11-3(a) and 18A:18A-3(a).

Roll call vote: Mr. Andre	- Yes	Mrs. Servedio	- Yes
Mr. Cuccio	- Yes	Mr. Trignano	- Yes
Mrs. Hardy	- Yes	Mrs. Van Houwe	- Yes
Mrs. Masticola	- Yes		

All in favor. Motion carried

H.13 Motion by Mr. Cuccio, seconded by Mrs. Hardy, to accept the recommendation of the Superintendent to approve and adopt resolutions regarding Debt Restructuring i through iv, as described below:

- i. Motion to introduce and 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).
- ii. Motion to adopt the resolution authorizing application to the Local Finance Board (see attached).
- iii. Motion to adopt the resolution and approve the appointment of Phoenix Advisors, LLC as Financial Advisor (see attached).
- iv. Motion to adopt the resolution and approve the appointment of McManimon & Scotland, L.L.C. as Bond Counsel (see attached).

Roll call vote: Mr. Andre	- Yes	Mrs. Servedio	- Yes
Mr. Cuccio	- Yes	Mr. Trignano	- Yes
Mrs. Hardy	- Yes	Mrs. Van Houwe	- Yes
Mrs. Masticola	- Yes		

All in favor. Motion carried

Public Comments Regarding Debt Service Restructuring

- A question was raised regarding the selection of the Financial Advisor
- A question was raised regarding issuance costs

I. PERSONNEL COMMITTEE

Motion by Mrs. Servedio, seconded by Mr. Cuccio, to accept the recommendation of the Superintendent to approve and adopt motion I.1, 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								
Carol Corazza	Resignation	PT Phys Ed			JTMS	10/7/05	10/7/05	
Vincent Stasio 11-130-100-101	Appoint	Science	BA Step 1	\$40,980	JTMS	9/1/05	6/30/06	
Wendy Towers 11-130-100-101	Appoint	Science	BA Step 1	\$40,980	JTMS	9/1/05	6/30/06	
Marianne DiRupo 11-140-100-101	Appoint	Phys Ed Leave Replacement	BA Step 1	\$40,980	JTHS	9/1/05	6/30/06	
Melissa Catiafi 11-130-100-101	Appoint	Language Arts	BA step 1	\$40,980	JTMS	9/1/05	6/30/06	
Jessica Paladini 11-140-100-101	Appoint	Language Arts	MA Step 2	\$43,980	JTHS	9/1/05	6/30/06	New Position
Ursula Ann Klim 11-140-100-101-28	Appoint	Language Arts Leave Replacement	BA Step 1 1/200th	\$205 per diem	JTHS	9/1/05	TBD	Anticipated 4-6 weeks or longer
C: Non-Instructional								
Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Term.	Discussion
Dan Damiano	Salary Correction	Custodian	Step 10*	\$23.36/hr + \$2.34/hr 3 rd shift	JTHS	7/1/005	6/30/06	
SE	Leave of Absence	Maintenance			JTHS	7/27/05	*TBD	*Upon medical Release using 33.5 sick days
Donna Guarino 11-000-310-930	Appoint	PT Secretary	Grp III Step 2	\$19.66/hr	Bus Ofc	9/1/05	6/30/06	To meet Federal Compliance Standards
Jennifer Plevin 11-212-100-106	Appoint	MD Aide	Step 1	\$16.04/hr	JTHS	9/1/05	6/30/06	
Karen Mendel 11-000-260-100-20	Appoint	Custodial Coordinator		\$45,000	Facilities	8/16/05	6/30/06	
Tom Anderson 11-000-261-100-20	Appoint	Maintenance	Step 2	\$19.36	Facilities	8/29/05	6/30/06	
Donald Slegona 11-000-261-100-20	Appoint	Maintenance Leave Replacement	Step 2	\$19.36	Facilities	8/16/05	6/30/06	
Barbara Syvarth 11-000-270-161	Appoint	Bus Aide	Step 3	\$16.32 per hr	Transp	9/1/05	6/30/06	3.26 hrs a day
Lillian Rimmer 11-000-270-161	Appoint	Bus Aide	Step 3	\$16.32 per hr	Transp	9/1/05	6/30/06	3.05 hrs a day

JTHS Coaches:								
Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Term.	Discussion
Brian Schuckmann	Appoint	Asst Soccer Boys	1	\$3,109.67	JTHS	2005/2006	2005/2006	
Cheryl Kanazik	Appoint	Asst Soccer Girls	1	\$3,109.67	JTHS	2005/2006	2005/2006	
Rick Slayton	Appoint	Fall Weight Room		\$1,580.83	JTHS	Fall 2005	Fall 2005	
Jason Kiebez	Salary Correction	Asst. Football Coach	3	\$4,972.36	JTHS	2005/2006	2005/2006	

Roll call vote: Mr. Andre - Yes
 Mr. Cuccio - Yes
 Mrs. Hardy - Yes
 Mrs. Mastricola - Yes
 Mrs. Servedio - Yes
 Mr. Trignano - Yes
 Mrs. Van Houwe - Yes

All in favor. Motion carried

J. EDUCATION COMMITTEE

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

J.1 Motion to rescind the July 11, 2005 approval of the following

Student	School	Tuition	Date
M-15/4	Summit VoTech – Full Day	\$10,620.00	09/06/05-06/30/06
N/16-5	Chancellor Academy	\$42,566.40	2005/06 School Year

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

Student	School	Tuition	Date
M/19	The Midland School	\$ 5,437.50	7/5/05 – 8/15/05
M-15/4	Sussex County Technical School – Full Day	\$10,620.00	09/06/05-06/30/06
M/14-4	Youth Consultant Services	\$36,484.20	9/6/05 – 6/30/06
F/14-11	Holmstead School	\$34,901.00 for 180 days	9/05 – 6/06

J.3 Motion to approve, in accordance with NJSIA 18A:11-3, the following resolution to participate in **New Jersey State Interscholastic Athletic Association:**

The Board of Education of School District No. 2380, County of Morris, State of New Jersey, as provided for in Chapter 172 Laws 1979 (N.J.S.A. 18A:11-3, et seq.) herewith enrolls Jefferson Township High School as a member of the New Jersey State Interscholastic Athletic Association to participate in the approved interschool athletic program sponsored by the NJSIAA.

This resolution to continue in effect until or unless rescinded by the Board of Education and shall be included among those policies adopted annually by the Board. Pursuant to N.J.S.A. 18A:11-3 in adopting this resolution the Board of Education adopts as its own policy and agrees to be governed by the Constitution Bylaws and Rules and Regulations of the NJSIAA.

A photocopy of the minutes signifying the adoption of this membership resolution is attached.

Administrative Responsibility – The Association must rely upon the voluntary compliance by its member schools in enforcing the eligibility standards set forth in Bylaws, Article V. Toward that end, the Principal in each member school has the affirmative obligation to report to the NJSIAA any violations of these standards. The fact that a school has disclosed that there has been an eligibility violation will not relieve the affected school of sanctions that may be imposed against it, pursuant to Article X of the Bylaws, including the forfeiture of games or events. However, the failure to disclose an eligibility violation may be grounds for imposing additional sanctions upon the offending school.

J.4 Motion to approve the 2005/2006 Field Trip and Travel List, as shown below:

Academic Bowl Competitions
Academic Decathlon
Advanced Art Trip
Advanced Child Development (Cedar Knoll)
American Business Competition
Apple Picking – local farm
Band & Choir Competitions
Band & Chorus - recruiting & orientation to elementary schools
Brain Bowl – Pequannock, NJ
Camp Nyoda
Chalkwalk
Cheerleading
Chess Club Tournament
College Visitation - CCM, Ramapo
Colonial Boston – G&T
Cozy Lake Spring Concert
Cozy Lake Winter Concert
Debate Competitions
Debate Team – St. Elizabeth
DECA Competition
Declamation – Lincoln Park
FBLA Competition
Fire Station (MD Life Skills Class)
First Aid Red Cross
Fish Hatchery
Foster Fields
Franklin Mineral Museum
High School Athletic Trips
High School Science trip to elementary Science Days
Honor Roll Breakfast - McDonald's or diner
Invention Fair
Junior PDP
Lakeland Bank
Land of Make Believe (Teens & Tots)
Learning Carnival – Morristown, NJ
Lenape Valley HS Planetarium
Liberty Science Center
Maple Sugaring
Marching Band – Football Games & Competitions
Math Olympiads – Morris Plains
McCarter Theater
Morris County Community College Planetarium
McDonald's (MD Life Skills Class)
Medieval Times
Middle School Play
Mineral Fossil
Mock Trail Competition
Montclair State University

J.4 Continued:

Morris Museum
Morristown Community Theater
Morristown Courthouse
Morristown Theater
Museum Village
Mystery Mayhem – Morris Plains
Newark Museum Art
Orientation to Cozy Lake/Briggs
Orientation to Middle School
Orientation to Stanlick/White Rock
Papermill Playhouse – Millburn
Pathmark (MD Life Skills Class)
Pax Amicus Theater
PDP Retreat, Camp Auxillium, Newton
Pen Pal Picnic
Philadelphia, PA
Picatinny Arsenal
Poetry Reading (William Paterson University)
Post Office (MD Life Skills Class)
Pumpkin Picking, e.g. Ideal Farms
Sandy Hook
Science League Competition
Sculpture Park – Storm King
Seeing Eye Center – Morristown
Shriner Circus
Space Farms
Spanish Performance, e.g. NJ PAC, Morristown Community Theatre
Special Olympics
Sterling Mines
Stokes State Forest
Student Government Day – Municipal Building
TATU trips to elementary schools
Teen Arts Festival
Turtleback Zoo
Vo-Tech Interviews/Visitations
Washington Headquarters - Morristown
Waterloo Village
Weiss Ecology Center
Whale Watching – G&T
Wild West City
Wolf Preserve – Columbia, NJ
William Paterson University Foreign Language Competition

Roll call vote: Mr. Andre	- Yes	Mrs. Servedio	- Yes
Mr. Cuccio	- Yes	Mr. Trignano	- Yes
Mrs. Hardy	- Yes	Mrs. Van Houwe	- Yes
Mrs. Mastricola	- Yes		

All in favor. Motion carried

K POLICY COMMITTEE

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

K.1 Motion to approve the **first reading** of the following:

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

Roll call vote:	Mr. Andre	- Yes	Mrs. Servedio	- Yes
	Mr. Cuccio	- Yes	Mr. Trignano	- Yes
	Mrs. Hardy	- Yes	Mrs. Van Houwe	- Yes
	Mrs. Mastricola	- Yes		

All in favor. Motion carried

L. BUILDING NEEDS COMMITTEE

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

L.1 Motion to approve the following **change order** for the HS/MS construction project:

<u>Contract #</u>	<u>Change Order #</u>	<u>Contractor</u>	<u>Amount</u>	
Base Bid and Alt P1	18	Brooks Mechanical	\$ 3,171.00	Relocate roof drain at MS
Base Bid and Alt P1	19	Brooks Mechanical	\$ 1,124.00	Additional piping required to change and existing pipe from 2” to 4”
Base Bid and Alt P1	20	Brooks Mechanical	\$ 1,200.00	Additional work required for by-pass gate valves for sprinkler work
Base Bid and Alt P1	21	Brooks Mechanical	\$ 6,586.00	Additional work required for well and domestic water system pressure regulator
Base Bid and Alt P1	22	Brooks Mechanical	\$ 3,950.00	Additional sink work required for the concession room
Base Bid and Alt’s GC1, 2, 3, 4, 5, 6 & 8	41	TAK Construction	\$ 18,350.00	Add retaining wall & change building footprint
Base Bid and Alt’s GC1, 2, 3, 4, 5, 6 & 8	42	TAK Construction	\$ 1,012.00	Masonry work required to add lintel to door B108A

L.1 continued:

<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	43	TAK Construction	\$ 6,714.23	Relocation of elevator in MS
Base Bid and Alt's GC1, 2, 3, 4, 5, 6 & 8	44	TAK Construction	(\$ 3,000.00)	Credit from contractor for electricity used
Base Bid and Alt's GC1, 2, 3, 4, 5, 6 & 8	45	TAK Construction	\$ 1,991.00	Additional Misc. labor to attain cert. of occupancy
Base Bid and Alt's GC1, 2, 3, 4, 5, 6 & 8	46	TAK Construction	\$ 1,705.20	Additional demolition in kitchen
Base Bid and Alt's GC1, 2, 3, 4, 5, 6 & 8	47	TAK Construction	\$ 579.00	Additional sink work required at concession stand
Base Bid	7	Sparta Steel Corp.	\$ 4,638.00	Additional steel work required for door E-109

Roll call vote:	Mr. Andre	- Yes	Mrs. Servedio	- Yes
	Mr. Cuccio	- Yes	Mr. Trignano	- Yes
	Mrs. Hardy	- Yes	Mrs. Van Houwe	- Yes
	Mrs. Mastricola	- Yes		

All in favor. Motion carried

M. COMMITTEE REPORTS – A question was raised regarding the Committee Chair selection process and the Board President responded.

Mrs. Servedio suggested that in conjunction with Policy Committee review, the policy in question go to the affected committee for its input

Mr. Cuccio, Financial Chair, referred to the action taken on the debt restructuring.

N. COMMUNICATIONS – A letter was received congratulating the Eagle Scout award winner.

O. OLD BUSINESS – None.

P. NEW BUSINESS – Suggestion to move the location of the Board Meetings from the High School to the Middle School.

It was suggested the Board be polled regarding a Special Board Meeting to be held on Monday, August 29, 2005.

Q. COMMENTS FROM THE AUDIENCE

Comments were made regarding the following:

- A question was raised regarding language and curriculum community meetings but the results were not publicized.
- Concession stand improvements were underway.
- A question was raised regarding Change Orders and elevator relocation. It was noted an original footing not previously noted in drawings forced the elevator relocation.
- The Board was asked to reconsider the window of time allocated for field trips due to time and traffic constraints.
- A question was raised regarding whether first and second graders are overlapped during lunch.
- Status of Stokes field trip
- A question was raised regarding the Board's role and aide staff recommendations and whether a written report was issued. It was clarified there was a summary with an accounting mechanism which could not be released to the public due to confidentiality.
- It was alleged there was much confusion and insufficient notice for the rehiring process of instructional aides.
- It was suggested the Policy Committee take a fresh look at the practice to preclude out of state field trips to high security areas and perhaps relax the guidelines. Input from parents could be surveyed at Back to School nights.

R. BOARD MEMBER COMMENTS

Dr. Bowen made reference to community input in the following areas – facilities use, energy saving initiatives, research and development of gifted and talented programs, school-business partnerships and character education.

S. ADJOURN

Motion by Mr. Andre, seconded Mr. Cuccio, that the meeting adjourn at 9:40 PM.

Respectfully submitted,

Dora E. Mylchreest
Board Secretary