

DRAFT
JEFFERSON TOWNSHIP BOARD OF EDUCATION
Regular Session Meeting Minutes
Monday – October 17, 2005
Jefferson Township Middle School Media Center

A. Mr. Andre convened the regular session meeting (which was preceded by a closed session, as described below) to order at 8:12 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 (arrived at 8:08 PM)	
Mr. Erdmann	X (arrived at 7:16 PM)	
Mr. Hanisch	X	
Mrs. Hardy	X	
Mrs. Masticola	X	
Mrs. Servedio	X	
Mr. Trignano	X	
Mrs. Van Houwe	X	
Manny Fanarjian		X
Nicole Yatsonsky	X	

CLOSED SESSION

Motion by Mr. Andre, seconded by Mr. Hanisch, that the Board of Education adopt the following resolution:

BE IT RESOLVED, by the Jefferson Township Board of Education on this 17th day of October, 2005 at 7:12 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, 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.

The meeting was called to public session at 8:12 PM.

D. SUPERINTENDENT’S REPORT

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

- A successful debt service restructuring at a savings of \$100,000.

E. PRESENTATIONS

- National French Week Proclamation - Eleanor Urciuoli
- Communications Plan (overview) for the 2005-2006 School Year – to be posted on the District web site.

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COMMENTS FROM THE AUDIENCE (on agenda items only)

Comments were made regarding the following:

- A question was raised regarding posting the Communications Plan presentation on the district website.
- A question was raised regarding who from the community would be invited to sit on the committee.
Response: It is a Board assigned committee designed to create a more efficient, effective communication to the community.
- Suggestions were made to allow community input on district decisions.

F. MINUTES OF MEETINGS

F.1 Motion by Mrs. Van Houwe, seconded by Mrs. Servedio, that the minutes of the following meetings be approved as submitted:

September 12, 2005 – Work Session Meeting

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

All in favor as amended. Motion carried. See separate amendment vote below.

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

September 12, 2005 – Work Session Meeting

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

All in favor. Motion carried.

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

September 19, 2005 – Regular Meeting

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

Seven in favor. Two abstentions. Motion carried.

Motion by Mrs. Van Houwe, seconded by Mrs. Servedio, that the minutes of the following meetings be approved as submitted:

September 27, 2005 – Special Meeting

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

Five in favor. Four abstentions. Motion carried.

Comment - The following motion was not acted upon.

F.2 Motion by _____, seconded by _____, that the minutes of the following meeting be approved as amended:

May 18, 2005 – Board Retreat Minutes

G. FINANCE AND BUILDING NEEDS COMMITTEE

Motion by Mr. Cuccio, seconded by Mr. Hanisch, 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 **purchase orders** dated September 2005 in the amount of \$845,997.74.

G.2 Motion to approve the **check journal** for the month of September 2005 in the amount of \$2,103,588.55.

Roll call vote: Mr. Andre	- Yes	Mrs. Mastricola	- No
Mr. Cuccio	- Yes	Mrs. Servedio	- No
Mr. Erdmann	- Yes	Mr. Trignano	- Yes
Mr. Hanisch	- Yes	Mrs. Van Houwe	- Yes
Mrs. Hardy	- Yes		

Seven in favor. Two opposed. Motion carried.

Motion by Mr. Andre, seconded by Mrs. Servedio, to accept the recommendation of the Superintendent to approve and adopt motions G.3 through G.7, as described below:

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

G.4 Motion to approve the **transfer** of funds in the 2005-2006 Fiscal Year, dated August 2005 in the amount of \$184,045.72.

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 August 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 August 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 end of the year audit **transfers** dated June 30, 2005 in the amount of \$31,411.36.

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

All in favor. Motion carried.

Motion by Mr. Andre, seconded by Mr. Hanisch, to accept the recommendation of the Superintendent to approve and adopt motion G.8, as described below:

G.8 Motion to approve the following resolution for Submission of **Comprehensive Maintenance Plan**:

Whereas, the Department of Education required New Jersey School Districts to submit three year maintenance plans documenting "required" maintenance activities for each of its public school facilities, and

Whereas, the required maintenance activities as listed in the documents for the various school facilities of the Jefferson Township School District are consistent with these requirements, and

Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

Now Therefore Be It Resolved, that the Jefferson Township School District hereby authorizes the School Business Administrator to submit the Comprehensive Maintenance Plan for the Jefferson School District in compliance with Department of Education requirements.

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

All in favor. Motion carried.

Motion by Mr. Andre, seconded by Mrs. Servedio, to accept the recommendation of the Superintendent to approve and adopt motions G.9 through G.11, as described below:

G.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>
Middle School	000394	Risograph

G.10 Motion to approve the following **change order** for the HS/MS construction project:

	<u>Change</u>			
<u>Contract #</u>	<u>Order #</u>	<u>Contractor</u>	<u>Amount</u>	
Base Bid	18	A. Pflugh	\$20,000 (approx.)	Provide/install new enclosures for pipes and conduit in renovated classrooms in Art Room wing & painting of duct work in various rooms.

G.11 Motion to approve the following **change orders** for the Stanlick School construction project:

	<u>Change</u>			
<u>Contract #</u>	<u>Order #</u>	<u>Contractor</u>	<u>Amount</u>	
1A	8	Rochelle Contracting Co., Inc.	\$ 2,000.00	Modification of Stanlick baseball field, grass removed, clay installed.

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

All in favor. Motion carried.

H. PERSONNEL COMMITTEE

Motion by Mr. Hanisch, seconded by Mr. Trignano, to accept the recommendation of the Superintendent to approve H.1, H.4 and H.5 were withdrawn and acted upon separately.

Motion by Mr. Hanisch, seconded by Mr. Cuccio, to accept the recommendation of the Superintendent to approve and adopt motion H.1 (Section A), 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	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
A: Administrative								
Dora E. Mylchreest	Salary Adjustment	Business Administrator		\$132,300.00	BO	7/1/05	6/30/06	Non-Unit Staff
Lisa M. Antunes, Ed.D.	Salary Adjustment	Assistant Superintendent		\$125,720.80	BO	7/1/05	8/15/05	Non-Unit Staff
Luis M. Rojas Jr.	Salary Adjustment	Director of Human Resources		\$87,558.50	BO	7/1/05	6/30/06	Non-Unit Staff
Christina Riker	Salary Adjustment	Assistant Business Administrator		\$69,004.00	BO	7/1/05	6/30/06	Non-Unit Staff
Robert Fleming	Salary Adjustment	Network Administrator		\$64,896.30	JTHS	7/1/05	6/30/06	Non-Unit Staff
Sandra Snyder	Salary Adjustment	Superintendent's Secretary		\$55,125.00	BO	7/1/05	6/30/06	Non-Unit Staff
Patricia McGill	Salary Adjustment	Purchasing Specialist		\$46,200.00	BO	7/1/05	6/30/06	Non-Unit Staff
Donna Vanderploeg	Salary Adjustment	Asst. Superintendent's Secretary		\$40,270.15	BO	7/1/05	6/30/06	Non-Unit Staff

Roll call vote: Mr. Andre - Yes	Mrs. Mastricola - Abstain
Mr. Cuccio - Yes	Mrs. Servedio - No
Mr. Erdmann - Yes	Mr. Trignano - Yes
Mr. Hanisch - Yes	Mrs. Van Houwe - Yes
Mrs. Hardy - Abstain	

Six in favor. One opposed. Two abstentions. Motion carried.

Motion by Mr. Hanisch, seconded by Mr. Cuccio, to accept the recommendation of the Superintendent to approve and adopt motion H.1 (Section A, medical leave), as described below:

Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
A: Administrative								
LS	Medical Leave	Administrator			BO	9/21/05	To be determined	Using sick days to return upon release by physician

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

All in favor. Motion carried.

Motion by Mr. Hanisch, seconded by Mr. Cuccio, to accept the recommendation of the Superintendent to approve and adopt motions H.1 (Sections B, C, D and E), H.4 and H.5, as described below:

Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
B: Instructional								
Susan Lorentz PhD	Resignation	School Psychologist			Drummond	12/12/05	12/12/05	
Beth Dailey	Resignation	LDT/C			JTMS	12/12/05	12/12/05	
Mary Fiorello	Retirement	Librarian			JTMS	1/1/06	1/1/06	
Joyce Bethune 11-120-100-101-00	Appoint	Long-term sub		\$205/diem	Briggs & Stanlick	9/22/05	To be determined	New Spanish teacher is being held to 60 days
Carolyn Cacace	Appoint	.40 Adaptive PE	BA+15 step2	\$16,792	JTHS	10/18/05	6/30/06	Replacement
CS	Medical Leave	Teacher			ETB/Stan	9/21/05	To be determined	Using 14 sick days to return upon release by physician
CM	Leave of Absence	Teacher			JTHS	1/3/06	4/28/06	Disability 1/3/06-2/24/06 Using 24 sick days FLA 2/25/06-4/30/06
Dorothy Laiosa 11-120-100-101-28	Appoint	Long-term sub		\$205/diem	ETB/Stan	9/19/05	To be determined	Leave replacement
Kathryn Davis 11-213-100-101-00	Salary Adjustment	.49 Teacher of Handicapped	BA+15 Step 3	\$42,980.00	ETB	9/1/05	6/30/06	Has rec'd NJ teaching certificate
Diana Scimeca 11-140-100-101-28	Salary Adjustment	Long-term sub		\$205/diem	JTMS	9/1/05	To be determined	Has rec'd NJ teaching certificate
C: Non-Instructional								
SE	Rescind	Family Leave Act			District	9/14/05	12/6/05	
SE	Medical Leave Extension	Maintenance			District	9/14/04	1/25/06	Using 90 sick days
Jean Craig 11-000-222-105-00	Salary Correction	Library Aide		\$16.32/hr \$625/longevity	WR	9/1/05	6/30/06	Adjustment to include longevity stipend
Sue Pielich 11-215-100-106-00	Salary Correction	PSD Aide		\$16.64/hr \$775/longevity	Milton	9/1/05	6/30/06	Adjustment to include longevity stipend
Mary Ellen Hokenberg 11-213-100-106-00	Salary Correction	1 on 1 Aide		\$16.64/hr \$625/longevity	JTMS	9/1/05	6/30/06	Adjustment to include longevity stipend
Barbara Syvarth 11-000-270-161-00	Salary Correction	Bus Aide		\$16.32/hr \$525/longevity	Transp.	9/1/05	6/30/06	Adjustment to include longevity stipend
Helen Remshifski 11-000-262-100-26-00	Salary Correction	Hall Monitor		\$16.32 hr 775/longevity	JTHS	9/1/05	6/30/06	Adjustment to include longevity stipend
Coralee Coelho 11-213-100-106-00	Transfer	From: 1 on 1 Aide To: Resource Aide	Step 3	\$16.64 per hr	From: Briggs To: Stanlick	10/3/05	6/30/06	From: 3.5 hrs a day To: 3.25 hrs a day
Elizabeth O'Brien 11-000-260-104-00	Appoint	Facilities Secretary	Group 3 Step 1	\$34,996.00	BO	10/20/05	6/30/06	Replacement
Michael Hayes 11-000-260-100-20	Appoint	Asst Supervisor Bldgs/Grds/Cust.		\$49,500.00	BO	10/24/05	6/30/06	
Patricia Scro	Retirement	Cafeteria				12/1/05	12/1/05	Deferred Retirement
Daniel Titus	Termination	BD Aide			JTMS	9/22/05	9/22/05	Unable to fulfill duties
MO	Medical Leave Extension	General Aide			Cozy Lake	10/1/05	To be determined	To return upon release from physician
D: Extra-Duty Pay								
Bernard Baggs	Appoint	Stokes Chaperone		\$300.00/night	JTMS	11/21/05	11/22/05	2 nights
John Severs	Appoint	Stokes Chaperone		\$300.00/night	JTMS	10/24/05 10/26/05	10/24/05 10/26/05	2 nights
Jeanne Howe	Appoint	Stokes Chaperone		\$300.00/night	JTMS	10/25/05 10/27/05	10/25/05 10/27/05	2 nights
Jason Carroll	Appoint	Music Percussion Writing		\$700.00	JTHS	7/1/05	8/30/05	
Richard Barrieres	Appoint	Marching Band Music Writing		\$900.00	JTHS	7/1/05	8/30/05	
Teri Tiefau	Appoint	Special Ed Meeting		\$50.10/hr	CST	8/29/05	8/29/05	1.75 hrs, summer retro
Wendy Towers	Appoint	Stokes Chaperone		\$100/night	JTMS	10/24/05	10/26/05	2 nights
W. Leigh VanHouten	Appoint	Stokes Chaperone		\$100/night	JTMS	10/24/05 11/21/05	10/26/05 11/23/05	4 nights
Pamela Graham	Appoint	Stokes Chaperone		\$100/night	JTMS	10/24/05 11/21/05	10/26/05 11/23/05	4 nights
Sharon Ciliento	Appoint	Stokes Chaperone		\$100/night	JTMS	10/24/05	10/28/05	4 nights
Jessica Hoertel	Appoint	Stokes Chaperone		\$100/night	JTMS	10/24/05 11/21/05	10/28/05 11/23/05	6 nights

Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
D: Extra-Duty Pay (cont.)								
Jennifer Costabile	Appoint	Stokes Chaperone		\$100/night	JTMS	10/24/05 11/21/05	10/28/05 11/23/05	6 nights
Kevin Moore	Appoint	Stokes Chaperone		\$100/night	JTMS	10/24/05 11/21/05	10/28/08 11/23/05	6 nights
Vincent Stasio	Appoint	Stokes Chaperone		\$100/night	JTMS	10/24/05	10/28/05	4 nights
Kenneth Kuzmiak	Appoint	Stokes Chaperone		\$100/night	JTMS	10/24/05	10/26/05	2 nights
Kenneth Westberg	Appoint	Stokes Chaperone		\$100/night	JTMS	10/24/05 11/21/05	10/28/05 11/23/05	6 nights
Nancy Harris	Appoint	Stokes Chaperone		\$100/night	JTMS	10/24/05 11/21/05	11/28/05 11/23/05	6 nights
Louis Migliacci Jr	Appoint	Stokes Chaperone		\$100/night	JTMS	10/24/05	10/26/05	2 nights
Richard Barriers	Appoint	Stokes Chaperone		\$100/night	JTMS	10/24/05	10/26/05	2 nights
Serina Alfano	Appoint	Stokes Chaperone		\$100/night	JTMS	10/26/05	10/28/05	2 nights
Kathleen D'Ambrosio	Appoint	Stokes Chaperone		\$100/night	JTMS	10/26/05 11/21/05	10/28/05 11/23/05	4 nights
Deborah Helfand	Appoint	Stokes Chaperone		\$100/night	JTMS	10/26/05 11/21/05	10/28/05 11/23/05	4 nights
Christina Hardin	Appoint	Stokes Chaperone		\$100/night	JTMS	10/26/05	10/28/05	2 nights
Cheryl Kanazik	Appoint	Stokes Chaperone		\$100/night	JTMS	10/26/05 11/21/05	10/28/05 11/23/05	4 nights
Monica Heller	Appoint	Stokes Chaperone		\$100/night	JTMS	10/26/05 11/21/05	10/28/05 11/23/05	4 nights
Tanya Piekarz	Appoint	Stokes Chaperone		\$100/night	JTMS	10/26/05	10/28/05	2 nights
Theresa Koontz	Appoint	Stokes Chaperone		\$100/night	JTMS	11/21/05	11/23/05	2 nights
Siobhan Carroll	Appoint	Stokes Chaperone		\$100/night	JTMS	11/21/05	11/23/05	2 nights
Claude Larson	Appoint	Stokes Chaperone		\$100/night	JTMS	11/21/05	11/23/05	2 nights
Judith Jahn	Appoint	Public Relations		\$801.00	Milton	9/1/05	6/30/06	Level 1, 20 hrs total
Jennifer O'Malley-Dorr	Appoint	Public Relations		\$801.00	Drummond	9/1/05	6/30/06	Level 1, 20 hrs total
Diane Smart	Appoint	Public Relations		\$801.00	Briggs	9/1/05	6/30/06	Level 1, 20 hrs total
Mike Harris	Appoint	Public Relations		\$801.00	Cozy Lake	9/1/05	6/30/06	Level 1, 20 hrs total
Diana Constantino	Appoint	Public Relations		\$801.00	Stanlick	9/1/05	6/30/06	Level 1, 20 hrs total
Linda Curcio	Appoint	Public Relations		\$801.00	WR	9/1/05	6/30/06	Level 1, 20 hrs total
Virginia Osborne	Appoint	Public Relations		\$400.50	JTMS	9/1/05	6/30/06	Level 1, 10 hrs total Co-appointment
Mary Ann Marchiano	Appoint	Public Relations		400.50	JTMS	9/1/05	6/30/06	Level 1, 10 hrs total Co-appointment
George Lewanda	Appoint	Public Relations		\$801.00	JTHS	9/1/05	6/30/06	Level 1, 20 hrs total
Steve Goldberg 20-431-100-101-00	Appoint	Special Services Supervisor		\$393.40/diem	JTMS	8/31/05	8/31/05	Collaborative Problem Solving through Team Meetings Workshop
Vanessa Tucker 20-431-100-101-00	Appoint	School Psychologist		\$254.90/diem	JTMS	8/31/05	8/31/05	Collaborative Problem Solving through Team Meetings Workshop
Beth Dailey 20-431-100-101-00	Appoint	LDTC		\$365.92/diem	JTMS	8/31/05	8/31/05	Collaborative Problem Solving through Team Meetings Workshop
Denyse Edge 20-431-100-101-00	Appoint	Social Worker		\$312.61/diem	JTMS	8/31/05	8/31/05	Collaborative Problem Solving through Team Meetings Workshop
Sharon Clayton	Appoint	Art Musical	Level 1	\$400.00	JTMS	2005/06	2005/06	
Cheryl Miskimon	Appoint	Choreographer	Level 1	\$400.00	JTMS	2005/06	2005/06	
Jessica Hoertel	Appoint	Costumes	Level 1	\$400.00	JTMS	2005/06	2005/06	
Cheryl Miskimon	Appoint	Drama Club	Level 1	\$200.00	JTMS	2005/06	2005/06	Co-Advisor
Serina Alfano	Appoint	Drama Club	Level 1	\$200.00	JTMS	2005/06	2005/06	Co-Advisor
Cheryl Miskimon	Appoint	Drama Director	Level 3	\$2085.00	JTMS	2005/06	2005/06	
Cheryl Miskimon	Appoint	Drama Per Production	Level 3	\$1700.00	JTMS	2005/06	2005/06	
Cheryl Kanazik	Appoint	Environmental Club	Level 1	\$400.00	JTMS	2005/06	2005/06	
Sharon Ciliento	Appoint	8 th Grade Advisor	Level 3	\$566.67	JTMS	2005/06	2005/06	Co-Advisor
Sharon Clayton	Appoint	8 th Grade Advisor	Level 3	\$566.67	JTMS	2005/06	2005/06	Co-Advisor
Janet King	Appoint	8 th Grade Advisor	Level 3	\$566.67	JTMS	2005/06	2005/06	Co-Advisor
Richard Barriers	Appoint	Jazz Band	Level 1	\$400.00	JTMS	2005/06	2005/06	
Serina Alfano	Appoint	Lighting Musical	Level 1	\$400.00	JTMS	2005/06	2005/06	
Serina Alfano	Appoint	Lighting Showcase	Level 1	\$400.00	JTMS	2005/06	2005/06	
Marlene Lubin	Appoint	Literary Magazine	Level 2	\$500.00	JTMS	2005/06	2005/06	Co-Advisor
Elizabeth Jermyn	Appoint	Literary Magazine	Level 2	\$500.00	JTMS	2005/06	2005/06	Co-Advisor
Sharon Ciliento	Appoint	Props Musical	Level 1	\$400.00	JTMS	2005/06	2005/06	

Name	Nature of Action	Position	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
D: Extra-Duty Pay (cont.)								
Jenifer Costabile	Appoint	Publications/Tickets	Level 1	\$400.00	JTMS	2005/06	2005/06	
Sharon Clayton	Appoint	Scenery/Stage	Level 1	\$400.00	JTMS	2005/06	2005/06	
Richard Barrieres	Appoint	Select Band	Level 3	\$1768.00	JTMS	2005/06	2005/06	
Joan Lucas	Appoint	Showcase	Level 1	\$400.00	JTMS	2005/06	2005/06	
Richard Barrieres	Appoint	Showcase	Level 1	\$400.00	JTMS	2005/06	2005/06	
Theresa Koontz	Appoint	Student Council	Level 2	\$1261.00	JTMS	2005/06	2005/06	
Joan Lucas	Appoint	Touring Choir	Level 1	\$400.00	JTMS	2005/06	2005/06	
Kathleen D'Ambrosio	Appoint	Typing Club	Level 1	\$400.00	JTMS	2005/06	2005/06	
Joan Lucas	Appoint	Vocal/Instrumental Director Musical	Level 3	\$1710.00	JTMS	2005/06	2005/06	
Cheryl Miskimon	Appoint	Yearbook	Level 3	\$864.50	JTMS	2005/06	2005/06	Co-Advisor
Sharon Clayton	Appoint	Yearbook	Level 3	\$864.50	JTMS	2005/06	2005/06	Co-Advisor
E. Substitutes								
Mary Decker	Appoint	Sub Nurse		\$100/diem	District	10/17/05	6/30/05	
Joshua Constantino	Appoint	Sub Teacher		\$80/diem	District	10/18/05	6/30/06	
Kim Jordan	Appoint	Sub Teacher		\$80/diem	District	10/18/05	6/30/06	
Megan Hazard	Appoint	Sub Teacher		\$80/diem	District	10/18/05	6/30/06	
Florence Lupsa	Appoint	Sub Teacher		\$80/diem	District	10/18/05	6/30/06	
Danielle Hitchuk	Appoint	Sub Teacher		\$80/diem	District	10/18/05	6/30/06	
Robert Riker	Appoint	Sub Teacher		\$80/diem	District	10/18/05	6/30/06	
Carlotta Theall	Appoint	Sub Teacher		\$80/diem	District	10/18/05	6/30/06	
Ann Towers	Appoint	Sub Aide		\$10/hr	District	10/18/05	6/30/06	
Bernadette Gordon	Appoint	Sub Aide		\$10/hr	ETB/Stan	10/18/05	6/30/06	

COURSE REIMBURSEMENTS:

Name	Course Title	College/University	Approval #	Amount
Kathleen Weir	Landscape Painting	University of the Arts	#52	\$655.00
Heather Rowens	Models of Effective Teaching	Marygrove College	#11	\$969.00
	How To Get Parents on Your Side	Marygrove College	#13	\$531.00
Susan Tordoff	Family Dynamics	Fairfield University	#17	\$915.00
Tanya Piekarz	Mathematics Education	William Paterson University	#42	\$1,308.00
Christine Cinnamon	Getting Parents on Your Side	Marygrove College	#6	\$531.00
	Models of Effective Teaching	Marygrove College	#2	\$969.00
David Bresett	Teaching Students to Get Along	Marygrove College	#50	\$355.00
	Getting parents on Your Side	Marygrove College	#51	\$355.00

H.4 Motion to approve the following revised job descriptions:

Director of Human Resources
 Assistant Superintendent

H.5 Motion to amend the agreement with the Jefferson Township Education Association to designate the Internal Revenue Service rate per mile as the official reimbursement rate effective September 1, 2005.

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

All in favor. Motion carried.

Comment - The following motions H.2 and H.3 were not acted upon.

H.2 Motion to approve the establishment of the following JTMS and JTHS Extra Duty Pay (EDP) Positions in accordance with negotiated agreement between the Jefferson Township Board of Education and the Jefferson Township Education Association:

Location	Club Name	Level	Not to exceed	Amount
JTHS	Youth Leaders for Literacy	1	20 hrs/school year	\$500.00
JTHS	Tri-M Music Honor Society	1	20 hrs/school year	\$500.00
JTHS	Literary Magazine	1	20 hrs/school year	\$500.00
JTHS	Drama Club	1	20 hrs/school year	\$500.00
JTHS	Choral Director	1	20 hrs/school year	\$500.00
JTHS	Band Director	1	20 hrs/school year	\$500.00
JTMS	Fall Intramurals (2) each	1	16 hrs/school year	\$400.00
JTMS	Winter Intramurals (2) each	1	16 hrs/school year	\$400.00
JTMS	Spring Intramurals (2) each	1	16 hrs/school year	\$400.00
JTMS	Peer Leaders	1	16 hrs/school year	\$400.00
JTMS	Anti-Bullying Club	1	16 hrs/school year	\$400.00
JTMS	NASA Club	1	16 hrs/school year	\$400.00
JTMS	Astronomy Club	1	16 hrs/school year	\$400.00
JTMS	Sewing Club	1	16 hrs/school year	\$400.00
JTMS	Craftsman's Club	1	16 hrs/school year	\$400.00
JTMS	American Red Cross	1	16 hrs/school year	\$400.00
JTMS	Mathcounts	1	16hrs/school year	\$400.00
JTMS	Art Club	1	16 hrs/school year	\$400.00
JTMS	Instrumental Ensemble	1	16 hrs/school year	\$400.00
JTMS	Tri-M Music Honor Society	1	16 hrs/school year	\$400.00
JTMS	Geography Bee	1	16 hrs/school year	\$400.00
JTMS	GEPA Math Club	1	16 hrs/school year	\$400.00
JTMS	GEPA Language Arts Club	1	16 hrs/school year	\$400.00
JTMS	Spelling Bee	1	16 hrs/school year	\$400.00
JTMS	Chess Club	1	16 hrs/school year	\$400.00

H.3 Motion to approve the following Extra Duty Pay (EDP) job descriptions:

JTHS

Youth Leaders for Literacy Tri-M Music Honor Society Literary Magazine
 Choral Director (County Region) Band Director (County/Region) Drama Club

JTMS

Fall Intramurals Winter Intramurals Spring Intramurals
 Peer Leaders Anti-Bullying Club NASA Club
 Astronomy Club Sewing Club Craftsman's Club
 American Red Cross Art Club Tri-M Music Honor Society
 Geography Bee Spelling Bee Chess Club
 Mathcounts Instrumental Ensemble GEPA Math Club
 GEPA Language Arts Club

I. 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 I.1 through I.6, as described below:

I.1 Motion proclaiming **School Violence Awareness Week**, October 16-22, 2005 by the Jefferson Township Board of Education.

I.2 Motion proclaiming **National French Week**, November 2-8, 2005 by the Jefferson Township Board of Education.

- I.3 Motion to approve submission of the 2005/06 Quality Assurance Annual Report (**QAAR**) report to the Morris County Superintendent.
- I.4 Motion to approve Tuition Contracts for Morris County Vocational School District for the 2005/2006 school year in the amounts of:

	<u>Regular Education</u>	<u>Special Education</u>
Full-time Student	\$7,350	\$7,927
Part-time Student	\$3,675	\$3,964

- I.5 Motion to approve the 2005/06 Athletic Department Operational Manual for use in the Jefferson Township Public Schools.
- I.6 Motion to approve the amended Annual Field Trip List to include the Jefferson Township High School Chamber Choir Field Trip to perform and visit San Francisco, Monterey, Carmel, Santa Barbara and Los Angeles in California during the 2006 Spring recess.

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

Eight in favor. One abstention. Motion carried.

- I.7 Mr. Andre noted the enrollment as of 9/30/05:

	June 05	September 05
R. F. Drummond	104	106
Milton	204	178
Cozy Lake	276	308
Stanlick	367	368
E.T. Briggs	246	256
White Rock	484	452
Total Elementary	1,681	1,678
JTMS	905	902
JTHS	1,006	1,051
Students on Home Instruction		5
GRAND TOTAL	3,592	3,636
Tuition students received	1	2
Out-of-district placement	49	54

J POLICY COMMITTEE

Motion by Mr. Hanisch, seconded by Mrs. Van Houwe, 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:

<u>Number</u>	<u>Title</u>
2312	Class Size
5300	Use of Defibrillators

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

All in favor. Motion carried.

K. COMMITTEE REPORTS

Negotiations - JTEA – Mr. Hanisch reported that the Negotiations Committee met in preparation of negotiations with JTEA.

Finance and Building Needs – Mr. Andre reported that the architect, Faridy Veisz Fraytak, discussed replacement of windows and doors.

Policy Committee – Mrs. Hardy reported on epi pen training, defibrillators, nutrition, and health sanitation inspections.

Education Committee – Mrs. Hardy reported on Extra Duty Pay (EDP) appointments.

L. COMMUNICATIONS

Correspondence was received regarding the following:

- Letter regarding a kindergarten student dropped off at bus stop when no parent was present.
- Invitation to Veterans Day Ceremonies

M. OLD BUSINESS

Mrs. Servedio inquired as to the number of students in the Middle School Band.

Mrs. Servedio raised a question regarding recess time survey details and how to avoid noncompliance issues going forward.

N. NEW BUSINESS

Mr. Andre commented on an election ballot question regarding diesel fuel.

O. BOARD MEMBER COMMENTS

Mrs. Servedio asked the student representatives to think about what can be done to improve school spirit.

Mrs. Hardy attended the High School Band competition and commented that JTHS Band was top notch.

Mrs. Hardy commented on the poor physical condition of the high school press box.

P. COMMENTS FROM THE AUDIENCE

Comments were made regarding the following:

- The success of the PTA haunted house.
- Concerns regarding unattended children at bus stops which will be referred to the Policy Committee.
- A question was raised why H.2 and H.3 motions were held.
- The Quality Assurance Annual Report (QAAR) process requires that the report be publicly presented; which will be done at the October 24th Special Board Meeting.

CLOSED SESSION

Motion by Mr. Andre, 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 17th day of October, 2005 at 9:51 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, 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.

Q. ADJOURN

Motion by Mr. Hanisch, seconded Mr. Andre, that the meeting adjourn at 10:46 PM.

Respectfully submitted,

Dora E. Mylchreest
Board Secretary