

JEFFERSON TOWNSHIP BOARD OF EDUCATION
Work/Regular Session Meeting Minutes
Monday – December 12, 2005
Jefferson Township Middle School Media Center

- A. Mr. Andre called the meeting to order at 8:34 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 7:16 PM)	
Mr. Erdmann	X (arrived at 7:18 PM)	
Mr. Hanisch	X	
Mrs. Hardy		X
Mrs. Mastricola	X	
Mrs. Servedio	X	
Mr. Trignano	X	
Mrs. Van Houwe	X	
Manny Fanarjian	X	
Nicole Yatsonsky	X	

CLOSED SESSION

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

BE IT RESOLVED, by the Jefferson Township Board of Education on this 12th day of December, 2005 at 7:14 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 (4). The general nature of the discussion will involve collective bargaining.
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 8:14 PM.

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 12th day of December, 2005 at 8:16 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, 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 8:32 PM.

D. SUPERINTENDENT’S REPORT

Dr. Bowen reported the *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)

Comments were made regarding the following:

A question was raised regarding action on the motion to appoint an Assistant Superintendent.

G. MINUTES OF MEETINGS

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

November 14, 2005 – Work Session Meeting

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

Four in favor. Four abstentions. Motion carried.

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

November 21, 2005 – Regular Meeting

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

Six in favor. Two abstentions. Motion carried.

H. 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 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)*

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

All in favor. Motion carried.

H.7a Motion by Mr. Andre, seconded by Mr. Cuccio, to accept and approve Motion H.7, as amended. *(copy attached)*

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

Seven in favor. One abstention. Motion carried.

I. PERSONNEL COMMITTEE

Motion by Mr. Hanisch, seconded by Mr. Cuccio, 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

J.3 Mrs. Servedio 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 Mrs. Van Houwe, seconded by Mr. Cuccio, 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

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

All in favor. Motion carried.

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:

Comment - The following motion L.1 was not acted upon.

L.1 Motion to adopt the 2006-2007 School Calendar.

M. COMMITTEE REPORTS

Negotiations - JTEA – Mr. Hanisch reported that the Negotiations Committee continues to meet.

Community Relations/School Business Partnership Committee – Mr. Erdmann reported that the Communications Plan Matrix has been circulated. He also reported on the measurability of district goals as it relates to the Board and the Superintendent.

N. COMMUNICATIONS

Correspondence was received regarding the following:

- Letter received from Mrs. Virginia Zinn regarding her intention to retire.

O. OLD BUSINESS – None.

P. NEW BUSINESS – None.

Q. BOARD MEMBER COMMENTS

Mrs. Servedio commented on the success of the Madrigal Dinner and the Tricky Tray.

Mrs. Masticola commented on White Rock School's website, the Principal's Coffee and Cozyville – Cozy Lake Time Capsule (10 year).

Mr. Andre commented that he will be attending the MCASBO Monthly General Membership Meeting.

R. STUDENT REPRESENTATIVE COMMENTS

Manny Fanarjian commented on the Madrigal Dinner, Toy Drive (gifts) and Tricky Tray.

Nicole Yatsonsky commented on the upcoming Winter Pep Rally, School Spirit article, Holiday Assembly, JTHS Mock Trials and Food Service Program.

S. COMMENTS FROM THE AUDIENCE

Comments were made regarding the following:

- A 2005 Alumni Brunch on December 21, 2005.

T. ADJOURN

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

Respectfully submitted,

Dora E. Mylchreest
Board Secretary