

JEFFERSON TOWNSHIP BOARD OF EDUCATION

Regular Meeting Minutes/Community Forum

Monday, October 19, 2015 7:00 PM (Closed Session) – 7:30 PM (Regular Session)

Jefferson Township High School Media Center

A. Mr. Smith, called the meeting to order at 7:00 PM, and read the Open Meeting Statement, below:

In accordance with the Open Meeting Law, the Jefferson Township Board of Education has caused notice of this meeting to be published by having the date, time and place thereof, posted in the Jefferson Township Municipal Building, with copies of such notice delivered or mailed or electronically mailed to the following:

DAILY RECORD, AIM Newspaper, and the JEFFERSON PATCH;

and a copy of said notice delivered to the Municipal Clerk of the Township of Jefferson and the Jefferson Township Library.

B. Pledge of Allegiance.

C. ROLL CALL:

	<u>Present</u>	<u>Absent</u>
Mr. Cuccio	_____	_____X_____
Mrs. Poulas	_____X_____	_____
Mr. Quigley	_____X_____	_____
Miss Rowan	_____	_____X_____
Mrs. Senatore	_____X_____	_____
Mr. Stewart	_____X_____	_____
Mrs. Van Ness	_____X_____	_____
Mr. Millar, Vice President	_____X_____	_____
Mr. Smith, President	_____X_____	_____
Mr. Kyle DeCotiis <i>(Student Representative)</i>	_____	_____X_____
Mr. Anthony Cruz <i>(Student Representative)</i>	_____	_____X_____

D. CLOSED SESSION

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

BE IT RESOLVED, by the Jefferson Township Board of Education on this 19th day of October, 2015 at 7:01 PM, as follows:

1. The Board recessed to closed session in accordance with the Open Public Meetings Law, N.J.S.A. 10:4-12b (1), (2), (6), (7) and (8). The general nature of the discussion will involve matters confidential by law, student residency.
2. These matters will be disclosed to the public as soon as the need for confidentiality no longer applies.
3. This resolution shall take effect immediately.

The meeting was called to public session at 7:32 PM.

E. SUPERINTENDENT'S REPORT

- Mr. Kraemer reported on the Good News and Progress in Our Schools including the Super Readers Celebration Book signing at Briggs, the 5th Grade Science Fair at Stanlick School, Butterfly Parade at Cozy Lake, Milton’s trip to Turtle Back Zoo, and Week of Respect.

F. COMMUNITY FORUM

Dr. William Librera of West Hudson Associates noted that earlier that day he had met with district staff, Administration and PTA Representatives to develop and discuss search criteria. Dr. Librera outlined the superintendent search process, as now the Board will develop criteria to assist in the search. The meeting was then opened to the audience so the public could have an opportunity to offer input and ask questions.

G. COMMENTS FROM THE AUDIENCE (on agenda action items only, if applicable)

- None

H. STUDENT REPRESENTATIVES

- None

I. COMMITTEE REPORTS

- **Education Committee** – Mrs. Poulas highlighted the minutes of the October 5 meeting with the following; Graduation Requirements for the Class of 2019, Approval of Day Field Trips, and test scores.
- **Policy and Personnel Committee** – Mrs. Van Ness reported the Committee met on October 5 and discussed a realignment/reduction of the cross country coaching.

J. MINUTES OF MEETINGS

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

September 21, 2015 Regular Meeting Minutes

MOTION: Mrs. Poulas	SECOND: Mrs. Van Ness			
Name	Ayes	Nays	Abstain	Absent
Mr. Cuccio				X
Mr. Millar	X			
Mrs. Poulas	X			
Mr. Quigley	X			
Miss Rowan				X
Mrs. Senatore	X			
Mr. Smith	X			
Mr. Stewart	X			
Mrs. Van Ness	X			

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

September 29, Special Meeting Minutes

MOTION: Mr. Stewart	SECOND: Mr. Quigley			
Name	Ayes	Nays	Abstain	Absent
Mr. Cuccio				X
Mr. Millar			X	
Mrs. Poulas	X			
Mr. Quigley	X			
Miss Rowan				X
Mrs. Senatore			X	
Mr. Smith	X			
Mr. Stewart	X			
Mrs. Van Ness	X			

Motion by Mrs. Van Ness, seconded by Mr. Quigley, that the minutes of the following meetings be approved as submitted:

October 6, 2015 Special Meeting Minutes

MOTION: Mrs. Van Ness	SECOND: Mr. Quigley			
Name	Ayes	Nays	Abstain	Absent
Mr. Cuccio				X
Mr. Millar			X	
Mrs. Poulas			X	
Mr. Quigley	X			
Miss Rowan				X
Mrs. Senatore	X			
Mr. Smith	X			
Mr. Stewart	X			
Mrs. Van Ness	X			

K. FINANCE AND BUILDING NEEDS COMMITTEE

Motion by Mr. Quigley, seconded by Mrs. Poulas, to accept the recommendation of the Superintendent to approve and adopt motions K.1 through K.13, as described below:

K.1 Motion to approve the **purchase order** list dated September 2015 in the amount of **\$1,192,332.17.**

K.2 Motion to approve the **check journal** as of September 2015 in the amount of **\$5,131,200.39.**

Fund	Amount
General (10/11)	\$ 4,992,306.45
Capital Outlay (12)	\$ 4,184.00
Special Revenue Funds (20)	\$ 97,736.59
Capital Projects Funds (30)	\$ 36,973.35
Total	\$ 5,131,200.39

K.3 Motion to approve the funds **transfers** in the 2015-2016 Fiscal Year, dated September 2015 in the amount of **\$172,718.04.**

K.4 Motion that the Board of Education approve the **certification** by the Board Secretary, pursuant to N.J.S.A. 18A:17-9, that as of August 31, 2015, no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11(a).

K.5 Motion to certify, in accordance with N.J.A.C. 6A:23-2.11(c), that as of August 31, 2015, 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 over-expended in violation of N.J.A.C. 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.

K.6 Motion to accept the following **donation** from the National Defense Education Program (NDEP), awarded to the Jefferson Township High School Robotics Club for the First Robotics Competition, in accordance with Policy # 7230, Gifts, Grants and Donations.

Item/Purpose	Amount
First Robotics Competition	\$ 2,000.00

K.7 Motion to approve the disposal of **obsolete equipment**, as shown below, in accordance with Policy #7300, Disposition of Property, as listed below:

<u>School/Department</u>	<u>Bar Code/Serial No.</u>	<u>Equipment Description</u>
E.T. Briggs	0024	Laminator
E.T. Briggs	005438	Laminator
E.T. Briggs	677, 712, 805, 812 & 3848	Televisions
High School	3051, 3243, 3449, 3242 & 3448	Televisions
Maintenance Garage	118	Tire machine
Cozy Lake School	1039-2876	Poster Printer

K.8 Motion to approve purchase of used tire machine at the price of \$1.00 from Jefferson Township to be used at district’s Maintenance Garage.

K.9 Motion to designate the source of funding for the following individuals as funded from the **FY2016** Title IA grant:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Grant Share</u>	<u>FICA/TPAF/Benefits</u>
Joy Lorenzo	Arthur Stanlick	Homework Club	\$ 1,320	\$ 264.13
Joanna Bruggeman	Arthur Stanlick	Homework Club	\$ 1,320	\$ 264.13
Title IA Total			\$ 2,640	

K.10 Motion to amend the Minutes of June 15, 2015 and approve the following resolution:

WHEREAS, N.J.S.A. 18A:21-2, N.J.S.A. 18A:7G-31, and N.J.S.A. 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Jefferson Board of Education wishes to transfer unexpended appropriations from the general fund into a **Capital Reserve** account at year end, and

WHEREAS, the Jefferson Board of Education has determined that an amount not to exceed ~~\$100,000~~ \$200,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Jefferson Board of Education that it hereby authorizes the district’s School Business Administrator to make this transfer consistent with all applicable laws and regulations.

K.11 Motion to approve **volunteer** band equipment truck drivers to acquire, drive and return rental truck from Jefferson Township High School to all marching band competitions and away football games for the 2015-2016 school year.

Anthony Cheff

K.12 Motion to reject **bid #2016-007**, for TV Studio/Control Room Equipment & Installation as not meeting specification requirements and authorize rebidding the project. *(Bid breakdown sheet attached)*

K.13 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 further

RESOLVED, That the expense is justified and therefore reimbursable (*Appendix A*).

MOTION: Mr. Quigley	SECOND: Mrs. Poulas			
Name	Ayes	Nays	Abstain	Absent
Mr. Cuccio				X
Mr. Millar	X			
Mrs. Poulas	X			
Mr. Quigley	X			
Miss Rowan				X
Mrs. Senatore*	X			
Mr. Smith	X			
Mr. Stewart	X			
Mrs. Van Ness	X			

*Mrs. Senatore abstained from voting on Item K.2.

L. PERSONNEL COMMITTEE

Motion by Mrs. Van Ness , seconded by Mrs. Poulas, to accept the recommendation of the Superintendent to approve and adopt motions L.1 and L.2, as described below:

L.1 Motion to take action on personnel matters, as listed below; and appoint and submit to the Executive 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).

PERSONNEL								
A. ADMINISTRATIVE								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
KC	Medical Leave	15.70.72.ABK			Middle School	10/1/15	10/16/15	Utilizing 12 sick days

B. INSTRUCTIONAL								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary**	Loc.	Date Effective	Date Termin.	Discussion
Deborah Newman	Retirement	School Counselor 10.80.80.ACQ			High School	12/31/15	1/1/16	Retiring after 15 years of service in district
Rosemary McHugh	Retirement	Media Specialist 10.70.70.ACT			Middle School	6/30/16	7/1/16	Retiring after 30 years of service in district
Donna Tomsey	Retirement	Math Teacher 10.70.70.AQM			Middle School	6/30/16	7/1/16	Retiring after 24 34 years of service in district
Janet King	Retirement	Social Studies Teacher 10.70.70.APB			Middle School	12/31/15	1/1/16	Retiring after 15 years of service in district
Kevin Moore	Retirement	Science Teacher 10.70.70.AQB			Middle School	6/30/16	7/1/16	Retiring after 37 years of service in district
Kerri Adams 11-000-213-101	Appoint	School Nurse 10.60.60.ABZ	BA Step 4	\$50,160	White Rock	12/21/15	6/30/16	Replacing BL
Marcus Thompson 11-130-100-101	Appoint	Social Studies Teacher 10.70.70.APB	BA Step 6	\$52,190	Middle School	1/1/16	6/30/16	Replacing JK
Marin Greene	Appoint	Bedside Instruction		\$42.45/hr.	District	10/13/15	6/30/16	

Name	Nature of Action	Position/Control Number	Deg/Step	Salary**	Loc.	Date Effective	Date Termin.	Discussion
Eileen Basket	Appoint	Bedside Instruction		\$42.45/hr.	District	10/14/15	6/30/16	
Jenna Kelly	Appoint	Bedside Instruction		\$42.45/hr.	District	10/14/15	6/30/16	
NB	Medical Leave	10.80.82.ARG			High School	9/18/15	9/25/15	Utilizing 5 sick days
TA	Maternity Leave	10.30.30.BVF			Briggs	12/14/15	3/24/16	Utilizing 18 sick and 48 unpaid days
RM	Medical Leave	10.70.70.ACT			Middle School	1/12/15	3/7/15	Utilizing 39 sick days

*Requires Mentoring **14/15 salary guide until such time as negotiations have been completed

C. NON-INSTRUCTIONAL								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary**	Loc.	Date Effective	Date Termin.	Discussion
April Stearns	Resignation	Special Ed. Aide 09.80.80.BVJ			High School	10/2/15	10/3/15	
Kimberly Fleming 11-000-230-105	Appoint	Assistant Superintendent's Secretary 08.90.92.AEB		\$59,573	Central Office	1/1/16	6/30/16	Replacing DG
Alexandra Borden 11-000-217-106	Appoint	Special Ed. Aide 09.80.80.BVJ	Step 1	\$19.65/hr	High School	10/22/15	6/30/16	Replacing AS 3.5 hrs/day w/o benefits
Emily Nimmo 11-204-100-106	Appoint	Special Ed. Aide Long-term Sub 09.10.10.BUB	Step 1	\$19.65/hr	Stanlick	11/9/15	2/8/16	Replacing ED 3.5 hrs/day w/o benefits
Melissa Kanouse 11-000-217-106	Decrease Hours	Special Ed. Aide	Step 1	\$19.65/hr	High School	10/1/15	6/30/16	10.75 hrs/week w/o benefits
Judy Nagy-Kiss 11-000-217-106	Transfer	Special Ed. Aide	Step 3	\$20.26/hr	Milton School	10/14/15	6/30/16	3.5 hrs/day w/o benefits
Jennifer Cicak 11-000-217-106	Transfer	Special Ed. Aide	Step 1	\$19.65/hr	Milton School	10/14/15	6/30/16	3.5 hrs/day, w/o benefits
Matthew Grieves 11-212-100-106	Account Change	Special Ed. Aide	Step 2	\$19.95/hr	High School	9/22/15	6/30/16	3.5 hrs/day w/o benefits
Kelly Curran 11-000-217-106	Account Change	Special Ed. Aide	Step 2	\$19.95/hr	High School	9/22/15	6/30/16	3.5 hrs/day w/o benefits
Patricia Young 11-000-217-106	Account Change	Special Ed. Aide	Step 1	\$19.65/hr	High School	10/13/15	6/30/16	3.5 hrs/day w/o benefits
Cathryn Caruso 11-214-100-106	Account Change	Special Ed. Aide	Step 5	\$20.89/hr	Middle School	10/13/15	6/30/16	3.5 hrs/day w/o benefits
Chelsea McNamara 11-000-217-106	Account Change	Special Ed. Aide	Step 1	\$19.65/hr	Middle School	10/13/15	6/30/16	3.5 hrs/day w/o benefits
SV	Adjusted Medical Leave	12.80.82.AFI			High School	5/28/15	9/25/15	Utilizing 39 sick days
KC	Intermittent Medical Leave	09.80.80.BDV			High School	9/1/15	6/30/16	Utilizing an undetermined amount of sick and unpaid days
LR	Adjusted Medical Leave	09.70.70.BOV			Middle School	9/1/15	10/23/15	Utilizing 35 sick days
MP	Medical Leave	09.80.80.BVI			High School	11/25/15	12/23/15	Utilizing 12 sick and 7 unpaid days
JR	Family Leave	08.90.92.AEO			District	10/6/15	10/9/15	Utilizing 4 family illness days
KS	Medical Leave	09.80.80.BRV			High School	10/9/15	11/11/15	Utilizing 18 sick days and 3 personal days

**14/15 salary guide until such time as negotiations have been completed

D. SUBSTITUTES/OTHER								
Name	Nature of Action	Position	Level	Salary	Loc.	Date Effective	Date Termin.	Discussion
Jonathan Leroux	Appoint	Substitute Teacher		\$80/diem	District	10/16/15	6/30/16	
Jodi Ciampa	Appoint	Substitute Teacher		\$80/diem	District	9/29/15	6/30/16	
Frances Ferucci	Appoint	Substitute Teacher		\$80/diem	District	9/18/15	6/30/16	
Marissa Imperato	Appoint	Substitute Teacher		\$80/diem	District	9/24/15	6/30/16	
James McCall	Appoint	Substitute Teacher		\$80/diem	District	9/29/15	6/30/16	
Susan Grobleski	Appoint	Substitute Teacher		\$80/diem	District	10/20/15	6/30/16	
Shannon Carroll	Appoint	Substitute Teacher		\$80/diem	District	10/20/15	6/30/16	
Christine Cocca	Appoint	Substitute Teacher		\$80/diem	District	10/20/15	6/30/16	
Christine Mallimo-Orna	Appoint	Substitute Teacher		\$80/diem	District	10/20/15	6/30/16	
Alyce Maynard	Appoint	Substitute Teacher		\$80/diem	District	10/20/15	6/30/16	
Jessica Moore	Appoint	Substitute Teacher		\$80/diem	District	10/20/15	6/30/16	
Alyssa Indri	Appoint	Substitute Teacher		\$80/diem	District	10/16/15	6/30/16	
Brittany Roberts	Appoint	Substitute Teacher		\$80/diem	District	10/16/15	6/30/16	
Kelly Dela Cruz	Appoint	Substitute Nurse		\$150/diem	District	10/20/15	6/30/16	
Christine Cocca	Appoint	Substitute Nurse		\$150/diem	District	10/20/15	6/30/16	
Jillian McKenna	Appoint	Substitute Nurse		\$150/diem	District	10/20/15	6/30/16	
Mary Ann Marchiano	Appoint	Substitute Secretary		\$11.50/hr.	District	10/20/15	6/30/16	
Alyce Maynard	Appoint	Substitute Secretary		\$11.50/hr.	District	10/20/15	6/30/16	
Jodi Ciampa	Appoint	Substitute Aide		\$10/hr.	District	9/29/15	6/30/16	

Name	Nature of Action	Position	Level	Salary	Loc.	Date Effective	Date Termin.	Discussion
Frances Ferucci	Appoint	Substitute Aide		\$10/hr.	District	9/18/15	6/30/16	
Amy Johnson	Appoint	Substitute Aide		\$10/hr.	District	9/29/15	6/30/16	
James McCall	Appoint	Substitute Aide		\$10/hr.	District	9/29/15	6/30/16	
Linda Ortega	Appoint	Substitute Aide		\$10/hr.	District	9/29/15	6/30/16	
Karen Pini	Appoint	Substitute Aide		\$10/hr.	District	9/28/15	6/30/16	
Christine Mallimo-Orna	Appoint	Substitute Aide		\$10/hr.	District	9/28/15	6/30/16	
Linda Whitehead	Appoint	Substitute Aide		\$10/hr.	District	9/29/15	6/30/16	
Alyssa Indri	Appoint	Substitute Aide		\$10/hr.	District	10/16/15	6/30/16	
Alyce Maynard	Appoint	Substitute Aide		\$10/hr.	District	10/20/15	6/30/16	
Robert Jahm	Salary Correction	Substitute Custodian		\$15/hr.	District	9/1/15	6/30/16	
David Penicaro	Appoint	Substitute Custodian		\$15/hr.	District	10/1/15	6/30/16	

E. EXTRA DUTY PAY - Appointments are at the 14/15 salary guide until such time as negotiations have been completed

Name	Nature of Action	Position	Level	Salary	Loc.	Date Effective	Date Termin.	Discussion
Frank DeVone	Salary Correction	Garden Club	1	\$520.00	Middle School	9/1/15	6/30/16	
Jennifer Foley	Appoint	Crafter's Club	1	\$520.00	Middle School	9/1/15	6/30/16	
Roseanne Kneringer	Appoint	Special Ed. Aide		\$19.65/hr	Middle School	10/17/15	5/25/15	Red Cross club Not to exceed 9 hours total
Beth Nash	Appoint	Literary Magazine	3	\$2295.00	High School	9/1/15	6/30/16	
Cara Schwimer	Appoint	Student Council	4	\$3689.00	High School	9/1/15	6/30/16	
Matthew Barone	Appoint	DECA	2	\$1279.00	High School	9/1/15	6/30/16	
Kimberly Serzan	Appoint	School Store Business Advisor	1	\$646.00	High School	9/1/15	6/30/16	
Patricia Vandigriff	Appoint	Stand Up To Cancer	1	\$646.00	High School	9/1/15	6/30/16	
Kasey Farris	Appoint	UNICEF	1	\$646.00	High School	9/1/15	6/30/16	
Joanna Bruggeman 20-231-100-101	Appoint	Homework Club		\$1320.00	Stanlick	10/19/15	3/9/16	Title I funded Two 1 hour sessions/week Not to exceed 20 sessions
Joy Lorenzo 20-231-100-101	Appoint	Homework Club		\$1320.00	Stanlick	10/19/15	3/9/16	Title I funded Two 1 hour sessions/week Not to exceed 20 sessions
Bertha Todd	Salary Adjustment	Saturday Detention Monitor		\$32.30/hr	High School	9/26/15	6/11/16	Total of 18 sessions two teachers per session
Joyce Hulbert	Salary Adjustment	Saturday Detention Monitor		\$32.30/hr	High School	9/26/15	6/11/16	
Stephen Barbato	Salary Adjustment	Saturday Detention Monitor		\$32.30/hr	High School	9/26/15	6/11/16	
Mary Beth Lapszynski	Salary Adjustment	Saturday Detention Monitor		\$32.30/hr	High School	9/26/15	6/11/16	
Kathleen von Essen	Salary Adjustment	Saturday Detention Monitor		\$32.30/hr	High School	9/26/15	6/11/16	
Marianne DiRuppo	Salary Adjustment	Saturday Detention Monitor		\$32.30/hr	High School	9/26/15	6/11/16	
Beth Nash	Salary Adjustment	Saturday Detention Monitor		\$32.30/hr	High School	9/26/15	6/11/16	
Mauricio Penilla	Salary Adjustment	Saturday Detention Monitor		\$32.30/hr	High School	9/26/15	6/11/16	

F. Stokes Trip 11-401-100-101-00

Name	Nature of Action	Position	Salary/Night	Loc.	Date Effective	Date Termin.	Discussion
Nancy Harris	Appoint	Stokes Chaperone	\$125.00	Middle School	10/26/15	10/27/15	1 night
Jennifer Foley	Appoint	Stokes Chaperone	\$125.00	Middle School	10/26/15	10/27/15	1 night
Kevin Sanders	Appoint	Stokes Chaperone	\$125.00	Middle School	10/26/15	10/27/15	1 night
Andrew Tisdale	Appoint	Stokes Chaperone	\$125.00	Middle School	10/26/15	10/27/15	1 night
Julie Kozakewich	Appoint	Stokes Chaperone	\$125.00	Middle School	10/26/15	10/27/15	1 night
Robyn Linsenberg	Appoint	Stokes Chaperone	\$125.00	Middle School	10/26/15	10/27/15	1 night
Tricia Lindstedt	Appoint	Stokes Chaperone	\$125.00	Middle School	10/26/15	10/27/15	1 night
Siobhan Carroll	Appoint	Stokes Chaperone	\$125.00	Middle School	10/26/15	10/27/15	1 night
Kathleen Cutrona	Appoint	Stokes Chaperone	\$350.00	Middle School	10/26/15	10/27/15	1 night
Joanna Reiss	Appoint	Stokes Chaperone	\$125.00	Middle School	11/09/15	11/10/15	1 night
Kenneth Westberg	Appoint	Stokes Chaperone	\$125.00	Middle School	11/09/15	11/10/15	1 night
Katherine Vera-Mena	Appoint	Stokes Chaperone	\$125.00	Middle School	11/09/15	11/10/15	1 night
Christine Couser	Appoint	Stokes Chaperone	\$125.00	Middle School	11/09/15	11/10/15	1 night
Siobhan Carroll	Appoint	Stokes Chaperone	\$125.00	Middle School	11/09/15	11/10/15	1 night
Kevin Moore	Appoint	Stokes Chaperone	\$125.00	Middle School	11/09/15	11/10/15	1 night
Kathleen D'Ambrosio	Appoint	Stokes Chaperone	\$125.00	Middle School	11/09/15	11/10/15	1 night
Rosemarie Papisavas	Appoint	Stokes Chaperone	\$125.00	Middle School	11/09/15	11/10/15	1 night
Nancy Harris	Appoint	Stokes Chaperone	\$125.00	Middle School	11/09/15	11/10/15	1 night
Kathleen Cutrona	Appoint	Stokes Chaperone	\$350.00	Middle School	11/09/15	11/10/15	1 night
Sean Quinn	Appoint	Stokes Chaperone	\$125.00	Middle School	11/23/15	11/24/15	1 night
Alyssa Guagenti	Appoint	Stokes Chaperone	\$125.00	Middle School	11/23/15	11/24/15	1 night
Louis Migliacci	Appoint	Stokes Chaperone	\$125.00	Middle School	11/23/15	11/24/15	1 night
Nancy Harris	Appoint	Stokes Chaperone	\$125.00	Middle School	11/23/15	11/24/15	1 night

Name	Nature of Action	Position	Salary/Night	Loc.	Date Effective	Date Termin.	Discussion
Christine LaMonica	Appoint	Stokes Chaperone	\$125.00	Middle School	11/23/15	11/24/15	1 night
Serina Signorello	Appoint	Stokes Chaperone	\$125.00	Middle School	11/23/15	11/24/15	1 night
Elizabeth Jermyn	Appoint	Stokes Chaperone	\$125.00	Middle School	11/23/15	11/24/15	1 night
Dustin Cardoza	Appoint	Stokes Chaperone	\$125.00	Middle School	11/23/15	11/24/15	1 night
Robert Hayzler	Appoint	Stokes Chaperone	\$350.00	Middle School	11/23/15	11/24/15	1 night

G. 2015-16 SCHOOL YEAR COACHING STAFF								
FALL								
Name	Nature of Action	Position	Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Shannon Chapman	Salary Adjustment	Head Cross Country	3	6002.71	High School	9/1/15	6/30/16	3 years of service
Christopher Eastman	Salary Adjustment	Assistant Cross Country	3	4497.05	High School	9/1/15	6/30/16	1 year of service
WINTER								
Jenna Morris	Appoint	Assistant Indoor Track	1	3755.05	High School	9/1/15	6/30/16	1 year of service
Nolan Silbernagel	Appoint	Assistant Swim	1	3755.05	High School	9/1/15	6/30/16	1 year of service

L.2 Motion to approve the Summer 2015 Course Reimbursements as indicated below:

Name	College	Class	Approval	Credits	Amount
Ayanna Thorne	Grand Canyon University	Research Continuation Course	1	3	\$500.00

MOTION: Mrs. Van Ness	SECOND: Mrs. Poulas			
Name	Ayes	Nays	Abstain	Absent
Mr. Cuccio				X
Mr. Millar	X			
Mrs. Poulas	X			
Mr. Quigley	X			
Miss Rowan				X
Mrs. Senatore	X			
Mr. Smith	X			
Mr. Stewart	X			
Mrs. Van Ness	X			

M. EDUCATION, SPECIAL EDUCATION AND TECHNOLOGY COMMITTEE

Motion by Mrs. Poulas, seconded by Mrs. Van Ness, to accept the recommendation of the Superintendent to approve and adopt motions M.1 through M.13, as described below:

M.1 Motion to approve student placement for the 2015-2016 school year, as indicated below plus related services as needed:

Student	School	Tuition	Effective
2016446	Sussex County Vo-Tech	\$10,476	9/1/15-6/30/16
2018860	Sussex County Vo-Tech	\$10,476	9/1/15-6/30/16

M.2 Motion to rescind student placement for the 2015-2016 school year, as indicated below plus related services as needed:

Student	School	Tuition	Effective
F/13-3	George Washington School	\$45,695.14	9/1/15

M.4 Motion to approve the following day trips:

School/Group/Activity	Location	Dates
JTHS Advanced Art & AP Studio Art	Morris Museum, Morristown, NJ	October 22, 2015
JTHS Rebel	White Rock School, Oak Ridge, NJ	October 28, 2015
	Arthur Stanlick School, Wharton, NJ	January 15, 2016
	Milton School, Oak Ridge, NJ	May 9, 2016
	Cozy Lake School, Oak Ridge, NJ	May 11, 2016
JTMS 6 Gold	Sterling Hill Mining Museum, Franklin, NJ	May 6, 2016
Briggs School, Grade 1	Fosterfields Farm, Morristown, NJ	May 13, 2016
White Rock School, Grade 5	Liberty Science Center, Jersey City, NJ	May 13, 2016

M.5 Motion to approve submission of the 2015-2016 Nursing Services Plan to the Morris County Executive Superintendent.

- M.6** Motion to accept the 2015-2016 **Emergency Operations Plan** for the Jefferson Township School District. (*Viper Manuals for the Jefferson Township Police Department*)
- M.7** Motion to approve the Statement of Assurance and District Performance Review (DPR) for the 2015-2016 **New Jersey Quality Single Accountability Continuum (NJQSAC)** evaluation in the following areas:
1. Instruction and Program
 2. Personnel
 3. Fiscal Management
 4. Operations
 5. Governance

M.8 Motion to approve, as required by the New Jersey Department of Education, the **Violence, Vandalism and Substance Abuse (VV-SA) Incident Report Form, Harassment, Intimidation or Bullying – Investigations, Trainings and Programs (HIB-ITP) report forms, and Report of Suspension of Students with Disabilities** (for reasons other than violence, vandalism, weapons, substance offenses or harassment, intimidation or bullying), which includes all offender, victim and incident detail contained in the department’s Electronic Violence and Vandalism incident report form for reporting incidents of violence, vandalism and substance abuse (EVVRS).

M.9 Motion to approve October 5 through October 9, 2015 as **“Week of Respect”**.

WHEREAS, The Anti-Bullying Bill of Rights Act (2011) has designated the week beginning with the first Monday in October as a “Week of Respect” in New Jersey schools. All public and charter schools in New Jersey will observe the week with age-appropriate instruction focusing on harassment, intimidation and bullying.

NOW THEREFORE BE IT RESOLVED, the Jefferson Township Board of Education will observe October 5 through October 9, 2015 as “Week of Respect”.

M.10 Motion to approve October 19 through October 23, 2015 as “School Violence Awareness Week”.

M.11 Motion to adopt a resolution recognizing the week of October 19 through October 23, 2015 as **“National Character Counts Week”**.

WHEREAS, A person’s “character ” is the summation of his or her habits, attitudes and attributes.

WHEREAS, Those qualities are learned, they can and should be purposefully taught.

WHEREAS, Good character doesn’t happen automatically and it’s too important to be left to chance. The effectiveness and well-being of individuals, their organizations and their society depend on it.

NOW THEREFORE BE IT RESOLVED, that the Jefferson Township Board of Education

- (1) Recognize the week of October 19-23, 2015, as “National Character Counts Week”; and
- (2) Calls upon the people of the United States, high schools, law enforcement, State and local officials, and interested groups, to observe National Character Counts Week with appropriate programs and activities that promote and teach the six pillars of character and promote good character.

M.12 Motion to adopt a resolution recognizing the week of October 23 through October 31, 2015 as **“National Red Ribbon Week”**.

WHEREAS, The Red Ribbon Campaign was started when drug traffickers in Mexico City murdered DEA agent Enrique Camarena in 1985. This began the continuing tradition of displaying Red Ribbons

as a symbol of intolerance towards the use of drugs. The mission of the Red Ribbon Campaign is to present a unified and visible commitment towards the creation of a DRUG-FREE AMERICA.

WHEREAS, The Department of Human Services estimates approximately 14 million Americans use illegal drugs and 17 million are alcoholics or abusers.

WHEREAS, More than half of America’s school age children have tried illegal drugs.

NOW THEREFORE BE IT RESOLVED, that the Jefferson Township Board of Education
 (1) Celebrates the week of October 23-31, 2015 as “National Red Ribbon Week”; and
 (2) Calls upon the law enforcement, State and local officers and interested groups, to observe National Red Ribbon Week with appropriate programs and activities to keep children, families and communities safe, healthy and drug-free, through parent training, networking and sponsoring the National Red Ribbon Campaign.

M.13 Motion to Recognize and Accept the Harassment, Intimidation and Bullying Incidences (HIB) from September 21, 2015 through October 19, 2015.

RESOLVED, That upon the Recommendation of the Superintendent, the Jefferson Township Board of Education recognizes the Harassment, Intimidation, and Bullying incidences reported from September 21, 2015 through October 19, 2015, as summarized below:

School	Incidents Reported	Confirmed Incidents of HIB	Inconclusive – Case Will Remain Active
Ellen T. Briggs	0	0	0
Stanlick	0	0	0
Milton	0	0	0
Cozy Lake	0	0	0
White Rock	0	0	0
JTMS	1	0	1
JTHS	2	1	0

BE IT FURTHER RESOLVED, that the Jefferson Township Board of Education approves the remedial and disciplinary action taken by the building principals.

MOTION: Mrs. Poulas	SECOND: Mrs. Van Ness			
Name	Ayes	Nays	Abstain	Absent
Mr. Cuccio				X
Mr. Millar	X			
Mrs. Poulas	X			
Mr. Quigley	X			
Miss Rowan				X
Mrs. Senatore	X			
Mr. Smith	X			
Mr. Stewart	X			
Mrs. Van Ness	X			

Enrollment as of 9/30/15:

	Sept 14	Sept 15
Milton	151	136
Cozy Lake	230	205
Arthur Stanlick	362	345
E.T. Briggs	313	290
White Rock	382	386
Total Elementary	1,438	1,362
JTMS	786	768
JTHS	1,009	1,020
GRAND TOTAL	3,233	3,150
Tuition students received	2	4
Out-of-district placement	31	34

N. POLICY COMMITTEE

Motion by Mrs. Van Ness, seconded by Mrs. Poulas, to accept the recommendation of the Superintendent to approve motion N.1, as described below:

N.1 Motion to approve the Second Reading of the following (copy available for review)

File Code	Title	Description of Action
3322p	Staff Members Use of Personal Cellular Telephones/Other Communication Devices	Replaces 3322p Staff Members Use of Cellular Telephones (8/9/04)
4322p	Staff Members Use of Personal Cellular Telephones/Other Communication Devices	Replaces 4322p Staff Members Use of Cellular Telephones (8/9/04)
5330p	Administration of Medication	Replaces 5330p Administration of Medication (2/17/09)
5330r	Administration of Medication	Replaces 5330r Administration of Medication (8/17/09)
5339p	Screening for Dyslexia	Replaces 5339p Screening for Dyslexia (11/17/14)
5615p	Suspected Gang Activity	Replaces 5615p Suspected Gang Activity (11/19/14)
5756p	Transgender Students	Replaces 5756p Transgender Students (11/07/07)
6620p	Petty Cash	Replaces 6620p Petty Cash (9/16/02)
8540p	School Nutrition Programs	Replaces 8540p Free and Reduced Rate Meals (12/16/02)
8550p	Outstanding Food Service Charges	Outstanding Food Service Charges (New)
8820p	Opening Exercises/Ceremonies	Replaces 8820p Opening Exercises/Ceremonies (12/16/02)

MOTION: Mrs. Van Ness	SECOND: Mrs. Poulas			
Name	Ayes	Nays	Abstain	Absent
Mr. Cuccio				X
Mr. Millar	X			
Mrs. Poulas	X			
Mr. Quigley	X			
Miss Rowan				X
Mrs. Senatore	X			
Mr. Smith	X			
Mr. Stewart	X			
Mrs. Van Ness	X			

O. COMMUNICATIONS

- None

P. OLD BUSINESS

- None

Q. NEW BUSINESS

Q.1 Motion by Mrs. Van Ness, seconded by Mr. Stewart, to approve resolution, as described below:

Resolution of the Jefferson Township Board of Education regarding the residency hearing of Student #104847 and Student # 101720.

WHEREAS, on October 19, 2015, a plenary hearing was held before the Jefferson Township Board of Education pursuant to N.J.S.A. 18A:38-1 *et seq.* and N.J.A.C. 6A:22-1.1 *et seq.*; and

WHEREAS, on that date, the parent(s)/guardian(s) did not attend the hearing despite having been apprised of their right to do so, and having been further advised that the hearing would proceed in their absence; and

WHEREAS, the Board, after having heard and considered all of the proofs and testimony presented, determined that the required proof of residency in the Jefferson Township School District was not provided pursuant to N.J.A.C. 6A:22-3.4 and N.J.A.C. 6A:22-4.3(a).

NOW, THEREFORE, The Board hereby adopts the following resolution:

BE IT RESOLVED, on this 19th day of October, that the Board finds that Student # 104814 and Student # 101720 has not provided the required proof of residency in the Jefferson Township School District, and, therefore, is ineligible to attend the Jefferson Township Public Schools; and

BE IT FURTHER RESOLVED, that the Superintendent is hereby directed to effectuate the transfer of the child(ren) forthwith, subject to the provisions of N.J.S.A. 18A:38-1(b)(2), and that written notice of this decision and the family’s right to contest the same before the Commissioner of Education within twenty-one (21) days shall be immediately served upon the parents; and

BE IT FURTHER RESOLVED, that the Board hereby reserves its right to collect any and all tuition owed by the students’ parent(s)/guardian(s) for the students’ period of ineligibility to attend the school in the District.

MOTION: Mrs. Van Ness	SECOND: Mr. Stewart			
Name	Ayes	Nays	Abstain	Absent
Mr. Cuccio				X
Mr. Millar			X	
Mrs. Poulas	X			
Mr. Quigley	X			
Miss Rowan				X
Mrs. Senatore	X			
Mr. Smith	X			
Mr. Stewart	X			
Mrs. Van Ness	X			

R. PUBLIC COMMENTS

- An audience member commented that the High School Auditorium is in need of repair and requested information on how the Board develops an action plan for such improvements. Mr. Smith did reply stating the 2016-2017 Budget process is beginning and this will be an item for discussion.
- An audience member spoke of the district’s SAT scores and questioned administration how it could be improved upon. Mr. Kraemer responded that there are several options for students within the curriculum to advance themselves, including SAT prep classes and clubs. He also noted that the number of students taking the exam has increased.

S. BOARD MEMBER COMMENTS

- Mrs. Poulas stated she felt disheartened to hear someone say a child’s test score was appalling, while instead she felt the students’ should be applauded for taking the exam.
- Mr. Stewart noted that the more students that take the exam (SAT), the lower the districts average will be.
- Mrs. Van Ness noted that all growth in testing areas should be celebrated and is happy that SAT participation has increased.
- Mrs. Senatore commented that the Tri Milton PTA Halloween Open House was a success and the next few weeks will be busy in the schools with Red Ribbon Week and Bus Safety Week approaching.
- Mr. Smith commented that the Grandparent’s Day Program at the middle school was a great success again this year.

T. CLOSED SESSION

Motion by Mr. Stewart, seconded by Mrs. Poulas, that the Board of Education adopt the following resolution:

BE IT RESOLVED, by the Jefferson Township Board of Education on this 19th day of October, 2015 at 8:23 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), (6), (7) and (8). The general nature of the discussion will involve matters confidential by law, Superintendent search status.
2. These matters will be disclosed to the public as soon as the need for confidentiality no longer applies.
3. This resolution shall take effect immediately.

The meeting was called to public session at 8:56 PM

U. ADJOURN

Motion by Mr. Stewart, seconded by Mrs. Poulas that the meeting adjourn at 8:56 PM.

Respectfully submitted,

Rita Giacchi
Acting Board Secretary

Appendix A

Name	Event Date	Location	Seminar/Function	Registration Fee \$	Transportation	Travel/ Miles	Lodging per day (not to exceed)	# Nights	Meal Cost per day (not to exceed)	# Meal Days	Total Expense (not including parking/tolls/miscellaneous fees)
Boardman, Aimee	Dec. 8	Parsippany, NJ	Practical Writing Strategies	\$ 239.00	Own	30	-	-	-	-	\$ 239.00
Christiano, Stacey	Nov. 23- Dec. 18	Dyslexia Training Institute – Online	Overview of Dyslexia Screening	\$ 349.00	-	-	-	-	-	-	\$ 349.00
Dunbar, Maria	Dec. 10	New Brunswick, NJ	Growing Independent Learners	\$ 150.00	Own	120	-	-	-	-	\$ 150.00
McLoughlin, Lorraine	Dec. 10	Fairfield, NJ	Practical Ways to Reach Students Who Don't Care About School	\$ 239.00	Own	20	-	-	-	-	\$ 239.00
Mitchell, Laura	Oct. 29	Parsippany, NJ	Autism, ADHD & Anxiety in Children & Adolescents	\$ 219.99	Own	29	-	-	-	-	\$ 219.99
Petric, Marius	Oct. 21-23	Atlantic City, NJ	NCTM Regional Conference	\$ 357.00	Own	325	\$ 94.00	2	\$ 66.00	2.50	\$ 710.00
Wynne, James	Feb. 18-20	East Brunswick, NJ	NJ Music Educators' Association Conference	\$ 150.00	Own	-	-	-	-	-	\$ 150.00

All Meals are prorated 75% on travel days

JEFFERSON TOWNSHIP BOARD OF EDUCATION - BID TABULATION SHEET

Bid Title: TV Studio/Control Room Equip. & Installation
Re-Bid
Bid No: 2016-007A
Bid Date: October 7, 2015

VENDOR & ADDRESS	DATE BID	PRESENT	PRESENT					NON-	STOC	CONTRA	IRAN	BASE	ALT	ALT	GRAND
	WAS	AT	AT	BID	BOND	AFFIRM.			COLLUSI	OWNE	VENDOR	DISC.	BID	BID	
	EMAILED	THRU	OPENIN	GUARANT	ACTIO	BR	PC	AFFIDAVI	DEC.	?ASK	FORM	AMOUNT	#1	#2	TOTAL
All Mobile Video	9/29/2015	Yes	No	Check	√	√	√	√	√	√	√	\$ 78,762.00	\$ 6,054.00	\$ 4,995.00	\$ 89,811.00
515 West 57th Street New York, NY 10019 212-586-8616 Attn: Eric Thielking ethielking@allmobilevideo.com				\$8,981.10										Did not meet specifications	
George Segale Production	9/22/2015	No	Yes	Check	√	√	√	√	√	√	√	\$ 72,830.75	\$ 9,447.07	\$ 9,995.00	\$ 92,272.82
3 Theater Center Sparta, N 07871 Attn: George Segale info@georgesegale.com 973-707-8483				\$7,283.75										Did not meet specifications	
Tele-Measurements Inc.	9/22/2015	No	Yes	√	√	√	√	√	√	√	√	\$ 71,990.00	\$ 9,779.00	\$ 9,995.00	\$ 91,764.00
145 Main Avenue Clifton, NJ 07014 Attn: Gene Batiloro gbatiloro@tele-measurements.com 800-223-0052 x 209														Did not meet specifications	