

JEFFERSON TOWNSHIP BOARD OF EDUCATION

Regular Meeting Minutes

Tuesday, November 24, 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 7:30 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:

Present Absent

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

D. CLOSED SESSION

Motion by Mr. Stewart, 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 24th day of November, 2015 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), (6), (7) and (8). The general nature of the discussion will involve the Superintendent candidates.

The meeting was called to public session at 7:29 PM.

E. SUPERINTENDENT'S REPORT

- Mr. Kraemer reported on the Good News and Progress in Our Schools. He also informed the audience of the rumor spreading in the high school and middle school regarding a student bringing a gun to school. Mr. Kraemer reported that this alleged rumor was thoroughly investigated by the Township Police Department.

F. PRESENTATIONS

- John Mooney of Nisivoccia LLP, presented the district's 2014-2015 Comprehensive Annual Financial Report.

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 November 2 meeting which included: SAT Data, NJ PARCC Scores, Approval of Day Field Trips, and Approval of Overnight Field Trips.

J. MINUTES OF MEETINGS

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

October 19, 2015 Regular Meeting Minutes October 19, 2015 Executive Session Minutes (1)
 October 19, 2015 Executive Session Minutes (2)

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

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

November 10, 2015 Public Meeting Minutes November 10, 2015 Executive Session Minutes

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

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

November 16, 2015 Public Meeting Minutes

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

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

November 16, 2015 Executive Session Minutes

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

K. FINANCE AND BUILDING NEEDS COMMITTEE

Motion K.1 was moved to the December 2015 Regular Meeting.

K.1 Motion to approve and adopt the July 1, 2014 through June 30, 2015 **Comprehensive Annual Financial Report**, which contains no audit recommendations. *(copy available for review)*

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

K.2 Motion to approve the **purchase order** list dated October 2015 in the amount of **\$146,639.87**.

K.3 Motion to approve the **check journal** as of October 2015 in the amount of **\$5,143,566.56**.

Fund	Amount
General (10/11)	\$ 5,019,684.97
Capital Outlay (12)	\$ 2,452.00
Special Revenue Funds (20)	\$ 121,429.59
Total	\$ 5,143,566.56

K.4 Motion to approve the funds **transfers** in the 2015-2016 Fiscal Year, dated October 2015 in the amount of **\$29,072.05**.

K.5 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 September 30, 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.6 Motion to certify, in accordance with N.J.A.C. 6A:23-2.11(c), that as of September 30, 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.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>
Bus Compound	106/0503021422	Analog camera equipment

K.8 Motion to authorize sale of analog camera equipment to the Township of Jefferson, per resolution below:

WHEREAS, the Jefferson Township Board of Education is the owner of analog camera equipment, which was used by the Board’s Transportation Department; and

WHEREAS, said equipment has been determined to no longer be needed by the Board; and

WHEREAS, State Law permits the sale of equipment to another Township Agency for nominal consideration; and

WHEREAS, the Board of Education is desirous of transferring ownership of equipment to the Township of Jefferson.

NOW THEREFORE BE IT RESOLVED, that the Jefferson Township Board of Education, Morris County, New Jersey, that the Board does hereby authorize the sale of analog camera equipment to the Township of Jefferson for the sum of ONE DOLLAR (\$1.00).

K.9 Motion to reject **bid #2016-007B**, for TV Studio/Control Room Equipment & Installation due to material specification changes and authorize rebidding the project. *(Bid breakdown sheet attached)*

K.10 In compliance with Local Public Contracts law, 5:34-9.1, motion to designate Apple Inc. as a proprietary goods and services provider and authorize the purchase of Apple products as these products or services are specialized in nature, and the use of a good or service other than the proprietary one will undermine the functionality or operational performance of existing electronic equipment and the good or service is patented and the patented feature is essential for operational performance.

K.11 Motion to approve and accept the Achieve 3000 Grant Agreement in the amount of \$18,170 for KidBizPro for use by the White Rock and Arthur Stanlick Elementary Schools for on-site professional development, sponsored by NJ Natural Gas. *(Agreement available for review)*

K.12 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. Cuccio	SECOND: Mrs. Poulas			
Name	Ayes	Nays	Abstain	Absent
Mr. Cuccio	X			
Mr. Millar	X			
Mrs. Poulas	X			
Mr. Quigley	X			
Mrs. Senatore	X			
Mr. Smith	X			
Mr. Stewart	X			
Mrs. Van Ness	X			

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 through L.3, 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
None								
B. INSTRUCTIONAL								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary**	Loc.	Date Effective	Date Termin.	Discussion
Gail DeGraw	Resignation	Business Teacher 10.80.80.ASV			High School	11/11/16	1/9/16	
Janine Horber	Resignation	English Teacher Long-Term Sub 10.80.80.ARC			High School	11/11/15	11/14/15	
Karen Staples	Transfer	School Counselor 10.80.80.ACM			High School	1/4/16	3/24/16	Replacing PD Returning to Middle School 4/4/16
Kevin Flotard 11-000-218-104	Appoint	School Counselor 10.80.80.ACQ	MA Step 1	\$51,175	High School	1/1/16	6/30/16	Replacing DN
MaryAnn Sauer 11-000-213-101-28	Appoint	School Nurse Long-Term Substitute 10.60.60.ABZ		\$200/day	White Rock	11/2/15	12/18/15	Replacing BL Less than 60 days
Jill Brown* 11-120-100-101-29	Extended Appointment	Elementary Teacher Long-Term Sub 10.60.60.AHO		\$200/day	White Rock	9/1/15	11/3/15	Replacing CM Less than 60 days
Amy Garcia* 11-140-100-11-00	Appoint	American Sign Language Teacher 10.80.80.BJE	MA Step 13	\$60,959	High School	12/7/15	6/30/16	Replacing SG
Judy Nagy-Kiss* 11-110-100-101-29	Appoint	Kindergarten Teacher Long-Term Substitute 10.30.30.BVT	BA Step 1	\$245.73/day	Briggs	12/14/15	4/5/16	Replacing TA Greater than 60 days
Laura Filan 11-130-100-101-29	Appoint	English Teacher Long-Term Substitute 10.70.70.AOP		\$200/day	Middle School	11/16/15	1/22/16	Replacing GM Less than 60 days
Kelly Curran 11-000-218-104-29	Appoint	School Counselor Long-Term Substitute 10.70.70.ACK		\$200/day	Middle School	1/4/16	3/24/16	Replacing KS Less than 60 days
Deborah Helfand	Appoint	Bedside Instruction		\$42.45/hr.	District	10/20/15	6/30/16	
David Gillespie	Appoint	Bedside Instruction		\$42.45/hr.	District	11/2/15	6/30/16	
GM	Medical Leave	10.70.70.AOP			Middle School	10/13/15	1/22/16	Utilizing 7 ¼ sick, 3 personal and 52 ¾ unpaid days
DM	Medical Leave	10.30.30.AAV			Briggs	11/20/15	12/8/15	Utilizing 11 sick days
DH	Adjusted Maternity Leave	10.10.10.ADA			Stanlick	9/1/15	1/16/16	Utilizing 8 sick and 76 unpaid days
GW	Adjusted Maternity Leave	10.80.80.ARC			High School	9/15/15	12/12/15	Utilizing 21 sick days and 37 unpaid days
PD	Medical Leave	10.80.80.ACM			High School	1/4/16	3/24/16	Utilizing 58 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
Emilie Farrell	Termination	Special Ed. Aide 09.70.70.BDK			Cozy Lake	11/11/15	11/25/15	
Linda Whitehead	Resignation	Special Education 09.40.40.BWF			Milton	10/20/15	11/4/15	
Elizabeth Gernhardt	Resignation	Special Ed. Aide 09.40.40.BUS			Milton	10/21/15	11/5/15	
Jason Exter	Resignation	Technical Support Assistant 12.80.82.BTE			District	11/30/15	12/1/15	
Carol Lynn Monzo	Resignation	Group IV Secretary 12.80.82.ADU			High School	11/11/15	12/12/15	
Susan Mautone	Resignation	Special Ed. Aide 09.40.40.BBK			Milton	11/16/15	11/30/15	
Judy Nagy-Kiss	Resignation	Special Ed. Aide 09.40.40.BWN			Milton	11/18/15	12/11/15	
Katrina Thompson	Resignation	Secretary 10.60.60.AEG			White Rock	11/24/15	12/24/15	
Kelly Curran	Resignation	Special Ed. Aide 09.80.80.BDV			High School	11/24/15	12/24/15	
Yolanda Talmadge 11-000-240-105	Appoint	Secretary 12.70.72.AFC	Group IV Step 10	\$49,530	Middle School	1/1/16	6/30/16	Replacing KF
Kelly Miller 11-000-218-105	Change of Assignment	Group IV Secretary 12.80.82.ADU	Group IV Step 1	\$43,922	High School	12/14/15	6/30/16	Replacing CM
Emily Nimmo 11-204-100-106	Adjusted Start Date	Special Ed. Aide Long-term Sub 09.10.10.BUB	Step 1	\$19.65/hr	Stanlick	11/23/15	3/25/16	Replacing ED 3.5 hrs/day w/o benefits
JoAnn Bley 11-209-100-106	Transfer/Account and Assignment Change	Special Ed. Aide	Step 2	\$19.95/hr	Stanlick	11/2/15	6/30/16	3.5 hrs/day w/o benefits
Gina Maron 11-209-100-106	Transfer/Account and Assignment Change	Special Ed. Aide	Step 1	\$19.65/hr	Stanlick	11/2/15	6/30/16	3.5 hrs/day w/o benefits
Heidi Roberts 11-214-100-106	Assignment/Account Change	Special Ed. Aide	Step 1	\$19.65/hr	White Rock	11/2/15	6/30/16	3.5 hrs/day w/o benefits
Linda Shnyder 11-214-100-106	Assignment/Account Change	Special Ed. Aide	Step 1	\$19.65/hr	Middle School	11/30/15	6/30/16	3.5 hrs/day w/o benefits
Ashley Nimmo 11-000-217-106	Assignment/Account Change	Special Ed. Aide	Step 1	\$19.65/hr	Middle School	11/30/15	6/30/16	3.5 hrs/day w/o benefits
Suzanne Wilde 11-204-100-106	Assignment/Account Change	Special Ed. Aide	Step 1	\$19.65/hr	Middle School	11/30/15	6/30/16	3.5 hrs/day w/o benefits
Radhika Jayakumar 11-204-100-106	Assignment/Account Change	Special Ed. Aide	Step 4	\$20.57/hr	Middle School	11/30/15	6/30/16	3.5 hrs/day w/o benefits
Brittany Roberts 11-000-217-106	Assignment/Account Change	Special Ed. Aide	Step 1	\$19.65/hr	Middle School	11/30/15	6/30/16	3.5 hrs/day w/o benefits
Robert Fleming	Salary Adjustment	Technology Coordinator 80.80.82.BTA		\$109,316	District	7/1/15	6/30/16	
Richard Gherardi	Salary Adjustment	Network Administrator 12.80.82.BTB		\$96,455	District	7/1/15	6/30/16	
Rita Giacchi	Salary Adjustment	Assistant Business Administrator 08.80.90.BTK		\$91,800	District	7/1/15	6/30/16	
Donna Guarino	Salary Adjustment	Confidential Secretary 08.90.92.AEB		\$60,592	District	7/1/15	12/31/15	
Donna Guarino 11-000-251-105	Salary Adjustment	Coordinator of Human Resources 08-90-92 BEY		\$61,731	District	1/1/16	6/30/16	
Mary Judge	Salary Adjustment	Administrative Assistant 08.90.92.AEJ		\$67,085	District	7/1/15	6/30/16	
Patricia McGill	Salary Adjustment	Purchasing Specialist 08.90.92.AEQ		\$62,031	District	7/1/15	6/30/16	
Jennifer Renninger	Salary Adjustment	Confidential Secretary 08.90.92.AEO		\$52,000	District	7/1/15	6/30/16	
Tracy Shatzel	Salary Adjustment	Confidential Secretary 11.90.92.AEL		\$60,592	District	7/1/15	6/30/16	
Donna Vander Ploeg	Salary Adjustment	Coordinator of Human Resources 08.90.92.BEY		\$61,731	District	7/1/15	6/30/16	
Thomas Vogel	Salary Adjustment	Master Mechanic 08.90.92.ALN		\$89,055	District	7/1/15	6/30/16	
Joseph Yuhas	Salary Adjustment	Supervisor of Maintenance, Grounds and Custodial Staff 12.90.92		\$90,168	District	7/1/15	6/30/16	
ED	Adjusted Maternity Leave	09.10.10.BUB			Stanlick	11/23/15	3/24/16	Utilizing 9 sick days and 69 unpaid days

Name	Nature of Action	Position/Control Number	Deg/Step	Salary**	Loc.	Date Effective	Date Termin.	Discussion
LK	Medical Leave	09.60.60.BSQ			White Rock	10/23/15	11/2/15	Utilizing 7 sick days
EA	Intermittent Family Leave	09.60.60.BCT			White Rock	10/15/15	6/30/16	Utilizing an undetermined amount of personal and unpaid days
DS	Medical Leave	12.90.92.BSW			District	10/26/15	2/5/16	Utilizing 68 sick days
BR	Maternity Leave	09.70.70.BDL			Middle School	4/11/16	5/21/16	Utilizing 10 sick, 3 personal, and 17 unpaid days
LR	Family Leave	09.80.80.BCV			High School	11/16/15	11/24/15	Utilizing 3 personal and 3 unpaid days
AP	Medical Leave	10.90.90.AZX			District	11/23/15	12/4/15	Utilizing 8 sick days
MP	Adjusted Medical Leave	12.70.72.AKD			Middle School	8/18/15	11/13/15	Utilizing 1 personal, 52 sick and 10 unpaid 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
Donna De Robertis	Appoint	Substitute Teacher		\$80/diem	District	11/25/15	6/30/16	
J. Andrew Brummer	Appoint	Substitute Teacher		\$80/diem	District	11/25/15	6/30/16	
Diana Carroll	Appoint	Substitute Teacher		\$80/diem	District	10/27/15	6/30/16	
Kaitlin Goetchius	Appoint	Substitute Teacher		\$80/diem	District	10/30/15	6/30/16	
Lori Weber	Appoint	Substitute Teacher		\$80/diem	District	10/20/15	6/30/16	
Lindsay Curasco	Appoint	Substitute Teacher		\$80/diem	District	11/25/15	6/30/16	
Jessica Baker	Appoint	Substitute Teacher		\$80/diem	District	11/25/15	6/30/16	
Zachary Bagnall	Appoint	Substitute Teacher		\$80/diem	District	11/18/15	6/30/16	
Frances McBride	Appoint	Substitute Secretary		\$11.50/hr.	District	10/20/15	6/30/16	
Shannon Carroll	Appoint	Substitute Aide		\$10/hr.	District	11/10/15	6/30/16	
Frances McBride	Appoint	Substitute Aide		\$10/hr.	District	10/20/15	6/30/16	
Lori Weber	Appoint	Substitute Aide		\$10/hr.	District	10/20/15	6/30/16	
Danielle Castiglione	Appoint	Substitute Aide		\$10/hr.	District	10/26/15	6/30/16	
Robin Mutsavage	Appoint	Substitute Aide		\$10/hr.	District	11/17/15	6/30/16	
Brielle Kaschak	Appoint	Substitute Aide		\$10/hr.	District	11/23/15	6/30/16	
Douglas Helmstetter	Appoint	Substitute Custodian		\$15/hr.	District	11/25/15	6/30/16	
Alexander Peterson	Appoint	Substitute Custodian		\$15/hr.	District	11/25/15	6/30/16	
Patrick Cryan	Appoint	Substitute Mechanic		\$15/hr.	District	11/4/15	6/30/16	

E. STUDENT INTERN/TEACHER							
Name	School	Subject	Locations	Date Effective	Date Termin.	Discussion	
Chad Strother	William Paterson University	Special Education	Cozy Lake	1/21/16	5/5/16		
Jessica Nolfi	William Paterson University	English	High School	1/21/16	5/5/16		
Timothy McClurg	William Paterson University	Chemistry	High School	1/21/16	5/5/16		
Kelsey Corsaro	Fairleigh Dickinson	Math	Middle School	1/25/16	5/13/16		
David Blauvelt	William Paterson University	Art	High School	1/21/16	5/5/16		

F. CURRICULUM WRITING - Appointments are at the 14/15 salary guide until such time as negotiations have been completed 11-000-221-104-20							
Name	Nature of Action	Position	Salary	Loc.	Date Effective	Date Termin.	Maximum Hours
Daniel Papa	Rescind	AP US Government & Politics	\$37.14/hr	High School	7/1/15	6/30/16	40 hours
Marguerite Moya	Appoint	AP US Government & Politics	\$37.14/hr	High School	11/1/15	6/30/16	40 hours

G. 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
Beth Nash	Rescind	Literary Magazine	3	\$2,295	High School	9/1/15	6/30/16	
Casey Tinston	Appoint	Literary Magazine	3	\$2,295	High School	9/1/15	6/30/16	
Melissa Stewart	Appoint	Winter Guard Assistant	N/A	N/A	High School	11/1/15	6/30/16	

Name	Nature of Action	Position	Level	Salary	Loc.	Date Effective	Date Termin.	Discussion
Stephanie Montoya	Appoint	Winter Guard Assistant	N/A	N/A	High School	11/1/15	6/30/16	Volunteer Pending fingerprinting
Amy Garcia	Appoint	Foreign Language Honor Society (3 of 3)	1	\$646.00	High School	12/7/15	6/30/16	

H. Stokes Trip 11-401-100-101-00							
Name	Nature of Action	Position	Salary/Night	Loc.	Date Effective	Date Termin.	Discussion
Heather Smith	Appoint	Stokes Chaperone	\$125.00	Middle School	11/09/15	11/10/15	1 night
Pamela Graham	Appoint	Stokes Chaperone	\$125.00	Middle School	11/23/15	11/24/15	1 night

I. 2015-16 SCHOOL YEAR COACHING STAFF								
WINTER								
Name	Nature of Action	Position	Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Sean Quinn	Appoint	Assistant Ice Hockey	1	\$3755.05	High School	9/1/15	6/30/16	1 year of service
Lukas Cannarozzi	Appoint	Assistant Ice Hockey	N/A	N/A	High School	9/1/15	6/30/16	Volunteer
Greg Kreisinger	Appoint	Assistant Ice Hockey	N/A	N/A	High School	9/1/15	6/30/16	Volunteer
Marc Gaydos	Appoint	Assistant Ice Hockey	N/A	N/A	High School	9/1/15	6/30/16	Volunteer
Dale Schmidt	Appoint	Assistant Ice Hockey	N/A	N/A	High School	9/1/15	6/30/16	Volunteer
Brian Franks	Appoint	Assistant Ice Hockey	N/A	N/A	High School	9/1/15	6/30/16	Volunteer
Amanda McSorley	Appoint	Assistant Cheerleading	N/A	N/A	High School	9/1/15	6/30/16	Volunteer
Brandon Horetsky	Appoint	Assistant Basketball	N/A	N/A	High School	9/1/15	6/30/16	Volunteer
Kyla Kelly	Appoint	Assistant Indoor Track	N/A	N/A	High School	9/1/15	6/30/16	Volunteer

L.2 Motion to approve Advanced Salary Placements as indicated below:

Name	From	Present Salary	To
Ajaj, Laura	MA+15/21	\$87,168	MA+45/21
Arias, Anne	MA/08	\$56,261	MA+15/08
Baker, Jamie	BA+15/02	\$50,160	MA/02
Boucher, Lauren	MA/21	\$85,031	MA+15/21
Castimore, Shannon	MA+30/14	\$69,536	MA+45/14
Decker, Rachel	BA/05	\$51,175	BA+15/05
Fisher, Ernest	MA+30/18	\$82,563	MA+45/18
Gargone, Carol	MA/06	\$54,220	MA+15/06
Grisi, Mrgan	BA+15/06	\$53,205	MA+15/06
Haupt, Mchelle	BA/05	\$51,175	MA/05
Heller, Cheryl	MA+15/12	\$60,103	MA+30/12
Hoffman, Beth	MA/16	\$67,852	MA+15/16
James, Emily	BA+15/05	\$52,190	MA/05
Jones, Emily	BA+15/08	\$55,246	MA/08
Kelly, Kyla	BA/10	\$55,257	BA+15/10
Kircher, Lori	MA+15/18	\$76,403	MA+30/18
Koch, William	MA+15/08	\$57,276	MA+30/08
Koenig, Rachel	BA/04	\$50,160	BA+15/04
Kulick, Lauren	BA/08	\$54,231	BA+15/08
McLeod, Maryellen	MA+30/20	\$90,298	MA+45/20
MacDermid, James	BA/05	\$51,175	BA+15/05
Mathiasen, Susan	MA+30/16	\$75,541	MA+45/16
Morris, Jenna	MA/05	\$53,205	MA+15/05
Oyen, Kristen	BA/03	\$50,160	MA/03
Rose, Gino	MA/14	\$62,793	MA+15/14
Serzan, Kimberly	BA+15/02	\$50,160	MA/02
Smith, Heather	BA+15/08	\$55,246	MA+15/08
Smith, James	BA+15/04	\$51,175	MA/04
Spencer, Cheryl	BA/21	\$77,242	BA+15/21
Stager, William	MA+30/20	\$90,298	MA+45/20
Steinhardt, Michelle	BA/02	\$49,145	BA+15/02
Tinston, Casey	BA/03	\$50,160	BA+15/03

** Salary based on 2014/2015 salary guide; will be adjusted when negotiations have been completed and new guides have been adopted.

L.3 Motion to approve the Summer 2015 Course Reimbursements as indicated below:

Name	College	Class	Approval	Credits	Amount
Ajaj, Laura	Converse College	Mastering Teaching of Probability and Statistics	56	3	\$ 409.98
Ajaj, Laura	Converse College	Mastering the Teaching of Pre-Calculus	57	3	\$ 409.98
Ajaj, Laura	Converse College	Mastering Teaching of Calculus I	58	3	\$ 409.98
Ajaj, Laura	Converse College	Mastering the Teaching of Geometry	59	3	\$ 409.98
Ajaj, Laura	Converse College	Mastering Teaching of Algebra II	60	3	\$ 409.98
Ajaj, Laura	University of California San Diego	The Flipped Classroom: An Interactive Approach	74	3	\$ 287.46
Ajaj, Laura	University of California San Diego	Improving Your Students Test Taking Skills	75	3	\$ 287.46
Ajaj, Laura	University of California San Diego	Preparing Students for the Common Core Assessments	76	3	\$ 287.46
Ajaj, Laura	University of California San Diego	Reaching Students Through Character Education	77	3	\$ 287.46
Ajaj, Laura	University of California San Diego	Positive Discipline: Approach to Classroom Management	78	3	\$ 287.46
Arias, Anne	University of California San Diego	Classroom Management Survival Course	62	3	\$ 409.98
Arias, Anne	University of California San Diego	Best Practices for a Successful Primary Classroom	63	3	\$ 409.98
Baker, Jamie	Montclair State University	Research in Inclusive Early Childhood Education	21	3	\$ 409.98
Baker, Jamie	Montclair State University	Conceptual Foundations in Autism Spectrum Disorders	22	3	\$ 409.98
Bavosa, Sherry	Centenary College	Special Topics in Education	20	3	\$ 409.98
Boucher, Lauren	A.T. Still University	Scholarship of Teaching and Learning	50	4	\$ 526.68
Boucher, Lauren	A.T. Still University	O.T. Doctoral Project IV	49	2	\$ 293.28
Carline, Michele	Centenary College	Special Topics in Education	26	3	\$ 409.98

Name	College	Class	Approval	Credits	Amount
Carney, Elizabeth	Georgian Court University	Humor and Healing	48	3	\$ 409.98
Decker, Rachel	Grand Canyon University	Instructional Leadership/Literacy Coaching	87	4	\$ 526.68
Fisher, Ernest	University of California San Diego	The Flipped Classroom: An Interactive Approach	69	3	\$ 287.46
Fisher, Ernest	University of California San Diego	Reaching Students Through Character Education	70	3	\$ 287.46
Fisher, Ernest	University of California San Diego	Preparing Students for the Common Core Assessments	71	3	\$ 287.46
Fisher, Ernest	University of California San Diego	Improving Your Students Test Taking Skills	72	3	\$ 287.46
Fisher, Ernest	University of California San Diego	Positive Discipline: Approach to Classroom Management	73	3	\$ 287.46
Gage, Travis	Walden University	Curriculum Design for Learning	46	3	\$ 409.98
Gargone, Carol	University of California San Diego	Best Practices for a Successful Middle School Classroom	40	3	\$ 254.80
Gargone, Carol	University of California San Diego	Integrating Interactive Whiteboards into the Curriculum	41	3	\$ 254.80
Gargone, Carol	University of California San Diego	Differentiated Instruction: One Size Does Not Fit All	42	3	\$ 254.80
Gargone, Carol	University of California San Diego	Preparing Students for the Common Core Assessments	43	3	\$ 254.80
Gargone, Carol	University of California San Diego	Bullying: Awareness, Intervention and Prevention	44	3	\$ 254.80
Gugger, Daniel	Montclair State University	Differentiated Supervision	13	3	\$ 409.98
Gugger, Daniel	Montclair State University	Leadership and the Learning Organization	14	3	\$ 409.98
Haupt, Michelle	Montclair State University	Leading Curriculum Change for Student Achievement	10	3	\$ 409.98
Haupt, Michelle	Montclair State University	School and Community Relations	11	3	\$ 409.98
Haupt, Michelle	Montclair State University	Theory and Research in Administration: Fieldwork in District Level Leadership	12	3	\$ 409.98
Heller, Cheryl	University of California San Diego	Implementing the 5th Grade Common Core Math	35	3	\$ 254.80
Heller, Cheryl	University of California San Diego	Implementing the 4th Grade Common Core Math	36	3	\$ 254.80
Heller, Cheryl	University of California San Diego	Differentiated Instruction: One Size Does Not Fit All	37	3	\$ 254.80
Heller, Cheryl	University of California San Diego	Best Practices for a Middle School	38	3	\$ 254.80
Heller, Cheryl	University of California San Diego	The Flipped Classroom: An Interactive Approach	39	3	\$ 254.80
Kelly, Kyla	Capella University	School Counseling Residential Colloquium-Track 1	82	4	\$ 526.68
Koch, William	Centenary College	The Principalship	88	3	\$ 409.98
Koenig, Rachel	Walden University	Action Research for Educators	83	3	\$ 409.98
Kulick, Lauren	Messiah College	Percussion Pedagogy	23	3	\$ 409.98
MacDermid, James	University of California San Diego	Making the Most of the Internet in Your Classroom	30	3	\$ 222.60
MacDermid, James	University of California San Diego	Effectively Using iPods to Transform Your Classroom	31	3	\$ 222.60
MacDermid, James	University of California San Diego	Differentiated Instruction: One Size Does Not Fit All	32	3	\$ 222.60
MacDermid, James	University of California San Diego	The Flipped Classroom: An Interactive Approach	33	3	\$ 222.60
MacDermid, James	University of California San Diego	Google as a Classroom Tool for Learning	34	3	\$ 222.60
Mathiasen, Susan	New Jersey City University	Organization of Library Media Materials	5	3	\$ 409.98
McBride, Darlene	Centenary College	Behavior Management	47	3	\$ 409.98
Miceli, Sarah	Seton Hall University	Psychology of Human Development	15	3	\$ 409.98
Miceli, Sarah	Seton Hall University	Counseling Theory	16	3	\$ 409.98
Morris, Jenna	University of California San Diego	Reaching Students Through Character Education	51	3	\$ 254.70
Morris, Jenna	University of California San Diego	Positive Discipline: Approach to Classroom Management	52	3	\$ 254.70
Morris, Jenna	University of California San Diego	Bullying: Awareness, Intervention and Prevention	53	3	\$ 254.70
Morris, Jenna	University of California San Diego	Best Practices for a Successful Middle School Classroom	54	3	\$ 254.70
Morris, Jenna	University of California San Diego	Effectively Using iPods to Transform Your Classroom	55	3	\$ 254.70
Ortense, Stacey	Ramapo College of New Jersey	Change Leadership: Agents and Instructional Leaders	28	4	\$ 526.68
Oyen, Kristin	Grand Canyon University	Strategies to Teach Individuals with Intellectual Disability	6	4	\$ 526.68
Oyen, Kristin	Grand Canyon University	Educational Implications for Students with Physical and Health Implications	29	4	\$ 526.68
Rose, Gino	Clemson University	Understanding Scientific Communication	8	3	\$ 409.98
Rose, Gino	Clemson University	Understanding Scientific Research	9	3	\$ 409.98
Sauer, Molly	Fairleigh Dickinson University	Change: Curriculum Development and Program	84	3	\$ 409.98
Sauer, Molly	Fairleigh Dickinson University	Integrating Literacy and Technology	7	3	\$ 409.98
Silipena, Brian	California University of Pennsylvania	Curriculum Leadership: Using a Standards-Aligned System	24	3	\$ 409.98
Silipena, Brian	California University of Pennsylvania	Educational Leadership	25	3	\$ 409.98
Simler, Renee	Moore College of Art & Design	Advanced Strategies for Teaching Art	1	3	\$ 409.98
Spencer, Cheryl	Kean University	Practicum -Summer II	86	3	\$ 409.98
Spencer, Cheryl	Kean University	Speech-Language-Audiology	85	1.5	\$ 234.93
Steinhardt, Michelle	Montclair State University	Research in Inclusive Early Childhood Education	2	3	\$ 409.98
Steinhardt, Michelle	Montclair State University	Conceptual Foundations in Autism Spectrum Disorders	3	3	\$ 409.98
Steinhardt, Michelle	Montclair State University	Literacy Strategies for the Inclusive Elementary Classroom	4	3	\$ 409.98
Stettler, Amy	Drew University	Studies in American Literature	27	3	\$ 409.98
Total					\$26,666.65

MOTION: Mrs. Van Ness	SECOND: Mrs. Poulas			
Name	Ayes	Nays	Abstain	Absent
Mr. Cuccio	X			
Mr. Millar	X			
Mrs. Poulas	X			
Mr. Quigley	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 Mr. Cuccio, to accept the recommendation of the Superintendent to approve and adopt motions M.1 through M.7, as described below:

M.1 Motion to approve tuition students received for the 2015-2016 school year, as indicated below:

Student	School	Tuition	Effective
M/15-9	State of New Jersey	\$22,125	10/5/15-6/30-16

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

Student	School	Tuition	Effective
F/16-5	Sage Day School	\$24,195.60	11/9/15-6/30/16

M.3 Motion to rescind student placement for the 2015-2016 school year, as indicated below plus related services as needed:

Student	School	Tuition	Effective
M/20-7	Montgomery School	\$55,038.15	9/04/15
M/13-3	Morris Union Jointure DLC	\$70,000.00	10/30/15

M.4 Motion to approve the following day trips:

School/Group/Activity	Location	Dates
JTHS AP Environmental Science	Butterworth Waste Water Treatment Plant, Morristown, NJ	November 20, 2015
JTHS Student Council	Randolph High School, Randolph, NJ	December 3, 2015
JTHS Debate	Kittatinny High School, Newton, NJ	December 3, 2015
JTHS AP English	Newark Museum, Newark, NJ	December 4, 2015
Briggs, Stanlick, Cozy Lake, White Rock	Star of the Sea Church, Lake Hopatcong, NJ	December 9, 2015
JTMS Chorus	Star of the Sea Church, Lake Hopatcong, NJ	December 5, 2015
JTHS Debate	Sparta High School, Sparta, NJ	February 12, 2016
Cozy Lake, Grade 2	Waterloo Village, Stanhope, NJ	April 15, 2016
JTHS AP US History	Ellis Island, Jersey City, NJ	May 17, 2016
White Rock School, Grade 3	Bronx Zoo, Bronx, NY	May 17, 2016
Briggs School, Grade 2	Liberty Science Center, Jersey City, NJ	May 20, 2016
JTMS Choir and Band	Calvary Temple and Dorney Park, Allentown, PA	May 20, 2016
JTHS Environmental Science	Arthur Stanlick School, Wharton, NJ	May 27, 2016

M.5 Motion to approve the following overnight trips:

School/Group/Activity	Location	Dates
JTHS Ski Team	NASTAR and Gate Training, Whiteface Mountain, Wilmington, NY	January 22 to January 24, 2016
JTHS Cheerleading Team	National Cheerleading Competition, Orlando, FL	March 2 to March 6, 2016
JTHS Wrestling	NJSIAA Wrestling State Championship, Atlantic City, NJ	March 3 to March 6, 2016

M.6 Motion to Recognize and Accept the Harassment, Intimidation and Bullying Incidences (HIB) from October 19, 2015 through November 24, 2015.

RESOLVED, That upon the Recommendation of the Superintendent, the Jefferson Township Board of Education recognizes the Harassment, Intimidation, and Bullying incidences reported from October 19, 2015 through November 24, 2015, as summarized below:

School	Incidents Reported	Confirmed Incidents of HIB	Inconclusive – Case Will Remain Active
Ellen T. Briggs	0	0	0
Stanlick	1	0	0
Milton	0	0	0
Cozy Lake	0	0	0
White Rock	0	0	0
JTMS	2	1	0
JTHS	7	3	4

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

M.7 Motion to recognize Emergency school bus evacuation drills of October 8, 14, 27 and 29, 2015

High School October 8, 2015		Middle School October 14, 2015		E.T. Briggs/Stanlick Schools October 27, 2015		Milton/Cozy Lake/ White Rock Schools October 29, 2015	
Route #	Observed By	Route #	Observed By	Route #	Observed By	Route #	Observed By
HM01	Kircher	HM01	Rebecky	H1	Arias	M1	Plotts
HM02	Kelly	HM02	Ryan	H2	Jones	M2	Barile
HM03	Hall	HM03	Thompson	H3	Arias	M3	Barile
HM04	DiRupo	HM04	Eck	H4	Arias	M4	Plotts
HM05	Chapman	HM05	Kielty	H5	Jones	M5	Plotts
HM06	Kalish	HM06	Koch	H6	Arias	M8	Barile
HM07	Silipena	HM07	Rebecky	H7	Arias	M9	Reid
HM08	Moscattello	HM08	Ryan	H8	Jones	M10	Plotts
HM09	Kircher	HM09	Thompson	H9	Arias	M11	Barile
HM10	Kelly	HM10	Eck	H10	Arias	M12	Plotts
HM11	Hall	HM11	Kielty	H11	Arias	M13	Barile
HM12	DiRupo	HM12	Koch	H12	Arias	M14	Barile
HM13	Chapman	HM13	Rebecky	H13	Arias	M15	Plotts
HM14	Kalish	HM14	Ryan	H15	Arias	M16	Barile
HM15	Silipena	HM15	Thompson			V1AM	Milan
HM16	Moscattello	HM16	Eck			V1MD	Oyen
HM17	Kircher	HM17	Kielty			V2AM	Hunter
HM18	Kelly	HM18	Koch			V2MD	Hunter
HM19	Hall	HM19	Rebecky			V3AM	Dixon
HM20	DiRupo	HM20	Ryan			V3MD	Hannan
HM21	Chapman	HM21	Thompson			V4AM	Lundsten
HM22	Kalish	HM22	Eck				
HM23	Silipena	HM23	Kielty				
HM24	Moscattello	HM24	Rebecky				
HM25	Kircher	HM25	Ryan				
HM26	Kelly	HM26	Thompson				
HM27	Hall	HM27	Eck				
HM28	DiRupo	HM28	Kielty				
HM29	Chapman	HM29	Koch				
HM30	Kalish	HM30	Rebecky				
HM31	Silipena	HM31	Ryan				
HM32	Moscattello	HM32	Thompson				
HM33	Kircher	HM33	Eck				
HMV1	Kelly	HMV1	Kielty				

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

Enrollment as of 10/30/15:

	Oct. 2014	Oct. 2015
Milton	149	137
Cozy Lake	230	206
Arthur Stanlick	362	346
E.T. Briggs	313	285
White Rock	379	385
Total Elementary	1,433	1,359
JTMS	784	770
JTHS	1,007	1,023
GRAND TOTAL	3,224	3,152
Tuition students received	3	3
Out-of-district placement	33	34

N. COMMUNICATIONS

- None

O. OLD BUSINESS

- None

P. NEW BUSINESS

P.1 Motion by Mrs. Van Ness, seconded by Mr. Cuccio, to accept resignation of Board Member Danielle Rowan, effective November 4, 2015 and announce vacant seat to be filled.

P.2 Board Goals

Motion by Mrs. Van Ness, seconded by Mr. Cuccio, to establish the following Board Goals for the 2015-2016 School Year:

- Conduct Superintendent Search and oversee transition
- Fill Board Member Vacancy
- Develop Facilities Long Range Plan to address needed improvements

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

P.3 Election Results

Three Year Terms – January 1, 2016 – December 31, 2018 (3 seats*)

<u>Candidate</u>	<u># of Votes</u>
Choi, Eric	548
Afflerbach, Joseph D.	486
Stewart, Michael	593
Gould, Amy*	809
Van Ness, Jill*	833
Senatore, Melissa*	872
<u>Write In</u>	<u>32</u>
Total	4,173

Q. PUBLIC COMMENTS

- Several members of the high school football team presented a letter regarding coaches.

R. BOARD MEMBER COMMENTS

- The Board wished everyone a Happy Thanksgiving.
- A Board member attended the High School comedy show.
- Several Board members thanked the business office staff for their work on the annual audit.
- Mr. Millar noted the 6th grade boys’ recreation football team won the championships.

S. **ADJOURN**

Motion by Mr. Stewart, seconded by Mrs. Van Ness that the meeting adjourn at 8:07 PM.

Respectfully submitted,

Dora E. Zeno
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)
Carline, Michele	Jan. 27	New Brunswick, NJ	Co-Teaching That Works	\$ 245.00	Own	49	-	-	-	-	\$ 245.00
Cinnamon, Christine	Jan. 27	New Brunswick, NJ	Co-Teaching That Works	\$ 245.00	Own	49	-	-	-	-	\$ 245.00
Courtney, Jan	Feb. 18-20	East Brunswick, NJ	NJ Music Educators' Association National Conference	\$ 165.00	Own	-	-	-	-	-	\$ 165.00
DiColo, John	Dec. 11-16	Orlando, FL	NFHS/NIAAA National Conference	\$ 470.00	\$ 332.00	90	\$ 190.00	5	\$ 59.00	5.5	\$ 2,076.00
Howe, Jeanne	Dec.7 & 10	Central Office	Introduction to Excel/Intermediate Excel	\$ 501.50	-	-	-	-	-	-	\$ 501.50
Fleming, Kimberly	Dec.7 & 10	Central Office	Introduction to Excel/Intermediate Excel	\$ 501.50	-	-	-	-	-	-	\$ 501.50
Guarino, Donna	Jan. 28-29	Chicago, IL	AppliTrack Certification Academy	\$ 695.00	\$ 275.00	60	\$ 141.00	2	\$ 74.00	1.75	\$ 1,381.50
Judge, Mary	Dec.7 & 10	Central Office	Introduction to Excel/Intermediate Excel	\$ 501.50	-	-	-	-	-	-	\$ 501.50
Judge, Mary	Dec.9 & 18	Central Office	Intermediate Word/Advanced Word	\$ 501.50	-	-	-	-	-	-	\$ 501.50
Shatzel, Tracy	Dec.7 & 10	Central Office	Introduction to Excel/Intermediate Excel	\$ 501.50	-	-	-	-	-	-	\$ 501.50
Towers, Wendy	Jan. 14	Fairfield, NJ	Revitalizing Your Library Space	\$ 239.00	Own	40	-	-	-	-	\$ 239.00
Zeno, Dora	Feb. 17-20	Las Vegas, NV	ASBO International Leadership Conference	\$ 450.00	\$ 550.00	60	\$ 251.00	4	\$ 64.00	5	\$ 2,292.00

All Meals are prorated 75% on travel days