

**JEFFERSON TOWNSHIP BOARD OF EDUCATION**

**Regular Meeting Minutes**

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

**Jefferson Township High School Media Center**

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**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:**

|                                                | <u>Present</u> | <u>Absent</u> |
|------------------------------------------------|----------------|---------------|
| Mr. Cuccio                                     | _____          | <u>  X  </u>  |
| Mrs. Poulas                                    | <u>  X  </u>   | _____         |
| Mr. Quigley                                    | <u>  X  </u>   | _____         |
| Miss Rowan                                     | <u>  X  </u>   | _____         |
| Mrs. Senatore <i>(arrived @ 7:21pm)</i>        | <u>  X  </u>   | _____         |
| Mr. Stewart                                    | <u>  X  </u>   | _____         |
| Mrs. Van Ness                                  | <u>  X  </u>   | _____         |
| Mr. Millar, Vice President                     | <u>  X  </u>   | _____         |
| Mr. Smith, President                           | <u>  X  </u>   | _____         |
| Mark Dominguez, <i>Student Representative</i>  | <u>  X  </u>   | _____         |
| Patrik Harsanyi, <i>Student Representative</i> | <u>  X  </u>   | _____         |

**D. CLOSED SESSION**

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

BE IT RESOLVED, by the Jefferson Township Board of Education on this 19<sup>th</sup> day of January, 2015 at 7:00 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, any investigations or tactics or techniques to protect persons or public property, litigation, anticipated litigation and attorney-client matters.
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 7:25 PM.

**E. SUPERINTENDENT'S REPORT**

- Mr. Kraemer reported on the Good News and Progress in Our Schools including various donations.

**F. PRESENTATIONS**

The following training was presented by Superintendent Joseph Kraemer to all Board Members:

**HARASSMENT, INTIMIDATION AND BULLYING (HIB) TRAINING**

- Specialists
    - District
    - Building
  - Definitions
  - Expected Behavior
  - Reporting on HIB
  - Investigations
  - Interventions
  - School Climate
  - Character Education
  - T.E.A.M Approval
- Mr. Kraemer presented the 2014 Harrassment, Intimidation and Bullying Report Card
  - Ms. Stacey Ortense, Gifted & Talented Teacher at White Rock School presented an overview of the TREP\$ Program.

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

- None

**H. STUDENT REPRESENTATIVES**

- The Student Representatives spoke of the debates and tournaments. They also reported that Project Stay Gold, a program designed to bring awareness to human trafficking, is launching more chapters in other schools.

**I. COMMITTEE REPORTS**

- **Building Needs and Finance Committee** – Mr. Millar reported the Committee discussed topics such as the status of the High School Well Water, noting the district’s engineer gave an overview of the circumstances of the failure to the Committee. The Committee also review the budget development process, identification of board goals, water filtration/coolers to reduce disposable plastic bottles, the upcoming food service RFP, the Federal Grant Audit (District will be audited March 18-20, 2015 for FY 2014 & 2015), and Facilities Software Implementation.
- **Education Committee** – Mrs. Poulas highlighted the topics discussed at the January 5 Committee meeting including: approval of meeting dates, Morris County School of Technology Satellite Program, Hour of Code, approval of day field trips, all day field trips were recommended for approval, approval of overnight field trips, and one “New Business” item, as described below:
  - Based on feedback from the PTSA, Mr. Mundi sent a letter to students who have three or more Honors/AP classes in their schedules to recognize their achievement. After the first marking period, Mr. Mundi is pleased to announce that over 195 letters have been sent home recognizing our High School students.
- **Negotiations Committee** – Mrs. Senatore reported the Committee met on January 13. The next negotiation session will take place on January 27 in the Central Office.

**J. MINUTES OF MEETINGS**

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

December 15, 2014 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 Mrs. Poulas, seconded by Miss Rowan, that the minutes of the following meetings be approved as submitted:

January 5, 2015 Annual Organization Meeting Minutes

| MOTION: Mrs. Poulas |      | SECOND: Miss Rowan |         |        |
|---------------------|------|--------------------|---------|--------|
| 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. Millar, seconded by Mr. Quigley, to accept the recommendation of the Superintendent to approve and adopt motions K.1 through K.6, as described below:

**K.1** Motion to approve the **purchase order** list dated December 2014 in the amount of **\$164,711.40**.

**K.2** Motion to approve the **check journal** as of December 2014 in the amount of **\$5,071,429.69**.

| Fund                  | Amount                 |
|-----------------------|------------------------|
| General (11)          | \$ 4,944,203.74        |
| Capital Outlay (12)   | \$ 5,470.46            |
| Special Revenue (20)  | \$ 118,905.59          |
| Capital Projects (30) | \$ 2,849.90            |
| <b>Total</b>          | <b>\$ 5,071,429.69</b> |

**K.3** Motion to approve the funds **transfers** in the 2014-2015 Fiscal Year, dated December 2014 in the amount of **\$1,158,664.73**.

**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 November 30, 2014, 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 November 30, 2014, 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 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 (*copy attached*).

| MOTION: Mr. Millar | 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                   |      |         |        |

**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.4, 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                                       |
| Estrella Molinet                       | Resignation      | Assistant Business Administrator                      |          |           | District | 12/18/14       | 2/14/15      |                                                  |
| Meghan Fredericks<br>11-000-221-104-20 | Appoint          | Supervisor of Language Arts and Media<br>25.80.82.ABQ | MA       | \$100,000 | District | 3/23/15        | 6/30/15      | Replacing RK<br>May be sooner upon early release |
| Rita O. Giacchi<br>11-000-251-104      | Appoint          | Assistant Business Administrator                      |          | \$90,000  | District | 2/9/15         | 6/30/15      | Replacing EM<br>Certified Public Accountant      |
| MP                                     | Medical Leave    | Supervisor of Math and Business<br>25.80.82.BTS       |          |           | District | 11/11/14       | 12/9/14      | Utilizing 9 sick days<br>(not consecutive)       |

| <b>B. INSTRUCTIONAL</b>                         |                            |                                                     |                             |                     |                       |                    |                    |                                                                           |
|-------------------------------------------------|----------------------------|-----------------------------------------------------|-----------------------------|---------------------|-----------------------|--------------------|--------------------|---------------------------------------------------------------------------|
| Name                                            | Nature of Action           | Position/Control Number                             | Deg/Step                    | Salary              | Loc.                  | Date Effective     | Date Termin.       | Discussion                                                                |
| Sean Hardy                                      | Terminate                  | Special Ed. Teacher<br>10.10.10.BOJ                 |                             |                     | Stanlick              | 1/15/15            | 1/15/15            |                                                                           |
| Agata Giec-Ujda<br>11-140-100-101               | Start Date/Salary Change   | Chemistry Teacher<br>10.80.80.ARZ                   | MA<br>Step 5                | \$53,205            | High School           | 1/19/15            | 6/30/15            | Replacing TV                                                              |
| Jacqueline Hoglund<br>11-120-100-101-29         | Additional Day             | Elementary Teacher<br>Long-term Sub<br>10.30.30.AGP | BA<br>Step 1                | \$245.73/day        | Briggs                | 9/1/14             | 1/6/15             | Replacing MG<br>Greater than 60 days                                      |
| <del>Leighann Hagemann<br/>11-213-100-101</del> | <del>Appoint</del>         | <del>Special Ed. Teacher<br/>10.60.60.ATZ</del>     | <del>BA+15<br/>Step 2</del> | <del>\$50,180</del> | <del>White Rock</del> | <del>3/23/15</del> | <del>6/30/15</del> | <del>Replacing LB<br/>May be sooner upon early release</del>              |
| Leighann Hagemann<br>11-213-100-101             | Appoint                    | Special Ed. Teacher<br>10.60.60.ATZ                 | BA+15<br>Step 2             | \$50,160            | White Rock            | 3/23/15            | 6/30/15            | Replacing LB<br>May be sooner upon early release                          |
| Jason Perler<br>11-209-100-101                  | Appoint                    | Special Ed. Teacher<br>10.10.10.BOJ                 | BA<br>Step 1                | \$49,145            | Stanlick              | 1/26/15            | 6/30/15            | Replacing SH                                                              |
| LC                                              | Maternity Leave            | Special Ed. Teacher<br>10.70.70.AJJ                 |                             |                     | Middle School         | 4/13/15            | 6/30/15            | Utilizing 30 sick days<br>and 19 unpaid days                              |
| LC                                              | Family Leave               | Special Ed. Teacher<br>10.70.70.AJJ                 |                             |                     | Middle School         | 9/1/15             | 6/30/16            | Entire school year                                                        |
| LB                                              | Intermittent Family Leave  | Occupational Therapist<br>10.10.10.ADK              |                             |                     | Stanlick              | 1/8/15             | 6/30/15            | Utilizing 3 personal, 4 family<br>and an unknown amount of<br>unpaid days |
| ST                                              | Maternity Leave            | English Teacher<br>10.70.70.AON                     |                             |                     | Middle School         | 4/13/15            | 6/30/15            | Utilizing 49 sick days                                                    |
| ST                                              | Family Leave               | English Teacher<br>10.70.70.AON                     |                             |                     | Middle School         | 9/1/15             | 11/23/15           | Utilizing 56 unpaid days                                                  |
| JG                                              | Intermittent Family Leave  | STEM Teacher<br>10.70.70.AQP                        |                             |                     | Middle School         | 1/26/15            | 6/19/15            | Utilizing 48 unpaid days                                                  |
| NF                                              | Intermittent Medical Leave | Elementary Teacher<br>10.50.50.AHGON                |                             |                     | Cozy Lake             | 2/23/15            | 3/13/15            | Utilizing 8 unpaid days                                                   |
| NF                                              | Intermittent Medical Leave | Elementary Teacher<br>10.50.50.AHGON                |                             |                     | Cozy Lake             | 2/23/15            | 3/13/15            | Utilizing 8 sick days                                                     |

\*Requires Mentoring

| <b>C. NON-INSTRUCTION</b>             |                             |                                  |          |            |               |                |              |                                                        |
|---------------------------------------|-----------------------------|----------------------------------|----------|------------|---------------|----------------|--------------|--------------------------------------------------------|
| Name                                  | Nature of Action            | Position/Control Number          | Deg/Step | Salary     | Loc.          | Date Effective | Date Termin. | Discussion                                             |
| Susan Farley                          | Retirement                  | Special Ed. Aide<br>09.40.40.BCA |          |            | Milton        | 6/30/15        | 7/1/15       | Retiring after 15 years of service                     |
| Michelle Craig                        | Resignation                 | Special Ed. Aide<br>09.80.80.BTZ |          |            | High School   | 1/2/15         | 1/16/15      |                                                        |
| Manal Kanaa                           | Terminate                   | Special Ed. Aide<br>09.40.40.BNX |          |            | Milton        | 1/17/15        | 1/17/15      |                                                        |
| Michelle Minimi<br>11-204-100-106     | Appoint                     | Special Ed. Aide<br>09.60.60.BBH | Step 1   | \$19.65/hr | White Rock    | 1/16/15        | 6/30/15      | 3.5 hrs/day w/o benefits<br>New position, not budgeted |
| Geraldine Pelliteri<br>11-212-100-106 | Appoint                     | Special Ed. Aide<br>09.60.60.BJJ | Step 1   | \$19.65/hr | Briggs        | 1/16/15        | 6/30/15      | 3.5 hrs/day w/o benefits<br>Replacing CT               |
| Patricia Young<br>11-214-100-106      | Appoint                     | Special Ed. Aide<br>09.80.80.BTZ | Step 1   | \$19.65/hr | High School   | 1/15/15        | 6/30/15      | 3.5 hrs/day w/o benefits<br>Replacing CT               |
| Christy Tonnesen<br>11-204-100-106    | Transfer and Account Change | Special Ed. Aide<br>09.60.60.BBI | Step 5   | \$20.89/hr | White Rock    | 1/20/15        | 6/30/15      | 3.5 hrs/day w/o benefits<br>New position, not budgeted |
| Brian DeYoung<br>11-209-100-106       | Appoint                     | Special Ed. Aide<br>09.80.80.BDR | Step 1   | \$19.65/hr | High School   | 2/2/15         | 6/30/15      | Replacing JW<br>3.5 hrs/day w/o benefits               |
| LG                                    | Intermittent Medical Leave  | Secretary<br>12.80.82.AFG        |          |            | High School   | 11/6/14        | 6/30/15      | Utilizing an unknown<br>amount of sick days            |
| KV                                    | Medical Leave               | Special Ed. Aide<br>09.40.40.BUN |          |            | Milton        | 1/2/15         | 1/10/15      | Utilizing 6 sick days                                  |
| MB                                    | Medical Leave               | Special Ed. Aide<br>09.40.40.BUN |          |            | Milton        | 1/16/15        | 3/17/15      | Utilizing 3 personal, 22<br>sick and 10 unpaid days    |
| BG                                    | Medical Leave               | Custodian<br>12.60.62.AKX        |          |            | White Rock    | 3/9/15         | 4/2/15       | Utilizing 19 sick days                                 |
| RV                                    | Adjusted Medical Leave      | Special Ed. Aide<br>09.70.70.BNQ |          |            | Middle School | 12/8/14        | 2/13/15      | Utilizing 14 sick days<br>and 29 unpaid day            |
| JE                                    | Medical Leave               | Special Ed. Aide<br>09.40.40.BEW |          |            | Milton        | 1/20/15        | 5/18/15      | Utilizing 78 sick days                                 |

| <b>D. SUBSTITUTES/OTHER</b> |                  |                    |       |           |          |                |              |            |
|-----------------------------|------------------|--------------------|-------|-----------|----------|----------------|--------------|------------|
| Name                        | Nature of Action | Position           | Level | Salary    | Loc.     | Date Effective | Date Termin. | Discussion |
| Michelle Minimi             | Appoint          | Substitute Teacher |       | \$80/diem | District | 1/6/15         | 6/30/15      |            |
| Marisa Galfo                | Appoint          | Substitute Teacher |       | \$80/diem | District | 1/20/15        | 6/30/15      |            |
| Jennifer Cicak              | Appoint          | Substitute Teacher |       | \$80/diem | District | 1/20/15        | 6/30/15      |            |
| Chelsea Olsen               | Appoint          | Substitute Teacher |       | \$80/diem | District | 1/20/15        | 6/30/15      |            |
| Jeanine Struble             | Appoint          | Substitute Teacher |       | \$80/diem | District | 1/20/15        | 6/30/15      |            |
| Jessica House               | Appoint          | Substitute Teacher |       | \$80/diem | District | 1/20/15        | 6/30/15      |            |

| Name            | Nature of Action | Position           | Level | Salary    | Loc.     | Date Effective | Date Termin. | Discussion |
|-----------------|------------------|--------------------|-------|-----------|----------|----------------|--------------|------------|
| Rebecca Weber   | Appoint          | Substitute Teacher |       | \$80/diem | District | 1/20/15        | 6/30/15      |            |
| Linda Lipton    | Appoint          | Substitute Aide    |       | \$10/hr.  | District | 12/17/14       | 6/30/15      |            |
| Michelle Minimi | Appoint          | Substitute Aide    |       | \$10/hr.  | District | 1/6/15         | 6/30/15      |            |
| Matthew Grieves | Appoint          | Substitute Aide    |       | \$10/hr.  | District | 12/17/14       | 6/30/15      |            |
| Jessica Arena   | Appoint          | Substitute Aide    |       | \$10/hr.  | District | 1/13/15        | 6/30/15      |            |

**E. EXTRA DUTY PAY**

| Name          | Nature of Action | Position/Control Number          | Level | Salary   | Loc.          | Date Effective | Date Termin. | Discussion                          |
|---------------|------------------|----------------------------------|-------|----------|---------------|----------------|--------------|-------------------------------------|
| Sharon Thomas | Appoint          | Project Stay Gold Advisor 1 of 2 | 2.1   | \$520.00 | Middle School | 1/19/15        | 6/30/15      |                                     |
| Nancy Harris  | Appoint          | Project Stay Gold Advisor 2 of 2 | 2.1   | \$520.00 | Middle School | 1/19/15        | 6/30/15      |                                     |
| Daniel Papa   | Appoint          | Project Stay Gold Advisor        | 3.2   | \$639.50 | High School   | 1/19/15        | 6/30/15      | Stipend represents half school year |
| Heather Smith | Appoint          | Winter Guard Instructor          | 3.1   | \$646.00 | High School   | 1/19/15        | 6/30/15      | Funded by band parents              |

**F. 2014-15 SCHOOL YEAR COACHING STAFF**

| SPRING           |                  |                         |       |         |             |                |              |                    |
|------------------|------------------|-------------------------|-------|---------|-------------|----------------|--------------|--------------------|
| Name             | Nature of Action | Position/Control Number | Level | Salary  | Loc.        | Date Effective | Date Termin. | Discussion         |
| Darren Bruseo    | Correction       | Head Track Boys         | 3     | 7124.28 | High School | 9/1/14         | 6/30/15      | 7 years of service |
| Christine Couser | Correction       | Co-Assistant Softball   | 2     | 4315.81 | High School | 9/1/14         | 6/30/15      | 2 years of service |

**L.2** Motion to approve Affiliation Agreement with Seton Hall University School of Health and Medical Services.

**L.3** Motion to approve Job Descriptions, Level Changes, and the sun setting of the following Extra Duty Pay clubs.

| Job Title                                      | Level | SY15    | Action       |
|------------------------------------------------|-------|---------|--------------|
| Art Club                                       | 3.2   | 1279.00 | Level Change |
| Book Club                                      | 3.2   | 2295.00 | Level Change |
| Each One Reach One                             | 3.2   | 1279.00 | Level Change |
| Jazz Band (HS)                                 | 3.2   | 1279.00 | Level Change |
| Spring Musical: Choreographer                  | 3.2   | 1279.00 | Level Change |
| Forensics/Debate                               | 3.3   | 2295.00 | Name Change  |
| Showcase/Coffee House (3 separate clubs)       |       |         |              |
| 1. Broadway Cabaret                            | 3.1   | 646.00  | Name Change  |
| 2. Ensemble Night                              |       |         |              |
| 3. Jefferson Idol                              |       |         |              |
| Academic Honor Societies (4 separate clubs)    |       |         |              |
| 1. National English                            | 3.1   | 646.00  | New Club     |
| 2. Mu Alpha Theta Math                         |       |         |              |
| 3. National Science                            |       |         |              |
| 4. Rho Kappa Social Studies                    |       |         |              |
| Dance Club                                     | 3.2   | 1279.00 | New Club     |
| Digital Media Club                             | 3.1   | 646.00  | New Club     |
| Fall Drama Club: Costumes, Prop & Publications | 3.1   | 646.00  | New Club     |
| Fall Drama-Set, Scenery, Lighting & Sound      | 3.3   | 2295.00 | New Club     |
| Jazz Band (MS)                                 | 2.1   | 520.00  | New Club     |
| Robotics                                       | 3.3   | 2295.00 | New Club     |
| Project Stay Gold (HS)                         | 3.2   | 1279.00 | New Club     |
| Project Stay Gold (MS)                         | 2.1   | 520.00  | New Club     |
| SAT Prep                                       | 3.2   | 1279.00 | New Club     |
| Spring Musical: Costumes, Props & Publications | 3.2   | 1279.00 | New Club     |
| Spring Musical: Scenery, Lighting & Sound      | 3.2   | 1279.00 | New Club     |
| Winter Guard                                   | 3.1   | 646.00  | New Club     |
| Public Relations-Briggs                        | 1.1   | 858.00  | Sunset       |
| Public Relations-Cozy Lake                     | 1.1   | 858.00  | Sunset       |
| Public Relations-Drummond                      | 1.1   | 858.00  | Sunset       |
| Public Relations-HS                            | 1.1   | 858.00  | Sunset       |
| Public Relations-Milton                        | 1.1   | 858.00  | Sunset       |
| Public Relations-MS                            | 1.1   | 858.00  | Sunset       |
| Public Relations-Stanlick                      | 1.1   | 858.00  | Sunset       |
| Public Relations-White Rock                    | 1.1   | 858.00  | Sunset       |
| Academic Decathlon: Tutors (8)                 | 3.1   | 646.00  | Sunset       |
| Interact Club                                  | 3.1   | 646.00  | Sunset       |
| Science Days (3)                               | 3.1   | 646.00  | Sunset       |
| Showcase/Coffee House                          | 3.1   | 646.00  | Sunset       |

| Job Title                            | Level | SY15    | Action |
|--------------------------------------|-------|---------|--------|
| Spring Musical: Art/Set Design       | 3.1   | 646.00  | Sunset |
| Spring Musical: Costumes             | 3.1   | 646.00  | Sunset |
| Spring Musical: Lighting             | 3.1   | 646.00  | Sunset |
| Spring Musical: Props                | 3.1   | 646.00  | Sunset |
| Spring Musical: Publications/Tickets | 3.1   | 646.00  | Sunset |
| Spring Musical: Scenery/Stage        | 3.1   | 646.00  | Sunset |
| Fall Drama-Set & Lighting            | 3.2   | 1279.00 | Sunset |
| Mock Trial                           | 3.2   | 1279.00 | Sunset |
| Newspaper                            | 3.2   | 2150.00 | Sunset |
| Academic Decathlon                   | 3.3   | 2295.00 | Sunset |

**L.4 Motion to approve the Fall 2014 Course Reimbursements as indicated below:**

| Name             | College        | Class                                                   | Approval | Credits | Amount    |
|------------------|----------------|---------------------------------------------------------|----------|---------|-----------|
| Frank Pietrowski | Ramapo College | Childhood and Youth in 20 <sup>th</sup> Century America | 1        | 4       | \$1081.20 |

| 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 Miss Rowan, to accept the recommendation of the Superintendent to approve and adopt motions M.1 through M.4, as described below:

**M.1 Motion to approve student placement for the 2014-2015 school year, as indicated below plus related services as needed:**

| Student | School      | Tuition | Effective        |
|---------|-------------|---------|------------------|
| M/16-8  | Kid's Peace | \$2,697 | 11/7/14-11/25/14 |

**M.2 Motion to approve the following day trips:**

| School/Group/Activity           | Location                                                    | Dates                  |
|---------------------------------|-------------------------------------------------------------|------------------------|
| JTHS PDP                        | St. Thomas the Apostle Church, Oak Ridge, NJ                | January 21, 2015       |
| JTHS Project Stay Gold          | State House, Trenton, NJ                                    | January 23, 2015       |
| JTHS Debate Team                | Sparta High School, Sparta, NJ                              | February 13, 2015      |
| JTHS First Robotics             | Mount Olive High School, Mount Olive, NJ                    | March 6, 7 and 8, 2015 |
| JTMS Jr. Solar Sprints          | Kittatinny High School, Newton, NJ                          | May 12, 2015           |
| White Rock School, Grade 5      | Jefferson Township Middle School, Oak Ridge, NJ             | May 22, 2015           |
| Cozy Lake School, Grade 1       | Fosterfields Farm, Morristown, NJ                           | May 26, 2015           |
| Ellen T. Briggs School, Grade 1 | Fosterfields Farm, Morristown, NJ                           | May 27, 2015           |
| White Rock School, Grade 4      | New Jersey Sea Grant Consortium/Sandy Hock/Fort Hancock, NJ | May 29, 2015           |

**M.3 Motion to approve the following overnight trips:**

| School/Group/Activity | Location                                           | Dates                      |
|-----------------------|----------------------------------------------------|----------------------------|
| JTHS First Robotics   | Seneca High School, Tabernacle, NJ                 | March 20 to March 23, 2015 |
| JTHS First Robotics   | MAR Championship, Lehigh University, Bethlehem, PA | April 8 to April 11, 2015  |

**M.4 Motion to Recognize and Accept the Harassment, Intimidation and Bullying Incidences (HIB) December 15, 2014 through January 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 December 15, 2014 through January 19, 2015, as summarized below:

| School        | Incidents Reported | Confirmed Incidents of HIB | Inconclusive – Case Will Remain Active |
|---------------|--------------------|----------------------------|----------------------------------------|
| Milton        | 0                  | 0                          | 0                                      |
| Briggs        | 1                  | 1                          | 0                                      |
| Cozy Lake     | 0                  | 0                          | 0                                      |
| Stanlick      | 2                  | 0                          | 0                                      |
| White Rock    | 0                  | 0                          | 0                                      |
| Middle School | 0                  | 0                          | 0                                      |
| High School   | 3                  | 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: Miss Rowan |      |         |        |
|---------------------|--------------------|------|---------|--------|
| 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.5** Motion by Mr. Stewart, seconded by Mr. Quigley, to approve residency resolution as described below:

**WHEREAS**, on January 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**, 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 19<sup>th</sup> day of January, that the Board finds that Student # 9259390668 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 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 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 student’s parent(s)/guardian(s) for the student’s period of ineligibility to attend school in the District.



| 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    |                     |         |        |

**Enrollment as of 12/23/14:**

|                           | Dec. 13      | Dec. 14      |
|---------------------------|--------------|--------------|
| Milton                    | 153          | 150          |
| Cozy Lake                 | 240          | 229          |
| Arthur Stanlick           | 378          | 365          |
| E.T. Briggs               | 323          | 316          |
| White Rock                | 381          | 380          |
| <b>Total Elementary</b>   | <b>1,475</b> | <b>1,440</b> |
| JTMS                      | 815          | 787          |
| JTHS                      | 1,016        | 1,005        |
| <b>GRAND TOTAL</b>        | <b>3,306</b> | <b>3,232</b> |
| Tuition students received | 2            | 3            |
| Out-of-district placement | 39           | 34           |

**N. COMMUNICATIONS**

- None

**O. OLD BUSINESS**

- None

**P. NEW BUSINESS**

- None

**Q. PUBLIC COMMENTS**

- An audience member questioned whether there would be a parent/guardian meeting regarding the new PARCC testing. Mr. Kraemer replied the district website has information on the February 12, 2015 Parent Forum taking place at the Middle School Library at 7:00PM.

**R. BOARD MEMBER COMMENTS**

- None

**S. ADJOURN**

Motion by Mr. Millar, seconded by Mrs. Van Ness, that the meeting adjourn at 8:12PM.

Respectfully submitted,

Dora E. Zeno  
Board Secretary

| 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) |
|----------------------|--------------|--------------------|--------------------------------------------------------------------------------------------------------|---------------------|----------------|---------------|---------------------------------|----------|-----------------------------------|-------------|-----------------------------------------------------------------|
| Barrieres, Rich      | Feb. 19 & 20 | New Brunswick, NJ  | NJMEA Convention                                                                                       | \$ 150.00           | Own            | 80            | -                               | -        | -                                 | -           | \$ 150.00                                                       |
| Carline, Michele     | Jan. 26      | West Orange, NJ    | What's New in Children's Books                                                                         | \$ 239.00           | Own            | 33            | -                               | -        | -                                 | -           | \$ 239.00                                                       |
| DiColo, John         | Mar. 22-27   | Atlantic City, NJ  | DAANJ State Convention                                                                                 | \$ 350.00           | Own            | 300           | -                               | -        | \$66.00*                          | 6           | \$ 713.00                                                       |
| Fastnacht, Nicole    | Jan. 26      | West Orange, NJ    | What's New in Children's Books                                                                         | \$ 239.00           | Own            | 33            | -                               | -        | -                                 | -           | \$ 239.00                                                       |
| Jones, Emily         | Feb. 19-21   | East Brunswick, NJ | NJ Music Educators Conference                                                                          | \$ 150.00           | Own            | -             | -                               | -        | -                                 | -           | \$ 150.00                                                       |
| Kraljevich, Jennifer | Mar. 28      | Iselin, NJ         | NJSSNA 2015 Conference                                                                                 | \$ 210.00           | Own            | 52            | -                               | -        | -                                 | -           | \$ 210.00                                                       |
| McLoughlin, Lori     | Jan. 26      | Parsippany, NJ     | Help Students Meet or Exceed Common Core State Standards                                               | \$ 229.00           | Own            | 20            | -                               | -        | -                                 | -           | \$ 229.00                                                       |
| Rowan, Danielle      | Feb. 7       | Princeton, NJ      | New Jersey School Boards One Day Leadership Conference                                                 | \$ 200.00           | Own            | 132           | -                               | -        | -                                 | -           | \$ 200.00                                                       |
| Ryan, Bethany        | Feb. 10      | Fairfield, NJ      | Speech-Language Pathologists: Making Best Use of the iPad, iPad Apps and Other Cutting Edge Technology | \$ 235.00           | Own            | 27            | -                               | -        | -                                 | -           | \$ 235.00                                                       |
| Segal, Linda         | Feb. 26      | Atlantic City, NJ  | 2015 Conference for NJ Kindergarten Teachers                                                           | \$ 242.00           | Own            | 305           | -                               | -        | -                                 | -           | \$ 242.00                                                       |
| Yuhás, Joseph        | Mar. 16-18   | Atlantic City, NJ  | NJ School Building & Grounds Association 19 <sup>th</sup> Annual Conference and Expo                   | \$ 100.00           | Own            | 295           | \$ 82.96                        | 2        | \$66.00*                          | 2.5         | \$ 430.92                                                       |

*\*Meals are prorated to 75% for travel days*

**Jefferson Township Public Schools**  
**Anti-Bullying Bill of Rights Act 2014**  
**School Self-Assessments**

**Purpose:**

The school self-assessment is designed to grade each public school and school district on the implementation of the Anti-Bullying Bill of Right Act (ABR) and to serve as a means of educating school staff on best practices for implementing the ABR.

**Criteria:**

Each school is required to complete a self-assessment that includes eight core elements:

1. HIB Programs, Approaches or Other Initiatives
2. Training on the BOE-approved HIB Policy
3. Other Staff Instruction and Training Programs
4. Curriculum and Instruction on HIB and Related Information and Skills
5. HIB Personnel
6. School-Level HIB incident Reporting Procedures
7. HIB Investigation Procedure
8. HIB Reporting

Each core element has required indicators that each school safety team assigns a rating based on the criteria described for each indicator. There are a total of 26 indicators. The rating scale for each indicator is as follows:

- 0 points Does not meet the requirements
- 1 point Partially meets the requirements
- 2 points Meets all requirements
- 3 points Exceeds the requirements

Using this scale, if a school meets all requirements they would receive a score of 52. The maximum possible score is a 78.

**Results:**

Milton: 74 Cozy  
Lake: 72 Ellen T.  
Briggs: 69 White  
Rock: 73 Arthur  
Stanlick: 76 Middle  
School: 78 High  
School: 66

Recommendations/Comments:

- All schools either met or exceeded requirements for all indicators with the following exception: Ellen T. Briggs, partially met requirements for indicator 3C, “The members of the school safety team (SST) were provided with professional development in effective practices of successful school climate programs or approaches”.
- The school safety team at Ellen T. Briggs, as well as the other SSTs throughout the district will receive professional development in effective practices of successful school climate programs or approaches. Resources were shared with principals and assistant principals at the July Administrative Council meeting. Resources are also available to the school anti-bullying specialists in each school.
- The district anti-bullying coordinator meets with the school anti-bullying specialists on a monthly basis to discuss HIB programs, training, and investigations. Information and recommendations regarding investigation procedures, revised HIB forms, and SST responsibilities from these meeting was shared with the district principals at the July Administrative Council meeting.
- Results of the School Climate Survey administered in May of 2014 were compiled for each building. It is the task of the SST to review the results and make recommendations based on these results.

