JEFFERSON TOWNSHIP BOARD OF EDUCATION
Regular Meeting Agenda
Monday, January 21, 2019 6:30 PM (Closed Session) – 7:30 PM (Regular Session)
Jefferson Township High School Media Center

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A. _____, called the meeting to order at _____ 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 and posted on the
Jefferson Township Board of Education website (www.jefftwp.org);

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
Mrs. Gould	_____	_____
Mr. Martorelli	_____	_____
Mr. Natale	_____	_____
Mrs. Small	_____	_____
Mr. Stewart	_____	_____
Mr. Wasserman	_____	_____
Mrs. Wildermuth	_____	_____
Mrs. Poulas, *Vice President*	_____	_____
Mr. Millar, *President*	_____	_____
Meghan Craig, *Student Representative*	_____	_____
Peyton Reigel, *Student Representative*	_____	_____

D. **CLOSED SESSION**

Motion by _____, seconded by _____, that the Board of Education adopt the following resolution:

BE IT RESOLVED, by the Jefferson Township Board of Education on this 21st day of January, 2019 at ____ 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 _____ PM.

E. **SUPERINTENDENT'S REPORT**

- Good News and Progress in Our Schools

F. PRESENTATIONS

- 2017-2018 Audit Presentation and Review - Mr. Ray Sarinelli, Nisivoccia LLP
- Student Safety Data System Report, 1st Period SY19 – Mrs. Jeanne Howe, Superintendent

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

Public participation shall be governed by the following rules (Per District Policy #0167):

1. The Public participation period shall be for **thirty minutes** or fewer;
2. A participant must be recognized by the presiding officer and must preface comments by an announcement of his or her name, place of residence, and group affiliation, if appropriate;
3. Each statement made by a participant shall be **limited to three minutes' duration**;
4. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
5. All statements shall be directed to the presiding officer;
6. The presiding officer may:
   a) Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, abusive, obscene, or irrelevant;
   b) Request any individual to leave the meeting when that person does not observe reasonable decorum;
   c) Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
   d) Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action; and
   e) Waive these rules when necessary for the protection of privacy or the efficient administration of the Board's business.

Please note that "Comments from the Audience" is not a time for dialogue – it is an opportunity for you to share a comment with the Board of Education. In addition, by law, administrators and Board of Education members are not permitted to publicly discuss personnel matters, student discipline, or other issues requiring confidentiality. While we may not respond to your comments, all input shared with the Board of Education is taken very seriously, and will be discussed at future deliberations by the Board of Education and its Committees.

H. STUDENT REPRESENTATIVES

I. COMMITTEE REPORTS

J. MINUTES OF MEETINGS

Motion by _____, seconded by _____, that the minutes of the following meetings be accepted as submitted:

December 10, 2018 Regular Meeting Minutes
December 10, 2018 Executive Session Minutes
January 7, 2019 Annual Organization Meeting Minutes
January 7, 2019 Special Meeting Minutes

K. FINANCE AND BUILDING NEEDS COMMITTEE

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions K.1 through K.14, as described below:

K.1 Motion to approve and adopt the July 1, 2017 through June 30, 2018 **Comprehensive Annual Financial Report**, which contains no audit recommendations. *(copy available for review)*

K.2 Motion to approve the **purchase order** list dated December 2018 in the amount of **$975,794.55**, which is inclusive of Referendum related purchase orders totaling $687,261.18.

K.3 Motion to approve the **check journal** as of December 2018 in the amount of **$5,611,722.97.**

Fund	Amount	
General (10/11)	$	5,403,813.01
Capital Outlay (12)	$	94,823.17
Special Revenue Funds (20)	$	113,086.79
Fund 30	$	0
Total	**$**	**5,611,722.97**

K.4 Motion to approve the **vendors' bills list** for release on January 22, 2019, in the amount of **$787,636.42.**

K.5 Motion to approve the funds **transfers** in the 2018-2019 Fiscal Year, dated December 2018 in the amount of **$246,807.65.**

K.6 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 December 31, 2018, 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.7 Motion to certify, in accordance with N.J.A.C. 6A:23-2.11(c), that as of November 30, 2018, 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.8 Motion to certify, in accordance with N.J.A.C. 6A:23-2.11(c), that as of June 30, 2018, 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. *(To correct motion J.6 from August 13, 2018 agenda)*

K.9 Motion to certify, in accordance with N.J.A.C. 6A:23-2.11(c), that as of July 31, 2018, 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. *(To correct motion K.7 from September 10, 2018 agenda)*

K.10 Motion to award bid for **Roof Renovation at the Jefferson Township High School** to Galia Construction for a base bid with Alternate #1 and Alternate #2, in the amount of $1,884,800.00. *(See attached bid breakdown sheet)*

K.11 Motion to award bid for **Science Room Renovations at the Jefferson Township High School** to Northeastern Interior Services for a base bid with Alternate #1 in the amount of $534,560.00. *(See attached bid breakdown sheet)*

K.12 Motion to award bid for **Classroom Renovations at the Jefferson Township Middle School** to Precision Building for a base bid with Alternate #1 and Alternate #2, in the amount of $760,510.00. *(See attached bid breakdown sheet)*

K.13 Motion to approve the disposal of **obsolete equipment,** as shown below, in accordance with Policy #7300, Disposition of Property and to authorize the Business Administrator to seek sealed bids for the equipment, listed below:

School/Department	**Bar Code/Tag No.**	**Equipment Description**
Central Office	#5347	Check folding machine

K.14 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).*

L. PERSONNEL COMMITTEE

Motion by _____ , seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions L.1 through L.5, 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

B. INSTRUCTIONAL

Name	Nature of Action	Position/Control Number	Deg/Step	Salary**	Loc.	Date Effective	Date Termin.	Discussion
Jason Nicholas* 11-140-100-101-008	Appoint	Technology Education Teacher 10-80-80/ase	BA Step 18	$67,152	JTHS	12/10/18	6/30/19	Replacing E. Bem Pending Certification
Hannah Smith* 11-120-100-101-290	Appoint	Elementary Teacher/LTS		$263.92/diem	Stanlick	2/11/19	6/30/19	Replacing # 0168
Erika Velez	Appoint	Bedside Instruction		$42.45/hr.	District	1/1618	6/30/19	
Kaitlin Cadavid-Orozco	Resignation	Elementary Teacher (LTS) 10-10-10/agg			Stanlick	1/18/19	1/19/19	
#0026	Extended Medical Leave	10-10-10/acv			Stanlick	12/10/18	1/19/19	Utilizing 23 personal illness days
#0168	Extended Family Leave	10-10-10/agg			Stanlick	11/16/18	6/1/19	Utilizing 4 family illness days; balance unpaid
#0174	Medical Leave	10-30-30/avv			Stanlick/Briggs	1/10/19	1/26/19	Utilizing 12personal illness days
#0511	Adjusted Family Leave	10-30-30/agq			Briggs	1/22/19	6/1/19	Utilizing 4 family illness days, 3 personal days and 79 unpaid days
#0555	Family Leave	10-60-60/aic			White Rock	3/27/19	4/24/19	Utilizing 1 family illness day and 17 unpaid days
#2081	Medical Leave	10-80-80/arj			JTHS	2/12/19	3/26/19	Utilizing 29 personal illness days

***Requires Mentoring**
****17/18 salary guide until such time as negotiations have been completed**

C. NON-INSTRUCTIONAL

Name	Nature of Action	Position/Control Number	Step	Salary**	Loc.	Date Effective	Date Termin.	Discussion
James Bystrak 11-000-270-160-000	Appoint	Bus Driver 10-90-90/bfr	1	$22.41	Transportation	2/1/19	6/30/19	Pending issuance of Passenger and School Bus Endorsement on CDL
Milissa Formica 11-000-217-106-006	Appoint	Special Education Aide 09-60-60/bbm	1	$21.04/hr.	White Rock	1/28/19	6/30/19	3.5 hrs./day; no benefits Replacing S. McCarthy
Agnieszka Niedenthal 11-215-100-106-004	Appoint	Special Education Aide - PSD 09-40-40/cab	1	$21.04/hr.	Milton	1/14/19	6/30/19	3.5 hrs./day; no benefits Every other Friday off Replacing F. Ferucci
Wendy Asplund 11-000-217-106-001	Additional Hours	Special Education Aide 09-10-10/bub			Stanlick	12/13/18	12/14/18	Not to exceed 3.25 hrs. for training on 12/13
Shannon Barkley-Biddelman 11-000-217-106-007	Additional Hours	Special Education Aide 09-30-30/bme			JTMS	12/6/18	12/7/18	Not to exceed 3.25 hrs. for training on 12/6
Kathleen Barry 11-000-217-106-004	Additional Hours	Special Education Aide 09-40-40/bwf			Milton	11/13/18	11/14/18	Not to exceed .25 hrs. for training on 11/13
Kimberly Burghoffer 11-213-100-106-007	Additional Hours	Special Education Aide 09-70-70/bik			JTMS	12/6/18	12/7/18	Not to exceed 3.25 hrs. for training on 12/6
Mary Cantwell 11-000-217-106-008	Additional Hours	Special Education Aide 09-80-80/brw			JTHS	2/19/19	2/20/19	Not to exceed 2 hrs. for winter concert
Kristen Cumming 11-000-217-106-005	Additional Hours	Special Education Aide 09-50-50/cbm			Cozy Lake	11/13/18	11/14/18	Not to exceed .25 hrs. for training on 11/13
Meghan Delanoy 11-000-217-106-001	Additional Hours	Special Education Aide 09-10-10/bum			Stanlick	12/13/18	12/14/18	Not to exceed 3.25 hrs. for training on 12/13
Dana Delia 11-214-100-106-004	Additional Hours	Special Education Aide 09-40-40/bdc			Cozy Lake	1/8/19	1/9/19	Not to exceed 1.5 hrs. for training on 1/8
Frances Ferucci 11-214-100-106-004	Assignment Change	Special Education Aide 09-40-40/bou			Milton	1/2/19	6/30/19	7 hrs./day, w/ benefits Replacing M. Reid
Carmen Geise 11-000-217-106-001	Additional Hours	Special Education Aide 09-10-10/bnw			Stanlick	12/6/18	12/7/18	Not to exceed 3.25 hrs. for training on 12/6
Alexandra Gibson 11-000-217-106-004	Additional Hours	Special Education Aide 09-40-40/buh			Milton	1/8/19	1/9/19	Not to exceed 1.5 hrs. for training on 1/8
Jules Glowinski 11-000-217-106-004	Additional Hours	Special Education Aide 09-40-40/bcd			Milton	11/13/18	11/14/18	Not to exceed .25 hrs. for training on 11/13
Christine Mallimo-Orna 11-213-100-106-001	Additional Hours	Special Education Aide 09-10-10/bde			Stanlick	12/6/18	12/7/18	Not to exceed 3.25 hrs. for training on 12/6
Susan McCarthy 11-213-100-106-005	Assignment Change/Account Code Change	Special Education Aide 09-50-50/bzd			Cozy Lake	1/28/19	6/30/19	Class size; enrollment requirement
Patricia Milford 11-000-217-106-007	Additional Hours	Special Education Aide 09-70-70/bwb			JTMS	12/6/18	1/9/19	Not to exceed 3.75 hrs. total for training on 12/13 and 1/8
Jasminka Nakev 11-214-100-106-004	Additional Hours	Special Education Aide 09-40-40/bwn			Milton	11/13/18	11/14/18	Not to exceed 1 hr. for training on 11/13
Carly Neuschatz 11-000-217-106-007	Additional Hours	Special Education Aide 09-70-70/bzt			JTHS	12/13/18	1/9/19	Not to exceed 3.75 hrs. total for training on 12/13 and 1/8
Lindsey Nievera 11-000-217-106-007	Additional Hours	Special Education Aide 09-70-70/bcs			JTMS	1/8/19	1/9/19	Not to exceed .5 hours for training on 1/8
Virginia Paccioretti 11-000-217-106-008	Additional Hours	Special Education Aide 09-80-80/bzu			JTHS	12/14/18	12/15/18	Not to exceed 3.5 hrs. for field trip on 12/14
Jillian Pilny 11-000-217-106-004	Additional Hours	Special Education Aide 09-40-40/bno			Milton	11/13/18	11/14/18	Not to exceed .25 hrs. for training on 11/13
Bruna Rodriguez 11-000-217-106-007	Additional Hours	Special Education Aide 09-70-07/bsp			JTMS	12/13/18	1/9/19	Not to exceed 3.75 hrs. total for training on 12/13 and 1/8
Theresa Rossiter 11-000-217-106-001	Additional Hours	Special Education Aide 09-10-10/bsi			Stanlick	12/6/18	12/7/18	Not to exceed 3.25 hrs. for training on 12/6
Laura Ryan 11-000-217-106-007	Additional Hours	Special Education Aide 09-70-70/bov			JTMS	12/13/18	12/14/18	Not to exceed 1 hr. for open gym
Christopher Scarpa 11-213-100-106-006	Additional Hours	Special Education Aide 09-60-60/bsq			White Rock	12/6/18	12/7/18	Not to exceed 3.25 hrs. for training on 12/6
Barbara Schmitt 11-209-100-106-001	Additional Hours	Special Education Aide 09-10-10/bss			Stanlick	12/13/18	12/14/18	Not to exceed 3.25 hrs. for training on 12/13
Stacey Segond 11-000-217-106-005	Additional Hours	Special Education Aide 09-50-50/bwa			Milton	12/13/18	12/14/18	Not to exceed 3.25 hrs. for training on 12/13
Donna Marie Spaan 11-000-217-106-004	Assignment Change	Special Education Aide 09-40-40/bca			Milton	1/2/19	6/30/19	7 hrs./day, w/ benefits Replacing J. Grlica
Katherine VanWolput 11-204-100-106-006	Additional Hours	Special Education Aide 09-60-60/bcj			White Rock	11/13/18	1/9/19	Not to exceed 1.75 hrs. total for training on 11/13and 1/8
Danielle Vargas 11-000-217-106-001	Additional Hours	Special Education Aide 09-10-10/bcy			Stanlick	12/6/18	12/7/18	Not to exceed 3.25 hrs. for training on 12/6
Anthony Vasile 11-213-100-106-008	Additional Hours	Special Education Aide 09-80-80/bug			JTHS	1/7/19	1/8/19	Not to exceed 4.5 hrs. for DECA field trip
Mary Pat Vogel 11-000-217-106-008	Additional Hours	Special Education Aide 09-80-80/bdu			JTHS	12/14/18	12/15/18	Not to exceed 3.5 hrs. for holiday dance
Donna Matthews 11-000-217-106-008	Retirement	Special Education Aide 09-80-80/bdr			JTHS	6/30/19	7/1/19	Retiring after 13 years of service

Barbara McSorley 1-209-100-106-008	Retirement	Special Education Aide 09-80-80/bdq			JTHS	6/30/19	7/1/19	Retiring after 17 years of service
Roxanne Saxe-Tango	Resignation	Special Education Aide 09-70-70/cct			JTMS	12/5/18	12/6/18	
#1461	Extended Medical Leave	09-90-90/bez			Transportation	12/11/18	1/26/19	Utilizing 26 personal illness days

****17/18 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
Kimberly Burghoffer	Appoint	Substitute Teacher		$90/diem	District	12/11/18	6/30/19	
James Costello	Appoint	Substitute Teacher		$90/diem	District	1/22/19	6/30/19	
Milissa Formica	Appoint	Substitute Teacher		$90/diem	District	1/22/19	6/30/19	
Jessica House	Appoint	Substitute Teacher		$90/diem	District	1/22/19	6/30/19	
Bryna Hubert	Appoint	Substitute Teacher		$90/diem	District	1/2/19	6/30/19	
Melanie McLoughlin	Appoint	Substitute Teacher		$90/deim	District	1/22/19	6/30/19	
Daniel Montgomery	Appoint	Substitute Teacher		$90/diem	District	12/12/18	6/30/19	
Mairead Mullen	Appoint	Substitute Teacher		$90/diem	District	12/17/18	6/30/19	
Agnieszka Niedenthal	Appoint	Substitute Teacher		$90/diem	District	1/22/19	6/30/19	
Vera Olinski	Appoint	Substitute Teacher		$90/diem	District	1/22/19	6/30/19	
Danielle Pini	Appoint	Substitute Teacher		$90/diem	District	1/18/19	6/30/19	
Kimberly Reed	Appoint	Substitute Teacher		$90/diem	District	1/7/19	6/30/19	
Blake Taylor	Appoint	Substitute Teacher		$90/diem	District	1/22/19	6/30/19	
Jordan Wildermuth	Appoint	Substitute Teacher		$90/deim	District	1/22/19	6/30/19	
Nicholas Van Derlofske	Appoint	Substitute Teacher		$90/diem	District	1/22/19	6/30/19	
Kimberly Burghoffer	Appoint	Substitute Aide		$90/diem	District	12/11/18	6/30/19	
Megan Donlon	Appoint	Substitute Aide		$15/hr.	District	12/12/18	6/30/19	
Milissa Formica	Appoint	Substitute Aide		$15/hr.	District	1/22/19	6/30/19	
Bryna Hubert	Appoint	Substitute Aide		$15/hr.	District	1/2/19	6/30/19	
Agnieszka Niedenthal	Appoint	Substitute Aide		$15/hr.	District	1/22/19	6/30/19	
Danielle Pini	Appoint	Substitute Aide		$15/hr.	District	1/18/191	6/30/19	
Stacey Segond	Appoint	Substitute Aide		$15/hr.	District	12/20/18	6/30/19	
Rachel Harayda	Appoint	Substitute Custodian		$18/hr.	District	1/22/118	6/30/19	
Bryna Hubert	Appoint	Substitute Secretary		$14/hr.	District	1/2/19	6/30/19	
Colleen Puhala	Appoint	Substitute Nurse		$200/diem	District	1/22/19	6/30/19	

E. EXTRA DUTY PAY

Name	Nature of Action	Position	Level	Salary**	Loc.	Date Effective	Date Termin.	Discussion
Sherry Cella	Appoint	Spring Musical: Costumes	1	$520.00	JTMS	1/22/19	6/30/19	
Sherry Cella	Appoint	First Lego League	1	$520.00	JTMS	1/22/19	6/30/19	
Christine Cocca	Appoint	Extra-Curricular Nurse		$27.58/hr.	JTMS	12/13/18	12/14/18	Not to exceed 1 hour
Elizabeth Conley	Appoint	Extra-Curricular Nurse		$40.75/hr.	JTMS	11/27/18	12/19/18	Not to exceed 5 hours
Joseph Dyl	Appoint	Robotics Club	N/A	N/A	JTHS	1/22/19	6/30/19	Volunteer
Joyce Hulbert	Appoint	Overnight DECA Chaperone		$125/night	JTHS	3/4/19	3/7/19	Not to exceed 2 nights
Joyce Hulbert	Appoint	Overnight FBLA Chaperone		$125/night	JTHS	3/20/19	3/23/19	Not to exceed 2 nights
Melissa Kwiecinski	Appoint	Overnight DECA Chaperone		$125/night	JTHS	3/4/19	3/7/19	Not to exceed 2 nights
Melissa Kwiecinski	Appoint	Overnight FBLA Chaperone		$125/night	JTHS	3/20/19	3/23/19	Not to exceed 2 nights
Carly Morstatt	Appoint	Robotics Club	N/A	N/A	JTHS	1/22/19	6/30/19	Volunteer
Amanda Osbun	Appoint	Robotics Club	N/A	N/A	JTHS	1/22/19	6/30/19	Volunteer
Melissa Stewart	Appoint	Winter Guard	N/A	N/A	JTHS	1/22/19	6/30/19	Volunteer
James Wildermuth	Appoint	Robotics Club	N/A	N/A	JTHS	1/22/19	6/30/19	Volunteer
Joann Patalive	Rescind	Spring Musical: Costumes			JTMS	9/1/18	6/30/19	

****17/18 salary guide until such time as negotiations have been completed**

F. 2018-19 SCHOOL YEAR COACHING STAFF

Name	Nature of Action	Position	Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
WINTER								
Nicholas Miller	Appoint	Assistant Basketball – Boys			JTHS	1/22/19	6/30/19	Volunteer
SPRING								
Brendan Donegan	Appoint	Assistant Track	3	$4876.57	JTHS	1/22/19	6/30/19	
Katlyn Oller	Appoint	Assistant Softball	1	$3755.05	JTHS	1/22/19	6/30/19	
Britney Allison	Resignation	Assistant Softball			JTHS	2/8/19	2/9/19	

L.2 Motion to appoint **Coaching Staff** for the 2019-2020 School Year at present salaries and step on Guide indicated until such time as negotiations have been completed:

SUMMER/FALL								
Name	**Nature of Action**	**Position**	**Step**	**Salary**	**Loc.**	**Date Effective**	**Date Termin.**	**Discussion**
Keith Runne	Appoint	Assistant Football	3	$6004.34	JTHS	9/1/19	6/30/20	

L.3 Motion to approve the Fall 2018 Course Reimbursements for **Administrators** as indicated below:

Name	College	Class	Approval	Credits	Amount
Vickki Nadler	St. Peters University	Selected Topics in Educational Administration	FA1	3	$1986.00
Vickki Nadler	St. Peters University	Advanced Independent Study in Higher Education	FA2	3	$1986.00

L4 Motion to approve the Fall 2018 Course Reimbursements for **Supervisors** as indicated below:

Name	College	Class	Approval	Credits	Amount
Daniel Papa	Drew University	Abraham Lincoln: Man and Myth	FA 5	3	$944.43
Derek Sica	Fairleigh Dickinson University	Applied Linguistics for Language Teachers	FA2	3	$944.43
Derek Sica	Fairleigh Dickinson University	Introduction to Students with Disabilities – Autism	FA4	3	$944.43

L.5 Motion to ratify the Collective Bargaining Agreement between the Jefferson Township Supervisors' Association (JTSA) and the Jefferson Township Board of Education, effective July 1, 2019 through June 30, 2022.

M. EDUCATION, SPECIAL EDUCATION AND TECHNOLOGY COMMITTEE

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions M.1 through M.9, as described below:

M.1 Motion to **rescind student placement** for the **2018-2019** school year, as indicated below plus related services as needed:

Student	School	Tuition	Effective
3344821957	Academy 360 Lower School	$36,752.64	1/18/19
5822178989	Shepard School	$28,133.60	1/9/19

M.2 Motion to **approve student placement** for the **2018-2019** school year, as indicated below plus related services as needed:

Student	School	Tuition	Effective
5822178989	Windsor Learning Center	$29,760.00	1/22/19-6/30/19
2535933477	Lakeland Andover School	$35,126.10	1/22/19

M.3 Motion to approve **Nursing** services for **2018-2019**:

Student	Agency	Contracted Amount	Effective
4683619501	Pro Care	$31,150	1/22/19

M.4 Motion to Remove the following Curricula from Concurrent Curricula List:

a. Advanced Culinary Arts
b. American Sign Language 3
c. Anatomy and Physiology
d. Astronomy
e. Forensic Science
f. Spanish

M.5 Motion to Approve New Curricula:

g. Grades 6-8 Dance
h. Grades 9-12 Dance
i. Grades 6-8 Theater

M.6 Motion to approve the following **Day Field Trips**:

School/Group/Activity	Location
JTHS, Project Stay Gold, Human Trafficking Presentation	Scotch Plains-Fanwood High School, Scotch Plains, NJ
JTHS, Environmental Academy, Grs. 10, 11, ANJEE Conference	Princeton Forrestal Conference Center, Princeton, NJ
JTMS, Project Stay Gold, Presentation to Elementary Schools	Stanlick and White Rock Schools, Wharton & Oak Ridge, NJ
JTHS, Debate Team, Championship	West Morris Central High School, Chester, NJ
JTHS, Science League Competition	Newton High School, Newton, NJ
JTHS, Elevate A'Cappella Ensemble, ICHSA Quarterfinal Competition	Grunin Center for the Arts, Toms River, NJ
JTHS, Environmental Academy, Grade 9 Winter Ecology Trip	NJ School of Conservation, Stokes State Forest, Branchville, NJ
JTHS, Robotics Team, First Robotics Competition	Mount Olive High School, Flanders, NJ
JTHS, Sports & Entertainment & Journalism Field Trip	Sparta Movie Theater, Sparta, NJ and Tuscany Brewhouse, Oak Ridge, NJ
JTHS, HS Concert Band, Region 1 Concert Band Festival	Parsippany Hills, High School, Morris Plains, NJ
JTHS, French Classes, Gr. 11 & 12, French Day	Montclair State University, Montclair, NJ
JTHS, Science League Competition	Newton High School, Newton, NJ
JTHS, HS Band, Jazz Festival	Sparta High School, Sparta, NJ
Briggs School, Kindergarten Field Trip	Turtle Back Zoo, West Orange, NJ

M.7 Motion to approve the following **Overnight Field Trips:**

School/Group/Activity	Location
JTHS, Ski Club, Ski Racing Competition	Whiteface Mountain, Wilmington, NY
JTHS, Wrestling Team, NJSIAA State Wrestling Tournament	Atlantic City, NJ
JTHS, DECA State Competition	Harrah's Conference Center, Atlantic City, NJ
JTHS, FBLA State Leadership Conference	Harrah's Conference Center, Atlantic City, NJ
JTHS, Robotics Team, First Robotics Competition	Seneca High School, Tabernacle, NJ
JTHS, Robotics Team, Mid-Atlantic Championship	Stabler Arena, Bethlehem, PA
JTMS/JTHS, Winter Guard, Tournament Indoor Association Championships	Wildwood, NJ
JTMS, Grade 7 GATEways Trip	NY City and Eastern New Jersey sites

M.8 Motion to approve the **Uniform State Memorandum of Agreement** between Educational and Law Enforcement Officials (*Revised*) for school year 2018-2019. (*Approval was delayed until revisions were completed*).

M.9 Motion to affirm Superintendent's recommendation on Harassment, Intimidation and Bullying findings reported for November 12, 2018 through December 10, 2018.

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

N. POLICY COMMITTEE

Motion by _____, seconded by _____, 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	Action
5350R	Student Suicide Prevention	Revised

O. RECOGNITION OF MONTHLY REPORTS

Upon the recommendation of the Superintendent, the Board recognizes the reported Harassment, Intimidation and Bullying Incidences (HIB) for the period of December 10, 2018 through January 21, 2019.

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

Enrollment as of 12/21/18:

	Dec. 2017	Dec. 2018
Milton	156	153
Cozy Lake	189	172
Arthur Stanlick	304	280
E.T. Briggs	286	277
White Rock	334	324
Total Elementary	**1,269**	**1,206**
JTHS	996	980
JTMS	766	728
GRAND TOTAL	**3,031**	**2,914**
Tuition students received	6	6
Out-of-district placement	31	31

P. COMMUNICATIONS

Q. OLD BUSINESS

R. NEW BUSINESS

RESOLUTION PROCLAIMING JANUARY 2019 AS
SCHOOL BOARD MEMBER RECOGNITION MONTH

WHEREAS, The New Jersey School Boards Association has declared January 2019 to be School Board Recognition Month, a time when all residents can acknowledge the contributions made by our local school board members; and

WHEREAS, The Jefferson Township Board of Education is one of more than 581 local school boards in New Jersey, which sets policies and oversees operations for public school districts; and

WHEREAS, The Jefferson Township Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey's local school boards help determine the educational goals for approximately 1.4 million children in pre-kindergarten through 12th grade; and

WHEREAS, New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Educational Progress scores, and the preparation for college through advanced placement offerings and SAT assessments;

NOW, THEREFORE, BE IT RESOLVED, That the Jefferson Township Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2019 as SCHOOL BOARD RECOGNITION MONTH; and

BE IT FURTHER RESOLVED, That the Jefferson Township Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the advancement of our children's education.

S. PUBLIC COMMENTS

- Please refer to Section G **"**Public participation shall be governed by the following rules (Per District Policy #0167)"

T. BOARD MEMBER COMMENTS

U. ADJOURN

Appendix A

Name	Event Date	Location	Seminar/Function	Registration Fee $	Trans-portation	# of Miles	Mileage Rate	Lodging per day (not to exceed)	# Nights	Meal Cost per day (not to exceed)	# Meal Days	Total Expenses (not including parking/ tolls/miscellaneous fees)
Autrey, Tracey	Feb. 28	Livingston, NJ	Strategies and Structures for Teaching Reading and Writing	$ 209.00	Own	60	$0.31	-	-	-	-	$ 227.60
Courtney, Jan	Feb. 21-23	East Brunswick, NJ	New Jersey Music Educators' Association National Conference	$ 180.00	Own	130	$0.31	-	-	-	-	$ 220.30
Hoffman, Beth	Feb. 27	Princeton, NJ	Wilson Fundamentals – Level 2	$ 350.00	Own	122	$0.31	-	-	-	-	$ 387.82
Kraljevich, Jennifer	Mar. 30	Princeton, NJ	NJSSNA Spring Conference	$ 199.00	Own	128	$0.31	-	-	-	-	$ 238.68
McLoughlin, Lorraine	Feb. 28	West Orange, NJ	Guided Math – Practical Ways to Use Small Group	$ 259.00	Own	40	$0.31	-	-	-	-	$ 271.40
Migliacci, Louis	Mar. 22	West Windsor, NJ	Annual NJAGC Conference	$ 204.00	Own	156	-	-	-	-	-	$ 252.36
Papa, Michelle	Mar. 14 & 15	Somerset, NJ	Women's Leadership Conference	$ 329.00	Own	214	$0.31	-	-	-	-	$ 395.34
Thide, Jeremy	Feb. 26	Long Branch, NJ	NJAHPERD Convention	$ 150.00	Own	170	$0.31	-	-	-	-	$ 202.70
Thompson, Emily	Feb. 21-23	East Brunswick, NJ	New Jersey Music Educators Association State Conference	$ 170.00	Own	111	$0.31	-	-	-	-	$ 204.41
Tiedemann, Robert	Feb. 21-23	East Brunswick, NJ	New Jersey Music Educators Association State Conference	$ 170.00	Own	308	$0.31	-	-	-	-	$ 265.48
Vichengrad, Blake	Mar. 10-13	Atlantic City, NJ	New Jersey School Building and Grounds Association Annual Expo	$ 200.00	Own	292	$0.31	$97.00	3	-	-	$ 581.52
Wnuk, Jennifer	Various dates in Feb (4 sessions)	N/A (Webinar)	Supporting English Learners in the Reading Workshop	$ 199.00	N/A	-	-	-	-	-	-	$ 199.00

All Meals are prorated 75% on travel days

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George F. Gianforcaro, PE, PP
Anthony Gianforcaro, AJA, PE

7 Franklin Road
Mendham, NJ 07945

Dear Ms. Zeno:

On Wednesday, January 16, 2019 the Board of Education received bids for the above-referenced project.

Attached is a Summary of the bids that were received from the Contractors.

Prior to awarding the project, we recommend the Board of Education's Counsel review the bid documents for compliance with the bidding laws. Should Counsel find the documents in order, it is our professional opinion that the Board of Education award the project to Galia Construction, 94 Garden Avenue, Totowa, New Jersey 07512 for the Base Bid, Alternate #1, and Alternate #2 in the amount of $1,884,800.00.

Should you have any questions, we will be pleased to answer them.

Very truly yours,

Anthony Gianforcaro, AIA, PE
Licensed Architect/Professional Engineer
State of New Jersey

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BID RESULTS FOR THE ROOF RENOVATIONS AT THE JEFFERSON HIGH SCHOOL

JEFFERSON TOWNSHIP BOARD OF EDUCATION

Bids were received Wednesday, January 16, 2019 @ 11:00 AM

	NE ROOF MAINTENANCE	MAK	LAUMAR	US GENERAL
Base Bid	$912,900	$1,076,750	$1,230,000	$1,136,000
Alt. #1	$326,400	$388,960	$399,000	$386,000
Alt. #2	$675,360	$741,612	$662,500	$777,000
	ARCH CONCEPT	**G.C. DYNATECH**	**VMG**	**INTEGRITY**
Base Bid			$963,508	$1,175,634
Alt. #1			$322,080	$369,072
Alt. #2			$657,020	$770,232
	PATWOOD	**JDS**	**ANKO**	**BILLY**
Base Bid				$975,000
Alt. #1				$332,500
Alt. #2				$667,625
	GALIA	**MTB**	**TREMCO**	**BARRETT**
Base Bid	$901,480	$1,500,000		$1,122,000
Alt. #1	$326,120	$325,000		$388,000
Alt. #2	$657,200	$75,000		$758,000

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7 Franklin Road
Mendham, NJ 07945

January 17, 2019

Dora Zeno, Business Administrator
Jefferson Township Board of Education
31 NJ-181
Lake Hopatcong, New Jersey 07849

RE: Science Room Renovations at the
Jefferson High School
Recommendation Letter

Dear Ms. Zeno:

On Wednesday, January 16, 2019 the Board of Education received bids for the above-referenced project.

Attached is a Summary of the bids that were received from the Contractors.

Prior to awarding the project, we recommend the Board of Education's Counsel review the bid documents for compliance with the bidding laws. Should Counsel find the documents in order, it is our professional opinion that the Board of Education award the project to Northeastern Interior Services, 271 Route 46 W, Suite F206, Fairfield, New Jersey 07004 for the Base Bid and Alternate #1 in the amount of $534,560.00.

Should you have any questions, we will be pleased to answer them.

Very truly yours,

Anthony G1 n -rcaro, A, PE
Licensed Arch tect/Professional Engineer
State of New Jersey

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Mendham, NJ 07945

BID RESULTS FOR THE SCIENCE ROOM RENOVATIONS
AT THE JEFFERSON HIGH SCHOOL
JEFFERSON TOWNSHIP BOARD OF EDUCATION

Bids were received Wednesday, January 16, 2019@ 11:15 AM

	AERO	BGD	ROCHELLE	GPC
Base Bid	$739,716			$618,000
Alt. #1	$25,000			$23,000
	DUMONT	**ACADEMY**	**NORTHEASTERN**	**WALLKILL**
Base Bid			$510,060	$518,000
Alt. #1			$24,500	$41,500

	PRECISION	BILLY CONTRACTING	ALLTEC	CYPRECO	A&M
Base Bid	$575,000	$789,000		$743,963	$573,679
Alt. #1	$12,500	$14,000		$30,000	$21,700

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7 Franklin Road
Mendham, NJ 07945

January 17, 2019

Dora Zeno, Business Administrator
Jefferson Township Board of Education
31 NJ-181
Lake Hopatcong, New Jersey 07849

RE: Classroom Renovations at the
Jefferson Middle School
Recommendation Letter

Dear Ms. Zeno:

On Wednesday, January 16, 2019 the Board of Education received bids for the above-referenced project.

Attached is a Summary of the bids that were received from the Contractors.

Prior to awarding the project, we recommend the Board of Education's Counsel review the bid documents for compliance with the bidding laws. Should Counsel find the documents in order, it is our professional opinion that the Board of Education award the project to Precision Building for the Base Bid, Alternate #1, and Alternate #2 in the amount of $760,510.00.

Should you have any questions, we will be pleased to answer them.

Very truly yours,

Anthony Gianforcaro, AIA, PE
Licensed Architect/Professional Engineer
State of New Jersey

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Mendham, NJ 07945

BID RESULTS FOR THE CLASSROOM RENOVATIONS
AT THE JEFFERSON MIDDLE SCHOOL
JEFFERSON TOWNSHIP BOARD OF EDUCATION

Bids were received Wednesday, January 16, 2019@ 11:30 AM

	AERO	MAK	BGD	ROCHELLE
Base Bid	$859,857			
Alt. #1	$15,000			
Alt. #2	$40,000			
	ACADEMY	**NORTHEASTERN**	**GPC**	**WALLKILL**
Base Bid		$832,000	$729,000	$658,000
Alt. #1		$14,000	$10,000	$24,200
Alt. #2		$70,000	$49,500	$84,000

	PRECISION	BILLY CONTRACTING	BELL MILL	CYPRECO	ALLTEC
Base Bid	$726,000	$919,000	$913,113		
Alt. #1	$11,030	$14,000	$35,000		
Alt. #2	$23,480	$46,000	$35,000		