

JEFFERSON TOWNSHIP BOARD OF EDUCATION

Regular Meeting Agenda

Monday, September 15, 2025 6:30 PM (Closed Session) 7:30 PM Regular Session

Jefferson Township High School Media Center

District Vision Statement

The district will be a leader in academic excellence while developing healthy, well-rounded, resourceful students who are positive, contributing members of local and global communities.

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, NJ HERALD 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:

_____ Mr. Brown	_____ Mr. Natale	_____ Mr. Stewart
_____ Mrs. Grater	_____ Mrs. Perez	_____ Mrs. Wildermuth, <i>Vice President</i>
_____ Mrs. Mallimo-Orna	_____ Mrs. Small	_____ Mrs. Poulas, <i>President</i>

D. CLOSED SESSION

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

_____ Mr. Brown	_____ Mr. Natale	_____ Mr. Stewart
_____ Mrs. Grater	_____ Mrs. Perez	_____ Mrs. Wildermuth, <i>Vice President</i>
_____ Mrs. Mallimo-Orna	_____ Mrs. Small	_____ Mrs. Poulas, <i>President</i>

BE IT RESOLVED, by the Jefferson Township Board of Education on this 15th day of September, 2025 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 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.

E. SUPERINTENDENT’S REPORT

- Good News and Progress Report

F. PRESENTATIONS

- 2025 Graduation Pathways - Mrs. Jeanne Howe, Superintendent of Schools

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

Public participation shall be governed by the following rules (per Bylaw 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. Participants may not yield their time to another individual;
6. All statements shall be directed to the presiding officer;
7. 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 observed 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. COMMITTEE REPORTS

I. MINUTES OF MEETINGS

Motion by _____, seconded by _____, that the Regular Meeting minutes of the August 18, 2025 meeting be approved as submitted:

_____ Mr. Brown	_____ Mr. Natale	_____ Mr. Stewart
_____ Mrs. Grater	_____ Mrs. Perez	_____ Mrs. Wildermuth, <i>Vice President</i>
_____ Mrs. Mallimo-Orna	_____ Mrs. Small	_____ Mrs. Poulas, <i>President</i>

J. FINANCE AND BUILDING NEEDS

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions J.1 through J.10, as described below:

_____ Mr. Brown	_____ Mr. Natale	_____ Mr. Stewart
_____ Mrs. Grater	_____ Mrs. Perez	_____ Mrs. Wildermuth, <i>Vice President</i>
_____ Mrs. Mallimo-Orna	_____ Mrs. Small	_____ Mrs. Poulas, <i>President</i>

J.1 Motion to approve the purchase order list dated August 2025 in the amount of \$4,907,259.15.

J.2 Motion to approve the vendors’ bills list for release, on or after September 16, 2025, in the amount of \$234,878.87.

J.3 Motion to approve the check register as of August 2025 in the amount of \$2,535,187.71.

Fund	Amount
General Fund (10)	\$2,381,532.76
Special Revenue Fund (20)	\$109,701.40
Referendum Fund (30)	\$43,953.55
Total	\$2,535,187.71

J.4 Motion to approve the funds transfers in the 2025-2026 Fiscal Year, dated August 31, 2025, in the amount of \$1,242,379.33.

J.5 Motion to approve the certification by the Board Secretary that the Account Balance Report, pursuant to N.J.S.A. 18A:17-9, as of August 31, 2025, 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).

J.6 Motion to certify, in accordance with N.J.A.C. 6A:23-2.11(c), as of July 31, 2025, 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 sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

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

School/Department	Equipment Description Model and/or Serial Number	Tag number
Environmental Science Academy/JTHS Science Department	Building Materials	NA

J.8 Motion to approve the request for disposal of eligible school records, per State of New Jersey School District Records Retention Schedule, as described below:

Location/ Department	Record Series #	Record Title & Description	Agency & Schedule No.	Retention Period	Dispose After
Jefferson Township Board of Education Business Office	0005-0000	Bid File - Awarded and Not Awarded (Excluding Construction) File contain: purchase orders proposal, procurement and service contract questionnaire, bids received, inventory/supply allocation sheet, proposal form, bonds, correspondence, list of requirements, specifications, supporting paperwork, recaps, request for proposal, and a checklist of received bids. The final summary and awarded bid information are incorporated into the School Board Minutes.	M700105	7 years	6/30/2025
Jefferson Township Board of Education Business Office	0009-0001	Budget Planning File - Budget printouts, statements advertised, work papers, planning documents, and sets supporting documentation of the annual budget. Files may include: previous budget data, current budget planning documents, work papers, budget requests, budget debt service data, comprehensive maintenance plans, budget certification, and state aid budget allocation notices. Original retained by the Department of Education and copy is sent to the Office of the Executive County Superintendent of Schools.	M700105	7 years	6/30/2025

J.9 Motion to approve volunteer band equipment truck driver to acquire, drive, and return rental truck for all marching band competitions and away football games for the 2025-2026 school year.

- Jared Koval
- Richard McMahon

J.10 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 Appendix A, are attending the named professional development seminar at such identified venues;

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;

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;

NOW THEREFORE BE IT RESOLVED, the Board finds the travel and related expense and the expenses particular to attendance at this previously approved function is necessary/unavoidable, and

BE IT FURTHER RESOLVED, the expense is justified and therefore reimbursable.

K. PERSONNEL

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions K.1 through K.5, as described below:

_____ Mr. Brown	_____ Mr. Natale	_____ Mr. Stewart
_____ Mrs. Grater	_____ Mrs. Perez	_____ Mrs. Wildermuth, <i>Vice President</i>
_____ Mrs. Mallimo-Orna	_____ Mrs. Small	_____ Mrs. Poulas, <i>President</i>

K.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.

A. APPOINTMENTS								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Cahill, Kim Marie† 11-190-100-106-006	Appoint	Kindergarten Aide AID-WR-KDGN-KD-02	1	\$25.06/hr.	White Rock	9/9/25	6/30/26	3.5 hours/day, replacing C. Papa
Chaim, Angelina† 11-213-100-106-006	Appoint	Special Education Aide AID-WR-SPED-WR-04	1	\$25.39/hr.	White Rock	9/1/25	6/30/26	7.25 hrs./day, Monday off, replacing K. Edwards
Conceicao, Gabriella 11-140-100-101-290	Appoint	Teacher - Business (LTS) LTS-HS-BUSI-HS-01		\$290.45/ diem	JTHS	9/15/25	11/11/25	Not to exceed 40 days, covering #17562737
DiGuglielmo, Alyssa† 20-218-100-106-006	Appoint	Preschool Aide AID-WR-PRSC-PK-18	1	\$25.39/hr.	White Rock	9/1/25	6/30/26	7.25 hrs./day, Wednesday off
Ekeland, Sheri† 11-214-100-106-003	Appoint	Special Education Aide AID-BR-SPED-BR-11	3	\$25.95/hr.	Briggs	9/1/25	6/30/26	7 hrs./day, Wednesday off
Genader, Samantha 11-213-100-106-290	Appoint	Special Education Aide (LTS) LTS-WR-SPED-WR-14	1	\$25.39/hr.	White Rock		10/31/25	7.25 hrs., Tuesday off, covering #27478403
Holguin, Talia† 11-190-100-106-000 (0.27)	Appoint	Hall Monitor/Security STY-BR-SRTY-ES-01	1	\$25.38/hr.	Briggs	9/9/25	6/30/26	2 hrs./day, new position, budgeted
Jiras, Nicole† 11-120-100-101-001	Appoint	Teacher - Grade 1 TCH-ST-ELEM-01-05	BA+15/5	\$61,190	Stanlick	9/1/25	6/30/26	Replacing M. Girsi

A. APPOINTMENTS								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
LePore, Elizabeth† 11-214-100-106-006	Appoint	Special Education Aide AID-IS-SPED-IS-18	1	\$25.39/hr.	Intermediate	9/5/25	6/30/26	7.25 hrs./day, Thursday off, replacing J. Sherman
Lozano, Madelyne† 11-190-100-106-000 (0.27)	Appoint	Hall Monitor/Security STY-WR-SRTY-ES-02	1	\$25.38/hr.	White Rock	9/1/25	6/30/26	2 hrs./day, new position, budgeted
Magath, Breanna† 11-000-217-106-001	Appoint	Special Education Aide AID-ST-SPED-ST-06	1	\$25.39/hr.	Stanlick	9/8/25	6/30/26	7.25 hrs./day, Tuesday off, replacing C. Warden
McAteer, Emily† 11-213-100-106-006	Appoint	Special Education Aide AID-WR-SPED-WR-02	1	\$25.39/hr.	White Rock	9/24/25	6/30/26	7.25 hrs., Monday, Tuesday off
McEldowney, Michael† 11-213-100-101-007	Appoint	Teacher - Special Education TCH-IS-SPED-IS-08	BA+15/5	\$61,190	Intermediate	9/8/25	6/30/26	Replacing K. Cuddy
Moore, Karen† 11-213-100-106-006	Appoint	Special Education Aide AID-WR-SPED-WR-17	1	\$25.39/hr.	White Rock	9/17/25	6/30/26	7.25 hrs./day, Thursday off, student need
Ortega, Enye† 11-213-100-106-006	Appoint	Special Education Aide AID-WR-SPED-WR-03	1	\$25.39/hr.	White Rock	9/4/25	6/30/26	7.25 hrs./day, Friday off
Sieglen, Maryann† 11-000-240-105-001 (0.13)	Appoint	Secretary III SEC-ST-SCHS-NA-02	1	\$27.70/hr.	Stanlick	9/1/25	6/30/26	1 hr./day, replacing J. Eltringham
Sieglen, Maryann† 11-190-100-106-000 (0.20)	Appoint	Hall Monitor/Security STY-ST-SRTY-ES-01	1	\$25.38/hr.	Stanlick	9/1/25	6/30/26	1.5 hrs./day
Smith, Mojave† 11-213-100-106-006	Appoint	Special Education Aide	1	\$25.39/hr.	White Rock	9/22/25	6/30/26	7.25 hrs./wk., Friday off
Zimmer, Kimberly† 11-190-100-106-000 (0.27)	Appoint	Hall Monitor/Security STY-WR-SRTY-ES-01	1	\$25.38/hr.	White Rock	9/1/25	6/30/26	2 hrs./day

* Mentor required

† Appointed at 2024-2025 present salaries and step on guide indicated until such time as negotiations have been completed.

B. RETIREMENTS/RESIGNATIONS					
Name	Nature of Action	Position/Control Number	Location	Date Effective	Discussion
Byers, Scott	Resignation	Teacher - Social Studies	Intermediate	9/1/25	
Ciccotelli, Robyn	Resignation	Special Education Aide	Stanlick	9/1/25	
Edwards, Kristen	Resignation	Special Education Aide	White Rock	9/1/25	
Eltringham, Janet	Resignation	Secretary III - PT	Stanlick	9/1/25	
Fazio, Charmaine	Resignation	Special Education Aide	Intermediate	9/29/25	
Maynard, Hannah	Resignation	Special Education Aide	Intermediate	9/1/25	
Orabone, Heather	Resignation	Bus Driver	Transportation	9/1/25	
Papa, Carol	Resignation	Kindergarten Aide	White Rock	9/1/25	
Patel, Hema	Resignation	Preschool Aide	Briggs	9/1/25	
Scarpa, Christopher	Resignation	Special Education Aide	High School	9/1/25	
Sherman, Jonathan	Resignation	Special Education Aide	Intermediate	9/1/25	
Warden, Christopher	Resignation	Special Education Aide	High School	9/1/25	

C. SCHEDULING ADJUSTMENTS						
Name	Adjustment	Position/Control Number	Location	Date Effective	Date Termin.	Discussion
Asplund, Wendy 11-214-100-106-001	Location, day off	Special Education Aide	Intermediate	9/1/25	6/30/26	7 hrs./day, Tuesday off
Bardis, Polaxenie	Day off	Special Education Aide	Briggs	9/8/25	6/30/26	Monday off
Barkley-Biddleman, Shannan	Hours, day off	Special Education Aide	Intermediate	9/1/25	6/30/26	7 hrs./day, Tuesday off
Carpentier, Dana	Day off	Special Education Aide	JTHS	9/1/25	6/30/26	5 hrs./day, no day off
Caruso, Cathryn	Hours	Special Education Aide	Intermediate	9/1/25	6/30/26	5.75 hrs./day
Frueh, Charyl	Hours	Special Education Aide	Intermediate	9/11/25	6/30/26	5.92 hrs./day
Hollander, Susan	Hours	Special Education Aide	Intermediate	9/11/25	6/30/26	5.92 hrs./day
Macedo, Julia	End date	Teacher - Music (LTS)	Intermediate	9/2/25	5/29/26	Covering #15690993
Madelena, Nadia	Day off	Special Education Aide	Briggs	9/8/25	6/30/26	Wednesday off
Marks, Elizabeth 20-218-100-106-006	Location, day off	Preschool Aide AID-WR-PRSC-PK-18	White Rock	9/17/25	6/30/26	7.25 hrs./day, Wednesday off
Mrasz, Victoria	Day off	Special Education Aide	Briggs	9/1/25	6/30/26	Thursday off
Peters, Shanna	Hours	Job Coach	High School	9/8/25	11/14/25	4 hrs./day, Monday only
Picarra, Vera 11-209-100-106-001	Location, day off	Special Education Aide	Stanlick	9/1/25	6/30/26	7.25 hrs./day, Thursday off
Tattersall, Emily	Start date	Teacher - Language Arts	Intermediate	9/1/25		
Tonneson, Christy	Day off	Special Education Aide	Briggs	9/1/25	6/30/26	Monday off
Vander Linden, Tiffany	Hours	Special Education Aide	Intermediate	9/12/25	6/30/26	7.25 hrs./day

C. SCHEDULING ADJUSTMENTS						
Name	Adjustment	Position/Control Number	Location	Date Effective	Date Termin.	Discussion
Vieras Ybarra, Gleidys	Day off	Special Education Aide	Briggs	9/1/25	6/30/26	Monday off
Williams, Kristi	Day off	Special Education Aide	Briggs	9/22/25	6/30/26	4 days./wk., Tuesday off

D. TRANSPORTATION ASSIGNMENTS						
Name Account Number	Nature of Action	Position	Loc.	Date Effective	Date Termin.	Discussion
Ackerson, Sueann 11-000-270-160-000	Appoint	Bus Driver	Transportation	9/1/25	6/30/26	Not to exceed 6.42 hrs./day
Betancourth, Delia 11-000-270-160-000	Appoint	Bus Driver	Transportation	9/1/25	6/30/26	Not to exceed 6.25 hrs./day
Betancourth, Delia 11-000-270-160-000	Appoint	Bus Driver	Transportation	9/1/25	6/30/26	Not to exceed 6.25 hrs./day
Brunner, Melissa 11-000-270-107-000	Appoint	Transportation Aide	Transportation	9/1/25	6/30/26	Not to exceed 4.92 hrs/day
Byron, Catherine 11-000-270-160-000	Appoint	Bus Driver	Transportation	9/1/25	6/30/26	Not to exceed 7.42 hrs./day
Bystrak, James 11-000-270-160-000	Appoint	Bus Driver	Transportation	9/1/25	6/30/26	Not to exceed 5.25 hrs./day
Chrzanowski, Monika 11-000-270-107-000	Appoint	Transportation Aide	Transportation	9/1/25	6/30/26	Not to exceed 5.17 hrs/day
Cloutier, Dawn 11-000-270-107-000	Appoint	Transportation Aide	Transportation	9/1/25	6/30/26	Not to exceed 5.25 hrs/day
Cowie, Catherine 11-000-270-107-000	Appoint	Transportation Aide	Transportation	9/1/25	6/30/26	Not to exceed 4.25 hrs/day
Falcone, Tonia 11-000-270-160-000	Appoint	Bus Driver	Transportation	9/1/25	6/30/26	Not to exceed 6.17 hrs./day
Fascia, Louis 11-000-270-160-000	Appoint	Bus Driver	Transportation	9/1/25	6/30/26	Not to exceed 5.33 hrs./day
Finizio, Diane 11-000-270-107-000	Appoint	Transportation Aide	Transportation	9/1/25	6/30/26	Not to exceed 5.33 hrs/day
Frederick, Colleen 11-000-270-107-000	Appoint	Transportation Aide	Transportation	9/1/25	6/30/26	Not to exceed 3.5 hrs/day
Friedman, Carisa 11-000-270-107-000	Appoint	Transportation Aide	Transportation	9/1/25	6/30/26	Not to exceed 6.25 hrs/day
Gaudio, Dominica 11-000-270-160-000	Appoint	Bus Driver	Transportation	9/1/25	6/30/26	Not to exceed 6.5 hrs./day
Giarrusso, Vanessa 11-000-270-160-000	Appoint	Bus Driver	Transportation	9/1/25	6/30/26	Not to exceed 7.08 hrs./day
Harrison, Christopher 11-000-270-160-000	Appoint	Bus Driver	Transportation	9/1/25	6/30/26	Not to exceed 6.92 hrs./day
Johnson, Marshall 11-000-270-160-000	Appoint	Bus Driver	Transportation	9/1/25	6/30/26	Not to exceed 6.92 hrs./day
Krakowski, Janice 11-000-270-107-000	Appoint	Transportation Aide	Transportation	9/1/25	6/30/26	Not to exceed 4.92 hrs/day
Leonard, Ralph 11-000-270-160-000	Appoint	Bus Driver	Transportation	9/1/25	6/30/26	Not to exceed 7.25 hrs./day
Lopreato, Jennifer 11-000-270-107-000	Appoint	Transportation Aide	Transportation	9/1/25	6/30/26	Not to exceed 4.33 hrs/day
Lozano, Madelyne 11-000-270-107-000	Appoint	Transportation Aide	Transportation	9/1/25	6/30/26	Not to exceed 4.58 hrs/day
Marshall, Amber 11-000-270-107-000	Appoint	Transportation Aide	Transportation	9/1/25	6/30/26	Not to exceed 4.83 hrs/day
Mirando, Cheryl 11-000-270-160-000	Appoint	Bus Driver	Transportation	9/1/25	6/30/26	Not to exceed 6.58 hrs./day
Montanye, Wendy 11-000-270-107-000	Appoint	Transportation Aide	Transportation	9/1/25	6/30/26	Not to exceed 5.83 hrs/day
Nelson, Jerome 11-000-270-160-000	Appoint	Bus Driver	Transportation	9/1/25	6/30/26	Not to exceed 6.17 hrs./day
Penicaro, David 11-000-270-160-000	Appoint	Bus Driver	Transportation	9/1/25	6/30/26	Not to exceed 6.33 hrs./day
Prebor, Anne 11-000-270-107-000	Appoint	Transportation Aide	Transportation	9/1/25	6/30/26	Not to exceed 5.17 hrs/day
Rabtzow, Mark 11-000-270-160-000	Appoint	Bus Driver	Transportation	9/1/25	6/30/26	Not to exceed 5.25 hrs./day
Rehm, Michele	Appoint	Bus Driver	Transportation	9/1/25	6/30/26	Not to exceed 6.5 hrs./day

D. TRANSPORTATION ASSIGNMENTS						
Name Account Number	Nature of Action	Position	Loc.	Date Effective	Date Termin.	Discussion
11-000-270-160-000						
Sekula, Bridget 11-000-270-160-000	Appoint	Bus Driver	Transportation	9/1/25	6/30/26	Not to exceed 7 hrs./day
Sherba, Gail 11-000-270-107-000	Appoint	Transportation Aide	Transportation	9/1/25	6/30/26	Not to exceed 5.25 hrs/day
Smiley, Amanda 11-000-270-160-000	Appoint	Bus Driver	Transportation	9/1/25	6/30/26	Not to exceed 6.92 hrs./day
Smiley, Tawanna 11-000-270-107-000	Appoint	Transportation Aide	Transportation	9/1/25	6/30/26	Not to exceed 3 hrs/day
Smith-Rinehart, Wendy 11-000-270-160-000	Appoint	Bus Driver	Transportation	9/1/25	6/30/26	Not to exceed 6.67 hrs./day
Szarzynski, Joanna 11-000-270-107-000	Appoint	Transportation Aide	Transportation	9/1/25	6/30/26	Not to exceed 4.33 hrs/day
Talmadge, Susan 11-000-270-160-000	Appoint	Bus Driver	Transportation	9/1/25	6/30/26	Not to exceed 6.83 hrs./day
Zimmer, Kimberly 11-000-270-107-000	Appoint	Transportation Aide	Transportation	9/1/25	6/30/26	Not to exceed 4.75 hrs/day
Zuniga, Lorena 11-000-270-107-000	Appoint	Transportation Aide	Transportation	9/1/25	6/30/26	Not to exceed 4.75 hrs/day

E. LEAVES OF ABSENCE		
SMID #	Nature of Action	Effective
27478403*	Medical Leave	Unpaid leave of absence beginning 9/1/25 through 11/3/25
15690993	Family Leave Extension	Unpaid leave of absence beginning 11/3/25 through 5/29/26, per contract
53481750*	Family Leave	Unpaid leave of absence beginning 9/12/25 through 12/23/25, per contract

* Non-tenured staff, leave granted at the sole discretion of the Board.

F. SUBSTITUTES					
Name	Nature of Action	Position	Location	Date Effective	Date Termin.
Abdinoor, Michael	Appoint	Hall Monitor, Armed Security Guard	District	9/1/25	6/30/26
Alili, Hana	Appoint	Aide	District	9/12/25	6/30/26
Alili, Hasije	Appoint	Teacher	District	9/1/25	6/30/26
Beniulis, Marie	Appoint	Aide	District	9/10/25	6/30/26
Burt, Tyler	Appoint	Teacher, Aide, Secretary, Job Coach	District	9/1/25	6/30/26
Doehler, Francis*	Appoint	Armed Security	District	9/16/25	6/30/26
Flynn, Patrick	Appoint	Teacher, Aide Secretary	District	9/1/25	6/30/26
Graure, Daryl	Appoint	Aide	District	9/1/25	6/30/26
Headley, Susan	Appoint	Aide	District	9/1/25	6/30/25
Johnson, Frank	Appoint	Aide	District	9/1/25	6/30/26
Knox, John	Appoint	Teacher	District	9/1/25	6/30/26
Mackowiak, Curtis	Appoint	Aide	District	9/9/25	6/30/26
Marquez, Edith	Appoint	Aide	District	9/17/25	6/30/26
Mondaruli, Kristen	Appoint	Aide, Secretary	District	9/1/25	6/30/26
Neumann, Michele	Appoint	Nurse	District	9/1/25	6/30/26
Opper, Hailey	Appoint	Teacher	District	9/1/25	6/30/26
Palazzolo, John*	Appoint	Armed Security	District	9/16/25	6/30/26
Papa, Carol	Appoint	Aide	District	9/1/25	6/30/26
Patel, Hema	Appoint	Aide	District	9/12/25	6/30/26
Rocha, Eduardo*	Appoint	Armed Security	District	9/16/25	6/30/26
Silva, Jesus*	Appoint	Armed Security	District	9/16/25	6/30/26
Szekula, Anne	Appoint	Teacher, Aide, Job Coach	District	9/1/25	6/30/26

* Pending fingerprinting

G. BEDSIDE INSTRUCTION					
11-150-100-101-000 – Hourly Rate: \$50.15					
Name	Nature of Action	Position	Location	Date Effective	Date Termin.
Reilly, Griffin	Appoint	Bedside Instruction	District	9/9/25	6/30/26

H. 2025-2026 SCHOOL YEAR JTHS COACHING STAFF								
Name	Nature of Action	Position	Level	Base	Longevity	Salary	Date Effective	Date Termin.
Morrow, Christina	Appoint	Gymnastics Coach	-	-	-	\$5,307	9/1/25	6/30/26
Thide, Jeremy	Appoint	Head Bowling	3	\$5,611	\$0	\$5,611	9/15/25	6/26/26

I. SUMMER STAFF							
Name	Nature of Action	Position/Control Number	Salary	Loc.	Date Effective	Date Termin.	Discussion
Hollick, Allison	Adjusted End Date	Secretarial Support	\$27.06/hr.	District	7/1/25	9/3/25	Not to exceed 80 hours for office assistance
Luongo, Robert	Adjusted End Date	Summer Custodian	\$18/hr.	District	6/23/25	9/3/25	

J. EXTRA DUTY PAY								
Name	Nature of Action	Position	Level	Salary	Location	Date Effective	Date Termin.	
JTHS - 11-401-100-101-008								
Barbato, Stephen	Appoint	Detention Monitor	4	\$4,289	JTHS	9/1/25	6/30/26	
Boyle, Jonathan	Appoint	PDP Steering Committee (1 of 2)	3	\$2,662	JTHS	9/1/25	6/30/26	
Canales, Kaia	Appoint	Art Club	2	\$1,479	JTHS	9/1/25	6/30/26	
Crowe, Kelsey	Appoint	World Language Honor Society (2 of 3) French	1	\$739	JTHS	9/1/25	6/30/26	
Daken, Alice	Appoint	Gay-Straight Alliance (GSA)	1	\$739	JTHS	9/1/25	6/30/26	
Daken, Alice	Appoint	Falcon Ambassadors	1	\$739	JTHS	9/1/25	6/30/26	
DeVries, David	Appoint	Video Game Club	1	\$739	JTHS	9/1/25	6/30/26	
Diaz, Nanette	Appoint	Debate	3	\$2,662	JTHS	9/1/25	6/30/26	
Diaz, Nanette	Appoint	World Language Honor Society (1 of 3) Spanish	1	\$739	JTHS	9/1/25	6/30/26	
Flynn, Chad	Appoint	Madrigal	3	\$2,662	JTHS	9/1/25	6/30/26	
Flynn, Chad	Appoint	Spring Musical: Vocal Director	3	\$2,662	JTHS	9/1/25	6/30/26	
Flynn, Chad	Appoint	Select Choir	2	\$1,479	JTHS	9/1/25	6/30/26	
Flynn, Chad	Appoint	Spring Musical: Costumes, Props & Publications	2	\$1,479	JTHS	9/1/25	6/30/26	
Flynn, Chad	Appoint	Spring Musical: Scenery, Lighting and Sound	2	\$1,479	JTHS	9/1/25	6/30/26	
Flynn, Chad	Appoint	Vocal Ensemble	2	\$1,479	JTHS	9/1/25	6/30/26	
Flynn, Chad	Appoint	Tri-M Music Honor Society	1	\$739	JTHS	9/1/25	6/30/26	
Gonzalez, Christine	Appoint	Class Advisor: Seniors (2026) (0.5 stipend)	4	\$2,145	JTHS	9/1/25	6/30/26	
Gray-Reveredo, Meg	Appoint	Unified Track (0.5 stipend)	2	\$740	JTHS	9/1/25	6/30/26	
Gugger, Daniel	Appoint	Jazz Band	2	\$1,479	JTHS	9/1/25	6/30/26	
Gugger, Daniel	Appoint	Spring Musical: Instrumental	2	\$1,479	JTHS	9/1/25	6/30/26	
Gugger, Daniel	Appoint	Wind Ensemble	2	\$1,479	JTHS	9/1/25	6/30/26	
Guziewicz, Joseph	Appoint	Science National Honor Society	1	\$739	JTHS	9/1/25	6/30/26	
Guziewicz, Joseph	Appoint	Tutoring Supervisors (Science)	1	\$739	JTHS	9/1/25	6/30/26	
Hough, Brian	Appoint	Academic Bowl	2	\$1,605	JTHS	9/1/25	6/30/26	
Hough, Brian	Appoint	Rho Kappa Social Studies Honor Society	1	\$739	JTHS	9/1/25	6/30/26	
JTIS - 11-401-100-101-007								
Clayton, Sharon	Appoint	Detention Monitor – Grades 6-8 (0.33 stipend)	4	\$1,380	JTIS	9/16/25	6/30/26	
Roccisano, Karen	Appoint	Detention Monitor – Grades 6-8 (0.33 stipend)	4	\$1,380	JTIS	9/16/25	6/30/26	
Rowe, Kristie	Appoint	Homework Club Monitor – Grades 4-5	2	\$1,479	JTIS	9/16/25	6/30/26	
Rowens, Heather	Appoint	Homework Club Monitor – Grades 6-8 (0.33 stipend)	4	\$1,380	JTIS	9/16/25	6/30/26	
Sarmiento, Ashley	Appoint	Detention Monitor – Grades 6-8 (0.33 stipend)	4	\$1,380	JTIS	9/16/25	6/30/26	
Ward, Elizabeth	Appoint	Homework Club Monitor – Grades 6-8 (0.66 stipend)	4	\$2,760	JTIS	9/16/25	6/30/26	

K. STUDENT OBSERVATION							
Name	College	Subject Area	Location	Start Date	End Date	Discussion	
Edore, Jaelyn	Morris County School of Technology	Elementary School Education	JTIS	9/9/25	12/19/25	120 hrs.	
Torres, Brianna	Liberty University	English	JTHS	9/4/25	12/12/25	60 hrs., fall semester	

K.2 Motion to approve the following corrections to the July 18, 2025 Minutes, Personnel Section:

A. PERSONNEL								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Bahamondes, Javiera†	Appoint	Special Education Aide	2	\$25.67/hr.	TBD	9/1/25	6/30/26	Corrected step, salary

F. 2025-2026 SCHOOL YEAR JTHS COACHING STAFF								
Name	Nature of Action	Position	Level	Base	Longevity	Salary	Date Effective	Date Termin.
Cina, Michael*	Appoint	Assistant Football	3	\$6,871	-	\$6,871	8/11/25	11/23/25

* Out of district

K.3 Motion to approve resolution as described below:

Upon the recommendation of the Superintendent of Schools, the Jefferson Township Board of Education votes to withhold the salary and adjustment increment for Employee No.1385 for the 2026-2027 school year based upon the employee’s job performance.

K.4 Motion to approve 2025-2026 Substitute Rates, as described below, effective September 1, 2025:

Position	Rate
Teacher	\$175.00/diem

K.5 Motion to approve the payment for services during home athletic events for the 2025-2026 school year:

Site Manager	\$75.00
Timer Varsity/Announcer	\$55.00
Timer JV	\$45.00
Timer Freshman	\$35.00
Crowd Control	\$60.00
Tickets	\$52.00
Event Coordinator	\$65.00
Announcer (Football)	\$55.00
Spotter (Football)	\$30.00
Wrestling Quad Head Ticket	\$185.00
Wrestling Quad Asst Ticket	\$117.00
Wrestling Quad Announcer	\$75.00
Wrestling Quad Timer	\$90.00
Wrestling Quad Site	\$150.00
Wrestling Quad Crowd Control	\$125.00
Event Assistant (ie Track official/worker)	\$55.00
Parking Assistant / Event Manager	\$20.00/hour

L. EDUCATION

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions L.1 through L.3, as described below:

_____ Mr. Brown	_____ Mr. Natale	_____ Mr. Stewart
_____ Mrs. Grater	_____ Mrs. Perez	_____ Mrs. Wildermuth, Vice President
_____ Mrs. Mallimo-Orna	_____ Mrs. Small	_____ Mrs. Poulas, President

L.1 Motion to affirm Superintendent's report on zero (0) incidents of Harassment, Intimidation and Bullying findings reported for July 22, 2025 through August 18, 2025.

L.2 Motion to approve the following day field trips:

School, Group/Activity	Location
District STEP Program	Oak Ridge, NJ
District STEP Program	Sparta, NJ
District STEP Program	Rotating Destinations
District STEP Program	Oak Ridge, NJ
District STEP Program	Wharton, NJ
District STEP Program	Randolph, NJ
District STEP Program	Wharton, NJ
JTHS Community Based Instruction	Wharton, NJ
JTHS Community Based Instruction	Oak Ridge, NJ
JTHS Community Based Instruction	Sparta, NJ

School, Group/Activity	Location
JTHS Community Based Instruction	Rockaway, NJ
JTHS Community Based Instruction	Oak Ridge, NJ

L.3 Motion to approve the following Resolution to Authorize Suspicionless Canine Searches, as described below:

WHEREAS, The Jefferson Township Board of Education believes that suspicionless canine searches promote a safe school environment and act as a means to educate and deter children from bringing illegal drugs to school;

WHEREAS, The Jefferson Township Police Department, in cooperation with the Morris County Prosecutor’s Office, will conduct suspicionless canine searches at the high school and middle school periodically throughout the school year; and

WHEREAS, These searches will be scheduled in advance and require the approval of the building principal and district superintendent,

NOW THEREFORE BE IT RESOLVED, The Jefferson Township Board of Education, in an effort to promote a safe, drug-free environment, authorizes the Jefferson Township Police Department in cooperation with the Morris County Prosecutor’s Office to conduct suspicionless canine searches.

M. POLICY

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve motion M.1, as described below:

_____ Mr. Brown	_____ Mr. Natale	_____ Mr. Stewart
_____ Mrs. Grater	_____ Mrs. Perez	_____ Mrs. Wildermuth, Vice President
_____ Mrs. Mallimo-Orna	_____ Mrs. Small	_____ Mrs. Poulas, President

M.1 Motion to approve the Second Reading of the following Bylaws, Policies and Regulations (available on district website for review):

File Code	Title	Action
P 0143	Board Member Election and Appointment	RV
P 0173	Duties of Public School Accountant	RV
P 0174	Legal Services	RV
P 0177	Professional Services	RV
P & R 1570	Internal Controls	RV
P 1620	Administrative Employment Contracts	RV
P 1636.01	Notification of Promotion, New, and Transfer Opportunities	RV
P 1648.15	Recordkeeping for Healthcare Settings in School Buildings COVID 19	A
P 2422	Statutory Curricular Requirements	RV
P 5339.01	Student Sun Protection	N
P & R 6111	Special Education Medicaid Initiative	RV
P & R 6220	Budget Preparation	RV

FILE CODE KEY: B – Bylaw P – Policy M – Mandate R – Regulation
 ACTION KEY: N – New RV – Revised A – Abolish

N. RECOGNITION OF REPORTS

Upon the recommendation of the Superintendent, the Board recognizes the reports listed below:

Harassment, Intimidation and Bullying Incidents (HIB) for the period of August 22, 2025 through September 15, 2025:

School	Incidents Reported	Confirmed Incidents	Unconfirmed Incidents
Ellen T. Briggs	0	0	0
Arthur Stanlick	0	0	0
Cozy Lake	0	0	0
White Rock	0	0	0
Jefferson Twp. Middle School	0	0	0
Jefferson Twp. High School	0	0	0

O. COMMUNICATIONS

P. PUBLIC COMMENTS *(Public participation shall be governed by Bylaw 0167, as outlined in Agenda Section G).*

Q. OLD BUSINESS

R. NEW BUSINESS

S. 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 15th day of September, 2025, 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 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.

T. ADJOURN

Motion by _____, seconded by _____, to adjourn the meeting at _____ PM.

_____ Mr. Brown	_____ Mr. Natale	_____ Mr. Stewart
_____ Mrs. Grater	_____ Mrs. Perez	_____ Mrs. Wildermuth, <i>Vice President</i>
_____ Mrs. Mallimo-Orna	_____ Mrs. Small	_____ Mrs. Poulas, <i>President</i>

Appendix A

Name	Event Date	Location	Seminar/Function	Registration Fee \$	Transportation Fee \$	Lodging cost per night	Meal cost per day	# of Travel Days	Mileage @ \$0.47/mi	Misc. Fees (including parking/tolls/misc fees)	Total Expense
Dunbar, Maria	10/26/25-10/28/25	Princeton, NJ	2025 Art Educators of NJ: Art and Soul	\$340.00	-	\$189.00	\$68.00	1.5	\$59.50	-	\$690.50
West, Elizabeth	10/27/25, 11/21/25, 12/19/25, 1/16/26, 2/20/26, 3/20/26, 4/17/26, and 5/15/26	Virtual	Community of Practice for Experienced Preschool Intervention Referral Specialist	\$200.00	-	-	-	-	-	-	\$200.00