

JEFFERSON TOWNSHIP BOARD OF EDUCATION

Regular Meeting Agenda

Monday, November 17, 2025 7:00 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>
	_____ London Castle, Student Representative	
	_____ Victor Koziol, Student Representative	

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 17th day of November, 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.

Motion to close Executive Session by _____, seconded by _____, that the meeting is called to public session at _____ PM.

_____ Mr. Brown

_____ Mr. Natale

_____ Mr. Stewart

_____ Mrs. Grater

_____ Mrs. Perez

_____ Mrs. Wildermuth, *Vice President*

_____ Mrs. Mallimo-Orna

_____ Mrs. Small

_____ Mrs. Poulas, *President*

E. PRELIMINARY ELECTION RESULTS Three Year Terms – January 1, 2026 – December 31, 2028 (3 seats)

<u>Name</u>	<u>Votes</u>
Camacho, Alberto	3,411
Grater, Jaime	2,739
Ruggiero, Kristin	3,900
Seugling, Christine	2,949
Wildermuth, Adele	2,887

F. SUPERINTENDENT’S REPORT

- Good News and Progress Report

G. PRESENTATIONS

- JTHS Academy Acceptance Recognitions - Dr. Maria Dunbar, Business and Finance Academy Supervisor and Mr. Christopher Hiben, STEM Academy Supervisor
- 2024-2025 Annual District Audit Presentation - Mr. Ray Sarinelli, Jr., of auditing firm Nisivoccia, LLP

H. 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 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.

I. STUDENT REPRESENTATIVES

J. COMMITTEE REPORTS

K. MINUTES OF MEETINGS

Motion by _____, seconded by _____, that the Executive Session Meeting minutes of the October 14, 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>

Motion by _____, seconded by _____, that the Regular Meeting minutes of the October 14, 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>

L. FINANCE AND BUILDING NEEDS

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions L.1 through L.15, 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>

L.1 Motion to accept and approve the July 1, 2024, through June 30, 2025, Draft Comprehensive Annual Financial Report, which contains no audit recommendations. *(Copy available for review)*

L.2 Motion to approve the purchase order list dated October 2025 in the amount of \$867,133.18.

L.3 Motion to approve the vendors’ bills list for release, on or after November 18, 2025, in the amount of \$827,056.08.

L.4 Motion to approve the check register as of October 2025 in the amount of \$6,122,380.27.

Fund	Amount
General Fund (10)	\$5,488,353.61
Special Revenue Fund (20)	\$632,601.66
Referendum Fund (30)	\$1,425.00
Total	\$6,122,380.27

L.5 Motion to approve the funds transfers in the 2025-2026 Fiscal Year, dated October 31, 2025, in the amount of \$2,043,755.92.

L.6 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 October 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).

- L.7** Motion to certify, in accordance with N.J.A.C. 6A:23-2.11(c), as of September 30, 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.
- L.8** Motion to participate in Joint Transportation Agreement between Jefferson Township Public Schools (Host) and Sparta Township School District (Joiner) to provide transportation for athletic trips and other various trips, for \$55 per hour, for the 2025-2026 school year.
- L.9** Motion to approve the submission of the Annual Preschool Operational Plan Update and projected Preschool Enrollment for the 2026-2027 school year.
- L.10** Motion to approve submission of New Jersey Department of Education preschool square footage waiver application.
- L.11** Motion to approve settlement, as described below:

BE IT RESOLVED, the Jefferson Township Board of Education hereby accepts and approves the negotiated Settlement Agreement and Release of Claims (“Agreement”) between the Jefferson Township Board of Education and J.M. and T.M., individually and on behalf of M.M., subject to the terms and conditions set forth therein; and

BE IT FURTHER RESOLVED, the Jefferson Township Board of Education authorizes the Board President and Business Administrator to execute the Agreement on behalf of the Board; and to take such further steps as may be necessary to effectuate the within settlement and carry out this action of the Board.

- L.12** Motion to accept the following anonymous donation from a Fidelity Charitable Donor Advised Fund to use towards the Jefferson Township High School Turf Field Press Box Sound System replacement, in accordance with Policy 7230, Gifts, Grants, and Donations.

Item/Purpose	Amount
JTHS Turf Field Press Box Sound System	\$ 15,000.00

- L.13** Per the recommendation of its group insurance broker-of-record, Brown & Brown Metro, LLC, the Board of Education hereby resolves, effective January 1, 2026, to make the following changes to its group medical and prescription drug insurance carriers:
 - A. Terminate its group medical and prescription drug insurance participation with the School Employees’ Health Benefits Program (SEHBP).
 - B. Select Aetna as its group medical insurance carrier, at the rates, benefits, terms, and conditions represented in the Aetna proposal dated October 10, 2025. Benefits will be consistent with the requirements of the collective bargaining agreement.
 - C. Select CVS/Caremark as its group prescription insurance pharmacy benefits manager and RxBenefits as its administrator, at the rates, benefits, terms, and conditions represented in the RxBenefits proposal dated October 2025. Benefits will be consistent with the requirements of the collective bargaining agreement.
 - D. Designate Brown & Brown Metro, LLC as the Board’s broker-of-record for our new Aetna group medical and CVS/Caremark prescription drug insurance programs. Brown & Brown Metro, LLC is authorized to act on behalf of the Board in all matters related to these programs. Brown & Brown Metro, LLC’s responsibilities will include, but are not limited to, negotiating annual renewal rates; marketing our group insurance programs; and assisting staff in the resolution of billing, enrollment, and claim problems.

E. Authorize all appropriate Board of Education staff to take such action and affect such documentation as necessary to implement these changes.

L.14 Motion to ratify the resolution effectuating the termination of the employee medical & prescription benefit plans held directly with the School Employee Health Benefits Plan ("SEHBP") effective 11:59 PM on December 31, 2025.

L.15 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.

M. PERSONNEL

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

M.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/ASSIGNMENTS								
Name	Nature of Action	Position/Control Number	Deg/ Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Brennan, Jessica 11-000-240-103-001	Appoint	Principal ADM-ES-PRIN-ES-01		\$140,000	Stanlick	2/1/26	6/30/26	Replacing M. Valenti
Bufardeci, Dawn 11-000-252-100-000	Appoint	Secretary IV - Technology	9	\$60,161	District	7/1/25	6/30/26	Change in Group per JTEA agreement
Chorzalewski, Krystal 11-000-214-106-101	Appoint	Special Education Aide AID-IS-SPED-IS-36	1	\$26.21/hr.	Intermediate School	11/18/25	6/30/26	3.5 hrs./day, budgeted

A. APPOINTMENTS/ASSIGNMENTS								
Name	Nature of Action	Position/Control Number	Deg/ Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Den Uyl, Kara 11-214-100-106-006	Appoint	Special Education Aide AID-IS-SPED-IS-24	1	\$26.21/hr.	Intermediate School	11/18/25	6/30/26	5.75 hrs./day, replacing S. Hollander
Donohue, Lauren 11-100-240-103-007	Appoint	Assistant Principal ADM-IS-ASPR-IS-01		\$130,000	Intermediate School	11/18/25	6/30/26	Replacing K. Tobia
Genader, Samantha 11-214-100-106-001	Appoint	Special Education Aide AID-ST-SPED-ST-14	1	\$26.21/hr.	Stanlick	11/18/25	6/30/26	7.25 hrs./day, Tuesday off, replacing R. Ciccotelli
Glenn, Jennifer 11-214-100-101-290	Appoint	Teacher - Preschool - Special Education (LTS) LTS-BR-SPED-PK-03		\$295.50/ diem	Briggs	1/5/26	2/20/26	Not to exceed 33 days, covering #2917
Hollick, Allison 11-000-120-100-290	Appoint	Teacher - Grade 3 (LTS) LTS-WR-ELEM-03-01		\$295.50/ diem	White Rock	11/10/25	12/23/25	Covering #1697
Jahnke, Julie 11-000-261-105-000 (0.5) 11-000-262-105-000 (0.5)	Appoint	Secretary IV - Facilities	11	\$64,261	District	7/1/25	6/30/26	Change in Group per JTEA agreement
Knapik, Dirouhi 11-214-100-101-290	Appoint	Teacher - Preschool - Special Education (LTS) LTS-BR-SPED-PK-03		\$295.50/ diem	Briggs	4/20/26	5/15/26	Not to exceed 20 days, covering #2917
Miller, Natalie 11-214-100-101-290	Appoint	Teacher - Preschool - Special Education (LTS) LTS-BR-SPED-PK-03		\$295.50/ diem	Briggs	2/23/26	4/17/26	Not to exceed 35 days, covering #2917
Mollitor, Erin 11-213-100-106-290	Appoint	Special Education Aide (LTS) LTS-IS-SPED-IS-16		\$25.39/hr.	Intermediate	11/18/25	3/18/26	Covering #820
Moore, Hannah 11-214-100-106-001	Appoint	Special Education Aide AID-ST-SPED-ST-15	1	\$26.21/hr.	Stanlick	11/18/25	6/30/26	7.25 hrs./day, Monday off, budgeted
Paz, Sarah 11-209-100-106-008	Appoint	Special Education Aide AID-HS-SPED-HS-02	1	\$26.21/hr.	High School	11/18/25	6/30/26	Not to exceed 5.75 hrs./day, budgeted

B. RETIREMENTS/RESIGNATIONS					
Name	Nature of Action	Position/Control Number	Location	Date Effective	Discussion
Valenti, Michael	Retirement	Principal - Elementary	Stanlick	2/1/26	Retiring after 20 years in district

C. EXTRA HOURS							
Name	Nature of Action	Position	Salary	Location	Start Date	End Date	Discussion
Castimore, Shannon 20-241-200-100-000	Extra Hours	Teacher - Grade 4	\$74.76/hr.	Intermediate School	10/15/25	6/19/26	Not to exceed 15 hours for SEI training
Freeswick, Allison 20-241-200-100-000	Extra Hours	Teacher - Grade 4	\$41.10/hr.	Intermediate School	10/15/25	6/19/26	Not to exceed 15 hours for SEI training
King, Nicole 20-241-200-100-000	Extra Hours	Teacher - Grade 4	\$49.41/hr.	Intermediate School	10/15/25	6/19/26	Not to exceed 15 hours for SEI training
Lamendola, Angela 11-213-100-106-007	Extra Hours	Special Education Aide	\$27.02/hr.	Intermediate School	10/20/25	10/20/25	Not to exceed 6 hours for CPI Training
Smith, Kaitlin 20-241-200-100-000	Extra Hours	Teacher - Grade 4	\$44.14/hr.	Intermediate School	10/15/25	6/19/26	Not to exceed 15 hours for SEI training
Tice, Cassandra 20-241-200-100-000	Extra Hours	Teacher - Grade 5	\$42.28/hr.	Intermediate School	10/15/25	6/19/26	Not to exceed 15 hours for SEI training
Vega, Gabrielle 20-241-200-100-000	Extra Hours	Teacher - Grade 5	\$48.18/hr.	Intermediate School	10/15/25	6/19/26	Not to exceed 15 hours for SEI training

D. SCHEDULING/ASSIGNMENT ADJUSTMENTS							
Name	Adjustment	Position/Control Number	Salary	Location	Date Effective	Date Term.	Discussion
Bystrak, James	Hours	Bus Driver		Transportation	11/17/25	6/30/26	Not to exceed 5.5 hrs./day
Chaplin, Madison	Rate	Teacher - Special Education	\$295.50/ diem	White Rock	9/5/25	6/19/26	
Chrzanowski, Monika	Hours	Bus Aide		Transportation	11/17/25	6/30/26	Not to exceed 6.17 hrs./day
Conceicao, Gabriella	End Date/ Rate	Teacher - Business (LTS)	\$290.50/ diem	High School	9/1/25	2/1/26	Covering #20
DeGroat, Roger	Rate	Teacher - Physical Education (LTS)	\$295.50/ diem	High School	9/5/25	10/31/25	

D. SCHEDULING/ASSIGNMENT ADJUSTMENTS							
Name	Adjustment	Position/Control Number	Salary	Location	Date Effective	Date Term.	Discussion
Fascia, Louis	Hours	Bus Driver		Transportation	11/17/25	6/30/26	Not to exceed 5.42 hrs./day
Green, Antoine	End Date	Supervisor		District		12/5/25	Covering J. Brennan
Harrison, Christopher	Hours	Bus Driver		Transportation	11/17/25	6/30/26	Not to exceed 8.17 hrs./day
Headley, Susan	Rate	Teacher - Preschool (LTS)	\$295.50/diem	White Rock	11/10/25	3/27/26	
Johnson, Marshall	Hours	Bus Driver		Transportation	11/17/25	6/30/26	Not to exceed 7.17 hrs./day
Koutouzakis, Asmina	Rate	Teacher - Preschool (LTS)	\$295.50/diem	Briggs	9/5/25	10/31/25	
Macedo, Julia	Rate	Teacher - Music (LTS)	\$295.50/diem	Intermediate School	9/5/25	5/29/26	
Marshall, Amber	Hours	Bus Aide		Transportation	11/17/25	6/30/26	Not to exceed 5.5 hrs./day
Maynard, Alyce	Hours	Special Education Aide		Intermediate School	9/22/25	6/30/26	7.25 hrs./day
Miller, Kelly	End Date	Mail Courier		District		6/30/26	
Pait, Amanda	Rate	Teacher - Kindergarten (LTS)	\$295.50/diem	White Rock	9/5/25	6/16/26	
Penicaro, David	Hours	Bus Driver		Transportation	11/17/25	6/30/26	Not to exceed 6.5 hrs./day
Peters, Shanna	Rate	Structured Learning Coordinator (LTS)	\$295.50/diem	High School	9/5/25	11/14/25	
Ruiz, Giselle	Rate	Teacher - Grade 2 (LTS)	\$295.50/diem	White Rock	9/5/25	6/19/26	
Sherba, Gail	Hours	Bus Aide		Transportation	11/17/25	6/30/26	Not to exceed 5.5 hrs./day
Smith, Mojave 11-214-100-106-003	Hours, Location	Special Education Aide AID-BR-SPED-BR-03		Briggs	10/29/25	6/30/26	7 hrs./day
Szarzynski, Joanna	Hours	Bus Aide		Transportation	11/17/25	6/30/26	Not to exceed 4.58 hrs./day
Tejada, Juana	Day Off	Special Education Aide		High School	11/3/25	6/30/26	Tuesday off
Todd, Bertha	Rate	Teacher - Mathematics (LTS)	\$295.50/diem	Intermediate School	9/5/25	11/21/25	

E. LEAVES OF ABSENCE		
ID #	Nature of Action	Effective
1183*	Medical Leave	Unpaid leave of absence beginning 10/28/25 through 2/6/26, per contract
3651*	Family Leave	Family leave beginning 1/5/26 through 4/11/26 utilizing 4 family illness and 1 personal day, balance unpaid; FMLA/NJFLA
2917*	Medical Leave	Leave of absence beginning 1/5/26 through 2/13/26 utilizing 12 personal illness, 2 personal, and balance unpaid days; 3 weeks FMLA
2917*	Family Leave	Unpaid leave of absence beginning 2/17/26 through 5/15/26; FMLA/NJFLA
3469*	Medical Leave	Leave of absence beginning 10/16/25 through 1/23/26 utilizing 6 personal illness days, balance unpaid per contract

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

F. ACCOUNT CODE CHANGES						
Name	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.
Brunner, Melissa 20-218-200-110-000 (0.5) 11-000-270-107-000 (0.5)	Bus Aide	5	\$26.97/hr.	Transportation	9/1/25	6/30/26
Chrzanowski, Monika 20-218-200-110-000	Bus Aide	3	\$26.42/hr.	Transportation	9/1/25	6/30/26
Cloutier, Dawn 20-218-200-110-000 (0.5) 11-000-270-107-000 (0.5)	Bus Aide	3	\$26.42/hr.	Transportation	9/1/25	6/30/26
Cowie, Catherine 20-218-200-110-000	Bus Aide	3	\$26.42/hr.	Transportation	9/1/25	6/30/26
Finizio, Diane 20-218-200-110-000	Bus Aide	5	\$26.97/hr.	Transportation	9/1/25	6/30/26

F. ACCOUNT CODE CHANGES						
Name	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.
Frederick, Colleen 20-218-200-110-000	Bus Aide	2	\$26.15/hr.	Transportation	9/1/25	6/30/26
Friedman, Carisa 20-218-200-110-000 (0.33) 11-000-270-107-000 (0.67)	Bus Aide	4	\$26.69/hr.	Transportation	9/1/25	6/30/26
Krakowski, Janice 20-218-200-110-000 (0.5) 11-000-270-107-000 (0.5)	Bus Aide	5	\$26.97/hr.	Transportation	9/1/25	6/30/26
Lopreto, Jennifer 20-218-200-110-000	Bus Aide	2	\$26.15/hr.	Transportation	9/1/25	6/30/26
Lozano, Madelyne 20-218-200-110-000	Bus Aide	1	\$25.88/hr.	Transportation	9/1/25	6/30/26
Marshall, Amber 20-218-200-110-000 (0.5) 11-000-270-107-000 (0.5)	Bus Aide	3	\$26.42/hr.	Transportation	9/1/25	6/30/26
Montayne, Wendy 20-218-200-110-000 (0.5) 11-000-270-107-000 (0.5)	Bus Aide	5	\$26.97/hr.	Transportation	9/1/25	6/30/26
Prebor, Anne 20-218-200-110-000 (0.5) 11-000-270-107-000 (0.5)	Bus Aide	4	\$26.69/hr.	Transportation	9/1/25	6/30/26
Sherba, Gail 20-218-200-110-000 (0.5) 11-000-270-107-000 (0.5)	Bus Aide	3	\$26.42/hr.	Transportation	9/1/25	6/30/26
Szarzynski, Joanna 20-218-200-110-000 (0.5) 11-000-270-107-000 (0.5)	Bus Aide	1	\$25.88/hr.	Transportation	9/1/25	6/30/26
Zimmer, Kim 20-218-200-110-000	Bus Aide	3	\$26.42/hr.	Transportation	9/1/25	6/30/26
Zuniga, Lorena 20-218-200-110-000	Bus Aide	3	\$26.42/hr.	Transportation	9/1/25	6/30/26

G. SUBSTITUTES						
Name	Nature of Action	Position	Location	Date Effective	Date Termin.	Discussion
Benavides, Angelica	Appoint	Teacher	District	11/3/25	6/30/26	
Dellapenta, Donna	Appoint	Teacher	District	11/18/25	6/30/26	Pending fingerprinting
Foth, Jeffrey	Appoint	Aide	District	10/29/25	6/30/26	
Genader, Samantha	Appoint	Aide	District	11/10/25	11/17/25	
Herman, Russell	Appoint	Teacher, Aide, Job Coach	District	9/1/25	6/30/26	
Knox, James	Appoint	Armed Security Officer	District	11/18/25	6/30/26	
Koutouzakis, Asimina	Appoint	Aide	District	11/24/25	6/30/26	
Krater, Sean	Appoint	Armed Security Officer	District	11/18/25	6/30/26	Pending fingerprinting
List, John	Appoint	Custodian	District	11/18/25	6/30/26	
McAteer, Emily	Appoint	Aide	District	11/18/25	6/30/26	
Nimmo, Donna	Appoint	Secretary	District	11/11/25	6/30/26	
Picioccio, Robert	Appoint	Armed Security Officer	District	10/8/25	6/30/26	
Rog, Wanda	Appoint	Bus Aide	District	11/18/25	6/30/26	
Ruffino, Catherine	Appoint	Bus Aide	District	11/18/25	6/30/26	

H. BEDSIDE INSTRUCTION					
11-150-100-101-000 – Hourly Rate: \$50.15					
Name	Nature of Action	Position	Location	Date Effective	Date Termin.
Thomson, Amy	Appoint	Bedside Instruction	District	10/27/25	6/30/26

I. EXTRA DUTY PAY							
Name	Nature of Action	Position	Level	Salary	Location	Date Effective	Date Termin.
JTIS - 11-401-100-101-007							
D'Antoni Smeilus, Tara	Appoint	Spring Musical: Scenery/Stage Props (Grades 6-8)	1	\$592	Intermediate School	11/18/25	6/30/26
Hoertel, Jessica	Appoint	Spring Musical: Art/Set Design (Grades 6-8)	1	\$592	Intermediate School	11/18/25	6/30/26

I. EXTRA DUTY PAY							
Name	Nature of Action	Position	Level	Salary	Location	Date Effective	Date Termin.
Hopkins, Alyssa	Appoint	Spring Musical: Drama Director (Grades 6-8)	3	\$2,514	Intermediate School	11/18/25	6/30/26
Kulick, Lauren	Appoint	Jazz Band (Grades 7-8)	1	\$592	Intermediate School	11/18/25	6/30/26
MacDermid, James	Appoint	Open Gym Spring (Grades 7-8)	1	\$592	Intermediate School	11/18/25	6/30/26
Reid, James	Appoint	Open Gym Spring (Grades 4-6)	1	\$592	Intermediate School	11/18/25	6/30/26
Reid, Kimberly	Appoint	Spring Musical: Publications/Tickets (Grades 6-8)	1	\$592	Intermediate School	11/18/25	6/30/26
Rowe, Kristie	Appoint	Reading Book Club (Grades 4-6)	2	\$1,479	Intermediate School	11/18/25	6/30/26
Sarmiento, Ashley	Appoint	Showcase (Grades 7-8)	1	\$592	Intermediate School	11/18/25	6/30/26
Sarmiento, Ashley	Appoint	Spring Musical: Costumes (Grades 6-8)	1	\$592	Intermediate School	11/18/25	6/30/26
Szuskowski, Patricia	Appoint	Spring Musical: Props (Grades 6-8)	1	\$592	Intermediate School	11/18/25	6/30/26

J. 2025-2026 SCHOOL YEAR JTHS COACHING STAFF								
Name	Nature of Action	Position	Step	Base	Longevity	Salary	Date Effective	Date Termin.
Bridge, Ryan*	Appoint	Volunteer - Wrestling	-	-	-	-	11/24/25	3/8/26
Bruseo, Darren†	Appoint	Head Wrestling (Girls)	-	\$0	-	\$0	11/24/25	3/8/26
Cuddy, Kevin	Appoint	Asst. Basketball (Boys)	3	\$6,451	\$0	\$6,451	11/24/25	3/8/26
Dabal, Robert*	Appoint	Asst. Wrestling	3	\$6,028	\$0	\$6,028	11/24/25	3/8/26
DiBiase, Lawrence*	Appoint	Volunteer - Wrestling	-	-	-	-	11/24/25	3/8/26
DiGennaro, Jr., Peter	Appoint	Asst. Indoor Track	3	\$5,611	\$0	\$5,611	11/24/25	3/8/26
Gage, Travis	Appoint	Volunteer - Basketball (Girls)	-	-	-	-	11/24/25	3/8/26
Kircher, Lori	Appoint	Asst. Indoor Track	3	\$5,611	\$0	\$5,611	11/24/25	3/8/26
Machak, Kendall	Appoint	Athletic Trainer	3	\$2,187	-	\$2,187	11/24/25	3/8/26
Monoco, Paul*	Appoint	Volunteer - Basketball (Boys)	-	-	-	-	11/24/25	3/8/26
Nussbaum, Nate‡	Appoint	Asst. Ice Hockey	-	\$0	-	\$0	11/24/25	3/8/26
Reilly, Griffin	Appoint	Asst. Basketball (Boys)	3	\$6,451	\$0	\$6,451	11/24/25	3/8/26
Scaturro, Samuel*	Appoint	Volunteer - Ski	-	-	-	-	11/24/25	3/8/26
Solicito, Nicholas*	Appoint	Asst. Basketball (Girls)	3	\$6,451	\$150	\$6,601	11/24/25	3/8/26
Thide, Jeremy	Appoint	Head Bowling	3	\$5,611	\$0	\$5,611	8/11/25	3/8/26
Thompson, Marcus	Appoint	Asst. Basketball (Girls)	3	\$6,451	\$0	\$6,451	11/24/25	3/8/26
Venturino, Gerald	Appoint	Weight Room (Winter)	3	\$2,295	-	\$2,295	11/24/25	3/8/26
White, Daun*	Appoint	Volunteer - Wrestling	-	-	-	-	11/24/25	3/8/26
Yaros, Bart*	Appoint	Volunteer - Wrestling	-	-	-	-	11/24/25	3/8/26

* Out of district coach
 † Jefferson/Sparta Co-op
 ‡ Kinnelon/Jefferson/Sparta Tri-Op, pending fingerprinting

J. STUDENT OBSERVATIONS						
Name	College	Subject Area	Location	Start Date	End Date	Discussion
Buccieri, Amanda	Morris County School of Technology	Elementary School Education	White Rock	11/18/25	5/15/26	120 hours

M.2 Motion to approve Course Reimbursements as indicated below:

SPRING 2025 - JTEA					
Name	College/University	Course	Approval #	Credits	Total
Bolka, Chloe	American College of Education	Foundations of Childhood Development	SP15	3	\$705.00
Bolka, Chloe	American College of Education	Child Guidance	SP45	3	\$705.00
Bolka, Chloe	American College of Education	Curriculum Development Methods and Strategies	SP57	3	\$705.00
Bolka, Janet	American College of Education	Foundations of Childhood Development	SP30	3	\$341.10
Brown, Connor	University of California/San Diego	Using Google Classroom for Teaching and Learning	SP09	3	\$329.00
Brown, Connor	University of California/San Diego	Social, Emotional, and Physical Wellness for Students and Teachers	SP26	3	\$329.00
Brown, Connor	University of California/San Diego	Engaging, Motivating, and Managing Students	SP30	3	\$341.10
Caruso, Karen	Georgian Court University	History and Culture of Multilingual Learners	SP11	3	\$1,074.93
DeVries, David	Western Governors University	Learning Experience Design Foundations	SP58	3	\$1,031.25
Duda, Erica	New Jersey City University	Behavior Interventionist	SP13	3	\$1,074.93
Duda, Erica	New Jersey City University	Teaching the Student with Autism	SP14	3	\$1,074.93
Gaydos, Marc	Western Governors University	Astronomy	SP12	2	\$716.62
Gaydos, Marc	Western Governors University	Science Methods Secondary Earth Science	SP21	3	\$1,074.93
Gaydos, Marc	Western Governors University	The Ocean Systems	SP22	3	\$1,074.93

SPRING 2025 - JTEA					
Name	College/University	Course	Approval #	Credits	Total
Gaydos, Marc	Western Governors University	Earth Science Content Knowledge	SP23	1	\$358.31
Gaydos, Marc	Western Governors University	Teacher Performance Assessment	SP41	6	\$360.41
Gilroy, Sevgi	University of California/San Diego	Small Group Practices to Reach All Readers and Writers	SP32	3	\$296.10
Gilroy, Sevgi	University of California/San Diego	Active and Hands-On Science Instruction	SP46	3	\$290.70
Inclendon, Emily	University of California/San Diego	Best Practices for a Successful 4-6th Grade Classroom	SP42	3	\$284.00
Inclendon, Emily	University of California/San Diego	Effective Strategies to Improve Student Writing	SP43	3	\$284.00
Inclendon, Emily	University of California/San Diego	Bridging the Gap: High Yield Strategies to Recover from Learning Loss	SP44	3	\$284.00
LaPaz, Amy	American College of Education	Equity-Centered Leadership	SP29	3	\$705.00
LaPaz, Amy	American College of Education	The Principal's Role in Creating Successful Schools	SP40	3	\$705.00
LaPaz, Amy	American College of Education	Research Methods for Educational Leaders	SP59	3	\$705.00
Masters, Lauren	University of California/San Diego	Developing Phonetic Awareness in Emergent Readers	SP53	3	\$255.60
Masters, Lauren	University of California/San Diego	Supporting Math Foundational Skills	SP54	3	\$255.60
Masters, Lauren	University of California/San Diego	Reading and Writing Strategies for Students with Special Needs	SP55	3	\$255.60
Masters, Lauren	University of California/San Diego	Behavior Interventions for Students with Special Needs	SP56	3	\$255.60
McGurrin, Meghan	University of California/San Diego	Data Driven Instruction	SP01	3	\$284.00
McGurrin, Meghan	University of California/San Diego	Engaging, Motivating, and Managing Students	SP02	3	\$284.00
McGurrin, Meghan	University of California/San Diego	Effective Strategies to Improve Student Writing	SP03	3	\$284.00
Moya, Marguerite	William Paterson University	Leader Learner Community	SP16	1	\$358.31
Moya, Marguerite	William Paterson University	Special Topics in Leadership	SP17	3	\$1,074.93
Moya, Marguerite	Felician University	Internship in Administration	SP18	3	\$1,074.93
Moya, Marguerite	Felician University	Data-Informed Leadership	SP19	3	\$1,074.93
Moya, Marguerite	Felician University	School Finance and the Economics of Education	SP20	3	\$1,074.93
Povinelli, Kaitlyn	University of California/San Diego	Reading Foundations for Emergent and Early Readers	SP34	3	\$290.70
Reiss, Joanna	Centenary University	Diagnosis Learning Disabilities	SP25	3	\$1,074.93
Rowe, Kristie	University of California/San Diego	Math Problem Solving Strategies for Grades 3-6	SP49	3	\$255.60
Rowe, Kristie	University of California/San Diego	Incorporating SEL Skills into the Content Areas	SP50	3	\$255.60
Santini, Gina	Caldwell University	Legal and Ethical Issues in Counseling	SP24	3	\$1,074.93
Signorello, Serina	University of California/San Diego	Educational Technology	SP04	3	\$379.00
Signorello, Serina	University of California/San Diego	Digital Projects that Inspire and Support Student Learning	SP05	3	\$379.00
Signorello, Serina	University of California/San Diego	Google as a Classroom Tool for Learning	SP06	3	\$379.00
Signorello, Serina	University of California/San Diego	ELL Strategies for Mainstream Students	SP07	3	\$379.00
Signorello, Serina	University of California/San Diego	Character Education for the 21st Century	SP08	3	\$379.00
Tiger, Jahn	Western Governors University	Managing Organizations and Leading People	SP60	3	\$437.22

M.3 Motion to approve Advanced Salary Placements retroactive to September 1, 2025 as indicated below:

Name	From	Present Salary	To	New Salary
Barbato, Stephen	MA+30/18	\$97,541	MA+45/18	\$101,729
Bolka, Chloe	BA/3	\$60,100	BA+15/3	\$61,200
Brown, Connor	MA+15/8	\$68,492	MA+30/8	\$72,996
Canales, Kaia	MA/8	\$67,271	MA+15/8	\$68,492
Caruso, Karen	MA/9	\$69,019	MA+15/9	\$70,451
Corter, Lindsay	MA/15	\$76,136	MA+30/15	\$84,029
Devries, David	BA/12	\$67,335	BA+15/12	\$68,909
Gaydos, Marc	MA/19	\$94,624	MA+30/19	\$102,941
Gilroy, Sevgi	MA+30/16	\$89,046	MA+45/16	\$92,719
Inclendon, Emily	MA+15/5	\$64,400	MA+30/5	\$65,515
Kelly, Jenna	MA+30/14	\$84,029	MA+45/14	\$87,608
La Paz, Amy	BA/11	\$66,030	BA+15/11	\$67,502
Nimmo, Emily	MA+30/10	\$79,063	MA+45/10	\$81,828
Novembrino, Kristin	MA+15/7	\$66,479	MA+30/7	\$70,009
Reiss, Joanna	MA+30/12	\$81,065	MA+45/12	\$84,541
Rowe, Kristie	MA+30/16	\$89,046	MA+45/16	\$92,719
Sabella, Jaclyn	MA+30/14	\$84,029	MA+45/14	\$87,608
Signorello, Serina	MA+15/19	\$96,761	MA+30/19	\$102,941
Urta, Rosemary	MA+15/10	\$73,061	MA+30/10	\$79,063

M.4 Motion to approve the following corrections to the October 15, 2025 Minutes, Personnel:

A. APPOINTMENTS/ASSIGNMENTS								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Hollander, Susan 11-000-218-105-008	Appoint	Secretary - III - Home Instruction (.47) SEC-HS-CNSL-HS-03	2	\$20,523.73	High School	10/20/25	6/30/26	Corrected salary and start date
Nimmo, Donna 11-000-218-105-007	Assignment Change	Secretary - III - Intermediate (.47) SEC-IS-SCHS-NA-03	9	\$22,348.89	Intermediate	10/20/25	6/30/26	Corrected salary and start date

M.5 Motion to approve the following corrections to the April 28, 2025 Minutes, Appendix C:

Certificated Staff						
Name	Position	Level	Step	Base	Longevity	Total
Yermal, Amy	School Counselor	MA	4	\$62,800		

Bus Drivers				
Name	Position	Step	Salary	Longevity
Betancourth, Delia	Bus Driver	5	\$31.65/hr.	
Leonard, Ralph	Bus Driver	4	\$30.65/hr.	

N. EDUCATION

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve and adopt motions N.1 through N.4, 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

N.1 Motion to affirm Superintendent's report of incidents of Harassment, Intimidation and Bullying findings reported for September 16, 2025 through October 14, 2025.

N.2 Motion to approve student received for the 2025-2026 school year, as indicated below plus related services as needed:

Student	School	Tuition	Effective
7337053359	Phillipsburg School District	\$17,931.00	9/1/25-6/30/26

N.3 Motion to approve the following day field trips:

School, Group/Activity	Location
JTIS, Grades 6-8 Select Band and Chorus	Glenwood, NJ
JTIS, Grade 5 Gifted and Talented, Math Marathon	Morristown, NJ
Arthur Stanlick Elementary School, Grades 1-3	Oak Ridge, NJ
White Rock Elementary School, Grades 1-3	Oak Ridge, NJ
JTIS Grades 7 & 8 Chorus	Oak Ridge, NJ
JTHS Grade 9 Honors English	New York, NY
JTIS Grade 4 Gifted and Talented	Morristown, NJ
JTIS Grades 6-8 Gifted and Talented	Morristown, NJ
JTIS Grade 6 Gifted and Talented	Morristown, NJ
JTHS Debate Team	Flanders, NJ
JTHS Music Students	Jackson, NJ

N.4 Motion to approve the following overnight field trips:

School, Group/Activity	Location
JTHS Girls Flag Football	Orlando, FL
JTHS Baseball Spring Training	Cedarhurst and New Brunswick, NJ

O. POLICY

Motion by _____, seconded by _____, to accept the recommendation of the Superintendent to approve motion O.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

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

File Code	Title	Action
P8821	Display of the Flag	N

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

P. 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 October 15, 2025 through November 17, 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. Intermediate School	3	2	1
Jefferson Twp. High School	5	2	3

Enrollment as of 10/31/25:

	October 2024	October 2025
Grades PreK	292	286
Grades K-5	1,031	1,032
Grades 6-8	550	532
Grades 9-12	797	758
TOTAL	2,670	2,608
Tuition students received	2	3
Out-of-district placement	15	11

Q. COMMUNICATIONS

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

S. OLD BUSINESS

T. NEW BUSINESS

U. 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 17th day of November, 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.

V. ADJOURN

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

_____ Mr. Brown

_____ Mrs. Grater

_____ Mrs. Mallimo-Orna

_____ Mr. Natale

_____ Mrs. Perez

_____ Mrs. Small

_____ Mr. Stewart

_____ Mrs. Wildermuth, *Vice President*

_____ Mrs. Poulas, *President*

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
Tiedemann, Robert	2/19/26-2/21/26	Atlantic City, NJ	NJMEA State Conference	\$225.00	-	-	-	2.5	\$133.48	-	\$358.48