

JEFFERSON TOWNSHIP BOARD OF EDUCATION

Regular Meeting Minutes

Monday, June 15, 2026 6:00 PM (Closed Session) 7:30 PM Regular Session

Jefferson Township High School Auditorium

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. Mr. Brown called the meeting to order at 7:39 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:

Aye Mr. Camacho

Aye Mrs. Poulas

Aye Mrs. Small

Aye Mr. Natale

Aye Mrs. Ruggiero

Aye Mrs. Mallimo-Orna, *Vice President*

Aye Mrs. Perez

Aye Ms. Seugling

Aye Mr. Brown, *President*

Absent London Castle, Student Representative

Aye Victor Koziol, Student Representative

D. CLOSED SESSION

Due to the Board discussing the Superintendent's evaluation, District Administration was not present in Closed Session until 6:30pm.

Motion by Mrs. Mallimo-Orna, seconded by Ms. Seugling, that the Board of Education adopt the following resolution:

Aye Mr. Camacho

Aye Mrs. Poulas

Aye Mrs. Small

Aye Mr. Natale

Aye Mrs. Ruggiero

Aye Mrs. Mallimo-Orna, *Vice President*

Aye Mrs. Perez

Aye Ms. Seugling

Aye Mr. Brown, *President*

BE IT RESOLVED, By the Jefferson Township Board of Education on this 15th day of June, 2026 at 6:02 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 Ms. Seugling, seconded by Mrs. Mallimo-Orna, that the meeting is called to public session at 7:35 PM.

<u>Aye</u> Mr. Camacho	<u>Aye</u> Mrs. Poulas	<u>Aye</u> Mrs. Small
<u>Aye</u> Mr. Natale	<u>Aye</u> Mrs. Ruggiero	<u>Aye</u> Mrs. Mallimo-Orna, <i>Vice President</i>
<u>Aye</u> Mrs. Perez	<u>Aye</u> Ms. Seugling	<u>Aye</u> Mr. Brown, <i>President</i>

E. SUPERINTENDENT’S REPORT

- Mrs. Howe provided the Good News and Progress Report and read a final statement; “ As I conclude my final Superintendent’s report, I would like to express my deepest gratitude to the many people who have made this journey so meaningful. To all the staff of whom I’ve had the privilege of working with over the years, thank you. Thank you for your unwavering support, for always having my back, for challenging me to grow as a leader, and for sharing in both laughter and difficult moments together. We navigated challenges, celebrated successes, and remained committed to our students. Your dedication, professionalism, and compassion have made me not only a better educator, but also a better person. To the Board of Ed, thank you for the confidence you placed in me when you appointed me to this position seven and a half years ago. It has been one of the greatest honors of my career to serve as your superintendent. Your partnership, trust, and shared vision has allowed us to strengthen this district and build a community where students are supported, inspired, and empowered to excel. I am proud of all that we have accomplished together. To our students, you have always been at the heart of every decision I make. Your resilience, determination, creativity, and optimism continue to inspire me. You are the reason I came to work each day with a sense of purpose, and for making this a better place to learn, grow, and thrive. Watching your achievements and witnessing your potential has been the greatest reward of my career. As I close this chapter, I do so with immense pride, gratitude, and optimism for the future. I have every confidence that this district will continue to grow and succeed because of the extraordinary people who make it special. I wish the entire family continued success, happiness, and fulfillment in the years ahead. Thank you for allowing me to be a part of your story.”
- Mr. Brown, Board President, presented Mrs. Howe with a Joint Legislative Senate Resolution honoring her years of service and upcoming retirement.

F. PRESENTATIONS

- Mr. Christopher Brown, Board President, and Mrs. Jeanne Howe, Superintendent, recognized the District’s Retirees and thanked them for their years of service.
- Mr. Christopher Brown, Board President, and Mrs. Jeanne Howe, Superintendent, recognized the Board of Education Student Representatives and thanked the students for dedicating their time.
- Mr. Michael Lonie, High School Principal and Mrs. Jeanne Howe, Superintendent, presented Allan Czerwinski with the Morris County School Board Association’s Unsung Hero Award.
- Ms. Margaret Widgren, Intermediate School Principal, recognized the JTIS Excelsior Award Recipients.
- Mr. Michael Lonie, High School Principal recognized the JTHS Summa Award Recipients, and the JTHS Class of 2026 Salutatorian and Valedictorian.

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

- An audience member inquired about the Preschool Instructional Coach position and tasked the Board with making politically savvy administrative hiring decisions, and to look for savings with anything not directly related to students.
- An audience member inquired about the received tuition students.
- An audience member remarked on the appointment of the new Superintendent of Schools and asked when parents could expect to see a three-year plan or curriculum updates.

Mrs. Howe addressed the received tuition inquiry, noting the students are preschool instructional students enrolled from out of district. She also provided clarification on the indeed for a Preschool Instructional Coach to comply with State requirements based on the size of the preschool program.

Mr. Brown remarked the Superintendent interview process was rigorous.

H. STUDENT REPRESENTATIVES

Student Representative Victor Koziol highlighted the HS Art Show, mock accident, Senior Field Day, Senior Prom, final exams, and looking forward to graduation.

I. COMMITTEE REPORTS

- **Education Committee** - Mrs. Small reported the Committee met on June 9, 2026 and discussed the general music program at JTIS, reviewed the Virtual Remote Learning Plan, revised curriculum, followed up on a FAFSA discussion from May 2026, the JTIS ASL Program, McKinney-Vento collaboration agreement, 2026-2027 professional development and district mentoring plans, 2026 Local Special Education Determination Report, Girls' Flag Football, and approval of field trips.
- **Policy & Personnel Committee** - Mrs. Poulas reported the Committee met on June 9, 2026 and discussed open positions in-district, updates on the JTIS Principal and Special Education Supervisor interviews, administrative structure and staffing, unfunded mandates, review of similarly sized districts state-wide, home athletic events rate increase, and policy and regulation changes.
 - ❖ Mr. Camacho inquired about the interaction between financial distress and enrollment. The Building Needs and Finance Committee will discuss this at committee.
 - ❖ Mr. Camacho inquired about the hiring of a new principal for JTIS, suggesting holding this hiring for the new Superintendent. Mr. Brown highlighted the process of hiring an administrator. Mr. Camacho noted he was questioning the timing and process.
- **Building Needs and Finance Committee** - Mrs. Ruggiero reported the Committee met on June 1, 2026 and discussed the NJSBA Health Benefits Resolution, health benefits cost update, 2026-2027 budget updates, rental of the Milton School Building, capital reserve update, 2026-2027 lease purchase, letter to County Commissioners regarding vocational schools, athletic sponsorship program, deferral of the district's application for the High Impact Tutoring Grant, and changing the July Committee meeting date and time.
- **Morris County Educational Services Commission** - Mrs. Small reported Mrs. Ruggiero was voted onto the Commission's Board, a new president was elected, and a new location for a special needs school was considered but ultimately decided against due to parking arrangements.
- **Negotiations Committee** - Mr. Camacho noted the Committee met on June 1, 2026 and discussed the flag football stipends. The stipends have been added to this evening's agenda for approval.

J. SUPERINTENDENT APPOINTMENT

Motion by Mrs. Mallimo-Orna, seconded by Mr. Natale, to accept the recommendation of the Superintendent to approve and adopt motion, as described below

<u>Aye</u> Mr. Camacho	<u>Aye</u> Mrs. Poulas	<u>Aye</u> Mrs. Small
<u>Aye</u> Mr. Natale	<u>Aye</u> Mrs. Ruggiero	<u>Aye</u> Mrs. Mallimo-Orna, <i>Vice President</i>
<u>Aye</u> Mrs. Perez	<u>Aye</u> Ms. Seugling	<u>Aye</u> Mr. Brown, <i>President</i>

WHEREAS, the Board has determined to appoint Mr. Scot Burkholder as Superintendent of Schools, Position Control Number ADM-BO-SUPT-NA-01;

WHEREAS, the Board is confident that Mr. Burkholder will be an outstanding asset to the Board of Education and the community at large;

WHEREAS, in order to formalize the professional relationship, Mr. Burkholder and the Board have entered into discussions which have resulted in the preparation of a contract of employment for Mr. Burkholder; and

WHEREAS, in order to satisfy the requirements of N.J.S.A. 18A:17-15, the Board and Mr. Burkholder have agreed to a contract term of three years, effective July 1, 2026, through June 30, 2029, at the salary level specified in the contract;

NOW, THEREFORE, BE IT RESOLVED by the Jefferson Township Board of Education as follows:

- (1) The Board formally appoints Mr. Scot Burkholder to the position of Superintendent of Schools, and further
- (2) The Board authorizes the President and Board Secretary to execute the attached contract of employment, which has been agreed to by the parties and has been approved by the Executive County Superintendent.

K. MINUTES OF MEETINGS

Motion by Ms. Seugling, seconded by Mrs. Small, that the minutes of the May 18, 2026 Regular and Executive Meeting be approved as submitted:

<u>Aye</u> Mr. Camacho	<u>Aye</u> Mrs. Poulas	<u>Aye</u> Mrs. Small
<u>Aye</u> Mr. Natale	<u>Aye</u> Mrs. Ruggiero	<u>Abstain</u> Mrs. Mallimo-Orna, <i>Vice President</i>
<u>Abstain</u> Mrs. Perez	<u>Aye</u> Ms. Seugling	<u>Aye</u> Mr. Brown, <i>President</i>

Motion by Mrs. Mallimo-Orna, seconded by Mr. Camacho, that the minutes of the June 4, 2026 Special Meeting be approved as submitted:

<u>Aye</u> Mr. Camacho	<u>Aye</u> Mrs. Poulas	<u>Aye</u> Mrs. Small
<u>Aye</u> Mr. Natale	<u>Aye</u> Mrs. Ruggiero	<u>Aye</u> Mrs. Mallimo-Orna, <i>Vice President</i>
<u>Aye</u> Mrs. Perez	<u>Aye</u> Ms. Seugling	<u>Aye</u> Mr. Brown, <i>President</i>

L. ANNUAL APPOINTMENTS

Motion by Ms. Seugling, seconded by Mr. Natale, to accept the recommendation of the Superintendent to approve and adopt motions L.1 through L.24, as described below:

Aye Mr. Camacho
Aye Mr. Natale
Aye Mrs. Perez

Aye Mrs. Poulas
Aye Mrs. Ruggiero
Aye Ms. Seugling

Aye Mrs. Small
Aye Mrs. Mallimo-Orna, *Vice President*
Aye Mr. Brown, *President*

- L.1** Motion to approve the appointment of Bollinger Insurance, Student Accident Insurance Agent, for the 2026-2027 school year.
- L.2** Motion to approve the appointment of TSA Consulting Group, Inc., third party administrator for the eligible annuity plans, for the 2026-2027 school year.
- L.3** Motion to approve the appointment of Busch Law Group, Special Counsel of Record for Special Education matters, per agreement, for the 2026-2027 school year.
- L.4** Motion to approve the appointment of Parette Somjen Architects, Architect of Record, per agreement, for the 2026-2027 school year.
- L.5** Motion to appoint Rita Oroho Giacchi to serve as Board Secretary for the 2026-2027 school year, pursuant to N.J.S.A. 18A:17-5.
- L.6** Motion to appoint Rita Oroho Giacchi, Business Administrator/Board Secretary, as the Qualified Purchasing Agent and Public Agency Compliance Officer and authorizing her to prepare advertisements, advertise for and receive bids, and award contracts pursuant to N.J.S.A. 18A:18A-3a, 7a and 37a for the 2026-2027 school year.
- L.7** Motion to appoint Rita Oroho Giacchi as Custodian of Records for the 2026-2027 school year.
- L.8** Motion to appoint Christopher Hiben as Chemical Hygiene Officer for the 2026-2027 school year.
- L.9** Motion to appoint Nicholas Serignese as PEOSH Officer for the 2026-2027 school year.
- L.10** Motion to appoint Nicholas Serignese as Asbestos Management Coordinator for the 2026-2027 school year.
- L.11** Motion to appoint Nicholas Serignese as Indoor Air Quality Coordinator for the 2026-2027 school year.
- L.12** Motion to appoint Nicholas Serignese or designee as Integrated Pest Management Coordinator for the 2026-2027 school year.
- L.13** Motion to appoint William K. Eagen to serve as Treasurer of School Monies for the 2026-2027 school year.
- L.14** Motion to appoint Nicholas Serignese as Right to Know Officer for the 2026-2027 school year.
- L.15** Motion to appoint Josephine Ramirez as District Educational Stability Liaison for the 2026-2027 school year.
- L.16** Motion to appoint Josephine Ramirez as District Homeless Education Liaison for the 2026-2027 school year.

- L.17** Motion to appoint Josephine Ramirez as Affirmative Action Officer for the 2026-2027 school year.
- L.18** Motion to appoint Josephine Ramirez as 504 Compliance Officer for the 2026-2027 school year.
- L.19** Motion to appoint Josephine Ramirez as Title IX Coordinator for the 2026-2027 school year.
- L.20** Motion to appoint Dr. Roger Jinks, Jr. as School Safety Specialist for the 2026-2027 school year.
- L.21** Motion to approve the New Jersey Department of Education designated Chart of Accounts as the minimum Chart of Accounts for use in the district; and

RESOLVED, The business office is authorized to add additional sub account designations as the School Business Administrator may deem necessary; and

BE IT FURTHER RESOLVED, The Superintendent is authorized to make any necessary transfer below the level of the NJDOE Chart of Accounts.

- L.22** Motion to approve the following companies to be designated as official Tax Shelters for the 2026-2027 school year:

AIG/Valic	AXA Equitable	Lincoln Investment Planning	Vanguard
ABMM Financial	The Legend Group	Security Benefit Group	

- L.23** Motion to approve the following School Student Activity Accounts, including existing designated sub-accounts, for Jefferson Township Schools for the 2026-2027 school year:

Jefferson Township High School	Jefferson Township Intermediate School	White Rock School
Arthur Stanlick School	Ellen T. Briggs School	

- L.24** Motion to adopt the existing Pre-K–12 curricula, assigned textbooks, co-curricular clubs and programs aligned to the NJ Student Learning Standards for the Jefferson Township School District until such time that this Board amends the same.

M. FINANCE AND BUILDING NEEDS

Motion by Mrs. Mallimo-Orna, seconded by Mr. Camacho, to accept the recommendation of the Superintendent to approve and adopt motions M.1 through M.16, as described below:

<u>Aye</u> Mr. Camacho	<u>Aye</u> Mrs. Poulas	<u>Aye</u> Mrs. Small
<u>Aye</u> Mr. Natale	<u>Aye</u> Mrs. Ruggiero	<u>Aye</u> Mrs. Mallimo-Orna, <i>Vice President</i>
<u>Aye</u> Mrs. Perez	<u>Aye</u> Ms. Seugling	<u>Aye</u> Mr. Brown, <i>President</i>

- M.1** Motion to approve the purchase order list dated May 2026 in the amount of \$480,915.21.
- M.2** Motion to approve the vendors' bills list for release, on or after June 16, 2026, in the amount of \$332,309.56.

M.3 Motion to approve the check register as of May 2026 in the amount of \$5,166,708.23.

Fund	Amount
General Fund (10)	\$4,548,120.04
Special Revenue Fund (20)	\$406,793.19
Referendum Fund (30)	\$211,795.00
Total	\$5,166,708.23

M.4 Motion to approve the funds transfers in the 2025-2026 Fiscal Year, dated May 31, 2026, in the amount of \$1,709,939.91.**M.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 May 31, 2026, 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).**M.6** Motion to certify, in accordance with N.J.A.C. 6A:23-2.11(c), as of April 30, 2026, 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.**M.7** Motion to approve post-severance contributions for the Jefferson Township Board of Education Superintendent, as described below:

WHEREAS, the Jefferson Township Board of Education (the "Board") intends to make non-salary reduction contributions on behalf of the Superintendent who retires;

WHEREAS, the Board will not permit any individual employee to have an option of receiving the equivalent amount as compensation; and

WHEREAS, the Board wishes to make such contributions as employer contributions as permitted under Sections 403(b)(3) or 403(b)(7) and Section 415(c)(1) of the Code for eligible employees;

NOW, THEREFORE, BE IT RESOLVED, the Board hereby authorizes and directs that the Jefferson Township Board of Education School District implements a policy to make post-retirement contributions of all accumulated sick day pay and all accumulated vacation day pay to the 403(b) or 403(b)(7) contract of the Superintendent commencing immediately in the year of the eligible employee's retirement. These employer contributions shall not exceed the limits of Section 415(c)(1) of the Section 403(b)(3) Code.

M.8 Motion to award a Four-Year Lease bid in the amount of \$1,000,000, to acquire various technology, buses, vehicles, and equipment to Customers Commercial Finance, LLC at an interest rate of 4.205%.
(*Bid breakdown sheet attached – Appendix B*)**M.9** Motion to approve the use of Zebra Pay and the deposit of funds into a Zebra Pay trust account to Athletic Officials from July 1, 2026 through June 30, 2027.**M.10** Motion to approve The Orthopedic Institute of New Jersey to provide on-field physician coverage for all of the Jefferson Township High School home football games for the 2026-2027 school year at no cost to the district.

- M.11** Motion to approve, in accordance with N.J.S.A. 18A:11-3, the following resolution to participate in the New Jersey State Interscholastic Athletic Association (NJSIAA) during the 2026-2027 school year.

The Board of Education of School District No. 2380, County of Morris, State of New Jersey, as provided for in Chapter 172 Laws 1979 (N.J.S.A. 18A:11-3, et seq.) herewith enrolls Jefferson Township High School as a member of the New Jersey State Interscholastic Athletic Association to participate in the approved interschool athletic program sponsored by the NJSIAA.

This resolution will continue in effect, until or unless rescinded by the Board of Education, and shall be included among those policies adopted annually by the Board. Pursuant to N.J.S.A. 18A:11-3, in adopting this resolution, the Board of Education adopts as its own policy and agrees to be governed by the Constitution Bylaws and Rules and Regulations of the NJSIAA.

- M.12** *WHEREAS*, N.J.S.A. 18A:21-2, N.J.S.A. 18A:7G-31, and N.J.S.A. 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end;

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unexpended appropriations into reserve accounts during the month of June by board resolution;

WHEREAS, the Jefferson Board of Education wishes to transfer unexpended appropriations from the general fund into a Capital Reserve account at year end; and

WHEREAS, the Jefferson Board of Education has determined that an amount not to exceed \$500,000 is available for such purpose of transfer;

NOW, THEREFORE, BE IT RESOLVED, By the Jefferson Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

- M.13** Motion to approve the addition to the School Student Activity Account for Jefferson Township High School, as described below:

Activity Account Sub-category
Class of 2030

- M.14** Motion to approve the addition to the School Student Activity Account for Jefferson Township Intermediate School, as described below:

Activity Account Sub-category
Million Penny Challenge

- M.15** Motion to approve the request for disposal of eligible school records, per State of New Jersey School District Records Retention Schedule and FCC Retention Schedule, as described below:

Location/ Department	Record Series #	Record Title & Description	Agency & Schedule No.	Retention Period	Dispose After
Board of Education/ Business Office	0017-0000	Insurance File - Auto Insurance Cards	M700105/001	7 years	6/30/25
Board of Education/ Business Office	0005-0000	Bid File - Awarded and Not Awarded (Excluding Construction)	M700105/001	7 years	6/30/25
Board of Education/ Business Office	204	E-Rate Contracts for Funding Year 15/16	FCC-04-190	10 years	6/30/25

M.16 Motion to approve Resolution Urging Relief from Rising Public School Employee Health Care Costs, as described below:

WHEREAS, at a time of continued fiscal uncertainty and mounting challenges, local boards of education from across the state of New Jersey continue to suffer under the growing crisis posed by the rising cost of health benefits and are desperate for relief;

WHEREAS, despite record levels of state investments in public education, these school districts are facing fiscal pressures similar to those confronting the state budget, including the unsustainable growth in health-care premiums and the mounting insolvency of the state's public employees' health benefits programs;

WHEREAS, both within the School Employees' Health Benefits Program (SEHBP) and the private market, year-over-year double-digit increases are placing tremendous strain on district budgets and local taxpayers alike;

WHEREAS, Governor Sherrill and legislative leadership have publicly acknowledged the urgent need to address rising health-care costs and the challenges facing the state's health benefits plans, including both the state and local portions of the State Health Benefits Program and the SEHBP;

WHEREAS, the seriousness of this issue is underscored by the mid-year SEHBP analysis released by the Treasury Department in March 2026, which concluded that "based on these projected losses and building in future trends, active premium rate increases for 2027 are likely to be in the double digits;"

WHEREAS, these projected increases would follow the 31.9 percent premium increase that took effect in January 2026, further exacerbating an overall premium increase of nearly 74 percent in the preceding five years;

WHEREAS, this growth in health-care costs far exceeds inflation, state aid increases, and the fiscal capacity of local communities;

WHEREAS, rising health-care premiums are consuming an ever-larger portion of already constrained school district budgets, forcing difficult decisions that directly affect students, staff, and educational quality;

WHEREAS, these cost pressures also have significant consequences for taxpayers, as districts are often compelled to utilize the full extent of their available tax levy, even after which many districts remain unable to fully offset these increases due to the constraints of the property tax levy cap, despite the limited health-care exception;

WHEREAS, for the families and students these districts serve, the downstream consequences — including district deficits, program cuts and school closures — mean the loss of community stability, continuity of services, and in many cases, access to the specialized supports that our most vulnerable students depend on;

WHEREAS, these are also precisely the conditions that erode student achievement and weaken the family engagement that is central to strengthening New Jersey's public schools; and

WHEREAS, implementing real, sustainable solutions to the rising cost of health benefits and reforming how benefits are delivered through the SEHBP would demonstrate the Governor's and Legislature's leadership and continued commitment to New Jersey's students, educators, and families, which directly advances our shared goal of affordability and a government that is effective and efficient for all New Jerseyans;

NOW, THEREFORE, BE IT RESOLVED, The Jefferson Township Board of Education in the county of Morris calls upon the Governor and State Legislature to provide immediate, short-term relief from the unsustainable increased health-care costs experienced by school districts in recent years; and

BE IT FURTHER RESOLVED, The Jefferson Township Board of Education in the county of Morris urges the Governor to engage in meaningful engagement with all affected stakeholders to develop and implement practical long-term reforms to the state's system of delivering health care to its public employees in order to generate meaningful, long-term savings;

BE IT FURTHER RESOLVED, A copy of this resolution will be forwarded to Governor Mikie Sherrill, State Treasurer Aaron Binder, Senate President Nicholas Scutari, Assembly Speaker Craig Coughlin, State Senator Anthony M. Bucco, State Senator Vin Gopal, Assemblywoman Aura K. Dunn, Assemblywoman Marisa Sweeney, and the New Jersey School Boards Association.

N. PERSONNEL

Motion by Mrs. Poulas, seconded by Mrs. Small, to accept the recommendation of the Superintendent to approve and adopt motions N.1 through N.7, as described below:

Mrs. Howe recognized the retirements on the agenda.

<u>Aye/Nay*</u> Mr. Camacho	<u>Aye</u> Mrs. Poulas	<u>Aye</u> Mrs. Small
<u>Aye</u> Mr. Natale	<u>Aye</u> Mrs. Ruggiero	<u>Aye</u> Mrs. Mallimo-Orna, <i>Vice President</i>
<u>Aye/Recuse*</u> Mrs. Perez	<u>Aye</u> Ms. Seugling	<u>Aye</u> Mr. Brown, <i>President</i>

Mr. Camacho voted Nay on Agenda Item N.1, Section A only.

Mrs. Perez Recused from voting on Agenda Item N.1., Section D only.

- N.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
Abbate-Tirado, Amanda 11-130-100-101-007	Appoint	Teacher - Spanish TCH-IS-WDLG-IS-02	MA+30/14	\$85,189	Intermediate School	9/1/26	6/30/27	Replacing D. Nadratowski
Bruggeman, Joanna 11-120-100-101-006	Transfer	Teacher - Grade 2 TCH-WR-ELEM-02-03			White Rock	9/1/26	6/30/27	Replacing C. Rourke
Conlon, Martha 11-000-218-105-008	Appoint	Secretary III - Guidance SEC-HS-CNSL-HS-01	III/3	\$54,841	High School	9/1/26	6/30/27	Replacing D. Bublitiz
Donohue, Lauren 11-000-240-103-007	Appoint	Principal ADM-IS-PRIN-IS-01		\$155,000	Intermediate School	7/1/26	6/30/27	Replacing M. Widgren

A. APPOINTMENTS/ASSIGNMENTS

Name	Nature of Action	Position/Control Number	Deg/ Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Eiflander, William 11-000-270-160-000	Appoint	Bus Driver BUS-BD-TSPT-BD-07	1	\$28.16/hr.	Transportation	6/16/26	6/30/26	Not to exceed 5 hrs./day, replacing C. Harrison
Fernandez, Tamarra 11-000-221-104-200	Appoint	K-12 Supervisor of Special Education SUP-BO-CURR-NA-05		\$115,000	District	7/1/26	6/30/27	Replacing J. Reinstein
	Stipend	K-12 Supervisor of G&T, Family & Consumer Science		\$3,000				
Jinks, Jr., Roger, Dr. 11-000-230-100-000	Appoint	Assistant Superintendent ADM-BO-ASUP-NA-01		\$193,398	District	7/1/26	6/30/27	
	Stipend	Doctorate		\$4,000				
Kreisner, Alexis 11-213-100-101-006	Appoint	Teacher - Special Education TCH-WR-SPED-ES-02	MA/4	\$63,960	White Rock	9/1/26	6/30/27	Replacing L. Wunder
Leary, Kimberly 20-218-200-176-000	Appoint	Preschool Instructional Coach TCH-PK-PIC-PK-01		\$90,409	District	9/1/26	6/30/27	New position, budgeted
Mandara, Kevin 11-000-270-160-000	Appoint	Assistant Supervisor - Transportation ASU-BO-TSPT-NA-01		\$70,000	Transportation	7/20/26	6/30/27	Replacing #3751
Meyer, Paul 11-000-270-160-000	Appoint	Bus Driver BUS-BD-TSPT-AL-18	1	\$28.97/hr.	Transportation	9/1/26	6/30/27	
Oliver, MacKenzie 11-000-218-104-007	Appoint	School Counselor GUI-IS-CNSL-IS-01	MA/1	\$62,460	Intermediate School	9/1/26	6/30/27	Replacing S. Clark
Oroho Giacchi, Rita 11-000-251-104-000	Appoint	Business Administrator ADM-BO-BSNO-NA-01		\$187,898	District	7/1/26	6/30/27	
Runne, Sheridan 11-213-100-101-006	Appoint	Teacher - Special Education TCH-WR-SPED-ES-01	BA/2	\$60,760	White Rock	9/1/26	6/30/27	Replacing J. Bruggeman
Sadiwnyk, Helen 11-000-219-106-000	Appoint	Secretary III- Special Services SEC-BO-SPCS-NA-02	4	\$55,741	District	7/1/26	6/30/27	Replacing M. Ortiz-Connors
West, Kaila 11-000-218-104-001	Appoint	School Counselor GUI-ST-CNSL-ES-01	MA/1	\$62,460	Stanlick	9/1/26	6/30/27	Replacing G.Garno
Wiseman, La Chona 11-140-100-101-008	Appoint	Teacher - American Sign Language TCH-HS-WDLG-HS-01	MA+45/17	\$98,689	High School	9/1/26	6/30/27	Replacing #3802

B. SEPARATIONS

Name	Nature of Action	Position/Control Number	Location	Date Effective	Discussion
Albertson, Linda	Retirement	Preschool Aide	White Rock	7/1/26	9 years of service in district
Brown, Amanda	Resignation	Teacher - Science	Intermediate School	7/1/26	
Krakowski, Janice	Retirement	Bus Aide	Transportation	7/1/26	8 years of service in district
Mrasz, Victoria	Resignation	Special Education Aide	Briggs	7/1/26	
Ortiz-Connors, Mildred	Resignation	Secretary III - Special Services	District	7/1/26	
Robinson, Scott	Resignation	Armed Security Officer	Stanlick	7/1/26	
Rourke, Colleen	Resignation	Teacher - Grade 2	White Rock	7/1/26	
Werrell, Amanda	Resignation	Preschool Aide	Briggs	7/1/26	

C. LEAVES OF ABSENCE

STAFF ID	Nature of Action	Effective
#925	Family Leave	Unpaid leave of absence beginning 11/2/26 through 1/29/27, expected return 2/1/27, FMLA/NJFLA
#3286	Medical Leave	Unpaid leave of absence beginning 9/1/26 through 10/23/26, utilizing 8 weeks FMLA
	Family Leave	Unpaid leave of absence beginning 10/26/26 through 1/22/27, utilizing 4 weeks FMLA and 12 weeks NJFLA, concurrent
	Extended Family Leave	Unpaid leave of absence beginning 1/25/27 through 6/18/27, expected return 9/1/27, per JTEA contract
#3518	Medical Leave	Unpaid leave of absence beginning 4/20/26 through 6/19/26, expected return 9/1/27, per JTEA contract

D. SUMMER STAFF							
Name	Nature of Action	Position	Rate	Location	Date Effective	Date Termin.	Discussion
Gonzalez, Christine	Appoint	Summer Counselor	\$48.28/hr.	High School	6/22/26	8/31/26	Not to exceed 36.25 hrs.
Halczi, Heather	Appoint	Summer Counselor	\$43.31/hr.	High School	6/22/26	8/31/26	Not to exceed 43.5 hrs.
Jahn, Nicole	Extra Hours	Structured Learning Coordinator	\$56.43/hr.	High School	6/22/26	8/31/26	Not to exceed 10 hrs.
Kish, Jacob	Appoint	Summer Technology Help	\$18/hr.	District	6/24/26	8/31/26	
Leondi Desena, Andrea	Appoint	Summer Counselor	\$43.31/hr.	High School	6/22/26	8/31/26	Not to exceed 58 hrs.
Luongo, Robert	Appoint	Summer Custodian	\$18/hr.	District	6/22/26	8/31/26	
Mannerberg, Aleya	Appoint	Summer Technology Help	\$18/hr.	District	6/22/26	8/31/26	
Miranda, Sr., Hugo	Appoint	Summer Custodian	\$18/hr.	District	6/22/26	8/31/26	
Perez, Jeremy	Appoint	Summer Custodian	\$18/hr.	District	6/22/26	8/31/26	
Senatore, Dillon	Appoint	Summer Custodian	\$18/hr.	District	6/22/26	8/31/26	
Smiley, Tawanna	Appoint	Summer Custodian	\$18/hr.	District	6/22/26	8/31/26	
Szwartz, Anthony	Appoint	Summer Technology Help	\$18/hr.	District	6/22/26	8/31/26	
Verbist, Joelle	Appoint	Summer Counselor	\$42.62/hr.	Intermediate School	6/22/26	8/31/26	Not to exceed 36.25 hrs.
Vicente-Mora, Jennifer	Appoint	Summer Counselor	\$67.26/hr.	Intermediate School	6/22/26	8/31/26	Not to exceed 36.25 hrs.

E. EXTENDED SCHOOL YEAR							
Name	Nature of Action	Position	Rate	Loc.	Date Effective	Date Termin.	Discussion
Ackerson, Sueann	Appoint	Summer Bus Driver	\$31.65/hr.	Transportation	7/1/26	8/31/26	Not to exceed 3.08 hrs./day
Bare, Roswitha	Appoint	Summer Bus Driver	\$28.16/hr.	Transportation	7/1/26	8/31/26	Not to exceed 4 hrs./day
Bystrak, James	Appoint	Substitute Summer Bus Driver	\$28.66/hr.	Transportation	7/1/26	8/31/26	As needed
Falcone, Tonia	Appoint	Summer Bus Driver	\$28.16/hr.	Transportation	7/1/26	8/31/26	Not to exceed 4.92 hrs./day
Finizio, Diane	Appoint	Summer Transportation Aide	\$26.97/hr.	Transportation	7/1/26	8/31/26	Not to exceed 2.25 hrs./day
Frederick, Colleen	Appoint	Substitute Summer Transportation Aide	\$26.15/hr.	Transportation	7/1/26	8/31/26	As needed
Friedman, Carisa	Appoint	Summer Transportation Aide	\$26.69/hr.	Transportation	7/1/26	8/31/26	Not to exceed 2 hrs./day
Holgate, Deborah	Appoint	Summer Transportation Nurse	\$46.44/hr.	Transportation	7/1/26	8/31/26	Not to exceed 4.5 hrs/day
Johnson, Marshall	Appoint	Substitute Summer Bus Driver	\$28.66/hr.	Transportation	7/1/26	8/31/26	As needed
Kandemir, Ilyas	Appoint	Substitute Summer Bus Driver	\$28.16/hr.	Transportation	7/1/26	8/31/26	As needed
Leonard, Ralph	Appoint	Substitute Summer Bus Driver	\$30.65/hr.	Transportation	7/1/26	8/31/26	As needed
Lozano, Madelyne	Appoint	Substitute Summer Transportation Aide	\$26.42/hr.	Transportation	7/1/26	8/31/26	As needed
Marshall, Amber	Appoint	Substitute Summer Transportation Aide	\$26.42/hr.	Transportation	7/1/26	8/31/26	As needed
Mirando, Cheryl	Appoint	Substitute Summer Bus Driver	\$28.66/hr.	Transportation	7/1/26	8/31/26	As needed
Montanye, Wendy	Appoint	Summer Transportation Aide	\$26.97/hr.	Transportation	7/1/26	8/31/26	Not to exceed 2.33 hrs./day
Mrasz, Victoria	Resignation	Special Ed Aide			6/29/26		
Murawinski, Joseph	Appoint	Summer Bus Driver	\$28.16/hr.	Transportation	7/1/26	8/31/26	Not to exceed 5.25 hrs./day
Nelson, Jerome	Appoint	Substitute Summer Bus Driver	\$28.66/hr.	Transportation	7/1/26	8/31/26	As needed
Penicaro, David	Appoint	Substitute Summer Bus Driver	\$31.65/hr.	Transportation	7/1/26	8/31/26	As needed
Peters, Shanna	Appoint	Special Ed Aide	\$26.75/hr.	White Rock	6/29/26	7/30/26	3.5 hrs./day for 20 days
Prebor, Anne	Appoint	Summer Transportation Aide	\$26.69/hr.	Transportation	7/1/26	8/31/26	Not to exceed 2 hrs./day
Sherba, Gail	Appoint	Substitute Summer Transportation Aide	\$26.42/hr.	Transportation	7/1/26	8/31/26	As needed
Smiley, Amanda	Appoint	Summer Bus Driver	\$28.66/hr.	Transportation	7/1/26	8/31/26	Not to exceed 4.5 hrs./day
Smiley, Tawanna	Appoint	Substitute Summer Transportation Aide	\$26.42/hr.	Transportation	7/1/26	8/31/26	As needed
Szarzynski, Joanna	Appoint	Summer Transportation Aide	\$25.88/hr.	Transportation	7/1/26	8/31/26	Not to exceed 3.33 hrs./day
Talmdage, Susan	Appoint	Summer Bus Driver	\$31.65/hr.	Transportation	7/1/26	8/31/26	Not to exceed 4 hrs./day
Wojcik, Cassandra	Appoint	Special Ed Aide	\$27.30/hr.	White Rock	6/29/26	7/30/26	3.5 hrs./day for 20 days

F. MENTORING 2025-2026 School Year			
Mentoring Teacher	Novice Teacher	Assignment	Mentoring Fee
Bruggeman, Joanna	Chaplin, Madison	White Rock	\$275.10 - completed balance of 15 weeks
Brusberg, Susan	Cuervo, Nicole	Briggs	\$550
DiGennaro, Sr., Peter	Reilly, Griffin*	High School	\$233.38 - completed balance of 7 weeks
Escolano, Jennifer	Argondizzio, Anthony	Intermediate School	\$18.34 - completed balance of 1 week
Flynn, Chad	Macedo, Julia*	Intermediate School	\$666.80 - completed 20 weeks
Gray-Revoredo, Meg	Dockery, Alison*	High School	\$666.80- completed 20 weeks
Herman, Lorraine	Ruiz, Giselle	White Rock	\$550
Hoertel, Jessica	Battle Jacques, Edouard*	Intermediate School	\$500 - completed 15 weeks
Lindstedt, Tricia	Hopkins, Alyssa	High School	\$550
Reiss, Joanna	Alliu, Daniela	Intermediate School	\$146.72 - completed 8 weeks
Rowe, Kristie	Freeswick, Allison*	Intermediate School	\$1,000
Rowens, Heather	Young, Sarah*	Intermediate School	\$466.76 - completed balance of 14 weeks

F. MENTORING 2025-2026 School Year			
Mentoring Teacher	Novice Teacher	Assignment	Mentoring Fee
Tiger, Jahn	Conceicao, Gabriella*	High School	\$333.40 - completed 10 weeks
Weaver, Ann	Lopez, Jennifer*	Stanlick	\$533.44 - completed 16 weeks

* Alternate Route

G. EXTRA DUTY PAY							
Name	Nature of Action	Position	Level	Salary	Location	Date Effective	Date Termin.
JTIS - 11-401-100-101-007							
Clayton, Sharon	Appoint	Grade Level Coordinator - Grade 7	4	\$4,275	Intermediate School	9/1/26	6/30/27
Guagenti, Alyssa	Rescind	Grade Level Coordinator - Grade 6 (0.4)	4	\$1,656	Intermediate School	3/14/26	6/30/27
Heller, Cheryl	Appoint	Grade Level Coordinator - Grade 6	4	\$4,275	Intermediate School	9/1/26	6/30/27
King, Nicole	Appoint	Grade Level Coordinator - Grade 4	4	\$4,275	Intermediate School	9/1/26	6/30/27
Pilot, Leighann	Appoint	Grade Level Coordinator - Grade 5	4	\$4,275	Intermediate School	9/1/26	6/30/27
Rowens, Heather	Rescind	Homework Club Monitor - Grades 6-8 (0.18)	4	\$745.20	Intermediate School	3/4/26	4/14/26
Thomas, Sharon	Appoint	Grade Level Coordinator - Grade 8	4	\$4,275	Intermediate School	9/1/26	6/30/27

H. SUBSTITUTES						
Name	Nature of Action	Position	Location	Date Effective	Date Termin.	Discussion
Brinck, Noel	Appoint	Teacher	District	6/5/26	6/19/26	
Eiflander, William	Appoint	Bus Driver	District	6/1/26	6/30/26	

N.2 Motion to approve the following corrections to the April 27, 2026 Minutes, Appendix B

D. Non-Tenured Clerical Staff					
Name	Position	Level	Step	Salary/Rate	Discussion
Mondaruli, Kristen	Secretary - 10mth - Elementary (.13)	III	5	\$29.52/hr.	Corrected to hourly rate for daily coverage
Sieglen, Maryann	Secretary - 10mth - Elementary (.13)	III	2	\$27.64/hr.	Corrected to hourly rate for daily coverage

N.3 Motion to approve the following corrections to the May 18, 2026 Minutes, Personnel:

F. EXTENDED SCHOOL YEAR							
Name	Nature of Action	Position	Rate	Loc.	Date Effective	Date Termin.	Discussion
Hirsch, Jennifer*	Appoint	Nurse	\$59.89/hr.	White Rock	6/29/26	7/30/26	4.25 hrs.day for 20 days Corrected to include prep time

* Additional prep time not to exceed 3 hours

N.4 Motion to approve the following corrections to the August 18, 2025 Minutes, Personnel:

G. EXTRA DUTY PAY								
Name	Nature of Action	Position	Level	Salary	Location	Date Effective	Date Termin.	Discussion
JTHS - 11-401-100-101-008								
Kula, Kathryn	Appoint	Class Advisor: Sophomore (0.5 stipend)	2	\$739.50	JTHS	9/1/25	6/30/26	Corrected rate
Maxwell, Colleen	Appoint	Book Club (0.5 stipend)	2	\$739.50	JTHS	9/1/25	6/30/26	Corrected rate
Moore, Sherry	Appoint	Class Advisor: Sophomore (0.5 stipend)	2	\$739.50	JTHS	9/1/25	6/30/26	Corrected rate
Moore, Sherry	Appoint	Unified Track (0.5 stipend)	2	\$739.50	JTHS	9/1/25	6/30/26	Corrected rate
Musibay, Amy	Appoint	Falcon Spirit Club (0.33 stipend)	3	\$887.33	JTHS	9/1/25	6/30/26	Corrected rate
Schwimer, Cara	Appoint	Falcon Spirit Club (0.33 stipend)	3	\$887.33	JTHS	9/1/25	6/30/26	Corrected rate
Serzan, Kimberly	Appoint	Falcon Spirit Club (0.33 stipend)	3	\$887.33	JTHS	9/1/25	6/30/26	Corrected rate
Vesia, Lyndsay	Appoint	Class Advisor: Freshman (0.5 stipend)	2	\$739.50	JTHS	9/1/25	6/30/26	Corrected rate
Vislosky, Stephanie	Appoint	Book Club (0.5 stipend)	2	\$739.50	JTHS	9/1/25	6/30/26	Corrected rate
Wassmer, Stephanie	Appoint	Class Advisor: Freshman (0.5 stipend)	2	\$739.50	JTHS	9/1/25	6/30/26	Corrected rate

N.5 Motion to approve the following corrections to the September 15, 2025 Minutes, Personnel:

J. EXTRA DUTY PAY								
Name	Nature of Action	Position	Level	Salary	Location	Date Effective	Date Termin.	Discussion
JTIS - 11-401-100-101-008								
Gray-Revoredo, Meg	Appoint	Unified Track (0.5 stipend)	2	\$739.50	JTIS	9/1/25	6/30/26	Corrected rate

N.6 Motion to approve the following corrections to the October 14, 2025 Minutes, Personnel:

H. EXTRA DUTY PAY								
Name	Nature of Action	Position	Level	Salary	Location	Date Effective	Date Termin.	Discussion
Gage, Travis	Appoint	Open Gym: Fall (1 of 2)	1	\$592	JTIS	10/15/25	6/19/26	Corrected rate
Guagenti, Alyssa	Appoint	TREPS (1 of 2)	2	\$1,479	JTIS	10/15/25	6/19/26	Corrected position
Guagenti, Alyssa	Appoint	Student Council (Grades 4-6)	4	\$2,070	JTIS	10/15/25	6/19/26	Corrected position
Hoertel, Jessica	Appoint	TREPS (2 of 2)	2	\$1,479	JTIS	10/15/25	6/19/26	Corrected position
Kulick, Lauren	Appoint	Tri-M Music Honor Society	1	\$592	JTIS	10/15/25	6/19/26	Corrected rate
MacDermind, James	Appoint	Open Gym: Fall (2 of 2)	1	\$592	JTIS	10/15/25	6/19/26	Corrected rate
Roccisano, Karen	Appoint	Student Council (Grades 7-8)	4	\$2,070	JTIS	10/15/25	6/19/26	Corrected position

N.7 Motion to approve the stipend for Coaching staff, as described below:

2026-2027

High School/Spring Sports	1st	2nd	3rd
Flag Football Head Coach	\$6,619	\$7,448	\$8,291
Flag Football Assistant Coach	\$4,526	\$5,153	\$5,779

2027-2028

High School/Spring Sports	1st	2nd	3rd
Flag Football Head Coach	\$6,619	\$7,448	\$8,291
Flag Football Assistant Coach	\$4,526	\$5,153	\$5,779

O. EDUCATION

Motion by Mr. Natale, seconded by Mrs. Mallimo-Orna, to accept the recommendation of the Superintendent to approve and adopt motions O.1 through O.11, as described below:

<u>Aye</u> Mr. Camacho	<u>Aye</u> Mrs. Poulas	<u>Aye</u> Mrs. Small
<u>Aye</u> Mr. Natale	<u>Aye</u> Mrs. Ruggiero	<u>Aye</u> Mrs. Mallimo-Orna, <i>Vice President</i>
<u>Aye</u> Mrs. Perez	<u>Aye</u> Ms. Seugling	<u>Aye</u> Mr. Brown, <i>President</i>

O.1 Motion to affirm Superintendent's report of incidents of Harassment, Intimidation and Bullying, with the exception of Report 307279_JTI_04062026, findings reported for April 27, 2026 through May 18, 2026.

O.2 Motion to approve third-party participation in summer football activities for Jefferson Township High School students and that protective equipment, including shoulder pads and helmets, may be issued for attendance at camp(s) in accordance with NJSIAA Guidelines.

O.3 Motion to approve the McKinney-Vento Education of Homeless Children and Youth Program Intent to Collaborate Agreement.

O.4 Motion to approve Girls Flag Football as a NJSIAA sport for students at Jefferson Township High School beginning in the 2026-2027 school year.

O.5 Motion to disenroll student 7199399032, effective June 16, 2026.

O.6 Motion to approve the Virtual Remote Instruction Plan for the 2026-2027 School Year.

- O.7** Motion to approve the revised curriculum for the 2026-2027 school year, as aligned to the New Jersey Student Learning Standards (NJSLS).
- Climate Change Biology
 - Field Ecology and Global Issues in Sustainability

- O.8** Motion to approve student placements, professional services, and related services per IEP, for the 2025-2026 school year, as indicated below:

Student	School	Tuition	Effective
3215135079	Paterson Public School District	\$10,585.52	9/4/25-1/29/26

- O.9** Motion to approve tuition students received for the 2025-2026 Extended School Year Program (ESY) as indicated below plus transportation and related services as needed:

State ID	School/District	Tuition	Effective
4026081470	Wharton Public Schools	\$3,389.40	7/6/26-7/31/26
7346394763	Wharton Public Schools	\$3,389.40	7/6/26-7/31/26
1748254468	Wharton Public Schools	\$3,389.40	7/6/26-7/31/26
5174791938	Wharton Public Schools	\$3,389.40	7/6/26-7/31/26

- O.10** Motion to approve the following day field trips:

School, Group/Activity	Location
Ellen T. Briggs Elementary School, Kindergarten	Wharton, NJ

- O.11** Motion to approve Resolution of the Jefferson Township Board of Education honoring Allan Czerwinski as a 2026 Morris County Unsung Hero.

WHEREAS, the Morris County School Boards Association, in collaboration with the New Jersey School Boards Association, recognizes Unsung Heroes from each high school and school district in Morris County to celebrate those whose character and impact define the heart of our schools;

WHEREAS, the Unsung Hero Award honors students who make outstanding contributions to their schools and communities but are often overlooked by traditional recognition programs—students who have modeled good citizenship, a spirit of quiet strength, and the "Heart of a Hero" that inspires others;

WHEREAS, these Unsung Heroes may have organized community programs, selflessly supported their peers, or achieved significant academic success while overcoming difficult personal challenges, disabilities, or language barriers;

WHEREAS, Allan Czerwinski has overcome seemingly insurmountable obstacles to reach their full potential, serving both the school community and the community at large as a beacon of resilience and integrity; and

WHEREAS, on Thursday, March 5, 2026, Allan Czerwinski was formally recognized for these achievements at the 2026 Morris County Unsung Hero Awards Ceremony held at Hanover Park High School;

NOW, THEREFORE, BE IT RESOLVED, that the Jefferson Township Board of Education officially recognizes Allan Czerwinski as an Unsung Hero of Morris County and the Jefferson Township School District; and

BE IT FURTHER RESOLVED, that this Resolution is presented to Allan Czerwinski as a sincere token of the Jefferson Township Board of Education's congratulations and best wishes for continued success as they continue to lead by example.

The Board reconvened after Closed Session and read in Motion O.12, which appears on Page 18.

P. POLICY

Motion by Mrs. Poulas, seconded by Mrs. Ruggiero, to accept the recommendation of the Superintendent to approve motions P.1 and P.2, as described below:

<u>Aye</u> Mr. Camacho	<u>Aye</u> Mrs. Poulas	<u>Aye</u> Mrs. Small
<u>Aye</u> Mr. Natale	<u>Aye</u> Mrs. Ruggiero	<u>Aye</u> Mrs. Mallimo-Orna, <i>Vice President</i>
<u>Aye</u> Mrs. Perez	<u>Aye</u> Ms. Seugling	<u>Aye</u> Mr. Brown, <i>President</i>

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

File Code	Title	Nature of Change
7523 P	School District Provided Technology To Students	RV
KEY: P - Policy R - Regulation N – New RV – Revised M - Mandate RE - Recommended A - Abolish		

P.2 Motion to approve the Second Reading of the following Bylaws, Policies and Regulations *(available on district website for review)*:

File Code	Title	Nature of Change
0162 P	Notice of Board Meetings	RV
0162.01 P	Legal Notices	N & M
1230 P	Superintendent's Duties	RM & M
1643 P	Family Leave	RV & M
2200 P	Curriculum	RV & M
2200 R	Curriculum Content	A
2260 P	Equity in School and Classroom Practices	RV & M
2411 P	Career Education and Academic Counseling	RV & M
2411 R	Guidance Counseling	A
2460.30	Additional/Compensatory Special Education and Related Services	A
5561 P	Use of Physical Restraint and Seclusion Techniques	RV & M
5460 P	High School Graduation	RV & M
5461 P	High School Diplomas	N & M
6112 P	Reimbursement of Federal and Other Grant Expenditures	RV & M
6115.01 R	Federal Awards/Funds Internal Controls - Mandatory Disclosures	RV & M
6115.02 P	Federal Awards/Funds Internal Controls - Mandatory Disclosures	RV & M
6311 P	Contracts for Goods or Services Funded by Federal Grants	RV & M
8561 P	Procurement Procedures for School Nutrition Programs	RV & M
KEY: P - Policy R - Regulation N – New RV – Revised M - Mandate RE - Recommended A - Abolish		

Q. 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 May 18, 2026 through June 15, 2026:

School	Incidents Reported	Confirmed Incidents	Unconfirmed Incidents
Ellen T. Briggs	0	0	0
Arthur Stanlick	0	0	0
White Rock	1	1	0
Jefferson Twp. Intermediate School	5	2	3
Jefferson Twp. High School	0	0	0

Enrollment as of May 29, 2026:

	May 2025	May 2026
Grades PreK	296	287
Grades K-5	1,033	1,019
Grades 6-8	550	522
Grades 9-12	787	742
TOTAL	2,666	2,570
Tuition students received	2	6
Out-of-district placement	17	12

R. COMMUNICATIONS

None

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

- An audience member stated that moving an assistant principal to principal speaks to what parents want to see. They then addressed Mrs. Poulas with a question about enrollment numbers for comparison.
 - An audience member congratulated Mrs. Howe on her retirement, thanking her for her efforts on S2. They followed with questions regarding the sale of the Drummond Building, budget, and PIC funding. They also remarked that fourth and fifth grades are not receiving an elementary education, and the intermediate school policies are more strict than the high school.
 - An audience member and Special Education Parent Advisory Group (SEPAG) representative advised the entire Board had resigned, resulting in the group and district now being out of compliance. They noted this was a result of a breakdown in communication and lack of true collaboration.
 - An audience member asked if it was the plan to implement a 4-day rotating schedule and if there would be someone filling in at the Intermediate School.
 - An audience member congratulated Mrs. Howe on behalf of staff and students and thanked her for her service to the district.
 - An audience member advocated for a different recess space at the intermediate school, and reported the fifth grade was not able to participate in fire prevention. They noted their appreciation with the fourth grade being kept in their own wing at the school.
- ❖ Mrs. Giacchi addressed the format of the lease charges based on square footage. She also addressed what would happen if the building does not sell for the \$2.6 million that was budgeted.
 - ❖ Mrs. Howe addressed questions on the numbers used to compare districts (enrollment) and addressed the music program changes that were reported on the Education Committee.
 - ❖ Mrs. Ruggiero requested to review processes and procedures at JTIS.
 - ❖ Mr. Camacho and Mrs. Mallimo-Orna noted it is important to get feedback from other grades as well.
 - ❖ Mrs. Mallimo-Orna requested the Policy and Personnel Committee review the current number of principals and assistant principals to ensure all are needed at the high school and intermediate schools.

T. OLD BUSINESS

None

U. NEW BUSINESS

None

V. CLOSED SESSION

Motion by Mrs. Mallimo-Orna, seconded by Mr. Camacho, that the Board of Education adopt the following resolution:

BE IT RESOLVED, by the Jefferson Township Board of Education on this 15th day of June, 2026, at 10:05 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 10:54 PM.

EDUCATION (Continued)

Motion by Mr. Camacho, seconded by Ms. Seugling, to accept the recommendation of the Superintendent to approve and adopt motion O.12, as described below:

<u>Aye</u> Mr. Camacho	<u>Nay</u> Mrs. Poulas	<u>Aye</u> Mrs. Small
<u>Nay</u> Mr. Natale	<u>Aye</u> Mrs. Ruggiero	<u>Aye</u> Mrs. Mallimo-Orna, <i>Vice President</i>
<u>Aye</u> Mrs. Perez	<u>Aye</u> Ms. Seugling	<u>Nay</u> Mr. Brown, <i>President</i>

- O.12** Motion to reject the Superintendent's report of HIB for incident 307279_JTI_04062026 and determining the HIB to be unsubstantiated.

W. ADJOURN

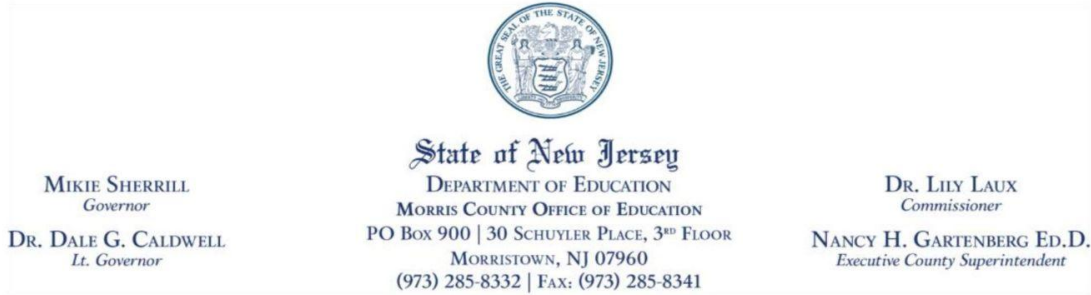
Motion by Ms. Seugling, seconded by Mrs. Mallimo-Orna, to adjourn the meeting at 10:55 PM.

<u>Aye</u> Mr. Camacho	<u>Aye</u> Mrs. Poulas	<u>Aye</u> Mrs. Small
<u>Aye</u> Mr. Natale	<u>Aye</u> Mrs. Ruggiero	<u>Aye</u> Mrs. Mallimo-Orna, <i>Vice President</i>
<u>Aye</u> Mrs. Perez	<u>Aye</u> Ms. Seugling	<u>Aye</u> Mr. Brown, <i>President</i>

Respectfully submitted,

Rita Oroho Giacchi
Board Secretary

Appendix A - Superintendent Contract



June 10, 2026

Rita Giacchi
Board Secretary/School Business Administrator
Jefferson Township Public Schools
31 State Highway 181
Lake Hopatcong, NJ 07849

Dear Mrs. Giacchi:

I have reviewed the Superintendent of Schools employment contract for Mr. Scot Burkholder in accordance with **N.J.A.C. 6A: 23A-3.1**. I have determined that the provisions of the contract are in compliance with the regulations. Therefore, I approve the contract for the period from July 1, 2026 through June 30, 2029.

In the event of any conflict between the terms, conditions, and provisions of this employment contract and any permissive state or federal law, the law shall take precedence over the contrary provisions. If during the term of this employment contract, it is found that a specific clause of the contract is illegal under state or federal law, the remainder of this employment contract, not affected by such a ruling, shall remain in force. If there are any changes to the terms of this contract, you will need to submit the amended contract to me for review and approval prior to the required public notice and hearing of such changes.

Please submit a signed copy of the fully executed contract, including board extract, to my office within 10 days of its board approval.

Sincerely,

A handwritten signature in cursive script that reads "Nancy H. Gartenberg".

Nancy H. Gartenberg, Ed.D.
Executive County Superintendent

CONTRACT OF EMPLOYMENT

This Contract, made this ____ day of June, 2026, between

THE BOARD OF EDUCATION OF JEFFERSON TOWNSHIP,
in Morris County (hereinafter “the Board”)
with offices located at
31 State Highway 181
Lake Hopatcong, New Jersey 07849-9501

and

Scot Burkholder, (hereinafter “the Superintendent”)

PREAMBLE

WITNESSETH

WHEREAS, the Board has determined that it is appropriate to enter into a new formal contractual relationship with Scot Burkholder, as the Chief School Administrator of the school district; and,

WHEREAS, the Board desires to provide the Superintendent with a written employment contract in order to enhance administrative stability and continuity within the schools, which the Board believes generally improves the quality of its overall educational program; and,

WHEREAS, the Board and the Superintendent believe that a written employment contract is necessary to describe specifically their relationship and to serve as the basis of effective communication between them as they fulfill their governance and administrative functions in the operation of the education program of the schools; and,

WHEREAS, the Superintendent is the holder of an appropriate certificate as prescribed by the State Board of Education and as required by *N.J.S.A. 18A:17-17*;

NOW, THEREFORE, in consideration of the following mutual promises and obligations, the parties agree as follows:

ARTICLE I

Employment

The Board hereby agrees to employ Scot Burkholder as Superintendent of Schools for the period of July 1, 2026 through June 30, 2029. The parties acknowledge that this Contract must be approved by the Morris County Executive County Superintendent in accordance with applicable law and regulation.

ARTICLE II

Certification

The parties acknowledge that the Superintendent possesses a certificate of eligibility and has applied for and is in the process of obtaining, but does not currently possess, a provisional administrative certificate and school administrator endorsement from the New Jersey Department of Education, which certificate and endorsement is required in order for him to serve as Superintendent. The parties further acknowledge that, pursuant to N.J.A.C. 6A:9B-12.4(c)&(d), the Superintendent is eligible for a provisional certificate with a school administrator endorsement effective as of the date on which the Superintendent begins employment with the Board and is enrolled in a Commissioner approved district training program or residency leading to standard certification. The Board agrees to sponsor the Superintendent's participation in the "New Jersey School Administrator Residency Program" (SARP) sponsored by the New Jersey Association of School Administrators and to pay the cost for the Superintendent's participation in the SARP and Mentoring up to \$4,250.00. The Superintendent agrees to use his best efforts to obtain the provisional certificate prior to or immediately upon the commencement of the term of employment and to keep the Board President informed of the status of the application for certification. The Board agrees to cooperate in promptly providing any information or documentation that is necessary for the Superintendent to obtain a provisional certificate as a school administrator, and further agrees to cooperate with a state-required mentor during the residency period as per state certification regulations. The parties expect the Superintendent to obtain the appropriate administrative certification and school administrator endorsement prior to the commencement of the next school year; however, proof of submission of the requisite application and supporting documents will satisfy this clause.

ARTICLE III

Duties

In consideration of the employment, salary and fringe benefits established hereby, the Superintendent hereby agrees to the following:

- A. To perform faithfully the duties of Superintendent of Schools for the Board and to serve as the Chief School Administrator in accordance with the laws of the State of New Jersey, Rules and Regulations adopted by the State Board of Education, existing Board policies and those which are adopted by the Board in the future. The specific job description adopted by the Board, applicable to the position of Superintendent of Schools, is incorporated by reference into this Contract and attached as Exhibit A.
- B. To devote the Superintendent's full time, skills, labor, and attention to this employment during the term of this Contract; and further agrees not to undertake consultative work, speaking engagements, writing, lecturing, or other professional duties for compensation without written permission of the Board. The Board consents to the Superintendent continuing his principal mentoring for NJPSA, provided it does not adversely impact or interfere with the performance of his duties as Superintendent of Schools for the Board. Should the Superintendent choose to engage in such outside activities on weekends, on his vacation time, or at other times when he is not required to be present in the district, he shall retain any honoraria paid. The Superintendent shall notify the Board President in the event he is going to be away from the district-on-district business for two (2) or more days in any week. Any time away from the district that is not for district business must be arranged in

accordance with provisions in this Contract governing time off. The Board recognizes that the demands of the Superintendent's position require him to work long and irregular hours, and occasionally may require that he attend to district business outside of the district.

- C. To assume the responsibilities for the selection, renewal, placement, removal, and transfer of personnel, subject to the approval of the Board, by recorded roll call majority vote of the full membership of the Board, and subject to applicable Board policies and directives. The Board shall not withhold its approval of any such recommendation for arbitrary or capricious reasons, all in accordance with *N.J.S.A. 18A:27-4.1*.
- D. To non-renew personnel pursuant to *N.J.S.A. 18A:27-4.1*, and to provide a written statement of reasons for non-renewal upon proper request to the employee.
- E. To study and make recommendations with respect to all criticisms and complaints, which the Board, either by committee or collectively, shall refer to him. The Superintendent shall have the right to contact the Board's attorney for legal assistance as the need arises in carrying out his duties.
- F. To assume responsibility for the administration of the affairs of the school district, including but not limited to programs, personnel, fiscal operations, and instructional programs. All duties and responsibilities therein will be performed and discharged by the Superintendent or by staff at the Superintendent's direction.
- G. To have a seat on the Board and have the right to speak, not vote on all issues before the Board in accordance with applicable law. The Superintendent shall attend all regular and special meetings of the Board, (except where a Rice notice has been served upon the Superintendent notifying him that his employment will be discussed in closed session, and the Superintendent had not requested that the meeting be conducted in public, or where the Superintendent has a conflict of interest), and all committee meetings thereof, and shall serve as advisor to the Board and said committees on all matters affecting the school district. Where the Superintendent has received a *Rice* notice and has not requested that any discussion occur in public, he shall have the right to address the board in executive session and bring an attorney to represent him.
- H. To suggest, from time to time, regulations, rules, policies, and procedures deemed necessary for compliance with law and/or for the well-being of the school district.
- I. To perform all duties incident to the Office of the Superintendent and such other duties as may be prescribed by the Board from time to time. The Superintendent shall, at all times, adhere to all applicable federal and state statutes, rules, regulations, and executive orders, as well as district policies and regulations.

ARTICLE IV**Salary and Benefits**

- A. **Initial Salary.** The Board shall pay the Superintendent an annual salary of \$200,000, prorated, effective July 1, 2026 through June 30, 2029, with a 2.6% increase for succeeding years:

2027 – 2028	\$205,200
2028 – 2029	\$210,535

This annual salary rate shall be paid to the Superintendent in accordance with the schedule of salary payments in effect for other certified employees.

1. Notwithstanding the foregoing, no salary increase of any kind will take effect on midnight June 30, 2029 (the final day of this Contract) unless the parties have agreed to a contract extension and that extension has been approved by the Executive County Superintendent. The terms of the extension will govern all increases to take effect after July 1, 2029. Any renewal, extension, or modification of this Contract shall comply with the notice provisions of *P.L.2007, c. 53, The School District Accountability Act and N.J.A.C. 6A:23A-3.1, et seq.*
 2. **No Reduction in Salary/Compensation.** During the term of this Employment Contract, including any extension hereof, the Superintendent shall not be reduced in compensation and/or benefits except as otherwise provided by law.
- B. **Health Benefits:** Effective the first day of employment, the Board shall provide the Superintendent with full family Dental Insurance (Delta Dental) and full family Health Insurance as any certified staff member would receive. The Superintendent is subject to the provisions of Chapter 78, PL 2011, or Chapter 44, P.L. 2020, whichever is applicable.
- C. **Waiver of Insurance:** If the Superintendent elects to opt out of medical coverage, the Board of Education shall pay him at the following rate annually:

1) Single	\$1,750
2) Employee/spouse	\$3,500
3) Parent/child	\$3,000
4) Family	\$4,500

- D. **Professional Development:** The Superintendent shall be entitled to membership, at the Board's expense, for dues in the following professional associations: New Jersey Association of School Administrators (NJASA), American Association of School Administrators (AASA), Morris County Association of School Administrators (MCASA), and/or other organizations deemed important by the Superintendent and the Board. The Superintendent also shall be entitled to reimbursement for expenses incurred for attendance at professional conferences (such as the annual NJSBA and NJASA conference) up to \$2,500.00 annually which he may incur while discharging the duties of Superintendent in accordance with *P.L. 2007, c. 53, The School District Accountability Act* and affiliated regulations. (*N.J.S.A. 18A:11-12 and N.J.A.C. 6A:23A-7, et seq.*). Such reimbursement shall comply with all applicable provisions of state and federal statutory and regulatory provisions and guidance, and with board policy. In addition, the Superintendent shall be entitled to attend the annual national AASA Workshop

and Convention at least once during the term of this contract at a cost not to exceed \$3,000.00. The Superintendent may attend other state or national conferences that the Board and Superintendent agree would be beneficial to the Superintendent's work in the district, and for which the Board provides prior, written approval. Reimbursement or payment for such expenses shall be made in accordance with *P.L. 2007, c. 53, The School District Accountability Act* and affiliated regulations, and Board policy.

The Superintendent will attend the "New Jersey School Administrator Residency Program" (SARP) sponsored by the New Jersey Association of School Administrators. The Board will pay the cost for the Superintendent's participation in the SARP and for State Mentoring up to \$4,250.00. The Board shall pay all costs and fees associated with any state-mandated continuing education

E. Publications: The Superintendent may subscribe to appropriate educational and/or professional publications at an annual limit of \$200.

F. Sick leave: The Superintendent shall receive fifteen (15) sick days annually. A maximum of fifteen (15) unused sick leave days shall be cumulative from year to year. Any supplemental payout for unused accumulated sick leave shall be conditioned upon the Board receiving official documentation that the Superintendent retired. Accumulated but unused sick leave shall not be paid to the Superintendent's estate or beneficiaries in the event of death prior to retirement. Upon the Superintendent's retirement from the District, the Board shall pay him for unused accumulated sick leave days at his per diem rate of pay at that time, subject to a maximum payment of fifteen thousand dollars (\$15,000.00). The per diem rate will be calculated as 1/260th of his then annual salary. Payment shall be made within sixty (60) days of the Superintendent's last day of employment. Upon commencement of employment, the Superintendent shall be granted a bank of 30 sick days to be used in the event of illness. These banked days shall decrease in direct proportion to the number of sick days earned in the district and shall not be eligible for compensation.

G. Vacation Leave:

1. The Superintendent shall be entitled to an annual vacation of twenty-five (25) working days per year, accruable at the rate of two (2.08) days per month, all of which shall be available for the Superintendent's use on July 1st of each year of the Contract. It is understood and agreed, however, that the Superintendent's vacation days are earned on a monthly *pro rata* basis.
2. The Superintendent shall take his vacation time after giving the Board President reasonable notice. School vacations do not constitute time off for the Superintendent unless he uses his leave time. The Superintendent may take vacation days during the school year, upon notice to the Board President. The Superintendent is expected to attend to the business of the district as required for the smooth and efficient operation of the school district. The Superintendent shall document the use of accrued vacation days with the Board Secretary.
3. The Board encourages the Superintendent to take his full vacation allotment each year; however, if the Superintendent does not utilize all of his vacation leave in a given year due to the business demands of the District, he may carry over not more than ten (10) unused vacation days to the next succeeding year, pursuant to N.J.S.A. 18A:30-9.1. All days carried over must be used in the next year, or those days not taken will be forfeited. If the Superintendent dies, payment can be made to his estate for unused vacation days.

4. Pursuant to N.J.S.A. 18A:30-9, vacation leave not taken in a given year because of duties directly related to a state of emergency declared by the Governor may accumulate at the discretion of the Board until, pursuant to a plan established by the Board and the Superintendent, the leave is used or the Superintendent is compensated for that leave.
 5. In the event that the Superintendent's Contract is terminated prior to its expiration, accumulated but unused vacation time shall be paid on a pro-rated basis of 2.08 days accrued per month. Upon separation from employment, the Superintendent shall be paid for all, accumulated but unused vacation days will be paid at the Superintendent's final daily rate of pay, based upon a 260-day work year, following his last day of employment. However, at the Board's discretion, should termination or non-renewal occur, the Board reserves the right to require the Superintendent to use his full vacation entitlement.
- H. Holidays and Snow Days: The Superintendent shall be entitled to all holidays granted to all twelve-month administrators in the school district. Holidays and snow days shall include the following:
- Independence Day
 - Labor Day
 - NJEA Convention
 - Thanksgiving and the day after Thanksgiving
 - Christmas Eve and Christmas Day
 - New Year's Eve and New Year's Day
 - Good Friday
 - Memorial Day
 - Three Floating Days that may be assigned/unassigned
 - Snow days: do not report to work when schools are closed due to inclement weather.
- I. Personal Days: The Superintendent shall be entitled to five (5) personal days, to attend to personal business during the school day, with full pay during the work year. Personal days may be taken during the school year with the prior permission of the Board President, except in the event of emergency. As much advance notice as possible of the request to take personal time will be given. Personal day usage shall be reflected on time-off slips filed with the Board Secretary. Unused personal days as of June 30th may be added to the Superintendent's accumulated sick days for the ensuing school year, subject to the restriction in N.J.S.A. 18A:30-7 prohibiting the accumulation of more than 15 days sick leave in any one year.
- J. Family Illness Days: Full pay for not more than five (5) days in each school year shall be paid to the Superintendent for absence due to illness of any member of Superintendent's immediate family living in his household, life partner living in immediate household, or for any member of his immediate family not living in his household for whom a doctor's certificate is provided stating that the employee's presence is required for medical reasons. The immediate family is defined as: spouse, civil union or domestic partner, child, father, mother, father-in-law, mother-in-law, brother, and sister.
- K. Bereavement: The Superintendent shall be entitled to the following bereavement leave:
1. Up to five (5) school days at any one time in the event of the death of the employee's spouse, civil union or domestic partner, child, step-child, or parent; and

2. Up to three (3) calendar days at any one time in the event of the death of an employee's son-in-law, daughter-in-law, grandparent, father-in-law, mother-in-law, brother, sister, brother-in-law, sister-in-law and grandchild.
3. One (1) calendar day in the event of the death of a relative outside the employee's immediate family as defined above.
4. One day from 1 and 2 above, may be reserved by the employee for use within three (3) months of death.

L. Use of Personal Vehicle: The Superintendent shall be reimbursed for actual mileage when using his personal vehicle for Board business as annually established by the Annual Appropriations Act or the New Jersey Office of Management and Budget, not to exceed \$7,000.

M. Tuition Reimbursement: The Board shall pay for and/or reimburse the Superintendent for registration fees, tuition, expenses, textbooks and/or graduate school coursework while enrolled in a graduate or doctoral program at a regionally accredited college or university as defined in N.J.A.C. 6A:9-2.1 and which are approved in advance by the Board, in an amount not to exceed four thousand dollars (\$4,000.00) annually. The Superintendent shall follow the Board Policy and all applicable provisions of state and federal statutory and regulatory provisions and guidance in supplying the necessary documentation when seeking reimbursement and shall report to the Board regarding attendance at conferences or seminars and courses taken. These expenses must conform to N.J.S.A. 18A:11-12, N.J.A.C. 6A:23A-7 *et seq.*, and NJPMB Circular.

N. Legal Representation: Pursuant to the provisions of N.J.S.A. 18A:16-6 and -6.1, the Board shall defend, hold harmless and indemnify the Superintendent from any and all demands, claims, suits, actions, and legal proceedings of any kind brought against the Superintendent for any act or omission arising out of and in the course of the lawful performance of his duties. If a conflict exists in regard to the defense of any claim, demand, or action brought against him, and the position of the Board in relation thereto, the Superintendent may engage his own legal counsel, with prior approval by the Board at the reasonable hourly rate to be charged by such counsel, in which event the Board shall indemnify the Superintendent for the reasonable costs of his legal defense; provided, however, that this provision shall not apply in the event separate counsel is provided to the Superintendent by the Board's insurance carrier. The Board further agrees to cover the Superintendent under the Board's liability insurance policies, including employment practices liability coverage in the minimum amount of \$1 million. Nothing in this section shall prevent the Superintendent from retaining an attorney of the employee's choice at his own expense, without reimbursement from the Board.

ARTICLE V

Annual Evaluation

The Board shall evaluate the performance of the Superintendent at least once a year in accordance with statutes, regulations and Board policy relating to Superintendent Evaluation. Each annual evaluation shall be in writing and shall represent a majority of the full membership of the Board. A copy of the evaluation shall be provided to the Superintendent, and the Superintendent and the Board shall meet to discuss the findings. The Board may meet in closed session to discuss the evaluation and the Superintendent's performance where a Rice notice has been served upon the Superintendent giving

notice that the Superintendent's employment will be discussed in closed session, and the Superintendent has not requested that the meeting be conducted in public. The evaluations shall be based upon the criteria adopted by the Board, the goals and objectives of the district, which shall include encouragement of student achievement, the responsibilities of the Superintendent as set forth in the job description for the position of Superintendent, the district's placement on the NJ Quality Single Accountability Continuum (with respect to those District Performance Reviews that are within the Superintendent's control), and such other criteria as the State Board of Education shall by regulation prescribe. The final draft of the annual evaluation shall be adopted by the Board by June 30th. The Superintendent shall propose a schedule for evaluation for the next year to the Board President by May.

Within sixty (60) days of the execution of this Employment Contract, the parties shall meet to establish the district's goals and objectives for the ensuing school year. Said goals and objectives shall be reduced to writing and shall be among the criteria by which the Superintendent is evaluated, as hereinafter provided. On, or prior to, June 1 of each succeeding school year, the parties will meet to establish the district's goals and objectives for the next succeeding school year, in the same manner and with the same effect as heretofore described.

The parties also agree that the Board shall not hold any discussions or take any adverse action regarding the Superintendent's employment, unless the Superintendent is given written notice at least 48 hours in advance and is given the opportunity to address the Board in closed session with a representative. In addition, the Board shall not hold any discussions with regard to the Superintendent's performance, or that may adversely affect the Superintendent's employment, in public session, unless the Superintendent requests that such discussions be held in public session, pursuant to the Open Public Meetings Act.

ARTICLE VI

Termination of Employment Contract

- A. This Contract shall terminate, the Superintendent's employment will cease, and no compensation shall thereafter be paid, under any one of the following circumstances:
1. Failure to possess/obtain proper certification;
 2. Revocation of the Superintendent's certificate, in which case this Contract shall be null and void as of the date of revocation, as required by *N.J.S.A. 18A:17-15.1*;
 3. Forfeiture under *N.J.S.A. 2C: 51-2*;
 4. Mutual agreement of the parties; or
 5. Material misrepresentation of employment history, educational and professional credentials, and criminal background in accordance with *N.J.S.A. 18A:17-15 et seq.*
- B. In the event the Superintendent is arrested and charged with a criminal offense, which could result in forfeiture under *N.J.S.A. 2C: 51-2*, the Board reserves the right to suspend him pending resolution of the criminal charges. Such suspension shall be with pay prior to indictment, and may be with or without pay, at the Board's discretion, subsequent to indictment, unless the Board certifies contractual tenure charges.
- C. Nothing in this Contract shall affect the Board's rights with regard to suspension under *N.J.S.A. 18A:6-8.3* and applicable case law.

- D. The Superintendent may terminate this Employment Contract upon at least ninety (90) calendar days' written notice to the Board, filed with the Board Secretary, of his intention to resign.
- E. The Superintendent shall not be dismissed or reduced in compensation during the term of this Contract, except as authorized by paragraphs B. and C. supra and *N.J.S.A. 18A:17-20.2*, provided, however, that the Board shall have the authority to relieve the Superintendent of the performance of his duties in accordance with *N.J.S.A. 18A:27-9*, so long as it continues to pay his salary and benefits for the duration of the term. The parties understand that any early termination must comply with the provisions of *P.L.2007, c. 53, The School District Accountability Act*.
- F. In the event the parties agree to terminate this Contract prior to its expiration date, it shall be in accordance with N.J.A.C. 6A:23A-3.2(g).

ARTICLE VII

Renewal - Non Renewal

This Employment Contract shall automatically renew for a term of three calendar years, expiring at Midnight, June 30, 2032, unless one of the following occurs:

- A. The Board by contract reappoints the Superintendent for a different term allowable by law;
- B. The Board notifies the Superintendent in writing, prior to April 1, 2029, that he will not be reappointed at the end of the current term, in which case his employment shall cease upon the expiration of this Contract; or
- C. In accordance with such laws and regulation that would require nullification of this Contract.

ARTICLE VIII

Complete Agreement

This Contract embodies the entire agreement between the parties hereto and cannot be varied except by written agreement of the undersigned parties. Any modifications/changes to the contract must have the approval of the Executive County Superintendent.

ARTICLE IX

Savings Clause

In the event of any conflict between the terms, conditions and provisions of this Employment Contract and the provisions of the Board's policies or any permissive federal or State law, the terms of this Employment Contract shall take precedence over the contrary provisions of the Board's policies or any such permissive law, unless otherwise prohibited by law.

If, during the term of this Contract, it is found that a specific clause of the Contract is illegal under federal or state law, the remainder of the Employment Contract is not affected by such a ruling and shall remain in full force.

ARTICLE X

Release of Personnel Information Personnel Records

The Superintendent shall have the right, upon request, to review the contents of his personnel file and to receive copies at Board expense of any documents contained therein. He shall be entitled to have a representative accompany him during such review. At least once every year, the Superintendent shall have the right to indicate those documents and/or other materials in his file that he believes to be obsolete or otherwise inappropriate to retain; and, upon final approval of the Board, such documents identified by him shall be destroyed.

No material derogatory to the Superintendent's conduct, service, character, or personality shall be placed in his personnel file unless he has had an opportunity to review the material. The Superintendent shall acknowledge that he has had the opportunity to review such material by affixing his signature to the copy to be filed with the express understanding that such signature in no way indicates agreement with the contents thereof. The Superintendent shall also have the right to submit a written answer to such material.

IN WITNESS WHEREOF, the parties have set their hands and seals to this Employment Contract effective on the day and year first above written.

ATTEST:

JEFFERSON TOWNSHIP BOARD OF EDUCATION

By: _____ By: _____

Rita M. Oroho Giacchi, Board Secretary

Christopher Brown, President

Date: _____

Date: _____

WITNESS:

By: _____

By: _____

Scot Burkholder, Superintendent

Date: _____

Date: _____

SUPERINTENDENT				
Detailed Statement of Contract Costs				
District	Jefferson Township Board of Education			
Employee Name	Scot Burkholder			
Date BOE Authorized Submission to County Office	1-Jun-26			
District Grade Span	PK-12			
On Roll Students as of 10-15	2548			
	Prior Year	Year 1	Year 2	Year 3
Contract Term(s)	Reference	2026-27	2027-28	2028-29
Salary				
Salary	\$ -	\$ 200,000	\$ 205,200	\$ 210,535
Longevity	-	-	-	-
Shared Service	-	-	-	-
Total Annual Salary	-	200,000	205,200	210,535
Additional Salary				
Quantitative Merit Goals	-	-	-	-
Qualitative Merit Goals	-	-	-	-
Total Additional Salary	-	-	-	-
Total Annual Salary plus Additional Salary	-	200,000	205,200	210,535
Annual Change—Dollar Amount	n/a	200,000	5,200	5,335
Annual Change—Percentage	n/a	n/a	2.60%	2.60%
Other Employee Benefits Offered				
Health Insurance	-	49,235	49,235	49,235
Prescription Insurance	-	-	-	-
Dental Insurance	-	1,470	1,470	1,470
Vision Insurance	-	-	-	-
Disability Insurance	-	-	-	-
Long-term Care Insurance	-	-	-	-
Life Insurance	-	-	-	-
Other Insurance - Describe:	-	-	-	-
Waiver of Benefits	-	-	-	-
Section 125 Plan Reimbursements - Describe:	-	-	-	-
Board Contribution for Cost of Premiums	-	50,705	50,705	50,705
Less employee contribution to health benefits as per law	-	9,000	9,000	9,000
Total Health Benefit Compensation	-	41,705	41,705	41,705
Other Business Expenses Reimbursements/Payments				
Travel and Expense Reimbursement (Estimated Annual Cost)	-	7,000	7,000	7,000
Professional Development (Capped Amount or Estimated Annual Cost)	-	5,500	5,500	5,500
Tuition Reimbursement	-	4,000	4,000	4,000
Mentoring Expenses - Describe: New Jersey School Administrator Residency Program	-	4,250		
National/State/County/Local/Other Dues	-	3,435	3,500	3,600
Subscriptions	-	200	200	200
Board Paid Cell Phone or Reimbursement for Personal Cell Phone	-	-	-	-
Computer for Home use, including supplies, maintenance, internet	-	-	-	-
Other - Describe: New Jersey School Administrator Residency Program	-	-	-	-
Total Other Compensation	-	24,385	20,200	20,300
Estimated Unused Sick and Vacation Compensation Payouts				
Max Paid for Unused Sick Leave Upon Retirement	-	15,000	15,000	15,000
Max Paid for Unused Vacation Leave - Retirement or Separation	-	19,231	27,623	28,341
Total Sick and Vacation Compensation	-	34,231	42,623	43,341
TOTAL CONTRACT COSTS	\$ -	\$ 300,321	\$ 309,728	\$ 315,881

Updated 5/05/2024

nhg

Appendix B - Lease Purchase Bid Tabulation

BID TABULATION SHEET														
JEFFERSON TOWNSHIP BOARD OF EDUCATION														
Bid Title: Lease Purchase Bid														
Bid No: 2027-001														
Bid Date: June 11, 2026														
VENDOR & ADDRESS	A	B	C	D	AA Form	Stock/		Contract	Ack. Of	PCD	Amortization	Iran Discl	Russia/	BRC
	Interest	# of days	Purchase	Add'l	&	Non-Coll	Owner	Vend. ?	Addenda	Form	Schedule	Form	Belarus	
	Rate	held for	Rate %	Costs	AA Cert.	Affidavit	Dec							
KS State Bank	4.390%	30	100.30%											
dba Baystone Government Finance														
10601 Mission Road														
Leawood, KS 66206														
Customers Bank	4.205%	30	1.00%	\$ -	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
600 Washington Avenue, Suite 305		7/10/26												
Townson, MD 21204														
Douglas Dillon														
ddillon@customersbank.com														