

JEFFERSON TOWNSHIP BOARD OF EDUCATION

Regular Meeting Minutes

Monday, February 13, 2017 6:30 PM (Closed Session) – 7:30 PM (Regular Session)

Jefferson Township High School Media Center

- A. Mrs. Van Ness, called the meeting to order at 7:31 PM, and read the Open Meeting Statement, below:

In accordance with the Open Meeting Law, the Jefferson Township Board of Education has caused notice of this meeting to be published by having the date, time and place thereof, posted in the Jefferson Township Municipal Building, with copies of such notice delivered or mailed or electronically mailed to the following:

DAILY RECORD and posted on the
Jefferson Township Board of Education website (www.Jefftwp.org);

and a copy of said notice delivered to the Municipal Clerk of the Township of Jefferson and the Jefferson Township Library.

- B. Pledge of Allegiance.

| | | |
|---|----------------|---------------|
| C. ROLL CALL: | <u>Present</u> | <u>Absent</u> |
| Mr. Cuccio (<i>arrived @ 6:47pm</i>) | <u>X</u> | <u> </u> |
| Mrs. Gould | <u>X</u> | <u> </u> |
| Mr. Millar | <u>X</u> | <u> </u> |
| Mrs. Senatore | <u>X</u> | <u> </u> |
| Mr. Smith | <u>X</u> | <u> </u> |
| Mr. Stewart | <u>X</u> | <u> </u> |
| Mrs. Wildermuth | <u>X</u> | <u> </u> |
| Mrs. Poulas, Vice President (<i>arrived @ 6:33pm</i>) | <u>X</u> | <u> </u> |
| Mrs. Van Ness, President | <u>X</u> | <u> </u> |
| Miss Alyssa Feldmann, <i>Student Representative</i> | <u>X</u> | <u> </u> |
| Miss Samantha Novak, <i>Student Representative</i> | <u> </u> | <u>X</u> |

D. CLOSED SESSION

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

BE IT RESOLVED, by the Jefferson Township Board of Education on this 13th day of February, 2017 at 6:30 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 involved 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 7:29 PM.

E. SUPERINTENDENT'S REPORT

- Dr. Tierney reported on the Good News and Progress in Our Schools including the Souper Bowl of Caring fundraiser, recognition of Mr. Jim Smith, 6th grade social studies teacher, as 2016 Outstanding Teacher of American History Award for the State of New Jersey by the Daughters of the American Revolution, and JTHS being one of seven schools in Morris County to be recognized

by the College Board for AP Honor Roll. Dr. Tierney also read a statement regarding the incident at the JTHS Boys' Basketball game on January 27.

F. **PRESENTATIONS**

- Dr. Patrick Tierney, Superintendent, recognized Mrs. Elizabeth Conley, Middle School Nurse, for her swift response in identifying anaphylactic shock in one of her students. Mrs. Conley's immediate response to the student's allergic reaction saved the child's life.

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

- None

H. **STUDENT REPRESENTATIVES**

- **Student Representative Alyssa Feldmann** reported the JTHS Student Council recently hosted a musical event featuring the Nerds. She also noted the upcoming service night taking place at the high school, DECA members traveling to Atlantic City and the upcoming spring musical production of *"The Adams Family"*.

I. **COMMITTEE REPORTS**

- **Building Needs and Finance Committee** – Mr. Cuccio reported the Committee met on January 24th and provided an update on the High School Boiler/heating. Mr. Cuccio noted there are a couple of options available to the district regarding short and long term "fixes". Also discussed were the auditorium and roof/HVAC bid results and the proposed 2017-2018 Budget. Based upon the DOE submission deadline dates, the March BOE meeting will be moved from Monday, the 13th to Thursday, March 16th.
- **Policy and Personnel Committee** – Mr. Millar reviewed the discussion items of the February 6 meeting including two revised job descriptions. Discussion also took place regarding realignment of the transportation department.
- **Negotiations Committee** – Mr. Smith provided an update regarding negotiations between the JTEA and the Jefferson Township Board of Education.
- **Education Committee** – Mrs. Senatore reviewed the minutes of February 6 and highlighted the following: Paraprofessional Staff Statement of Assurance, SY17, AP District Honor Roll, 2017-2018 school calendar amendments, elementary report card revision process and update, and approval of day and overnight field trips.

J. **MINUTES OF MEETINGS**

Motion by Mrs. Gould, seconded by Mr. Stewart, that the minutes of the following meetings be approved as submitted:

January 16, 2017 Regular Meeting Minutes

January 16, 2017 Executive Session Minutes

| MOTION: Mrs. Gould | SECOND: Mr. Stewart | | | |
|--------------------|---------------------|------|---------|--------|
| Name | Ayes | Nays | Abstain | Absent |
| Mr. Cuccio | X | | | |
| Mrs. Gould | X | | | |
| Mr. Millar | X | | | |
| Mrs. Poulas | X | | | |
| Mrs. Senatore | X | | | |
| Mr. Smith | X | | | |
| Mr. Stewart | X | | | |
| Mrs. Van Ness | X | | | |
| Mrs. Wildermuth | | | X | |

K. FINANCE AND BUILDING NEEDS COMMITTEE

Motion by Mr. Cuccio, seconded by Mrs. Poulas, to accept the recommendation of the Superintendent to approve and adopt motions K.1 through K.15, as described below:

- K.1** Motion to authorize emergency repairs to the water pipes in the ceiling and authorize asbestos abatement to the flooring in Room D1 at the **Jefferson Township High School** which, if not made, will affect the health and safety of the building occupants; and notify the NJ Department of Health & Senior Services, plus the Department of Education County Office.
- K.2** Motion to certify, in accordance with N.J.A.C. 6A:23-2.11(c), that as of December 31, 2016, after review of the Board Secretary's and Treasurer's **Monthly Financial Reports** and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.11(b), and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
- K.3** Motion to approve the **purchase order** list dated January 31, 2017 in the amount of **\$239,314.47**.
- K.4** Motion to approve the **check journal** as of January 31, 2017 in the amount of \$ **5,144,231.53**. This includes items totaling \$991,219.60 that were previously approved on the Vendor Bill List dated January 17, 2017.

| Fund | Amount |
|------------------------------|------------------------|
| General Fund (10) | \$ 7,476.00 |
| General Current Expense (11) | \$ 5,027,498.51 |
| Capital Outlay (12) | \$ 22,139.00 |
| Special Revenue Funds (20) | \$ 87,118.02 |
| Total | \$ 5,144,231.53 |

- K.5** Motion to approve the **vendors' bills list** for release on February 14, 2017, in the amount of **\$746,534.18**.
- K.6** Motion to approve the funds **transfers** in the 2016-2017 Fiscal Year, dated January 31, 2017 in the amount of **\$192,947.18**.
- K.7** Motion that the Board of Education approve the **certification(s)** by the Board Secretary, pursuant to N.J.S.A. 18A:17-9, that as of January 31, 2017, no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11(a).
- K.8** Motion to approve the addition to the **School Student Activity Account** lists for Jefferson Township Middle School, as described below:
- | Activity Account Sub-category |
|-------------------------------|
| Class of 2019 |
- K.9** Motion to authorize the School Business Administrator to seek Department of Education approval for a transfer in the amount of \$100,000, which exceeds more than 10% of the original budgeted amount, to the Legal Fees Account from the Health Benefits account. This is necessitated due to changes in litigation.
- K.10** Motion to **reject bid #2018-001** for **Roof Replacement at Jefferson Township High School Auditorium** from the attached list of bidders, as bids received exceeded funds available for project. (*Bid breakdown sheet attached*)
- K.11** Motion to **reject bid #2018-002** for **HVAC Replacement at Jefferson Township High School Auditorium** from the attached list of bidders, as bids received exceeded funds available for project. (*Bid breakdown sheet attached*)

K.12 Motion to approve resolution regarding bid #2018-002 for HVAC Replacement at Jefferson Township High School Auditorium, as described below:

WHEREAS, on January 18, 2017, the Jefferson Township Board of Education (“Board”), held a public bid opening for the Auditorium HVAC Replacement at Jefferson Township High School project (“Project”); and

WHEREAS, the Board rejected the bids received at the initial public bid opening on the basis that all bids substantially exceeded the Board’s cost estimate and appropriation for the Project; and

WHEREAS, on February 10, 2017, the Board held a second public bid opening for the Project; and

WHEREAS, all bids received at the second public bid opening substantially exceed the Board’s cost estimate and appropriation for the Project; and

WHEREAS, N.J.S.A. 18A:18A-5 permits a board of education to negotiate a contract for a project where bids have been advertised and received on two occasions and the board of education has rejected such bids as being not reasonable as to price based on cost estimated prepared for or by the board.

NOW, THEREFORE, BE IT RESOLVED, that in accordance with the provisions of N.J.S.A. 18A:18A-22, the Board hereby rejects all bids received at the second bid opening on the basis that they are not reasonable as to price and that they substantially exceed the Board’s cost estimate for the Project and substantially exceed the Board’s appropriation for the Project; and

BE IT FURTHER RESOLVED, that the Business Administrator is authorized to return the bid securities to all bidders; and

BE IT FURTHER RESOLVED, that in accordance with the provisions of N.J.S.A. 18A:18A-5, the Board authorizes the Business Administrator to take such steps as necessary to negotiate the contract for the Project and present same to the Board for approval.

K.13 Motion to proceed with the Local Government Energy Audit (LGEA) available through the New Jersey Clean Energy Program at no cost to the district.

K.14 Motion to approve a Trip Transportation Agreement with the Jefferson Child Care & Education Center, from July 1, 2017 to June 30, 2018 at a fee of \$50.00 per hour.

K.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 Attachment A, are attending the named professional development seminar at such identified venues, and

WHEREAS, The attendance at stated function was previously approved by the Superintendent, or designee, as work related and within the scope of the work responsibilities of the attendee; and

WHEREAS, The attendance at the function was approved as promoting delivery of instruction or furthering efficient operation of the school district; and fiscally prudent, and

WHEREAS, The travel and related expenses particular to attendance at this function are in accordance with the state travel guidelines established by the Department of Treasury in NJOMB circular letter; be it

RESOLVED, That the Board finds the travel and related expense and the expenses particular to attendance at this previously approved function is necessary/unavoidable, be it further

RESOLVED, That the expense is justified and therefore reimbursable (*Appendix A*).

| | | | | |
|--------------------|---------------------|-------------|----------------|---------------|
| MOTION: Mr. Cuccio | SECOND: Mrs. Poulas | | | |
| Name | Ayes | Nays | Abstain | Absent |
| Mr. Cuccio | X | | | |
| Mrs. Gould | X | | | |
| Mr. Millar | X | | | |
| Mrs. Poulas | X | | | |
| Mrs. Senatore | X | | | |
| Mr. Smith | X | | | |
| Mr. Stewart | X | | | |
| Mrs. Van Ness | X | | | |
| Mrs. Wildermuth | X | | | |

L. PERSONNEL COMMITTEE

Motion by Mr. Millar, seconded by Mr. Stewart, to accept the recommendation of the Superintendent to approve and adopt motions L.1 and L.2, as described below:

- L.1** Motion to take action on personnel matters, as listed below; and appoint and submit to the Executive County Superintendent applications for emergent hiring and the applicant's attestation that he/she has not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18A:6-7.1 et. Seq., N.J.S.A. 18A:39-17 et. seq., or N.J.S.A. 18A:6-4.13 et. seq. for those employees listed below: (All appointments are contingent upon receipt of proper teaching certification and all salary placements are pending receipt of college transcripts verifying degree status and letter stating years of service in other districts).

| PERSONNEL | | | | | | | | |
|---|---------------------------|---|------------------|-----------------|-------------|-----------------------|---------------------|--|
| A. ADMINISTRATIVE | | | | | | | | |
| Name | Nature of Action | Position/Control Number | Deg/Step | Salary** | Loc. | Date Effective | Date Termin. | Discussion |
| B. INSTRUCTIONAL | | | | | | | | |
| Name | Nature of Action | Position/Control Number | Deg/Step | Salary** | Loc. | Date Effective | Date Termin. | Discussion |
| Jessica Moore 11-120-100-101-29 | Appoint | Elementary Teacher – LTS 10-10-10/agd | | \$245.73/diem | Stanlick | 3/7/17 | 6/21/17 | Replacing RD Over 60 days |
| Alice Wigler 11-120-100-101-29 | Appoint | Elementary Teacher – LTS 10-10-10/agf | | \$245.73/diem | Stanlick | 3/2/17 | 6/21/17 | Replacing MZ Over 60 days |
| Melissa Kwiecinski 11-140-100-101-00 | Salary Adjustment | Business Teacher 10-80-80/asv | MA+15 Step 16 | \$69,577 | JTHS | 2/21/17 | 6/30/17 | |
| Priscilla Gelinis | Appoint | Bedside Instruction | | \$42.45/hr. | District | 2/14/17 | 6/30/17 | |
| Jennifer Quigley | Appoint | Bedside Instruction | | \$42.45/hr. | District | 2/14/17 | 6/30/17 | |
| Michele Koontz | Retirement | Spanish Teacher 10-60-60/any | | | | 6/30/17 | 7/1/17 | Retiring after 19 years of service |
| MD | Leave of Absence | 10-80-80/atl | | | JTHS | 1/23/17 | 1/28/17 | LOA |
| MD | Medical Leave | 10-80-80/atl | | | JTHS | 1/30/17 | 2/18/17 | Utilizing 14 personal illness days |
| RD | Adjusted Medical Leave | 10-10-10/agd | | | Stanlick | 3/7/17 | 4/26/17 | Utilizing 31 personal illness days |
| RD | Adjusted Family Leave | 10-10-10/agd | | | Stanlick | 4/26/17 | 6/21/17 | Utilizing 3 family illness days and 37 unpaid days |
| PG | Medical Leave | 10-70-70/bwh | | | JTMS | 1/9/17 | 1/18/17 | Utilizing 8 personal illness days |
| LM | Adjusted Medical Leave | 10-70-70/aoi | | | JTMS | 12/16/16 | 1/27/17 | Utilizing 21 personal illness days |
| KO | Medical Leave | 10-10-10/ahr | | | Stanlick | 5/19/17 | 6/21/17 | Utilizing 20 personal illness days and 3 family illness days |
| KO | Family Leave | 10-10-10/ahr | | | Stanlick | 9/1/17 | 11/27/17 | Utilizing 55 unpaid days |

*Requires Mentoring

**14/15 salary guide until such time as negotiations have been completed

C. NON-INSTRUCTIONAL

| Name | Nature of Action | Position/Control Number | Deg/Step | Salary** | Loc. | Date Effective | Date Termin. | Discussion |
|--|------------------------|--|----------|-------------|----------------|----------------|--------------|---|
| Tamrin Tarico | Appoint | Special Education Aide 09-70-70/bcu | Step 1 | \$19.65/hr. | JTMS | 2/23/17 | 2/24/17 | Stokes Trip Chaperone Not to exceed 25 hours |
| Nicole Fabiano 11-000-217-106-00 | Adjusted Hours | Special Education Aide 09-50-50/bwq | | | Cozy Lake | 2/3/17 | 6/30/17 | 3.5 hrs./day w/o benefits |
| Peter DiGennaro | Appoint | Technology Assistant | | | District | 2/17/17 | 6/30/17 | Volunteer |
| Alexandra Borden 11-000-217-106-00 | Account Code Change | Special Education Aide 09-80-80/bvj | | | JTHS | 2/7/17 | 6/30/17 | |
| Leslie Heller 11-215-100-106-00 11-000-217-106-00 | Account Code Change | Special Education Aide 09-40-40/bbz | | | Milton | 1/30/17 | 6/30/17 | |
| Diane McClellan 11-214-100-106-00 | Account Code Change | Special Education Aide 09-80-80/bvd | | | JTHS | 2/7/17 | 6/30/17 | |
| Heidi Roberts 11-214-100-106-00 | Increase Hours | Special Education Aide 09-60-60/bbf | | | White Rock | 2/8/16 | 6/30/17 | Increase from 3.5 to 3.95 hours/day, w/o benefits |
| Dana Procida 11-000-217-106-00 | Transfer | Special Education Aide 10-60-60/bcj | | | White Rock | 1/25/17 | 6/30/17 | Replacing L. Shnyder |
| Suzanne Wilde 11-215-100-106-00 | Transfer | Special Education Aide 09-40-40/boo | | | Milton | 2/6/17 | 6/30/17 | 3.5 hours/day w/o benefits |
| Ashley Nimmo | Resignation | Special Education Aide 09-70-70/bin | | | JTMS | 2/17/17 | 2/18/17 | |
| Robert Schalk | Resignation | Custodian 11-30-32/akr | | | JTHS | 2/28/17 | 3/1/17 | |
| Linda Shnyder | Adjusted End Date | Special Education Aide 10-60-60/bcj | | | White Rock | 1/25/17 | 1/26/17 | |
| Ashley Nimmo | Rescind | Special Education Aide 09-70-70/bin | Step 1 | \$19.65/hr. | JTMS | 2/23/17 | 2/24/17 | Stokes Trip Chaperone Not to exceed 25 hours |
| SA | Family Leave | 10-90-90/azz | | | Transportation | 2/7/17 | 6/30/17 | Intermittent. Utilizing undetermined number of family illness and personal days. |
| DC | Medical Leave | 11-90-92/alq | | | Transportation | 2/27/17 | 4/30/17 | Utilizing 44 personal illness days |
| SM | Medical Leave | 09-40-40/bbk | | | Milton | 1/3/17 | 2/11/17 | Utilizing 19 personal illness days, 3 personal days and 2 unpaid days |
| DP | Adjusted Medical Leave | 10-90-90/bfe | | | Transportation | 11/17/16 | 3/4/17 | Utilizing 67 personal illness days |

**14/15 salary guide until such time as negotiations have been completed

D. SUBSTITUTES/OTHER

| Name | Nature of Action | Position | Level | Salary | Loc. | Date Effective | Date Termin. | Discussion |
|--------------------|------------------|----------------------|-------|------------|----------|----------------|--------------|------------|
| Jaycee Cahill | Appoint | Substitute Nurse | | \$150/diem | District | 2/14/17 | 6/30/17 | |
| Jessica Moore | Appoint | Substitute Teacher | | \$90/diem | District | 2/13/16 | 6/30/17 | |
| Joseph Palazzolo | Appoint | Substitute Teacher | | \$90/diem | District | 2/14/17 | 6/30/17 | |
| Lezet Shabani | Appoint | Substitute Teacher | | \$90/diem | District | 1/20/17 | 6/30/17 | |
| Kimberly Wettstein | Appoint | Substitute Teacher | | \$90/diem | District | 2/14/17 | 6/30/17 | |
| Martina Cannon | Appoint | Substitute Aide | | \$15/hr. | District | 2/14/17 | 6/30/17 | |
| Catherine Struck | Appoint | Substitute Secretary | | \$14/hr. | District | 1/17/17 | 6/30/17 | |
| Florence Watson | Appoint | Substitute Secretary | | \$14/hr. | District | 2/8/17 | 6/30/17 | |

E. 2016-17 SCHOOL YEAR COACHING STAFF**SPRING**

| Name | Nature of Action | Position | Step | Salary | Loc. | Date Effective | Date Termin. | Discussion |
|------------------|------------------|--|------|------------|------|----------------|--------------|------------|
| Max Becker | Appoint | Assistant Lacrosse Coach | N/A | N/A | JTHS | 2/14/17 | 6/30/17 | Volunteer |
| Brandon Horetsky | Appoint | Assistant Baseball Coach | N/A | N/A | JTHS | 2/14/17 | 6/30/17 | Volunteer |
| John Kanouse | Appoint | Assistant Softball Coach | N/A | N/A | JTHS | 2/14/17 | 6/30/17 | Volunteer |
| Connor Labita | Appoint | Assistant Baseball Coach | N/A | N/A | JTHS | 2/14/17 | 6/30/17 | Volunteer |
| John Malley | Appoint | Assistant Baseball Coach Assistant Boys Lacrosse | N/A | N/A | JTHS | 2/14/17 | 6/30/17 | Volunteer |
| Daniel Papa | Appoint | Assistant Baseball Coach | N/A | N/A | JTHS | 2/14/17 | 6/30/17 | Volunteer |
| Max Becker | Rescind | Assistant Boys Lacrosse | 1 | \$3,755.05 | JTHS | 2/8/17 | 6/30/17 | |

**14/15 salary guide until such time as negotiations have been completed

F. 2017-18 SCHOOL YEAR COACHING STAFF**FALL**

| Name | Nature of Action | Position | Step | Salary | Loc. | Date Effective | Date Termin. | Discussion |
|---------------|------------------|------------------------------|------|------------|------|----------------|--------------|------------|
| Sara Voorhees | Appoint | Head Girls' Volleyball Coach | 1 | \$5,627.89 | JTHS | 7/1/17 | 6/30/18 | |

**14/15 salary guide until such time as negotiations have been completed

| G. EXTRA DUTY PAY | | | | | | | | |
|--------------------------|-------------------------|-----------------------|--------------|-----------------|-------------|-----------------------|---------------------|---|
| Name | Nature of Action | Position | Level | Salary** | Loc. | Date Effective | Date Termin. | Discussion |
| Jonathan Evers | Appoint | Professional Musician | | \$300 | JTHS | 1/14/17 | 2/4/17 | Jefferson Idol XI - rehearsal dates 1/14, 1/21 and 2/1; performance date 2/3/17 |
| Daniel Gugger | Appoint | Professional Musician | | \$300 | JTHS | 1/14/17 | 2/4/17 | Jefferson Idol XI - rehearsal dates 1/14, 1/21 and 2/1; performance date 2/3/17 |
| Maedean Kramer | Appoint | Professional Musician | | \$300 | JTHS | 12/21/16 | 12/22/16 | Winter Chorus Concert – performance date 12/21/16 |
| James Wynne, Jr. | Appoint | Professional Musician | | \$300 | JTHS | 1/14/17 | 2/4/17 | Jefferson Idol XI - rehearsal dates 1/14, 1/21 and 2/1; performance date 2/3/17 |

L.2 Motion to approve the following job descriptions:

- Guidance Counselor
- Student Assistant Counselor
- Transportation Supervisor
- Assistant Transportation Supervisor
- Secretary to the Transportation Supervisor

| | | | | |
|--------------------|---------------------|-------------|----------------|---------------|
| MOTION: Mr. Millar | SECOND: Mr. Stewart | | | |
| Name | Ayes | Nays | Abstain | Absent |
| Mr. Cuccio | X | | | |
| Mrs. Gould | | | X | |
| Mr. Millar | X | | | |
| Mrs. Poulas | X | | | |
| Mrs. Senatore | X | | | |
| Mr. Smith | X | | | |
| Mr. Stewart | X | | | |
| Mrs. Van Ness | X | | | |
| Mrs. Wildermuth | X | | | |

M. EDUCATION, SPECIAL EDUCATION AND TECHNOLOGY COMMITTEE

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

M.1 Motion to **rescind student placement** for the **2016-2017** school year, as indicated below plus related services as needed:

| Student | School | Tuition | Effective |
|----------------|--|----------------|------------------|
| M/17-9 | Inclusive Learning Center/Hohokus Trade School | \$17,199.98 | 1/20/17 |

M.2 Motion to **approve student placement** for the **2016-2017** school year, as indicated below plus related services as needed:

| Student | School | Tuition | Effective |
|----------------|----------------------------|------------------------------|----------------------|
| F/3-2 | Lake Drive Support Program | \$15,735* (<i>amended</i>) | 1/1/17-6/30/17 |
| F/15-3 | Lakeland Andover School | \$295 | 1/30/17 (1 day only) |

M.3 Motion to approve and submit biannual **Statement of Assurance Regarding the Use of Paraprofessional Staff** for the 2016-2017 school year to the Executive County Superintendent.

M.4 Motion to amend the 2017-2018 School Year Calendar.

M.5 Motion to approve the following day field trips:

| School/Group/Activity | Location | Dates |
|--|---|---|
| JTHS, Academic Bowl Competition | High Point Regional High School, Sussex, NJ | February 22, 2017 February 23, 2017 February 24, 2017 February 27, 2017 February 28, 2017 – (snow date) |
| JTHS, Rutgers University Tour | Rutgers University Campus, New Brunswick, NJ | March 21, 2017 |
| JTHS, Region 1 Concert Band, Performance | Parsippany Hills High School, Parsippany-Troy Hills, NJ | March 22, 2017 |
| JTHS, Jazz Band, West Milford Jazz Festival | West Milford High School, West Milford, NJ | March 23, 2017 |
| JTHS, Drama Club | New York City, NY | May 10, 2017 |
| Briggs School, Grade 2 | Waterloo Village, Byram Township, NJ | May 24, 2017 |
| JTHS, Gr. 9 English Classes, “Romeo & Juliet” | Pax Amicus Theater, Budd Lake, NJ | May 24, 2017 |
| JTHS, Student Council & Athletic Council Meeting | Dover High School, Dover, NJ | TBD |

M.6 Motion to approve the following overnight field trips:

| School/Group/Activity | Location | Dates |
|--|--|-------------------|
| JTHS, DECA, DECA International Career Development Conference | Anaheim Convention Center, Anaheim, CA | April 26-29, 2017 |

M.7 Motion to Recognize and Accept the Harassment, Intimidation and Bullying Incidences (HIB) January 16, 2017 through February 13, 2017.

RESOLVED, That upon the Recommendation of the Superintendent, the Jefferson Township Board of Education recognizes the Harassment, Intimidation, and Bullying incidences reported from January 16, 2017 through February 13, 2017, as summarized below:

| School | Incidents Reported | Confirmed Incidents of HIB | Inconclusive – Case Will Remain Active |
|-----------------|--------------------|----------------------------|--|
| Ellen T. Briggs | 0 | 0 | 0 |
| Stanlick | 1 | 0 | 0 |
| Milton | 0 | 0 | 0 |
| Cozy Lake | 0 | 0 | 0 |
| White Rock | 0 | 0 | 0 |
| JTMS | 1 | 0 | 0 |
| JTHS | 6 | 3 | 0 |

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

| MOTION: Mrs. Senatore | SECOND: Mrs. Poulas | | | |
|-----------------------|---------------------|------|---------|--------|
| Name | Ayes | Nays | Abstain | Absent |
| Mr. Cuccio | X | | | |
| Mrs. Gould | X | | | |
| Mr. Millar | X | | | |
| Mrs. Poulas | X | | | |
| Mrs. Senatore | X | | | |
| Mr. Smith | X | | | |
| Mr. Stewart | X | | | |
| Mrs. Van Ness | X | | | |
| Mrs. Wildermuth | X | | | |

Enrollment as of 1/31/17:

| | Jan. 2016 | Jan. 2017 |
|---------------------------|------------------|------------------|
| Milton | 146 | 164 |
| Cozy Lake | 206 | 188 |
| Arthur Stanlick | 346 | 322 |
| E.T. Briggs | 282 | 297 |
| White Rock | 387 | 360 |
| Total Elementary | 1,367 | 1,331 |
| JTMS | 771 | 776 |
| JTHS | 1,018 | 998 |
| GRAND TOTAL | 3,156 | 3,105 |
| Tuition students received | 4 | 7 |
| Out-of-district placement | 38 | 35 |

M.8 Motion by Mr. Smith, seconded by Mr. Cuccio, to approve resolution as described below:

BE IT RESOLVED, that the Jefferson Township Board of Education, upon the recommendation of the Negotiations Committee, hereby accepts the Fact Finders report dated February 7, 2017 and the recommendations issued in the matter of the Fact Finder by and with the Jefferson Township Board of Education (JTBOE) and the Jefferson Township Education Association (JTEA).

| MOTION: Mr. Smith | SECOND: Mr. Cuccio | | | |
|-------------------|--------------------|------|---------|--------|
| Name | Ayes | Nays | Abstain | Absent |
| Mr. Cuccio | X | | | |
| Mrs. Gould | X | | | |
| Mr. Millar | | | X | |
| Mrs. Poulas | | | X | |
| Mrs. Senatore | X | | | |
| Mr. Smith | X | | | |
| Mr. Stewart | X | | | |
| Mrs. Van Ness | X | | | |
| Mrs. Wildermuth | | | X | |

N. COMMUNICATIONS

- None

O. PUBLIC COMMENTS

- An audience member remarked favorably on Dr. Tierney's statement regarding the January 27 boys' basketball game.
- Jefferson Township Mayor Russ Felter, an alumnus from JTHS Class of 1977, commented that he was extremely proud of the way Dr. Tierney and Dr. Plotts handled the situation involving the students at the boys' basketball game, noting their stance that there is no room for bigotry or racism at JTHS.
- An audience member noted they felt there should have been an announcement or some type of notification from Administration about the incident at the boys' basketball game.
- An audience member remarked they felt there should have been swifter action taken by Administration in reference to the January 27 boys' basketball game.
- Dr. Tierney reiterated that student discipline is a confidential matter and assured the public that the actions of the students involved were dealt with thoroughly, swiftly and with confidentiality.

P. OLD BUSINESS

- None

Q. NEW BUSINESS

- The Board and public were reminded that the March Board meeting has been changed to March 16, 2017.

R. BOARD MEMBER COMMENTS

- Mrs. Senatore commented on recent school events such as the chess tournament at Stanlick, the 5th grade Wolf Trials and the girls' basketball team. She also thanked the families who hosted 27 International Students while they visited JTHS.
- Mr. Stewart thanked Mrs. Howe for researching and comparing the relative abilities of students on both sides of town. This research confirmed that all students are receiving the same academic opportunities.
- Mrs. Gould noted it is an honor to be named to the 7th Annual AP (Advanced Placement) District Honor Roll and thanked Officer Fabian and the Jefferson Township Police Department for their 911 seminar for kindergarteners.
- Mrs. Wildermuth thanked everyone for their warm welcome to the board.
- Mr. Cuccio thanked business office staff for their continual work on the district budget.
- Mrs. Poulas attended the mid-winter concert.
- Mrs. Van Ness congratulated the Stanlick students on a job well done at the recent chess tournament.

S. ADJOURN

Motion by Mr. Cuccio, seconded by Mr. Smith, that the meeting adjourn at 8:19 PM.

Respectfully submitted,


Dora E. Zeno
Board Secretary

Appendix A

| Name | Event Date | Location | Seminar/Function | Registration Fee \$ | Transportation | Travel/ Miles | Lodging per day (not to exceed) | # Nights | Meal Cost per day (not to exceed) | # Meal Days | Total Expense (not including parking/ tolls/miscellaneous fees) |
|-------------------|------------|-------------------|---|---------------------|----------------|---------------|---------------------------------|----------|-----------------------------------|-------------|---|
| Bavosa, Sherry* | 12/7 | Parsippany, NJ | Yoga and Mindfulness | \$ 199.99 | Own | 42 | - | - | - | - | \$ 199.99 |
| Boucher, Laurie | 3/30-4/1 | Philadelphia, PA | 2017 AOTA Annual Conference and Centennial Celebration | \$ 451.00 | Own | 208 | - | - | \$ 64.00 | 2.5 | \$ 611.00 |
| Caline, Michelle | 3/16 | West Orange, NJ | 101 Practical & Ready to Use Strategies to Strengthen Students Writing | \$ 245.00 | Own | 62 | - | - | - | - | \$ 245.00 |
| DiColo, John | 3/12-3/16 | Atlantic City, NJ | DAANJ State Athletic Directors' Convention | \$ 375.00 | Own | 300 | - | - | \$ 64.00 | 3.75 | \$ 615.00 |
| Sica, Derek | 3/16 | Monroe Twp., NJ | Preparing the Next Generation of WL Teachers: A Workshop for WL Supervisors and Mentors of New Teachers | \$ 175.00 | Own | 75 | - | - | - | - | \$ 175.00 |
| Staples, Karen | 5/21-5/23 | Long Branch, NJ | NJACAC Conference 2017 | \$ 225.00 | Own | 326.4 | - | - | - | - | \$ 225.00 |
| Venturino, Gerald | 2/10-2/12 | Whippany, NJ | Frank Glazier Football Clinic | \$ 239.00 | Own | 338 | - | - | - | - | \$ 239.00 |
| Vichengrad, Blake | 3/13-3/15 | Atlantic City, NJ | NJ Buildings and Grounds Supervisors Annual Conference | \$ 125.00 | Own | 300 | \$ 120.00 | 2 | \$ 64.00 | 2.5 | \$ 525.00 |

**Travel approved in October 2016 and original attendee could not attend. Approving attendance at workshop as alternate/substitute.*

All Meals are prorated 75% on travel days

| PROJECT: | | 3155A | | BID TABULATION FORM | | | | | | | | | | | | | | | | |
|---|--|---------|--|--|----------------|-------------|----------------|---------|-----------|-------------------|----------------|--------------|--------------|-------------------------------|-----|---------|---------|----------------|---------|---------|
| Jefferson Twp. - Roof Repl. @ Jefferson Twp. HS | | | | <div>  <div> Di Cara Rubino Architects 30 Galesi Drive, Wayne, NJ 07470 (973) 256-0202 Fax (973) 256-0227 </div> </div> | | | | | | | | | | | | | | | | |
| DUE DATE: | | 1/18/17 | | | | | | | | | | | | | | | | | | |
| TIME: | | 11:00AM | | | | | | | | | | | | | | | | | | |
| PLACE: | | BOE | | | | | | | | | | | | | | | | | | |
| BIDDER | | | | | | | | | | | | | | | | | | | | |
| | | | | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| | | | | Billy Contracting | Laumar Roofing | USA General | Northeast Roof | Arista | Mak Group | Integrity Roofing | G. C. Dynatech | Arch-Concept | Roof Mamage. | D.A. Nolt | JDS | More | Cypreco | The Barrett Co | Safeway | ARCO |
| BASE BID | | | | 268,000 | 318,000 | | 297,000 | 480,000 | 312,000 | 418,340 | 450,000 | 386,681 | 287,000 | 487,757 455,757 | | 394,711 | | 429,000 | 313,920 | 269,000 |
| GC-WP-1 | | | | | | | | | | | | 360 | | | | | | | | |
| GC-WP-2 | | | | | | | | | | | | 63/LF | | | | | | | | |
| GC-WP-3 | | | | | | | | | | | | 52000 | | | | | | | | |
| TOTAL BID | | | | | | | | | | | | | | | | | | | | |
| REQUIRED DOCUMENTS | | | | | | | | | | | | | | | | | | | | |
| PROPOSAL FORM AND AFFIDAVIT | | | | | | | | | | | | | | | | | | | | |
| BIDDER PERSONNEL/EXPERIENCE SHEET | | | | | | | | | | | | | | | | | | | | |
| AFFIDAVIT NO MATERIALS CHANGE | | | | | | | | | | | | | | | | | | | | |
| STOCKHOLDER/PARTNERSHIP DISCLOSURE | | | | | | | | | | | | | | | | | | | | |
| CONSENT OF SURETY | | | | | | | | | | | | | | | | | | | | |
| CERTIFIED CHECK OR BID BOND | | | | | | | | | | | | | | | | | | | | |
| NON-COLLUSION AFFIDAVIT | | | | | | | | | | | | | | | | | | | | |
| ASBESTOS ACKNOWLEDGEMENT FORM | | | | | | | | | | | | | | | | | | | | |
| MANDATORY LANGUAGE | | | | | | | | | | | | | | | | | | | | |
| AFFIRMATIVE ACTION AFFIDAVIT | | | | | | | | | | | | | | | | | | | | |
| POLITICAL CONTRIBUTION DISCLOSURE | | | | | | | | | | | | | | | | | | | | |
| NOTICE OF CLASSIFICATION FROM DPMC | | | | | | | | | | | | | | | | | | | | |
| AFFIDAVIT - UNCOMPLETED PROJECTS | | | | | | | | | | | | | | | | | | | | |
| DBC/DPMC PreQUALIFICATION | | | | | | | | | | | | | | | | | | | | |
| CONTRACTOR CERTIFICATION | | | | | | | | | | | | | | | | | | | | |
| NJ BUSINESS REGISTRATION REQ. | | | | | | | | | | | | | | | | | | | | |
| SUBCONTRACTOR LISTING | | | | | | | | | | | | | | | | | | | | |
| SUBCONTRACTOR'S BUSINESS REGISTRATION | | | | | | | | | | | | | | | | | | | | |
| CERTIFICATE OF AUTHORITY IF FOREIGN CO. | | | | | | | | | | | | | | | | | | | | |
| ADDENDUM #1 | | | | | | | | | | | | | | | | | | | | |
| ADDENDUM #2 | | | | | | | | | | | | | | | | | | | | |
| ADDENDUM #3 | | | | | | | | | | | | | | | | | | | | |

[illegible]

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