

JEFFERSON TOWNSHIP BOARD OF EDUCATION
Annual Organization Meeting Agenda
Monday, January 6, 2025 7:30 PM
Jefferson Township Board of Education Central Office

- A. Rita Oroho Giacchi, President *pro tem*, called the meeting to order at _____ PM, and read the Open Meeting Statement.

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.Jefftp.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. Results of the November 5, 2024 Annual School Board Election:

Candidates	Office	Term
Christopher Brown	Board Member	3 years
Christine Mallimo-Orna	Board Member	3 years
Christopher Natale	Board Member	3 years

- D. **Oath of Office** to be administered to elected Board of Education members Christopher Brown, Christine Mallimo-Orna, and Christopher Natale by Board Secretary.

- E. **ROLL CALL:**

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

- F. **NOMINATIONS FOR PRESIDENT**

Motion by _____, seconded by _____, to nominate _____ for **President** of the Jefferson Township Board of Education.

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

G. NOMINATIONS FOR VICE PRESIDENT

Motion by _____, seconded by _____, to nominate _____ for **Vice President** of the Jefferson Township Board of Education.

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

H. Reading of Code of Ethics for School Board Members, Title 18A:12-24.1

A school board member shall abide by the following Code of Ethics for School Board Members:

- a. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
- c. I will confine my board action to policymaking, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
- e. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action which may compromise the board.
- f. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

I. COMMENTS FROM THE AUDIENCE

J. ANNUAL APPOINTMENTS

Motion by _____, seconded by _____ to approve items J.1 through J.11, as described below:

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

- J.1** Motion that the Jefferson Township Board of Education will hold their 2025 Meetings in accordance with the scheduled dates shown on the Schedule of Meetings (*Attachment A*).
- J.2** Motion to approve the appointment of Brown & Brown Consulting Group, Health Insurance Agent of Record from January 1, 2025 through December 31, 2025.
- J.3** Motion to approve the appointment of The Morville Agency/Arthur J. Gallagher Risk Management Services, Inc., Property/Liability Insurance Agent of Record, from January 1, 2025 through December 31, 2025.
- J.4** Motion to approve the appointment of Nisivoccia & Company, Auditor of Record, per agreement to conduct the 2024-2025 audit.
- J.5** Motion to approve the appointment of Cleary Giacobbe Alfieri Jacobs, LLC, Attorney of Record, per agreement, from January 1, 2025 through December 31, 2025.
- J.6** Motion to approve the appointment of Busch Law Group, Special Counsel of Record for Special Education matters, per agreement, from January 1, 2025 through December 31, 2025.
- J.7** Motion to approve the appointment of Scarinci Hollenback, Special Counsel of Record for construction, facilities, public procurement and other contract matters, from January 1, 2025 through December 31, 2025.
- J.8** Motion to approve the following banks as Official Depositories for January 1, 2025 through December 31, 2025 and to approve the Checking Accounts/Required Signatories as listed (*Attachment B*).

First Hope Bank Fulton Bank Provident Bank TD Bank

- J.9** Motion to approve the *Daily Record*, Morristown, and the *New Jersey Herald*, Newton, New Jersey, as the Official Newspapers of the Jefferson Township Board of Education from January 1, 2025 through December 31, 2025.
- J.10** Motion to adopt, based on the recommendation of the Superintendent of Schools, the existing Pre-K - 12 curriculum, assigned textbooks, co-curricular clubs, and programs for the Jefferson Township School District until such time this Board amends same.

- J.11** Motion to adopt, based on the recommendation of the Superintendent of Schools, that all previously written bylaws, policies, and regulations of this Board of Education be continued in force until such time this Board amends same.

K. DELEGATE APPOINTMENTS

Motion by _____, seconded by _____ to approve items K.1 through K.3, as described below:

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

- K.1** Motion to appoint Board Member _____, to serve as delegate to the New Jersey School Boards Association.
- K.2** Motion to appoint Board Member _____, to serve as delegate to the Morris County School Boards Association.
- K.3** Motion to appoint Board Member _____, to serve as delegate to the Morris County Educational Services Commission.

L. PERSONNEL

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

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

- 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.)

A. PERSONNEL								
Name	Nature of Action	Position/Control Number	Deg/ Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Bahamondes, Javiera	Resignation	Special Education Aide			Cozy Lake	1/10/25		Last day of work, 1/9/25
Ferguson, Lisa	Schedule Adjustment	Bus Driver			Transportation	12/16/24	6/30/25	Not to exceed 7.42 hrs./day
Fiedelvey, Steven	Appoint	Interim Special Education Supervisor PCN-TBD		\$128,000	District	1/13/25	3/31/25	Replacing J. Reinstein, salary prorated
Hernandez, Ashley 11-216-100-106-005	Appoint	Special Education Aide AID-CL-SPED-ES-09	3	\$25.95/hr.	Cozy Lake	1/2/25	6/30/25	7 hrs./day, Wednesdays off
Kaczmarczyk, Ashley	Schedule Adjustment	Bus Driver			Transportation	1/2/25	6/30/25	Not to exceed 5.5 hrs./day

A. PERSONNEL								
Name	Nature of Action	Position/Control Number	Deg/ Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
LaRusso, Deborah 11-214-100-106-006	Appoint	Special Education Aide AID-WR-SPED-ES-34	4	\$26.23/hr.	White Rock	1/17/25	6/30/25	7 hrs./day, Wednesdays off
Mateo, Katherine 11-000-219-104-007	Appoint	School Social Worker CST-MS-SCSW-AL-02	MA/1	\$60,290	JTMS/White Rock	1/21/25	6/30/25	Replacing M. Siek
Reed, Taylor 11-000-219-104-007	Appoint	School Social Worker CST-MS-SCSW-AL-01	MA/9	\$68,009	JTMS	3/10/25	6/30/25	Replacing K. Sibblies
Reinstein, Jodi 11-000-240-103-290	Appoint	Interim School Principal LTS-WR-PRIN-ES-01		\$147,000	White Rock	1/6/25	3/31/25	Covering #84, salary prorated
Sibblies, Kristen	Resignation	School Psychologist			JTMS	2/15/25		Last day of work, 2/14/25
Woolery, Rebekah	Resignation	Special Education Aide			White Rock	1/31/25		Last day of work, 1/30/25

L.2 Motion to approve the following corrections to the August 26, 2024 Minutes, Personnel Section:

B. LEAVES OF ABSENCE		
Employee ID#	Nature of Action	Effective
#3127	Medical Leave	Leave of absence beginning 1/28/25 through 5/1/25 utilizing 15 sick days and 14 vacation days with the remainder of the leave unpaid (FMLA) and returning 5/2/25. <i>Corrected start date of leave.</i>

M. NEW BUSINESS

N. ADJOURN

Motion by _____, seconded by _____ that the meeting adjourn at ____ PM.

_____ Mr. Brown

_____ Mrs. Grater

_____ Mrs. Mallimo-Orna

_____ Mr. Natale

_____ Mrs. Perez

_____ Mrs. Poulas

_____ Mrs. Small

_____ Mr. Stewart

_____ Mrs. Wildermuth

ATTACHMENT A

Jefferson Township Board of Education

Schedule of Meetings

January 2025 – December 2025

REGULAR MEETINGS

Tuesday, January 21, 2025
Tuesday, February 18, 2025
Monday, March 17, 2025
Monday, April 28, 2025
Monday, May 12, 2025
Monday, June 16, 2025
Monday, July 21, 2025
Monday, August 18, 2025
Monday, September 15, 2025
Monday, October 13, 2025
Monday, November 17, 2025
Monday, December 15, 2025

NOTE: All meetings will convene into closed session at 6:30 PM followed by the public portion of the meeting commencing at 7:30 PM unless otherwise noted. A closed session may also be held following the public session, as needed.

MEETING LOCATION:

Jefferson Township High School
1010 Weldon Road
Oak Ridge, NJ 07438

ATTACHMENT B

ACCOUNT NAME	SIGNATURES	ALTERNATE	NO. OF REQUIRED SIGNATURES
Business Office Petty Cash Annual District Petty Cash Amount: \$1,500	Board Secretary & Superintendent	Board President	2
JTHS Athletic Events Account	Principal & Athletic Director	Vice Principal(s)	2
JTHS Activity Account	Principal & Vice Principal(s)	N/A	2
JTHS Scholarship Fund Account	Principal & Vice Principal(s)	N/A	2
JTHS Retired HS Classes	Principal & Vice Principal(s)	N/A	2
JTHS Class Escrow	Principal & Vice Principal(s)	N/A	2
JTMS Activity Account	Principal & Vice Principal(s)	N/A	2
E.T. Briggs Activity Fund	Principal & Secretary	N/A	2
White Rock Activity Fund	Principal & Secretary	N/A	2
Cozy Lake Activity Fund	Principal & Secretary	N/A	2
Arthur Stanlick Activity Fund	Principal & Secretary	N/A	2
School Nutrition Account	Board Secretary & Superintendent	Board President	2
Payroll Agency	Treasurer of School Monies	Board Secretary	1
Summer Savings Payroll Agency	Treasurer of School Monies	Board Secretary	1
Payroll	Treasurer of School Monies	Board Secretary	1
General	Board Secretary, Treasurer of School Monies & Board President	Board Vice President	3
Unemployment Trust Fund	Treasurer of School Monies & Board Secretary	N/A	2
Capital Projects Account	Board Secretary, Treasurer of School Monies & Board President	Board Vice President	3
Capital Reserve	Board Secretary, Treasurer of School Monies & Board President	Board Vice President	3
Maintenance Reserve	Board Secretary, Treasurer of School Monies & Board President	Board Vice President	3