

JEFFERSON TOWNSHIP BOARD OF EDUCATION

Regular Meeting Minutes

Tuesday, January 21, 2025 6:00 PM (Closed Session) – 7:30 PM (Regular Session)

Jefferson Township High School Media Center

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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. Mrs. Poulas, called the meeting to order at 7:29 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.Jefftp.org](http://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. **ROLL CALL:**

<u>Aye</u> Mr. Brown	<u>Aye</u> Mr. Natale	<u>Aye</u> Mr. Stewart
<u>Aye</u> Mrs. Grater	<u>Aye</u> Mrs. Perez	<u>Aye</u> Mrs. Wildermuth, <i>Vice President</i>
<u>Aye</u> Mrs. Mallimo-Orna	<u>Aye</u> Mrs. Small	<u>Aye</u> Mrs. Poulas, <i>President</i>
<u>Aye</u> Ashley Hecht, Student Representative		
<u>Aye</u> Victor Koziol, Student Representative		

- D. **CLOSED SESSION**

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

<u>Aye</u> Mr. Brown	<u>Aye</u> Mr. Natale	<u>Aye</u> Mr. Stewart
<u>Aye</u> Mrs. Grater	<u>Aye</u> Mrs. Perez	<u>Aye</u> Mrs. Wildermuth, <i>Vice President</i>
<u>Aye</u> Mrs. Mallimo-Orna	<u>Aye</u> Mrs. Small ( <i>Arrived @ 6:12pm</i> )	<u>Aye</u> Mrs. Poulas, <i>President</i>

BE IT RESOLVED, by the Jefferson Township Board of Education on this 21st day of January, 2025 at 6:01 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 Mrs. Grater, seconded by Mr. Natale, that the meeting is called to public session at 6:45 PM.

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

*The Board took a short recess.*

Motion by Mrs. Grater, seconded by Mrs. Small, that the Board of Education reconvene to Executive Session at 7:12 PM:

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

Motion to close Executive Session by Mrs. Grater, seconded by Mr. Natale, that the meeting is called to public session at 7:24 PM.

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

**E. SUPERINTENDENT'S REPORT**

- Mrs. Howe reported on the Good News and Progress in the schools.

**F. PRESENTATIONS**

- Student Council President Delphina Barnor and Co-Vice Presidents Ava McFarquhar and Aleah Woelfel honored the School Board Members for School Board Member Recognition Month.
- Each school's Principal recognized the Governor's Teachers and Education Support Professionals of the Year, along with Mrs Poulas and Mrs. Howe.
- Mrs. Jeanne Howe, Superintendent and Mrs. Rita Oroho Giacchi, Business Administrator provided a Budget Update: Advocacy Efforts - School Funding Reform Act Outreach Hearing
- Ms. Charlene Petersen, New Jersey School Boards Association Representative provided the School Board Member Ethics Training.

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

- A middle school student conveyed what the student felt were failings of the HIB reporting system and requested a review of how HIB investigations are being conducted.

**H. STUDENT REPRESENTATIVES**

- Student Representative Ashley Hecht reported on the PDP Summit, World Language Honor Society Inductions, and having Martin Luther King, Jr. Day off of school.
- Student Representative Victor Koziol reported the high school has started collecting donations for the Leukemia and Lymphoma Society, the Lunar New Year, the return of the Jefferson Java, the staff vs. student volleyball game, and National Honor Society fundraiser at Buffalo Wild Wings.

## I. COMMITTEE REPORTS

- **Building Needs and Finance Committee** - Mrs. Wildermuth reported the Committee met on January 6, 2025 and was provided an update on the health benefits analysis, Drummond Building sale, 2025-2026 budget, and property damage at Briggs from a burst pipe.
- **Policy and Personnel Committee** - Mrs. Grater reported the Committee met on January 6, 2025 and discussed open positions, and homeschooled athletes. The Board was also provided an overview of what is entailed in completing an OPRA request.
- **Education Committee** - Mrs. Small reported the Committee met on January 6, 2025 and reviewed Policy 2431, a new preschool logo, the 2024-2025 QSAC Equivalency Waiver, JTHS Academy Pathways, the middle school master schedule, and day and overnight field trips.
- **Morris County Education Services Commission** - Mrs. Perez advised the Commission is reviewing rates for services.

## J. MINUTES OF MEETINGS

Motion by Mr. Natale, seconded by Mr. Brown, that the Executive Session minutes of the December 16, 2024 meeting be approved as submitted:

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

Mr. Natale, seconded by Mr. Brown, that the Regular Meeting minutes of the December 16, 2024 meeting be approved as submitted:

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

Mr. Natale, seconded by Mr. Brown, that the Executive Session (2) minutes of the December 16, 2024 meeting be approved as submitted:

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

Motion by Mrs. Grater, seconded by Mrs. Small, that the Annual Reorganization Meeting minutes of the January 6, 2025 meeting be approved as submitted:

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

**K. FINANCE AND BUILDING NEEDS**

Motion by Mr. Stewart, seconded by Mr. Brown, to accept the recommendation of the Superintendent to approve and adopt motions K.1 through K.14, as described below:

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

**K.1** Motion to approve the purchase order list dated December 2024 in the amount of \$356,456.59.

**K.2** Motion to approve the vendors' bills list for release, on or after January 22, 2025, in the amount of \$711,119.08.

**K.3** Motion to approve the check register as of December 2024 in the amount of \$6,408,348.18.

Fund	Amount
General Fund (10)	\$5,941,894.21
Special Revenue Funds (20)	\$466,453.97
Total	\$6,408,348.18

**K.4** Motion to approve the funds transfers in the 2024-2025 Fiscal Year, dated December 31, 2024, in the amount of \$177,959.30.

**K.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 December 31, 2024, 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.6** Motion to certify, in accordance with N.J.A.C. 6A:23-2.11(c), as of November 30, 2024, 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.

**K.7** Motion to appoint Rita Oroho Giacchi, Board Secretary/Business Administrator 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 2025-2026 school year.

**K.8** Motion to approve resolution appointing School Alliance Insurance Fund Commissioner, below:

*BE IT RESOLVED*, by the School Board of Jefferson Township, County of Morris, State of New Jersey, that it hereby appoints Rita Oroho Giacchi as the School Alliance Insurance Fund Commissioner, and

*BE IT FURTHER RESOLVED*, that copies of this Resolution be forwarded to the following:

Rita Oroho Giacchi (*Fund Commissioner*)      School Alliance Insurance Fund

**K.9** Motion to approve the disposal of obsolete equipment, in accordance with Policy 7300, Disposition of Property, as shown below:

School/Department	Equipment Description Model and/or Serial Number	Tag number
Central Office	Neopost Postage Machine Model IN600AF	N/A

**K.10** Motion to approve the request for disposal of eligible school records, per State of New Jersey School District Records Retention Schedule, as described below:

Location/ Department	Record Series #	Record Title & Description	Agency & Schedule No.	Retention Period	Dispose After
Board of Education/ Business Office	0012-0002	Contracts and Amendments – General – Awarded (Copy)	M700105/001	3 years after completion of contract	6/30/19
Board of Education/ Business Office	0005-000	Bid File – Awarded and Not Awarded (Excluding Construction)	M700105/001	*7 years	6/30/14
JTMS Administration Office	0014-0000	Faculty Records File	M700103/001	3 years	6/30/17
JTMS Administration Office	0011-0001	Check File	M700105/001	7 years	6/30/22
JTMS Administration Office	0004-0002	Register Report	M700103/001	3 months after input and verification	6/30/16
JTMS Administration Office	0053-0001	Confidential Disciplinary File	M700106/0001	7 years after graduation	6/30/19
JTMS Administration Office	0106-0000	Student Accident Reports	M700106/001	7 years after graduation	6/30/21
JTMS Administration Office	0024-0000	Visitor security sign-sheet and monitoring file	M700101/004	3 years	6/30/20
JTMS Administration Office	0304-0001	Violence, Vandalism, and Substance Abuse File (Copy)	M700101/004	7 years	6/30/23

*\*Due to the contents of the files, the district chose to retain these records per the FCC retention schedule, Statute FCC:14-99*

**K.11** Motion to approve the Checking Accounts/Required Signatories as listed below:

Account Name	Signatures	Alternate	No. of Signatures Required
JTHS School Store	Principal & Vice Principal	N/A	2

**K.12** Motion to approve Interlocal Vehicle Sale Agreement between the Hunterdon County Educational Services Commission and the Jefferson Township Board of Education to auction two (2), 24-passenger school buses and one (1) Ford Super Duty Pickup Truck. *(Appendix A)***K.13** Motion to accept and approve the following resolution in accordance with Travel and Work Related Expenses N.J.A.C. 6A:23B:

WHEREAS, the employees listed in Appendix B are attending the named professional development seminar at such identified venues;

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

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

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

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

BE IT FURTHER RESOLVED, the expense is justified and therefore reimbursable. *(Appendix B)*

**K.14** Motion to accept and approve the following resolution authorizing the submission of the Local Recreation Improvement Grant:

WHEREAS, the Jefferson Township Board of Education desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$100,000 to carry out a project to add age-appropriate playground equipment to the grounds of the Jefferson Township Middle School and/or the White Rock Elementary School in anticipation of a district-wide reconfiguration;

*WHEREAS*, students in grades four and five will be attending the Jefferson Township Middle School and students in preschool and kindergarten will be attending the White Rock Elementary School; and

*WHEREAS*, the receipt of this grant would ensure access to developmentally appropriate equipment and ease the transition of students to a new school location;

*NOW THEREFORE BE IT RESOLVED*, that the Jefferson Township Board of Education does hereby authorize the application for such a grant; and recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Jefferson Township Board of Education and the New Jersey Department of Community Affairs.

*BE IT FURTHER RESOLVED*, that the Board Secretary and Superintendent are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith.

## **L. PERSONNEL**

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

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

\*Mrs. Grater Recused from voting on Agenda Item L.2.

Mrs. Grater acknowledged the retirement on this evening's agenda.

- 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.)

<b>A. PERSONNEL</b>								
Name	Nature of Action	Position/Control Number	Deg/ Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
Fazilu, Largime 11-000-262-100-290 (.33) 20-218-200-110-290 (.67)	Appoint	Custodian (LTS) CUS-BR-FACI-NA-01		\$25.90/hr.	Briggs	1/28/25	5/1/25	Covering #3127
Fiedeldey, Steven 11-000-221-104-290	Account Code Change	Interim Special Education Supervisor LTS-BO-CURR-NA-05			District	1/13/25	3/31/25	
Fiedeldey, Steven	Appoint	Interim K-12 Supervisor of G&T, Family & Consumer Science		\$3,000 (prorated)	District	1/13/25	3/31/25	Covering J. Reinstein
Gubenko, Lacey 11-000-217-106-003	Appoint	Special Education Aide AID-BR-SPEC-KG-01	1	\$25.39/hr.	Briggs	1/22/25	6/30/25	5.75 hrs./day, 5 days per week New position, not budgeted

<b>A. PERSONNEL</b>								
<b>Name</b>	<b>Nature of Action</b>	<b>Position/Control Number</b>	<b>Deg/ Step</b>	<b>Salary</b>	<b>Loc.</b>	<b>Date Effective</b>	<b>Date Termin.</b>	<b>Discussion</b>
Haberman, Emily 11-213-100-106-005	Appoint	Special Education Aide AID-CL-SPED-ES-13	1	\$25.39/hr.	Cozy Lake	1/13/25		
Haberman, Emily	Resignation	Special Education Aide			Cozy Lake		1/14/25	
Kahuy, Svitlana 20-218-100-106-005	Appoint	Preschool Aide AID-CL-PRSC-PK-03	1	\$25.39/hr.	Cozy Lake	1/13/25	6/30/25	Replacing J. Bahamondes, 7 hrs./day, Friday off
Lund, Lexy 11-213-100-106-006	Appoint	Special Education Aide AID-WR-SPED-ES-28	1	\$25.39/hr.	White Rock	1/30/25	6/30/25	Replacing R. Woolery, 7 hrs./day, Thursday off
Maffei, Dana 11-000-251-105-000 (.91) 20-218-200-110-000 (.09)	Account Code Change	Benefits Specialist			Central Office	1/2/25	6/30/25	
Staples, Karen 11-000-218-104-290	Appoint	School Counselor - LTS LTS-MS-CNSL-MS-02		\$290.45/diem	JTMS	2/17/25	6/30/25	Covering #3581
Vandigriff, Patricia	Retirement	Teacher			JTHS	7/1/25		Retiring after 25 years in district

**B. LEAVES OF ABSENCE**

<b>Employee ID#</b>	<b>Nature of Action</b>	<b>Effective</b>
3187	Family Leave	Leave of absence beginning 4/23/25 through 6/13/25 and expected to return 6/16/25 using unpaid days (NJFLA/FMLA)

**C. SUBSTITUTES**

<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Location</b>	<b>Date Effective</b>	<b>Date Termin.</b>
Conway, John	Appoint	Armed Security Officer	District	1/22/25	6/30/25
French, Victoria	Appoint	Teacher	District	1/22/25	6/30/25
Kandemir, Ebru	Appoint	Teacher	District	1/22/25	6/30/25
Lurin, David	Appoint	Teacher	District	1/22/25	6/30/25
Mustacchio, Joseph	Appoint	Armed Security Officer	District	1/22/25	6/30/25
Mylod, Emily	Appoint	Aide	District	1/22/25	6/30/25
Sandberg, Alan	Appoint	Teacher	District	1/22/25	6/30/25

**D. EXTRA DUTY PAY**

<b>Name</b>	<b>Nature of Action</b>	<b>Position</b>	<b>Level</b>	<b>Salary</b>	<b>Location</b>	<b>Date Effective</b>	<b>Date Termin.</b>
<b>ELEMENTARY</b>							
Boardman, Aimee 11-000-401-100-101-006	Appoint	RtI Tutoring (.5 stipend)	2	\$739.50	White Rock	1/21/25	6/30/25
Curry, Megan 11-000-401-100-101-001	Appoint	Garden Club (.5 stipend)	2	\$739.50	Stanlick	1/21/25	6/30/25
Ivakhiv, Maria 11-000-401-100-101-001	Appoint	STEM Club (.5 stipend)	2	\$739.50	Stanlick	1/21/25	6/30/25
Karusio, Karen 11-000-401-100-101-001	Appoint	RtI Tutoring (.5 stipend)	2	\$739.50	Stanlick	1/21/25	6/30/25
Keyser, Rebecca 11-000-401-100-101-001	Appoint	Book Club (.5 stipend)	2	\$739.50	Stanlick	1/21/25	6/30/25
Mannerberg, Aleya 11-000-401-100-101-001	Appoint	STEM Club (.5 stipend)	2	\$739.50	Stanlick	1/21/25	6/30/25
McGurrin, Meaghan 11-000-401-100-101-006	Appoint	RtI Tutoring (.5 stipend)	2	\$739.50	White Rock	1/21/25	6/30/25
Modula, Christine 11-000-401-100-101-006	Appoint	RtI Tutoring (.5 stipend)	2	\$739.50	White Rock	1/21/25	6/30/25
Pilot, Leighann 11-000-401-100-101-006	Appoint	RtI Tutoring (.5 stipend)	2	\$739.50	White Rock	1/21/25	6/30/25
Rowe, Kristie 11-000-401-100-101-006	Appoint	RtI Tutoring (.5 stipend)	2	\$739.50	White Rock	1/21/25	6/30/25
Rowens, Heather 11-000-401-100-101-006	Appoint	RtI Tutoring (.5 stipend)	2	\$739.50	White Rock	1/21/25	6/30/25

**L.2 Motion to approve Course Reimbursements as indicated below:**

<b>SUMMER 2024 – SUPERVISORS</b>					
<b>Name</b>	<b>College/University</b>	<b>Course</b>	<b>Approval #</b>	<b>Credits</b>	<b>Total</b>
Dunbar, Maria	Centenary University	Finance	SUP01	3	\$2,416.50

  

<b>SUMMER 2024 – JTEA</b>					
<b>Name</b>	<b>College/University</b>	<b>Course</b>	<b>Approval #</b>	<b>Credits</b>	<b>Total</b>
Bank, Lindsay	William Paterson University	Co-teaching and Collaboration in Special Education	SU17	3	\$856.34
Bank, Lindsay	William Paterson University	Literacy: Advanced Instructional Content and Strategies	SU18	3	\$856.34
Brown, Connor	William Paterson University	Managing Challenging Behaviors	SU40	3	\$547.15
Brusberg, Susan	University of California/San Diego	Instilling a Growth Mindset in Students	SU12	3	\$379.00
Brusberg, Susan	University of California/San Diego	Educating the Whole Student: Mindfulness and Social Emotional Learning	SU13	3	\$379.00
Brusberg, Susan	University of California/San Diego	Developmentally Appropriate Content Activities for Early Learners	SU14	3	\$379.00
Caruso, Karen	Georgian Court University	Phonology and Structure American English	SU15	3	\$856.34
Caruso, Karen	Georgian Court University	Second Language Acquisition	SU59	3	\$856.34
Cruz, Meredith	University of California/San Diego	Addressing the Needs of Diverse Populations	SU53	3	\$379.00
Cruz, Meredith	University of California/San Diego	Educating the Whole Student: Mindfulness and Social Emotional Learning	SU54	3	\$271.00
Gilroy, Sevgi	University of California/San Diego	Boosting Student Engagement using Active Learning Strategies	SU62	3	\$304.00
Gilroy, Sevgi	University of California/San Diego	Educational Technology 101	SU63	3	\$304.00
Gilroy, Sevgi	University of California/San Diego	Data-Driven Instruction	SU64	3	\$304.00
Haid, Emily	Felician University	Autism: Collaborative ABA	SU65	3	\$856.34
Hoertel, Jessica	New Jersey City University	Pedagogy and Application of Children's Literature in the K-12 Classroom	SU31	3	\$547.15
Hoertel, Jessica	New Jersey City University	STEM Foundations: Rethinking Learning	SU32	3	\$856.34
Incedon, Emily	University of California/San Diego	Incorporating SEL Skills into the Content Areas	SU48	3	\$341.10
Incedon, Emily	University of California/San Diego	Math Problem Solving Strategies for Grades 3-6	SU49	3	\$341.10
Incedon, Emily	University of California/San Diego	Instilling a Growth Mindset in Students	SU50	3	\$341.10
Incedon, Emily	University of California/San Diego	Reading to Learn: Developing Strategic Reading Skills (4-12)	SU51	3	\$341.10
Incedon, Emily	University of California/San Diego	Boosting Student Engagement using Active Learning Strategies	SU52	3	\$341.10
Moore, Jessica	NJ Center for Teaching and Learning	Elementary PSI-PMI Teaching Methods	SU33	3	\$547.15
Moya, Marguerite	William Paterson University	Research Design & Methods I	SU66	3	\$856.34
Moya, Marguerite	Felician University	Curriculum I	SU43	3	\$700.00
Moya, Marguerite	Felician University	Supervisor II	SU44	3	\$700.00
Moya, Marguerite	Felician University	Current Trends and Issues in Curriculum	SU45	3	\$700.00
Moya, Marguerite	William Paterson University	Leader Learner Community	SU46	2	\$570.89
Moya, Marguerite	Felician University	Supervision I	SU47	3	\$547.15
Nadratowski, Donna	University of California/San Diego	Google as a Classroom Tool for Learning	SU41	3	\$303.00
Nadratowski, Donna	University of California/San Diego	Applying the Science of Reading Principles in the Content Areas	SU42	3	\$323.00
Neral, Molly	University of California/San Diego	The Flipped Classroom: Interactive Approach to Student Engagement	SU34	3	\$323.00
Neral, Molly	University of California/San Diego	Character Education for the 21st Century	SU35	3	\$323.00
Neral, Molly	University of California/San Diego	Instilling a Growth Mindset in Students	SU36	3	\$323.00
Neral, Molly	University of California/San Diego	Classroom Management Strategies for HS Teachers	SU37	3	\$323.00
Neral, Molly	University of California/San Diego	Bridging the Gap: High Yield Strategies	SU38	3	\$323.00
Novembrino, Kristen	University of California/San Diego	Social Emotional and Physical Wellness for Students and Teachers	SU56	3	\$341.10
Novembrino, Kristen	University of California/San Diego	Differentiated Instruction	SU57	3	\$341.10
Novembrino, Kristen	University of California/San Diego	Classroom Management Survival Course	SU58	3	\$271.00
Rosenberg, Jessica	New Jersey City University	Selection and Acquisition of Print and Non-Print Materials	SU39	3	\$547.15
Rowe, Kristie	University of California/San Diego	Closing the Gap: Focusing on Literacy and Math Skills	SU60	3	\$271.00
Rowe, Kristie	University of California/San Diego	Moving Beyond Remediation to Empower Sustainable Learning	SU61	3	\$271.00
Rowens, Heather	Felician University	Ethical Leadership	SU24	3	\$750.00
Rowens, Heather	Felician University	Special Education: Current Issues	SU25	3	\$750.00
Ruchalski, Jennifer	Idaho State University	A Classroom for Everyone: Understanding Disabilities in the Inclusive Classroom	SU26	3	\$165.00
Ruchalski, Jennifer	Idaho State University	Social Emotional Learning and Autism Spectrum	SU27	3	\$165.00

SUMMER 2024 – JTEA					
		Disorders			
Ruchalski, Jennifer	Idaho State University	Dyslexia: Reading & Writing Learning Disabilities	SU28	3	\$165.00
Ruchalski, Jennifer	Idaho State University	Youth Mental Health	SU29	3	\$165.00
Ruchalski, Jennifer	Idaho State University	Behavior and Goal Setting	SU30	3	\$165.00
Tanis, Jessica	Western Governors University	The Reflective Practitioner	SU01	3	\$372.65
Tanis, Jessica	Western Governors University	Designing Curriculum and Instruction I	SU02	3	\$372.65
Tanis, Jessica	Western Governors University	Data Informed Practices	SU03	3	\$372.65
Tanis, Jessica	Western Governors University	Differentiated Instruction	SU04	3	\$372.65
Tanis, Jessica	Western Governors University	Standards-Based Assessment	SU05	3	\$372.65
Tanis, Jessica	Western Governors University	Designing Curriculum and Instruction II	SU06	3	\$372.65
Tanis, Jessica	Western Governors University	Learning as a Science	SU07	3	\$372.65
Tanis, Jessica	Western Governors University	The Collaborative Leader	SU08	3	\$372.65
Tanis, Jessica	Western Governors University	Educational Research	SU09	3	\$372.65
Tanis, Jessica	Western Governors University	MSCIN Capstone	SU10	5	\$621.09
		A Classroom for Everyone: Understanding Disabilities in the Inclusive Classroom			
Van Ness, Katherine	Idaho State University	Disabilities in the Inclusive Classroom	SU19	3	\$165.00
Van Ness, Katherine	Idaho State University	Dyslexia: Reading & Writing Learning Disabilities	SU20	3	\$165.00
Van Ness, Katherine	Idaho State University	Behavior and Goal Setting	SU21	3	\$165.00
Van Ness, Katherine	Idaho State University	Youth Mental Health	SU22	3	\$165.00
		Social Emotional Learning and Autism Spectrum Disorders			
Van Ness, Katherine	Idaho State University	Disorders	SU23	3	\$165.00

## M. EDUCATION

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

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

**M.1** Motion to affirm Superintendent's report on incidents of Harassment, Intimidation and Bullying findings reported for November 18, 2024 through December 16, 2024.

**M.2** Motion to approve the following contracted services:

Name	Rate	Location	Date Effective	Date Terminated
Center for Evaluation and Counseling, Inc.	Not to exceed \$10,000.00	District	12/19/24	6/30/25
J & B Therapy	\$15,984.00	District	9/1/24	6/30/25

**M.3** Motion to approve the logo for the district's preschool program.

**M.4** Motion to approve the NJQSAC Equivalency Waiver.

**M.5** Motion to approve the following pathways for the JTHS Academies:

- ❖ Business & Finance Academy
  - Business Pathway
  - Finance Pathway
- ❖ Multimedia, Broadcasting, and Journalism Academy
  - Multimedia and Broadcasting Pathway
  - Journalism Pathway
- ❖ STEM Academy
  - Science/Pre-Med Pathway
  - Engineering Pathway
  - Computer Science Pathway

**M.6 Motion to approve the following day field trips:**

School, Group/Activity	Location
JTHS Consumer Bowl Team	Randolph, NJ
JTHS Transition Education Students	Sparta, NJ
JTHS National French Honor Society Students	Newton, NJ
JTHS Architecture and Video Production Students	Various Locations, New York
Ellen T. Briggs Elementary School Kindergarten Students	West Orange, NJ
JTHS AP US History and Rho Kappa Students	Various Locations, New York

**M.7 Motion to approve the following overnight field trips:**

School, Group/Activity	Location
JTHS FBLA State Leadership Conference	Atlantic City, NJ
JTHS Varsity Wrestlers	Atlantic City, NJ

**N. POLICY**

There are no Policy Agenda Items for action at this time.

**O. 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 December 16, 2024 through January 21, 2025:

School	Incidents Reported	Confirmed Incidents	Unconfirmed Incidents
Ellen T. Briggs	0	0	0
Arthur Stanlick	0	0	0
Cozy Lake	0	0	0
White Rock	0	0	0
Jefferson Twp. Middle School	1	0	1
Jefferson Twp. High School	10	2	8

**Enrollment as of 12/20/24:**

	December 2023	December 2024
Grades PreK	242	293
Grades K-5	1,045	1,030
Grades 6-8	567	548
Grades 9-12	836	797
TOTAL	2,690	2,668
Tuition students received	1	2
Out-of-district placement	21	15

**P. COMMUNICATIONS**

- None

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

- An audience member inquired about the Board's determination regarding homeschooled athletes.

**R. OLD BUSINESS**

- None

**S. NEW BUSINESS**

**RESOLUTION PROCLAIMING JANUARY 2025 AS  
SCHOOL BOARD MEMBER RECOGNITION MONTH**

*WHEREAS*, The New Jersey School Boards Association has declared January 2025 to be School Board Recognition Month, a time when all residents can acknowledge the contributions made by our local school board members;

*WHEREAS*, The Jefferson Township Board of Education is one of 581 local school boards in New Jersey, which sets policies and oversees operations for public school districts;

*WHEREAS*, The Jefferson Township Board of Education embraces the goal of high-quality education for all New Jersey public school students;

*WHEREAS*, New Jersey's local school boards help determine the educational goals for approximately 1.4 million children in pre-kindergarten through 12<sup>th</sup> grade;

*WHEREAS*, New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education;

*WHEREAS*, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs;

*WHEREAS*, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

*WHEREAS*, New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Educational Progress scores, and the preparation for college through advanced placement offerings and SAT assessments;

*NOW, THEREFORE, BE IT RESOLVED*, That the Jefferson Township Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2025 as School Board Recognition Month; and

*BE IT FURTHER RESOLVED*, That the Jefferson Township Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the advancement of our children's education.

**T. CLOSED SESSION**

The Board did not convene to Closed Session at this time.

**U. ADJOURN**

Motion by Mrs. Grater, seconded by Mrs. Small, to adjourn the meeting at 9:55 PM.

Aye Mr. Brown

Aye Mr. Natale

Aye Mr. Stewart

Aye Mrs. Grater

Aye Mrs. Perez

Aye Mrs. Wildermuth, *Vice President*

Aye Mrs. Mallimo-Orna

Aye Mrs. Small

Aye Mrs. Poulas, *President*



## Hunterdon County Educational Services Commission

37 Hoffmans Crossing Road

Califon, New Jersey 07830

Phone: (908)439-4280 Fax: (908) 975-3753

Corinne Steinmetz, Superintendent

Heidi Gara, SBA/Board Secretary

### Interlocal Vehicle Sale Agreement

This Agreement is made this 21st day of January 2025, between the **HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION (HCESC)**, which has administrative offices at 37 Hoffmans Crossing Road, Califon, NJ 07830, and:

The JEFFERSON TOWNSHIP PUBLIC SCHOOLS (BOE), which has offices at 31 Route 181, Lake Hopatcong, NJ 07849. In consideration of the mutual promises and covenants contained herein, in accordance N.J.S.A. 40A:65-1, et. seq. and N.J.S.A. 18A:6-51, et seq., the parties hereto agree as follows:

#### **CONSIGNMENT & PROMOTION BY HCESC:**

- Vehicle(s) will be available upon appointment for viewing by the selling district.
- HCESC will promote the sale of above listed vehicle(s) to other BOE's, private contractors, brokers, or any other qualified buyer.
- HCESC will include the above listed vehicle(s) in our next HCESC BOE Sale of Transportation Vehicles Bid, advertising the sale of vehicle(s), and collect sealed bids from private bids to be opened at our Administration Office, as advertised.
- HCESC will actively promote the above listed vehicle(s) to other BOE's prior to and during the official public sale period. In the event the above listed vehicle(s) sell to another BOE prior to the sale, we will remove the affected buses from the public sale.
- HCESC will collect a 10% commission from the buyer of the overall agreed sales price at the time the offer is accepted, and the Buyer will provide certified funds to the seller 100% of the overall accepted top bid. HCESC will promptly issue invoicing on the behalf of the seller and help coordinate pickup of the vehicle(s) between buyer and seller.
- BOE will be presented all offers received by HCESC and BOE will authorize acceptance, counter, or decline of each offer.
- In an effort to protect the promotional costs and efforts of HCESC, if all offers presented to BOE-owner of vehicle(s) are rejected, HCESC reserves the right to collect a 10% sales commission on subsequent sale of this/these vehicle(s) if the sale is the result of promotion efforts of HCESC (i.e. an HCESC-generated lead) for up to three months from the ending date of this agreement.
- It is recommended that the BOE-owner remove vinyl lettering specific to the selling district & district's location before the vehicle is released to the successful bidder. Sellers MUST NOT paint over the lettering, or deface the vehicle in any way which will hurt the resale value of the vehicle.
- 2-Way Radios, Camera Systems, Automatic Tire Chain Systems may be removed by the seller prior to sale of buses if written notice is provided to HCESC prior to publication of the bid packet.
- Selling district's lettering and number shall be removed by the seller in a manner that won't damage the exterior finish of the bus, and WILL NOT spray paint over such lettering.

#### **DESCRIPTION OF VEHICLE(S) ATTACHED. PLEASE SEE EXHIBIT "A"**

This is to certify by signature that both parties agree to the terms set forth, as noted above:

#### **JEFFERSON TOWNSHIP PUBLIC SCHOOLS BOE**

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
Rita Oroho Giacchi, Business Administrator/Board Secretary PHONE # 973-663-5782 x5010

#### **HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION**

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
Heidi Gara, School Business Administrator PHONE # 908-439-4280 x4503

**EXHIBIT A, DESCRIPTION OF VEHICLE(S)**

<u>Unit</u>	<u>VIN #</u>	<u>Brand/Chassis, Style, Model</u>	<u>YEAR</u>	<u># Pass</u>	<u>ENGINE</u>	<u>MILES</u>
35	1GB3G3BG9B1171335	Chevy/Trans-Tech Small DRW Bus	2012	24	GM 6.0 Liter Gas V8	184,793
34	1GB3G3BG8B1171441	Chevy/Trans-Tech Small DRW Bus	2012	24	GM 6.0 Liter Gas V8	152,852
Pickup/Plow	1FTBF2B65BEB25702	2011 Ford Super Duty F-250 Pickup SRW 4WD Reg Cab 137" XL, w/ Plow, Liftgate, and Tool Box	2011	3	Ford 6.2 Liter Gas V8	20,545

## Appendix B

Name	Event Date	Location	Seminar/Function	Registration Fee \$	Transportation Fee \$	Lodging cost per night	Meal cost per day	# of Travel Days	Mileage @ \$0.47/mi	Misc. Fees (including parking/tolls/misc fees)	Total Expense
Hoertel, Jessica	3/11/25-3/12/25	Montclair, NJ	NJECC 2025 Annual Educational Technology Conference	\$195.00	-	-	-	2	-	-	\$195.00
Koch, William	3/11/25-3/13/25	Atlantic City, NJ	Annual Directors of Athletics of NJ Conference	\$425.00	-	\$138.00	\$68.00	2.5	\$142.41	\$35.00	\$1,048.41
Kotek, David	3/27/25	Atlantic City, NJ	STS Conference/NJ Pupil Transportation	\$300.00	-	-	\$51.00	.75	\$143.82	\$40.00	\$534.82
Merritt, Niko	N/A	Online	EPA 608 Universal Technician HVAC Training	\$300.00	-	-	-	-	-	-	\$300.00
Sanchez, Vanessa	3/26/25-3/28/25	Atlantic City, NJ	STS Conference/NJ Pupil Transportation	\$500.00	-	\$107.00*	\$68.00	2.5	\$139.59	\$40.00	\$956.59
Thomsen, Emily	2/20/25-2/22/25	Atlantic City, NJ	NJMEA Conference	\$200.00	-	-	-	2.5	\$130.66	-	\$330.66

*All Meals are prorated 75% on travel days per GSA guidance*

*\*Conference Host compensates for the first night's hotel stay.*