

# JACKSON TOWNSHIP BOARD OF EDUCATION

April 30, 2019  
Official Board Meeting

6:30 P.M.  
JMHS Fine Arts Auditorium

This meeting is in compliance with the Open Public Meeting Law, and has been duly advertised in the Asbury Park Press.

1. Call to Order
2. Salute to the Flag
3. Certification of Meeting
4. Approval of Agenda
5. Board of Education Recognition
6. Superintendent's Report/Information Items
7. 2019-2020 Budget Hearing
  - a. Public Forum – 2019-2020 Budget Items only
8. Discussion Items
  - a. Standing Committee Reports
    - State and County School Boards Representative – Mr. Acevedo, Ms. Rivera & Mr. Walsh
    - Parent Group Liaison – Mr. Burnetsky (alt. Mrs. Dey) – *Next Presidents' Council Meeting – May 6, 2019*
    - Special Education – Ms. Grasso & Mrs. Dey – *Next SEAC Meeting – May 13, 2019*
    - Scholarship – Mr. Burnetsky & Mr. Walsh
    - Buildings & Grounds – Mr. Colucci, Mr. Walsh & Mr. Burnetsky (alt. Mrs. Rivera)
    - Budget/Finance – Mr. Acevedo, Mrs. Rivera & Mr. Walsh (alt. Mr. Burnetsky)
    - Transportation – Mr. Colucci, Ms. Grasso & Mr. Walsh (alt. Mr. Dey)
9. Policy/Regulation
  - Policy – 1<sup>st</sup> Reading

P1642	ADMINISTRATION	Earned Sick Leave Law (M) (New)
P2452	PROGRAM	Community Education
  - Regulation – Adoption

R1642	ADMINISTRATION	Earned Sick Leave Law (M) (New)
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10. Approval of Minutes:  
Official Board Meeting – March 19, 2019 Closed Session Meeting  
Official Board Meeting – March 19, 2019 Committee of the Whole/Business Meeting
11. Financial Reports:
  - a. Bill List
  - b. Treasurer's and Board Secretary's Reports
12. Public Forum – *Agenda Items only*
13. Resolutions for Action
14. Public Forum
15. Board Comments
16. Adjournment

**OFFICE OF THE  
SUPERINTENDENT OF SCHOOLS**

**TO:** Jackson Township Board of Education  
**FROM:** **DR. STEPHEN GENCO, SUPERINTENDENT OF SCHOOLS**  
**RE:** April 30, 2019 Official Board Meeting

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**MOTION:** Based on the recommendation of the Superintendent of Schools, the Board of Education adopts the Agenda as presented:

Based on the recommendation of the Superintendent of Schools, the following resolutions are presented for formal approval by the Board of Education.

**FINANCE:**

1. The Board of Education, based on the recommendation of the Board Secretary, approves the line-item transfers for the month of February, 2019.
2. The Board of Education, based on the recommendation of the Board Secretary, approves the adjustments to the Federal and State Fund 20 Projects for the 2018-2019 school year for February, 2019.
3. Pursuant to PL 2015, Chapter 47, the Jackson Township Board of Education intends to renew, award, or permit to expire the contracts subsequently awarded by the Board of Education, these contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et. seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part200.
4. The Board of Education approves the finalized 2019-2020 budget resolution as follows:  
BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF JACKSON IN THE COUNTY OF OCEAN, NEW JERSEY ON April 30, 2019 AS FOLLOWS:
  1. The Board of Education approves the 2019-2020 budget for the submission to the County Superintendent's Office in the amount of \$153,211,598.00 that consists of a Total General Fund of \$141,833,646.00, Federal/State Programs of \$2,896,477.00 and Debt Service of \$8,481,475.00.
  2. The Board of Education approves the Tax Levy amount raised for General Funds of \$86,171,146.00 for the ensuing 2019-2020 School Year.
5. The Board of Education approves an alternate revenue projection for SEMI of \$196,792.00 for 2019-2020.
6. The Board of Education authorizes the Board Secretary to go out to bid for Food Services paper and cleaning products for the 2019-2020 school year.
7. The Board of Education approved the following resolution:

**RESOLUTION  
SUBSTITUTE SERVICES**

WHEREAS, pursuant to the Public School Contract Law and the New Jersey Statutes Title 18A:18A-37, the competitive contracting proposal solicitation for Substitute Services was received on April 9, 2019; and

WHEREAS, the proposals were reviewed by the Jackson Board of Education Staff per N.J.S.A. 18A:18A-4.5d; and

WHEREAS, the Board received two (2) responses from ESS and Insight;

WHEREAS, based on the evaluation criteria included in the competitive contracting solicitation, \_\_\_\_\_ was the vendor that scored within the qualifications listed below:

1. Quality of proposed substitute staff;
2. Demonstrated success in the field of providing substitute staffing;
3. Economic Factors;
4. Ability to meet all minimum qualifications;
5. Overall knowledge and familiarity with the operations and the School District;
6. Experience of the firm in providing similar services to other public bodies, with special emphasis on experience in New Jersey.

NOW, THEREFORE, BE IT RESOLVED, that the Jackson Board of Education, upon the recommendation of the Board Secretary, awards a contract to \_\_\_\_\_ for competitive contracting proposal solicitation as indicated and is on file in the office of the Board Secretary.

**FINANCE (continued):**

8. The Board of Education authorizes the Board Secretary to go out to bid for Installation of an irrigation system and rehabilitation of the current system at Liberty High School.
9. The Board of Education approves the following resolution pertaining to submissions to the New Jersey Department of Education relative to a Capital Project Application:

WHEREAS, the Jackson Township School District Board of Education, in the County of Ocean, New Jersey (the "Board"), desires to proceed with a capital improvement project consisting generally of:

**INSTALLATION OF IRRIGATION SYSTEM AND REHABILITATION OF CURRENT SYSTEM  
AT JACKSON LIBERTY HIGH SCHOOL**

NOW, THEREFORE, BE IT RESOLVED BY THE JACKSON TOWNSHIP SCHOOL DISTRICT BOARD OF EDUCATION, IN THE COUNTY OF OCEAN, STATE OF NEW JERSEY, as follows:

- Section 1. The Board approves and authorizes the Board Secretary to submit application to the New Jersey Department of Education on behalf of the district.
  - Section 2. This project is an "other" capital project. The Board is not seeking any State funding.
  - Section 3. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic Plans prepared in connection with the Project and the Board further authorizes the submission of same to the Ocean County Superintendent of Schools and the New Jersey Department of Education for approval.
  - Section 4. The Board hereby authorizes the Board Secretary to make amendment(s) to its Long Range Facility Plan in order to reflect the proposed project.
  - Section 5. The School Administration and such other officers and agents of the Board as are necessary, including the Board Attorney and Architect/Engineer, are hereby authorized to perform such other acts, to execute such other documents, and to do such other things as are necessary to implement the determinations of the Board set forth in the Resolution.
  - Section 6. The Board approves and authorizes the Board Secretary to submit application to the Jackson Township Zoning Committee to allow for the Installation of an Irrigation System and Rehabilitation of the Current System at the Jackson Liberty High School project.
  - Section 7. This Resolution shall take effect immediately.
10. The Jackson Board of Education approves the following Financial Advisory Services Resolution:

**RESOLUTION AUTHORIZING PROPOSAL FOR CERTAIN FINANCIAL ADVISORY SERVICES BY THE  
BOARD OF EDUCATION OF THE TOWNSHIP OF JACKSON IN THE COUNTY OF OCEAN, NEW JERSEY**

WHEREAS, there exists a need for specialized financial advisory services in connection with the authorization and the issuance of the Refunding School Bonds and/or other obligations by The Board of Education of the Township of Jackson in the County of Ocean, New Jersey (the "Board"), a body corporate of the State of New Jersey, which may include but is not limited to the review and compilation of financial and demographic information of the School District; obtaining the appropriate credit enhancements for the obligations; structuring the various terms and conditions associated with the obligations; and general advice to the Board about the various financial aspects of the financing; and

WHEREAS, such financial advisory services are advisory in nature, are services for which it is not reasonably possible to draft specifications and therefore are deemed to be extraordinary and unspecifiable, and the firm of Phoenix Advisors, LLC, Bordentown, New Jersey has the expertise, extensive training, experience and proven reputation and has demonstrated capability and valuable assistance in providing such advice and services; and

WHEREAS, funds are or will be available for this purpose;

**BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF JACKSON  
IN THE COUNTY OF OCEAN, NEW JERSEY AS FOLLOWS:**

1. The firm of Phoenix Advisors, LLC, Bordentown, New Jersey shall be retained to provide specialized financial advisory services necessary in connection with the authorization and the issuance of bonds and other obligations by the Board in accordance with an agreement submitted to the Board (the "Agreement") subject to review by and with such modifications and adjustments approved by the Business Administrator/Board Secretary.
2. The Agreement is being awarded without competitive bidding as an extraordinary unspecifiable service in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-5(a)(2) because such services are advisory.
3. A notice in accordance with the Public School Contracts Law of New Jersey shall be published in the Asbury Park Press.
4. A copy of this resolution as well as the Agreement shall be placed on file with the Business Administrator/Board Secretary of the School District.

**FINANCE (continued):**

11. The Jackson Board of Education approves the following Bond Counsel Resolution:

**RESOLUTION AUTHORIZING AGREEMENT FOR CERTAIN LEGAL SERVICES ADOPTED BY  
THE BOARD OF EDUCATION OF THE TOWNSHIP OF JACKSON IN THE COUNTY OF OCEAN**

WHEREAS, there exists a need for specialized legal services in connection with the ESIP capital program and the authorization and the issuance of obligations of THE BOARD OF EDUCATION OF THE TOWNSHIP OF JACKSON IN THE COUNTY OF OCEAN, (the "Board"), a body corporate of the State of New Jersey, including the review of such procedures and the rendering of approving legal opinions acceptable to the financial community; and

WHEREAS, such special legal services can be provided only by a recognized Bond Counsel firm, and the law firm of McManimon, Scotland & Baumann, LLC, Roseland, New Jersey is so recognized by the financial community; and

WHEREAS, funds are or will be available for this purpose;

**BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF JACKSON  
IN THE COUNTY OF OCEAN, AS FOLLOWS:**

1. The law firm of McManimon, Scotland & Baumann, LLC, Roseland, New Jersey is hereby retained to provide specialized legal services necessary in connection with the ESIP capital program and the authorization and the issuance of obligations of the Board in accordance with an Agreement dated as of \_\_\_\_\_ and submitted to the Board (the "Contract").
2. The Contract is awarded without competitive bidding as a "Professional Service" in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-5(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession.
3. A copy of this resolution as well as the Contract shall be placed on file with the Secretary of the Board.
4. A notice in accordance with the Public School Contracts Law of New Jersey in the form attached hereto shall be published in the Asbury Park Press.

12. The Board of Education approves the following Educational Services Commission Coordinated Transportation Resolution:

**EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY RESOLUTION  
FOR PARTICIPATION IN COORDINATED TRANSPORTATION SY 2019-2020**

WHEREAS, the **Jackson Township** Board of Education desires to transport special education, non-public, public and vocational school students to specific destinations; and

WHEREAS, the Educational Services Commission of New Jersey, hereinafter referred to as the ESCNJ, offers coordinated transportation services; and

WHEREAS, the ESCNJ will organize and schedule routes to achieve the maximum cost effectiveness;

NOW THEREFORE, it is agreed that in consideration of pro-rated contract costs, plus an administration fee of 2% or 4% for member districts, or of 6% for non-member districts, as presented to the **Jackson Township** Board of Education as calculated by the billing formula adopted by the ESCNJ's Board of Education. Said formula shall be based on a route cost divided by the number of students allocated to each participating district. The total amount to be charged to districts will be adjusted based on actual costs.

- I. The ESCNJ will provide the following services:
  - a. Routes coordinated with other districts to achieve a maximum cost reduction while maintaining a realistic capacity and travel time;
  - b. Monthly billing and invoices;
  - c. Computer print-outs of student lists for all routes coordinated by ESCNJ;
  - d. All necessary interaction and communication between the sending district, receiving school, and the respective transportation contractors;
  - e. Constant review and revision of routes;
  - f. Provide transportation within three days or sooner after receipt of the written request; and

It is further agreed that the **Jackson Township** Board of Education will provide the ESCNJ with the following:

- a. Requests for special transportation on approved forms to be provided by the ESCNJ, completed in full and signed by authorized district personnel;
- b. Withdrawal for any transportation must be provided in writing and signed by authorized district personnel; no billing adjustments will be made without this completed form and will become effective on the date the form is received;
- II. Additional Cost – all additional costs generated by unique requests such as mid-day runs or early dismissals will be borne by the district. All such costs must first be approved by the **Jackson Township** Board of Education.
- III. Length of Agreement – this agreement and obligations and requirements therein shall be in effect between **July 1, 2019 and June 30, 2020**.
- IV. Entire Agreement – this agreement constitutes the entire and only agreement between the parties and may be amended by an instrument in writing over authorized signature.

**FINANCE (continued):**

13. The Board of Education approves the following resolution:

**ATLANTIC & CAPE MAY COUNTIES ASSOCIATION OF SCHOOL BUSINESS OFFICIALS  
JOINT INSURANCE FUND (ACCASBOJIF)  
RESOLUTION APPOINTING A RISK MANAGEMENT CONSULTANT SY 2019-2020**

WHEREAS, the Jackson Board of Education hereinafter referred to as DISTRICT, is a member of the Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund, a self-insurance pooling fund; and

WHEREAS, the Bylaws of said Fund require that each DISTRICT appoint a Risk Management Consultant, hereinafter referred to as RMC, to perform various professional services as detailed in the Bylaws; and

WHEREAS, the Bylaws indicate a fee as indicated in the attached Risk Management Consultant Agreement which expenditures represents reasonable compensation for the services required and was included in the cost considered by the DISTRICT; and

WHEREAS, the Public School Contracts Law (NJSA 18A:18A-1 et. seq.) requires that the awarding of contracts for "Professional Services" without competitive bidding must be approved by resolution of this DISTRICT;

NOW THEREFORE, be it resolved that the DISTRICT does hereby appoint Glenn Insurance as its RMC and;

BE IT FURTHER RESOLVED that the DISTRICT's Business Official/Board Secretary is hereby authorized and directed to execute the Risk Management Consultant Agreement.

14. The Board of Education approve the following agreement:

**ATLANTIC & CAPE MAY COUNTIES  
SCHOOL BUSINESS OFFICIALS JOINT INSURANCE FUND (ACCASBOJIF)  
RISK MANAGEMENT CONSULTANT AGREEMENT SY 2019-2020**

THIS AGREEMENT, entered into this **30<sup>th</sup> day of April 2019**, between the Jackson Board of Education hereinafter referred to as DISTRICT, and **Glenn Insurance**, a(n) (Individual, Partnership, Corporation) of the State of New Jersey, having its principal office at the following address: 500 East Absecon Blvd, Absecon, New Jersey 08201, hereinafter referred to as RMC.

WITNESSETH:

WHEREAS, the RMC has offered to the DISTRICT professional insurance and risk management consulting services as required in the Bylaws of the Atlantic & Cape May Counties School Business Officials Joint Insurance Fund, and;

WHEREAS, the DISTRICT desires these professional services pursuant to a resolution adopted by the DISTRICT at a meeting held on the **30<sup>th</sup> day of April, 2019**;

NOW THEREFORE, the parties in consideration of the mutual promises and covenants set forth herein; agree as follows:

1. The RMC, for and in consideration of the amount stated hereinafter agrees to provide services to the DISTRICT as follows:
  - A) Annually update or assist in the updating of all exposure data and insurable interests relative to the DISTRICT using the forms, procedures, time lines and methodologies established by the Fund;
  - B) Assist the DISTRICT in understanding and selecting the various optional coverage's (if any) available through the Fund;
  - C) Assist the DISTRICT and/or Fund as required in researching data needed to respond to claims;
  - D) Assist the DISTRICT in understanding the coverage's afforded through the Fund including requesting written coverage clarifications as needed;
  - E) Maintain current licensure as a Property/Casualty Producer as required under the New Jersey Producer Licensing Act;
  - F) Attend a majority of monthly Fund meetings and all meetings of the Fund Committees on which the RMC serves;
  - G) As requested by the DISTRICT, complete Certificate of Insurance request forms and forward same to appropriate parties as designated by the Fund;
  - H) Review Certificates of Insurance and Hold Harmless & Indemnity documents received by the district
  - I) Accompany Fund Safety Professionals on such periodic loss control inspections as may be conducted and assist the DISTRICT in understanding and implementing any recommendations resulting there from as may be requested by the DISTRICT;
  - J) Assist the DISTRICT and Fund Safety Professional in establishing and encouraging effective operation of DISTRICT sponsored Safety Committees.
  - K) Perform any other services required by the Fund's Bylaws or the DISTRICT.

**FINANCE (continued):**

14. SCHOOL BUSINESS OFFICIALS JOINT INSURANCE FUND (ACCASBOJIF) Agreement – continued:

2. The term of this Agreement shall be from **July 1<sup>st</sup>, 2019 – June 30<sup>th</sup>, 2020**, or from the effective date of coverage, unless earlier terminated as hereinafter provided in this Agreement.
3. The DISTRICT authorizes the Fund to pay its RMC as compensation for services rendered an amount equal to a flat fee of **\$28,000.00 (\$2,333 a month)**. Said fee shall be paid to the RMC in equal installments on a monthly basis. The RMC shall receive no other compensation or commission for the placement or servicing of any DISTRICT coverage with the Fund.
4. For any coverage authorized by the DISTRICT to be placed outside of the Fund, the RMC shall receive as his/her full compensation the normal brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the Fund’s assessment in computing the fee outlined in Item 3 above. The RMC shall not be entitled to collect a commission from an insurance company or the DISTRICT if the DISTRICT or its employees negotiate the placement of a coverage directly with an insurance company which is outside the Fund.
5. Either party may cancel this Agreement at any time by mailing to the other written notice calling for termination effective at any time not less than ninety (90) days thereafter. Fees shall be pro-rated to the date of termination.

15. The Board of Education approves the following line item transfers for the Title II grant funds:

<b>Transfer Amount</b>	<b>From Account #</b>	<b>To Account #</b>
\$1,571.56	20-270-200-320-09	20-270-200-610-09
\$2,176.00	20-270-200-590-09	20-270-200-610-09

16. The Board of Education declares items as surplus, as filed with the Business Office, some items retain value and others have no monetary value.

**FACILITIES:**

1. The Board of Education approves the use of facilities for groups as filed.
2. The Board of Education approves the use of twelve (12) Board of Education school buses for the Township of Jackson Recreation Department’s 2019 Sumer Camp Program to run from July 1, 2019 through August 16, 2019, Monday to Friday.

**PROGRAMS:**

1. The Board of Education approves the following June 2019 middle school promotion and high school graduation dates and times:

a.	Goetz Middle School	Wednesday, June 19, 2019	3:00 PM
	<b><u>NOTE:</u></b> <i>Outside promotion to be held on the Jackson Memorial High School Munley Field. If weather is inclement, promotion will be moved inside to the JMHS Fine Arts Auditorium and Reider gymnasium and held at the same time.</i>		
b.	McAuliffe Middle School	Wednesday, June 19, 2019	3:00 PM
	<b><u>NOTE:</u></b> <i>Outside promotion to be held at the Jackson Liberty High School Football Stadium. If weather is inclement, promotion will be moved inside to the JLHS Gymnasium and held at the same time.</i>		
c.	Jackson Liberty High School	Thursday, June 20, 2019	3:00 PM
	<b><u>NOTE:</u></b> <i>Outside promotion to be held at the Jackson Liberty High School Football Stadium. If weather is inclement, graduation will be moved inside to the JLHS Gymnasium and held at the same time.</i>		
d.	Jackson Memorial High School	Thursday, June 20, 2019	5:00 PM
	<b><u>NOTE:</u></b> <i>If weather is inclement, graduation will be moved inside to the JMHS Fine Arts Auditorium and Reider gymnasium and held at the same time.</i>		

2. The Board of Education approves the renewal of the Partnership Agreement between the Jackson Township School District and Monmouth University to work collaboratively to improve teaching and learning for novice teachers, counselors and leaders enrolled in the Monmouth University School of Education Programs, effective July 1, 2019 through June 30, 2024.
3. The Board of Education approves a training fee for the implementation of the Read 180 Universal National Edition program to be funded by the District Purchased Professional Development account, not to exceed \$5,600.00 in total.

**PROGRAMS (continued):**

4. The Board of Education approves the application to apply for the 2019-2020 SY IACE grant by Diego Melendez and Jennifer Phillips, HS Italian Teachers, under the supervision of Theresa Licitra, Director of Curriculum and Instruction, grant will assist in sustaining the Italian Language Program at both JMHS and JLHS, funding to be used towards the purchase of textbooks, software products and Educational Games for the High School Italian Language programs.
5. The Board of Education approves the application and acceptance, if received, for the Dollar General Youth Literacy Foundation grant for the 2019-2020 school year in the amount of \$4,000.00 for “Art of Comprehension – Family Literacy Program” submitted by Donna Donner, Reading Specialist at Rosenauer Elementary School & Lisa Koch, Supervisor of Grants, Federal Programs & Math.
6. The Board of Education approves the application and acceptance, if received, for the Action for Healthy Kids grant for the 2019-2020 school year in the amount of \$1,000.00 submitted by Lisa Koch, Supervisor of Grants, Federal Programs & Math.
7. The Board of Education approves the application and acceptance, if received, for the SEMA Foundation “2019 SEMA Book Delivery Program” submitted by Donna Donner, Reading Specialist at the Rosenauer Elementary School for 10 free book copies of “If I Built A Car”.
8. The Board of Education approves the application and acceptance, if received, for the Ezra Jack Keats Foundation grant, “Paint My Story” submitted by Donna Donner of the Rosenauer Elementary School in the amount of \$500.00 to provide materials and supplies for service learning projects.
9. The Board of Education approves the application and acceptance, if received, for the Ezra Jack Keats Foundation grant, “Kindness Unleashed: Encouraging Empathy Through Service Learning” submitted by Carrie Hogan and Melissa O’Keeffe of the Johnson Elementary School in the amount of \$500.00 to provide materials and supplies for service learning projects.
10. The Board of Education approves the application and acceptance, if received, for the Dollar General Youth Literacy Foundation grant for the 2019-2020 school year in the amount of \$4,000.00 for “One Book, One School” submitted by Lisa Raney, Reading Specialist at the Holman Elementary School & Lisa Koch, Supervisor of Grants, Federal Programs & Math.
11. The Board of Education approves consultant Stephanie Dunk, to present one full day workshop for the 2018-2019 school year to be funded by Title II grant funds, not to exceed \$1,000.00 in total.
12. The Board of Education approves the New Teacher Orientation to be held on August 26<sup>th</sup> & August 27<sup>th</sup>, 2019, 8:00 AM-3:30 PM at McAuliffe Middle School.
13. The Board of Education approves professional day requests and the travel related expense resolution from school board and staff members as filed with the appropriate supervisor.

**STUDENTS:**

1. The Board of Education approves the following out of district placements:
  - a. One Student                      Placement:           CPC High Point Schools  
  Effective:            March 14, 2019  
  Tuition:             Paid by State
  - b. One Student                      Placement:           CPC High Point Schools  
  Effective:            April 15, 2019  
  Tuition:             \$76,278.45 pro-rated
  - c. One Student                      Placement:           Jackson Regional Day School w/Aide  
  Effective:            March 15, 2018  
  Tuition:             \$45,720.80 (to be reimbursed by State)
  - d. One Student                      Placement:           The Education Academy  
  Effective:            March 25, 2019  
  Tuition:             \$62,424.60 pro-rated



**STUDENTS (continued):**

14. The Board of Education approves a trip for the Jackson Memorial Tri-M Honor Society to see the musical Mean Girls in New York City at the August Wilson Theatre on the afternoon/evening of May 28, 2019, at no cost to the Board.
15. The Board of Education approves a trip for the Jackson Memorial High School National Social Studies Honors Society students to the Eastern State Penitentiary, Philadelphia, Pennsylvania on Monday, June 3, 2019, at no cost to the Board.
16. The Board of Education approves the following volunteer clubs and advisors for the 2018-2019 school year:

	<u>Volunteer Club</u>	<u>Volunteer Advisor(s)</u>	<u>School</u>
a.	Girls Who Code	Adriana Eisele & Christopher Perry	JLHS
b.	Stem Club	Lisa Soltmann	JMHS

17. The Board of Education approves the following additional JTV Digital Media Academy student worker to be paid an honorarium amount of \$25.00 per event for the 2018-2019 school year:
  - a. Cole Moore, JMHS
18. The Board of Education approves the following student volunteers for the Summer Electives/Jackson Art & Musical Theater Summer Camp 2019 as follows:

	<u>STUDENT VOLUNTEERS</u>	<u>2019-2020 Undergraduate Level</u>
a.	Jonathan Krishnashamy	11th Grade
b.	Allison Volltrauer	11th Grade
c.	Trinity Cottrell	11th Grade
d.	Benjamin Troyano	11th Grade

19. The Board of Education approves a trip to Sea Girt Lanes, Sea Girt, NJ on Wednesday, July 17, 2019 as part of the Title I 2019 Summer Learning Program for the 2019-2020 school year, to be paid with Title I Grant funds, pending NJDOE Grant approval.
20. The Board of Education approves a trip to Allaire State Park, Farmingdale, NJ on Wednesday, July 24, 2019 as part of the Title I 2019 Summer Program for the 2019-2020 school year, to be paid with Title I Grant funds, pending NJDOE Grant approval.
21. The Board of Education accepts, in accordance with N.J.S.A. 18A:37-15b(6), the monthly Harassment, Intimidation and Bullying (HIB) Report as presented to the Board of Education during Executive Session.
22. The Board of Education approves educational field trips as filed with the Transportation Director.

**PERSONNEL:**

1. The Board of Education approves the employment of the following substitutes for the 2018-2019 school year, effective May 1, 2019, unless otherwise noted:
  - a. Mireya Espinosa, District Substitute Secretary, hours extended to 5 days per week, 29 hours
  - b. AnnMarie Ingenito, District Substitute Secretary, hours extended to 4 days per week, 28 hours
  - c. Claudine Silvestri, District Substitute Secretary, 29 or less hours per week, effective March 25, 2019
  - d. Dawn Ace, Driver-Transportation
  - e. Cheryl Forest, Driver-Transportation
  - f. Kimberly Yurocko, Driver-Transportation
  - g. Allison Bouthillette, Nurse
2. The Board of Education, upon the recommendation of the Superintendent, accepts with best wishes, the resignation of the following employees, due to retirement:
  - a. Efstratia Byrnes, Assistant Principal/Goetz, effective July 1, 2019.
  - b. Gail Conley, Media Specialist/Elms, effective July 1, 2019.
  - c. Theresa DiMaggio, Secretary-JCOSA/JMHS, effective August 1, 2019.
  - d. Lynn Olsen, Secretary-JCOSA/Administration, effective June 1, 2019.
  - e. Mary Salick, Secretary-JEA/Goetz, effective July 1, 2019.
  - f. Joseph Ruane, Chemistry Teacher/JLHS, effective July 1, 2019.
  - g. Maureen Cromie, Physical Education Teacher/Goetz, effective February 1, 2020.

**PERSONNEL (continued):**

3. The Board of Education accepts the resignation of the following employees:
  - a. Melissa Perez, Food Service Worker/Holman effective March 29, 2019.
  - b. Bernadine Engel, Lunchroom Aide/JMHS, effective April 12, 2019.
  - c. Teri Hagensen, Lunchroom Aide/Holman, effective March 26, 2019.
  - d. James Duffy, SLEO/District assigned to Goetz, effective April 15, 2019.
  
4. The Board of Education approves a leave of absence for the following personnel:
  - a. Andrew Spaeth, District Computer Services Technician/JMHS, unpaid Federal and NJ Family Medical Leave of Absence, effective April 3, 2019 through April 26, 2019, returning April 29, 2019.
  - b. Richard Andrian, Custodian/Goetz, unpaid Federal Family Medical Leave of Absence, effective April 5, 2019 through April 15, 2019, returning April 16, 2019.
  - c. Linda Murphy, Driver/Transportation, extend paid Medical Leave of Absence, effective April 8, 2019 through April 16, 2019, returning April 17, 2019.
  - d. Nadine Rabbit, Driver/Transportation, paid Medical Leave of Absence, effective March 22, 2019 through May 17, 2019, returning May 20, 2019.
  - e. Louise Shea, Driver/Transportation, extend, unpaid Federal Family Medical Leave of Absence, effective March 25, 2019 through April 5, 2019, returning April 8, 2019.
  - f. Judy McGuckin, Van Aide/Transportation, paid Medical Leave of Absence, effective April 29, 2019 through April 30, 2019; unpaid Federal Family Medical Leave of Absence, effective May 1, 2019 through May 31, 2019, returning June 3, 2019.
  - g. Stephanie Milonas, Van Aide/Transportation, unpaid Personal Leave of Absence, effective April 9, 2019 through April 18, 2019, returning April 29, 2019.
  - h. Maria Mantello, Lunchroom Aide/JMHS, paid Medical Leave of Absence, effective March 25, 2019 through April 3, 2019; unpaid Medical Leave of Absence, effective April 4, 2019 through April 30, 2019, returning May 1, 2019.
  - i. Michael Gillick, Maintenance Worker-Electrician-Lead/District, revised paid Medical Leave of Absence, effective February 19, 2019 through March 28, 2019, returning March 29, 2019.
  - j. Joseph Grasso, Paraprofessional-Classroom/JMHS, extend unpaid Federal Family Medical Leave of Absence, effective April 5, 2019 (1 day), unpaid Medical Leave of Absence, effective April 8, 2019, through May 31, 2019, returning June 3, 2019.
  - k. Susan Barbour, Paraprofessional/Goetz, paid Medical Leave of Absence, effective April 4, 2019 through April 18, 2019, return April 29, 2019.
  - l. Cindy Fette, Paraprofessional/Elms, intermittent unpaid Federal and NJ Family Medical Leave of Absence, effective March 16, 2019 through June 30, 2019, not to exceed 60 days.
  - m. Darlene Wessels, Paraprofessional/Elms, revised unpaid Federal Family Medical Leave of Absence, effective March 28, 2019 through April 12, 2019, returning April 15, 2019.
  - n. Lynn Olsen, Secretary-JCOSA/Administration, unpaid Medical Leave of Absence, effective May 13, 2019 through May 31, 2019, retiring June 1, 2019.
  - o. Celeste Persichetti, Secretary-JCOSA assigned to Bookkeeping/Administration, paid Medical Leave of Absence, effective March 6, 2019 through April 30, 2019, returning May 1, 2019.
  - p. Cheryl Dusak, Secretary-JCOSA assigned to Special Education/JLHS, paid Medical Leave of Absence, effective March 15, 2019 through May 31, 2019, returning June 3, 2019.
  - q. Yael Cohen, Speech Language Specialist/Switlik, unpaid Federal Family Medical Leave of Absence, effective June 6, 2019 through June 30, 2019; unpaid Federal Family Medical Leave of Absence, effective September 3, 2019 through November 15, 2019 and unpaid NJ Family Medical Leave of Absence, effective September 3, 2019 through November 22, 2019, returning November 25, 2019.
  - r. Lorena Fahringer, Spanish Teacher/JMHS, unpaid personal leave of absence, effective April 5, 2019 through April 11, 2019, returning April 12, 2019.
  - s. Kasey Lardieri, Math Teacher/JMHS, paid Medical Leave of Absence, effective May 20, 2019 through ½ day June 11, 2019; unpaid Federal Family Medical Leave of Absence, effective ½ day June 11, 2019 through ½ day November 21, 2019 and unpaid NJ Family Medical Leave of Absence, effective September 3, 2019 through December 4, 2019; unpaid Child Care Leave of Absence, effective December 5, 2019 through May 19, 2020, returning May 20, 2020.
  - t. David Wilson, Math Teacher/JMHS, revised paid Medical Leave of Absence, effective September 6, 2018 through May 31, 2019; unpaid Federal Family Medical Leave of Absence, effective June 3, 2019 through June 10, 2019, returning June 11, 2019.
  - u. Douglas Withstandley, Physical Education Teacher/JMHS, paid Medical Leave of Absence, effective March 14, 2019 through April 16, 2019; unpaid Federal and NJ Family Medical Leave of Absence, effective April 17, 2019 through June 30, 2019, returning September 1, 2019.
  - v. Rachel Aviles, Teacher/Goetz, paid Medical Leave of Absence, effective May 9, 2019 through May 23, 2019; unpaid Federal Family Medical Leave of Absence, effective May 24, 2019 through June 30, 2019, returning September 3, 2019.

**PERSONNEL (continued):**

4. Leave of Absences – continued:
  - w. Kara Closius, Teacher of Literacy/Goetz, unpaid Federal and NJ Family Medical Leave of Absence, effective April 30, 2019 through May 29, 2019, returning May 30, 2019.
  - x. Aju Mathews, Teacher/McAuliffe, revised unpaid Federal and NJ Family Medical Leave of Absence, effective March 25, 2019 through April 5, 2019, returning April 8, 2019.
  - y. Kelly Mergner, Special Education Teacher/Crawford-Rodriguez, extend paid Medical Leave of Absence, effective May 1, 2019 through May 3, 2019, returning May 6, 2019.
  - z. Jessica Muth, Special Education Teacher/Crawford-Rodriguez, paid Medical Leave of Absence, effective April 8, 2019 through June 7, 2019; unpaid Federal and NJ Family Medical Leave, effective June 10, 2019 through June 30, 2019 and unpaid Federal and NJ Family Medical Leave of Absence, effective September 3, 2019 through November 19, 2019, returning November 20, 2019.
  - aa. Elizabeth Viemeister, Teacher/Crawford Rodriguez, revised paid Medical Leave of Absence, effective March 11, 2019 through May 31, 2019; unpaid Federal & NJ Family Medical Leave of Absence, effective June 3, 2019 through June 30, 2019, returning September 1, 2019.
  - bb. Lynda Sheridan, Kindergarten Teacher/Johnson, unpaid Federal Family Medical Leave of Absence, effective May 1, 2019 through June 14, 2019, returning June 17, 2019.
  - cc. Denise Gomolka, Music Teacher-Traveling/Crawford-Rodriguez & Holman, extend paid Medical Leave of Absence, effective March 25, 2019 through April 12, 2019, returning April 15, 2019.
  - dd. Alycia Pfluger, Physical Education Teacher-Traveling/Rosenauer, Switlik & Holman, revised unpaid Federal and New Jersey Family Medical Leave of Absence, effective September 3, 2019 through October 31, 2019, returning November 1, 2019.
5. The Board of Education approves the following contract adjustments:
  - a. Paul Sult, Maintenance Worker/District, extend increase in salary, effective March 26, 2019 through March 28, 2019.
6. The Board of Education approves the employment of the following personnel:
  - a. Rodney DeChamplain, Driver-Transportation/District, replacing Sherry Cella, 5 hours 40 minutes per day, effective May 1, 2019 through June 30, 2019.
  - b. Jennifer Collins, Food Service Worker/District assigned to Holman, 4 hours per day, replacing Melissa Perez, effective May 1, 2019 through June 30, 2019.
  - c. Melissa Johnson, Lunchroom Aide/JLHS, 3.5 hours per day, replacing Colleen Barnes, effective pending fingerprint approval through June 30, 2019.
  - d. Lisa Monday, Paraprofessional-Classroom/Elms, replacing Jessica Corrigan, effective May 1, 2019, pending fingerprint approval through June 30, 2019.
7. The Board of Education approves the following volunteer coaches for the 2018-2019 school year:
  - a. Peter Morris, Volunteer Assistant Golf Coach-Spring/JMHS, assisting Head Coach Drew Gibson.
8. The Board of Education approves the following Athletic Event Staff for the 2018-2019 school year, per the event staff fee schedule:
  - a. Colleen Sabatini, Goetz/Athletic Event Staff
  - b. Nancy Rivera, Goetz/Athletic Event Staff
  - c. Robin Miller, Goetz/Athletic Event Staff
  - d. Alice Alexander, Goetz/Athletic Event Staff
9. The Board of Education approves the following substitute personnel for the Elms Elementary School Tier II and Tier III Extended School Day (ESD) Program for the 2018-2019 school year:
  - a. Nicole D'Ambrosio, Substitute
  - b. Robert D'Ambrosio, Substitute
  - c. Whitney Hample, Substitute

**PERSONNEL (continued):**

10. The Board of Education approves the following personnel for the Title I 2019 Summer Learning Program for the 2019-2020 school year to be held at Johnson Elementary School, paid through Title I Grant funds, pending NJDOE Grant approval and student enrollment:

Coordinator/Teachers, 12 program days and 2 planning/training days, 4.5 hours per day:

- a. Kimberly Carretta, Coordinator
- b. Stephanie-Jo Bosley, Teacher
- c. Dana DiLorenzo, Teacher
- d. Heather Donnelly, Teacher
- e. Michelle Glucksnis, Teacher
- f. Maria Gonzalez, Teacher
- g. Laura Hayes, Teacher
- h. Carrie Hogan, Teacher
- i. Tracy Kahn, Teacher
- j. Cathy Keller, Teacher
- k. Melissa Kosakowski, Teacher
- l. Patricia Levine, Teacher
- m. Donna Mollica, Teacher
- n. Brigitte Moody, Teacher
- o. Shaina Noval, Teacher
- p. Melissa O’Keeffe, Teacher
- q. Nick Paradise, Teacher
- r. Brittney Penson, Teacher,
- s. Lisa Raney, Teacher
- t. Carol Shilan, Teacher
- u. Frieda Stec, Teacher
- v. Lia Thomas, Teacher

Nurse, 12 days

- w. Patricia Wilkinson, Nurse

Paraprofessionals, 12 days, 4.5 hours per day

- x. Cathy Cocco, Paraprofessional
- y. Sherry Mucia – Paraprofessional

Receptionist, 12 days, 4.5 hours per day

- z. Beth Russell, Receptionist

Substitute Teachers/Nurses

- aa. Cynthia Amey, Teacher
- bb. Diane Ehlers, Teacher
- cc. Lindsey Gerding, Teacher
- dd. Jennifer Gruosso, Teacher
- ee. Ryan Jakalow, Teacher
- ff. Catherine Ogletree, Teacher
- gg. Diane Lopez, Nurse
- hh. Kathleen McCabe, Nurse
- ii. Terri Samuel, Nurse

Substitute Paraprofessionals

- jj. Kathleen Montegary, Paraprofessional
- kk. Justyna Zemel, Paraprofessional

Substitute Receptionists

- ll. Deborah Brooks, Receptionist
- mm. Sandra Taliaferro, Receptionist

11. The Board of Education approves the following district personnel to provide Home Training Services for the 2018-2019 school year:

- a. Elizabeth Manzo, Special Education Teacher, not to exceed 6 hours of home training and 1.5 hours of prep in total, effective March 1, 2019 through June 30, 2019.
- b. Crystal Barlow, Special Education Teacher, not to exceed 6 hours of home training in total for two (2) students, 3 hours per student, effective March 1, 2019 through June 30, 2019.

**PERSONNEL (continued):**

12. The Board of Education approves the personnel and salaries for the Child Care Academy 2018-2019 school year:

	Last Name	First Name	Teacher/ Substitute Teacher	Paraprofessional/ Substitute Paraprofessional	Receptionist/ Substitute Receptionist
a.	Desai	Tripti	X	X	X
b.	Monday	Lisa		X	X

13. The Board of Education approves the following personnel for the Title I Summer Learning Program Family Night as part of the Title I 2019 Summer Learning Program for the 2019-2020 school year:

- a. Kim Carretta
- b. Carrie Hogan
- c. Brigitte Moody
- d. Melissa O’Keeffe

Substitutes:

- e. Brittney Penson

14. The Board of Education approves Anthony Competello, Technology Teacher/JMHS, for extra work as substitute instructor for the after school hours JTV Digital Media Academy tapings for the 2018-2019 school year.

15. The Board of Education approves the employment of the following Guidance Counselors to work in the guidance departments during the summer months of July and August:

Goetz School – 80 hours total

- a. Scott Levine/Goetz

McAuliffe – 80 hours total

- b. Jay Kipp/McAuliffe

High School – 30 hours per counselor

- c. Kim Burke/JMHS
- d. Jean Ciner/JMHS
- e. Daniel DeSantis/JMHS
- f. Lisa Goodale/JMHS
- g. Debra Long/JMHS
- h. MaryAnn Stenta/JMHS
- i. Catherine Ferrara/JLHS
- j. Kelly Hobbs/JLHS
- k. Signe Lockwood/JLHS
- l. Gregg Patterson/JLHS
- m. Dawn Siegle/JLHS

16. The Board of Education approves the summer transportation routes and driver/aide salaries, as on file in the Transportation office.

17. The Board of Education approves the suspension without pay of one (1) employee, one (1) day, for failure to follow procedures, name on file with the Superintendent.

18. The Board of Education approves the administrative leave with pay of one (1) employee, effective March 25, 2019 through April 30, 2019 and termination, effective May 1, 2019 for conduct unbecoming a professional, name on file with the Superintendent.

*\*\* Salaries are public information. Any person interested in obtaining this information is to contact the Secretary to the Board of Education.*