

EAST HANOVER TOWNSHIP BOARD OF EDUCATION

Public Meeting, 6:30 p.m.

February 12, 2018

East Hanover Middle School Auditorium

477 Ridgedale Avenue

AGENDA

The mission of the East Hanover School District is to prepare our young people to be positive, contributing members of society. Our diversified curriculum incorporates the expectation that all students achieve or exceed the New Jersey Student Learning Standards (NJSL) at all grade levels. The educational environment fosters self-esteem, independent thinking, and respect for individual differences. We provide our students with the skills and experiences necessary to assist them in achieving their fullest potential as unique individuals and to meet the challenges of life.

Assistance for persons with disabilities for the purpose of attending this or any other district meeting/function can be obtained by contacting the Board Secretary's office at 973-887-2112 (x100).

**CALL TO ORDER OPEN PUBLIC MEETING STATEMENT**

The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advanced notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon.

In accordance with the provisions of this Act, the East Hanover Township Board of Education has caused notice of this meeting to be forwarded to the Hanover Eagle and Daily Record as official newspapers of the East Hanover Township Board of Education and posted in the Board Office, 20 School Avenue, and forwarded to the Township Clerk.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**PUBLIC COMMENTS**

**PRESENTATIONS**

**SUPERINTENDENT'S REPORT**

District Updates

HIB Report

Frank J. Smith Elementary School Kindness Crew - The Great Kindness Challenge - January 22-26

East Hanover Middle School - 8<sup>th</sup> Grade ELA class collection for the Bridge of Books Foundation

East Hanover Middle School - Middle School Puppeteers

Central Elementary School 100 Club: Alexa Mellage

Frank J. Smith Elementary School Scholar-Athlete of the Month: Angela Krawczuk

East Hanover Middle School Students of the Month:

Grade 6 - Thomas Callanan

Grade 7 - Rieley Biondi

Grade 8 - Katherine Nigro

East Hanover Middle School Student Council Representative: Iris Chang

**BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT**

**COMMITTEE REPORTS**

Personnel

Education/Technology

Finance

Policy/Public Relations

Buildings and Grounds/Transportation

**CONSENT RESOLUTIONS**

All matters are considered to be routine in nature and will be enacted by one motion. Any Board member may request that an item be removed from the Consent Agenda for separate consideration. Any item(s) removed from the Consent Agenda will be discussed and acted upon separately, immediately following the consideration of the remaining items on the Consent Agenda. A motion or a second is not required to remove an item(s) from the Consent Agenda. All resolutions acted upon at this meeting are available to be viewed this evening and copies can be obtained by contacting the School Board Secretary's Office.

**MINUTES**

1. Approve the January 22, 2018, Regular Minutes. (Doc. M-1)
2. Approve the January 22, 2018, Executive Session. (Doc. M-2)

**PERSONNEL**

1. Accept, with regret, a letter of retirement from Bill Gialanella, Custodian, Central Elementary School, effective March 30, 2018. (Doc. P-1)
2. Ratify/approve the appointment of Thomas Silkowski to the position of Preschool-Grade 5 Music Teacher, Frank J. Smith and Central Elementary Schools, at a prorated salary of \$26,349.60, BA Step 1 of the 2017-2018 Teacher's Salary Guide, effective February 8, 2018, through June 30, 2018. (Doc. P-2)
3. Approve the revised date of resignation for Jayme Yannuzzi, Grade 1 Teacher, to be February 28, 2018.
4. Approve the appointment of Danielle Butler to the position of Grade 1 Teacher, Frank J. Smith Elementary School, at a prorated salary of \$21,958.00, BA Step 1 of the 2017-2018 Teacher's Salary Guide, effective March 1, 2018, through June 30, 2018. (Doc. P-3)
5. Approve the appointment of Rachel Horowitz to the position of Grade 2 Leave Replacement Teacher, Frank J. Smith Elementary School, at a per diem rate of \$274.48, BA Step 1 of the 2017-2018 Teacher's Salary Guide, effective March 1, 2018, through April 30, 2018.
6. Approve Kristen Kearney, Supervisor of Curriculum & Instruction as the Title I Coordinator for the 2017-2018 school year at an annual rate of \$5,863.00.
7. Approve the request for Melissa Falcone, Principal, Central Elementary School, for a leave of absence, having received doctor's certification, commencing April 27, 2018, under the Federal Family Medical Leave Act (FMLA), ending after twelve (12) weeks on July 19, 2018.  
Approve twelve (12) weeks under the NJ Family Leave Act (FLA) for Melissa Falcone commencing on June 27, 2018, through September 18, 2018. Benefits will be paid by employer with health contributions paid by the employee. (Doc. P-4)
8. Approve the request for Melissa Falcone, Principal, Central Elementary School, for an extended leave of absence from September 19, 2018, through November 30, 2018, with a return to work date on December 3, 2018, while utilizing (47) vacation days.
9. Approve the appointment of Flavio Rubano as Leave Replacement Principal, Central Elementary School, at a per diem rate of \$450 per day, effective April 9, 2018.
10. Approve the request for Kathryn Vagell, School Counselor, Central Elementary School, for a leave of absence, having received doctor's certification, commencing May 21, 2018, under the Federal Family Medical Leave Act (FMLA), ending after twelve (12) weeks on October 19, 2018.  
Approve twelve (12) weeks under the NJ Family Leave Act (FLA) for Kathryn Vagell commencing on September 4, 2018, through November 23, 2018. (Doc. P-5)
11. Approve the request for Kathryn Vagell, School Counselor, Central Elementary School, for an extended leave of absence from November 26, 2018, through December 14, 2018, with a return to work date on December 17, 2018.

12. Ratify/Approve the revised appointment of Joseph Urso to the position of Part Time Maintenance Staff, to work 2 days per week at a prorated salary of \$7,171.85, Step 1 of the 2017-2018 Maintenance Salary Guide, effective February 1, 2018.
13. Ratify/approve the advancement on the 2017-2018 Teacher's Salary Guide for Joan Barone, Grade 8 ELA teacher, to MA+15, effective January 1, 2018.
14. Approve the following staff stipends as chaperones for the East Hanover Middle School field trip to Washington, D.C. May 15-17, 2018:
  - Pat Algieri- \$505
  - Joan Barone- \$505 plus DC Coordinator \$675
  - Laurie Cacciabeve- \$505
  - Michael Colasurdo- \$505
  - Chris Crowley- \$505
  - Nicholas Dorey- \$505
  - Gregory Gruzdis- \$505
  - Karla Hesse- \$505
  - Brett Leister- \$505
  - Lisa McDonough- \$505
  - Elizabeth Duarte- Sub nurse (stipend - \$505 plus \$190/day)
  - Dominique Scala- \$505
  - Catherine Shott- \$505
  - Lisa Treamont- \$505
  - Michael Calomino- Administrator- \$1,000
15. Approve the appointment of the following individuals as district substitutes for the 2017-2018 school year, pending approval by the New Jersey Department of Education following a criminal history review:
 

Alexa Gallagher	Substitute Teacher & IA
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16. Approve Liliana Sanchez as a Leader in the EHTASCC Before-School and After-School Program at Frank J. Smith Elementary School and Central Elementary School, subject to enrollment, at \$11.00 per hour, not to exceed 29 hours/week, including training, effective February 13, 2018, through June 30, 2018, pending approval by the New Jersey Department of Education following a criminal history review.

## EDUCATION

1. Affirm and approve the Superintendent's HIB Report for January 22, 2018, through February 12, 2018. (Doc. E-1)
2. Approve the creation of a job description for the position of Literacy Specialist, as attached. (Doc. E-2)
3. Whereas— The East Hanover Board of Education first seeks to support the identification of a Future Ready Schools – New Jersey district team lead and create a team of FRS-NJ specialists that infuse Digital Learning across multiple disciplines including: math, technology, media, arts, science, language arts, and Career and Technical Education.

Whereas— The East Hanover Board of Education will support and promote the development of individual school Future Ready teams that infuse Digital Learning across multiple disciplines including: math, technology education, media, arts, science, language arts, and Career and Technical Education.

Therefore, it is resolved that the East Hanover Board of Education agrees to participate in the Future Ready Schools – New Jersey.

We hereby appoint Kelly Hart to be the district's liaison to the Future Ready Schools – New Jersey, who will report to the board upon the completion of tasks for the certification program.

We do hereby recognize that Kelly Hart will be the responsible agent at the district level to carry out the district's commitment for its schools to participate in Future Ready Schools – New Jersey.

We agree to follow through with the district's commitment and support our schools achieve certification through the Future Ready Schools – New Jersey Certification Program. (Doc. E-3)

4. Approve the mentor relationship for the following:

<u>Novice Teacher</u>	<u>Mentor</u>
Joseph Minniti, Grade 8 Science Teacher	Laurie Cacciabeve, Grade 8 Inclusion Team Teacher
Thomas Silkowski, Preschool-Grade 5 Music	Emily Thompson-Schweer, Gifted & Talented Teacher

5. Ratify/Approve the following course approval applications for potential reimbursement:

<u>Staff Member</u>	<u>College</u>	<u>Course</u>	<u>Dates</u>	<u>Crs.</u>
Domonique Scala	Caldwell University	Adaptive Tech Students with Disabilities	1/22-5/15/18	3
		Diag. and Corr. Of Reading Differences	1/22-5/15/18	3

6. Approve the following assignments for Tomorrow’s Teachers from Hanover Park Regional:

<u>Student</u>	<u>Teacher</u>
Karly Saran	Sara Legaspi, Grade 4

7. Ratify/Approve the following field trips for the 2017-2018 school year:

<u>School</u>	<u>Destination</u>	<u>Grade Level</u>	<u>Proposed Date</u>
Middle School	Costco	6-8	2/13/18
Central	Middle School Play	5	3/8/18
Central	Liberty Science Center	5	3/23/18

8. Acknowledge the following fire drills and school security drills, as reported by the school principals, for the month of January 2018:

<u>School</u>	<u>Fire Drill</u>	<u>Security Drill Evacuation</u>
Frank J. Smith Elementary School	1/11 & 23/18	1/19/18 (Lockdown)
Central Elementary School	1/11 & 1/22/18	1/30/18 (Active Shooter)
East Hanover Middle School	1/11 & 22/18	1/30/18 (Lockdown)

**FINANCE**

- Approve the attached travel and related expenses. (Doc. F-1)
- Approve the following bills list dated January 30, 2018, through February 12 , 2018, for the 2017-18 school year in the amount of \$570,598.31: (Doc. F-2)

General Fund	\$ 526,371.35
Special Revenue Fund	\$ 13,123.89
Capital Projects	\$ 4,450.00
Enterprise Fund-EHTASCC	\$ 26,653.07

Approve the payroll disbursement for January 30, 2018, in the total amount of \$583,361.02.

Approve the Milk Account check #2159 in the amount of \$49.95 to M&J Frank, Inc.

Approve the Milk Account check #2160 in the amount of \$677.30 to the East Hanover PTA for free lunches for the month of February, 2018.

Approve the Milk Account check #2161 in the amount of \$1,308.24 to Cream-O-Land Dairies.

- Approve the report of the Secretary A-148 and the Treasurer’s Report A-149 for the month ending December 31, 2017. (Doc. F-3)
- Approve the certification of the Business Administrator/Board Secretary that as December 31, 2017, pursuant to N.J.A.C. 6A:23-2.11(c)3, no budgetary line item has been over expended in violation of N.J.A.C. 6A:23-s.11(a).

5. Certify that as of December 31, 2017, after reviewing the Business Administrator/Board Secretary's financial report, 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 year.
6. Approve the list of transfers dated December 31, 2017. (Doc. F-4)
7. Approve Assistive Technology Training services with Assistive Tek, LLC of Port Murray, NJ for student #2021086 for the 2017-2018 school year at a cost not to exceed 4 hours at \$200.00 per hour for a total of \$800.00.(Doc. F-5)
8. Approve Teacher of the Deaf consultation to determine services with Bergen County ETTC of Paramus, NJ for student # 10560 for the 2017-2018 school year at a cost not to exceed 3 hours at \$165 per hour for a total of \$495.00.
9. Approve the Professional Development services agreement for (2) workshops on Dynamic & Effective Co-Teaching and In-Classroom Coaching with NJ Teacher to Teacher, LLC of New Brunswick, NJ for grades 2-5 at the cost of \$3,600.00. (Doc. F-6)
10. Approve the termination of the Consulting Agreement with Brown & Brown Benefit Advisors of Roseland, NJ, effective March 1, 2018, as the result of moving to a private health plan with Horizon Blue Cross Blue Shield of NJ.
11. Approve Brown & Brown Benefit Advisors of Roseland, NJ as Broker of Record for medical insurance effective March 1, 2018.
12. Approve a third-party administrator for COBRA Services with Office of Compliant Administration (OCA) of Mercerville, NJ effective March 1, 2018 at the cost of \$.45 per eligible employee per month. (Doc. F-7)
13. Approve the purchase of (7) MacBook Pro Computers, AppleCare+ and adapters for administrators with Apple Inc. of Cupertino, CA based on the Hunterdon ESC Purchasing Co-op #34HUNCCP and Bid #HCESC-TEC-16-01 (Apple CCN 1049259) at the total cost of \$18,522.00.
14. Approve the Certified Audited Tuition Adjustment for ECLC of NJ of Newark, NJ for the 2016-2017 school year in the amount of \$1,614.00, in accordance with N.J.A.C. 6A:23-4.2.
15. Approve the Certified Audited Tuition Adjustment for Montgomery Academy of Basking Ridge, NJ for the 2016-2017 school year in the amount of \$28.86, in accordance with N.J.A.C. 6A:23-4.2. (Doc. F-8)
16. Approve the Certified Audited Tuition Adjustment for P.G. Chambers of Cedar Knolls, NJ for the 2016-2017 school year in the amount of \$4,754.40, in accordance with N.J.A.C. 6A:23-4.2.
17. Approve the Certified Audited Tuition Adjustment for Glenview Academy of Fairfield, NJ for the 2016-2017 school year in the amount of \$3,491.64, in accordance with N.J.A.C. 6A:23-4.2.  
Approve the Certified Audited Tuition Adjustment for Cerebral Palsy of North Jersey, Inc. of Livingston, NJ for the 2016-2017 school year in the amount of \$12,535.00, in accordance with N.J.A.C. 6A:23-4.2. (Doc. F-9)
18. Approve the Online Ticket Service Agreement with Brown Paper Tickets of New York City, NY to provide online ticket purchases for the East Hanover Township Middle School Play at the purchasers cost of \$.99 plus 3.5% of the face value of the ticket and with no fee for the school district for the 2017-2018 school year.

**OLD BUSINESS****NEW BUSINESS****PUBLIC COMMENTS****EXECUTIVE SESSION**

WHEREAS, C.231, P.L. 1975, also known as the Sunshine Law, authorizes a public body to meet in executive or private session under certain limited circumstances; and

WHEREAS, said law requires the Board to adopt a resolution at a public meeting before it can meet in such an executive or private session:

