

EAST HANOVER TOWNSHIP BOARD OF EDUCATION

Public Meeting, 6:30 p.m.

September 25, 2017

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 (NJSLS) 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

Honoring Retiring Teacher: Susan Kowalski, Grade 7 Inclusion Teacher

SUPERINTENDENT'S REPORT

Celebration of East Hanover Movie

Culture and Climate

District Test Score Review

HIB Report

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 August 28, 2017, Regular Meeting. (Doc. M-1)
2. Approve the August 28, 2017, Executive Session minutes. (Doc. M-2)

PERSONNEL

1. Ratify/Approve the appointment of Marlene DeLargy to the position of Preschool-Grade 5 Technology Teacher, Frank J. Smith and Central Elementary Schools, from September 7, 2017, through February 28, 2018, at a rate of \$274.48 per diem, BA Step 1 of the 2017-2018 Teacher's Salary Guide. (Doc. P-1)
2. Ratify/Approve Tito Rodriguez to the position of Grade 6-8 Spanish Teacher Long Term Substitute Teacher, East Hanover Middle School, from September 18, 2017, through November 16, 2017, at a rate of \$274.48 per diem, BA Step 1 of the 2017-2018 Teacher's Salary Guide. (Doc. P-2)
3. Ratify/Approve the appointment of Tyler Lee to the position of Boys' Soccer Coach, East Hanover Middle School at an annual stipend of \$3,504.50. (Doc. P-3)
4. Ratify/Approve to revise the appointment of Daniela Petruzzella, Grade 6-8 Italian Teacher, East Hanover Middle School, to a start date of September 18, 2017, with a revised salary of \$62,923.25.
5. Ratify/Approve to revise the appointment of Lisa Hatala to the position of Part Time Speech Therapist at Frank J. Smith Elementary School, to an annual salary of \$35,997.00, MA+15 Step 1 of the 2017-2018 Teacher's Salary Guide, effective September 1, 2017, through June 30, 2018, pending NJ Department of Education criminal history/background check approval.
6. Ratify/Approve additional hours for the following aides, as needed, at an hourly rate of \$20.40, effective September 1, 2017, through June 30, 2017:

Antoinette DePaolis
Maria Sazan
7. Approve the increase in hours for Lora Rose from 17.5 hours per week to 23 hours, 20 minutes per week for the 17-18 school year effective October 1, 2017, through June 30, 2018, at an annual salary of \$17,126.82.
8. Ratify/Approve the Bus Aide salary for Ronnie Ann Giordano, for the 2017-2018 school year at 3.5 hours per day with a revised salary of \$10,915.21.
9. Ratify/Approve the Bus Aide salary for Karen Niedhammer, for the 2017-2018 school year at 2.25 hours per day with a revised salary of \$7,016.92.
10. Ratify/Approve the Bus Aide salary for Carol Szalus, for the 2017-2018 school year at 5 hours per day with a revised salary of \$15,285.45.
11. Ratify/Approve the Bus Aide salary for Mary Ann Ripa, for the 2017-2018 school year at 3.58 hours per day with a revised salary of \$10,186.25.
12. Ratify/Approve the Bus Aide salary for Geraldine Zecchino, for the 2017-2018 school year at 3.75 hours per day with a revised salary of \$10,669.95.
13. Approve the request from Kristen Kearney, Supervisor of Curriculum and Instruction, for a leave of absence, having received a doctor's certification, commencing August 15, 2017, under the Federal Family Medical Leave Act (FMLA), ending after eleven (11) weeks with an anticipated return to work date of November 1, 2017. A portion of time off was intermittent.
14. Approve the request for Marie Bender, Grade 2 Teacher, Frank J. Smith Elementary School, for a leave of absence, having received doctor's certification, commencing November 6, 2017, under the Federal Family Medical Leave Act (FMLA), ending after twelve (12) weeks on February 4, 2018. (Doc. P-4)
Approve twelve (12) weeks under the NJ Family Leave Act (FLA) for Marie Bender commencing on January 2, 2018, through March 26, 2018. Benefits will be paid by employer with health contributions paid by the employee.
15. Approve the request for Marie Bender, Grade 2 Teacher, Frank J. Smith School, for an extended leave of absence from March 27, 2018, through April 30, 2018, with a return to work date on May 1, 2018. Benefits will not be paid.
16. Approve the appointment of Danielle Butler to the position of Grade 2 Maternity Leave Replacement Teacher, Frank J. Smith Elementary School, from November 27, 2017, through April 30, 2018, at a rate of \$274.48 per diem, BA Step 1 of the 2017-2018 Teacher's Salary Guide.

17. Ratify/Approve Lisa Monticello to attend LLI training on September 12-15, 2017, at a rate of \$32/hour funded by the 2018 Title I fund.
18. Ratify/Approve Jennifer McDermott, Grade 6 Teacher of Math and Science, East Hanover Middle School, to advance on the 2017-2018 Teacher’s Salary Guide from MA+15 Step 6, to MA+30 Step 6, effective September 1, 2017.
19. Ratify/Approve a request for David Hardin, Grade 8 English Language Arts Teacher, East Hanover Middle School, for an extended leave of absence from September 1, 2017, through December 31, 2017.
20. Approve Amanda Hoving, Part Time BSI Teacher, Frank J. Smith Elementary School, to lead the extracurricular book club at Frank J. Smith Elementary School from September-December 2017, at an annual stipend of \$252.20.
21. Ratify/Approve Linda Evanik and Sheila Macaluso to assist with East Hanover Middle School student Chromebook collection and online parent registration on Thursday, September 7, from 5:30-8:30 p.m.
22. Approve the appointment of Lisa Mangione, Karen Ricciardi, Eve Caputo, Christopher Crowley, Kathryn Vagell and Michelle Scrocco to the position of Homebound Instructor at a rate of \$32.00 per hour, as needed for the 2017-2018 school year.
23. Approve the appointment of the following individuals as district substitutes for the 2016-2017 school year, pending approval by the New Jersey Department of Education following a criminal history review:

Gina Christiano	Substitute Teacher and Substitute Instructional Aide
Brian Ferraro	Substitute Teacher and Substitute Instructional Aide
Kimberly Kampe	Substitute Teacher and Substitute Instructional Aide
Michelle Kleinbaum	Substitute Teacher and Substitute Instructional Aide
Tyler Lee	Substitute Teacher and Substitute Instructional Aide
Jennifer LoBrutto	Substitute Teacher and Substitute Instructional Aide

24. Approve the appointment of the following individuals as Enrichment Program Teachers in the EHTASCC Enrichment Programs at Frank J. Smith Elementary School and Central Elementary School, subject to enrollment, at the following salaries per hour, effective September 26, 2017, through June 30, 2018.

Employee	Hourly Salary
Emily Schweer	\$32.00
Liane Swan	\$32.00
Maria San Luis	\$32.00

25. Approve the appointment of Elizabeth Minkowitz as Part-Time Aide in the EHTASCC Enrichment Programs at Frank J. Smith Elementary School and Central Elementary School, subject to enrollment, at a salary of \$15.00 per hour, effective September 26, 2017, through June 30, 2018.

EDUCATION

1. Affirm and approve the Superintendent’s HIB Report for August 28, 2017, through September 26, 2017. (Doc. E-1)
2. Approve the 2017-2018 New Jersey QSAC Statement of Assurance, as attached. (Doc. E-2)
3. Approve the 2nd Semester EVVRS HIB and HIB-ITP report, as per attached. (Doc. E-3)
4. Approve October 2-6, 2017, as the Week of Respect.
5. Approve October 16-20, 2017, as School Violence Awareness Week.
6. Approve the appointment of the following staff members as Anti-Bullying Specialists for the 2017-2018 school year to conduct HIB investigations throughout the district:

Frank J. Smith Elementary School:	Jenna Bucco, Laura Parker
Central Elementary School:	Rebecca Freides, Kathryn Vagell
East Hanover Middle School:	Gillian George, Erin Sweeney, Jennifer Kantor

7. Approve the appointment of the School Safety/School Climate Teams for the 2017-2018 school year:

Frank J. Smith Elementary School	
Kerry Quinn - Principal Joanna Naccara (Designee) Kim Brutofsky - Parent Laura Parker (ABS/Guidance Counselor) Alexis Piombino - Anti-Bullying Coordinator Kathy Fitzsimmons - Teacher Francesca Lentini - Teacher Jill Gibbons - Teacher Stacey Harrington - Teacher Danielle Gilroy - Teacher Paige Kennedy - Teacher Nikitia Desai - Teacher	Megan Hannis - Teacher Danielle Butler - Leave Replacement Teacher Christine Hadley - Teacher Leen Millheim - Teacher Danielle Dyjenczynski - Teacher Kim Woodruff - Teacher Alexa Martin - Teacher Rekha Rudra - Teacher Rachel Horowitz Ally Sheehey Kim Brutofsky
Central Elementary School	
Melissa Falcone - Principal Kathryn Vagell (ABS) Alexis Piombino - Anti-Bullying Coordinator Gina Liebhauser - Parent Rebecca Freides - School Psychologist	Brett Liester - Teacher Joanne DeGirolamo - Teacher Julie Chambers - Teacher Jennifer Nadel - Teacher
East Hanover Middle School	
Stacie Costello - Principal Michael Calomino - Vice Principal Alexis Piombino - Anti-Bullying Coordinator Gillian George - Anti-bullying specialist Jennifer Doherty - Parent Alyssa Skiff - Teacher Joan Barone - Teacher Vanessa DeAngelo - Teacher	Colleen Malzahn - Teacher Nick Dorey - Teacher Karla Hesse - Teacher Angela Klein - Teacher Cathy Shott - Teacher Gregroy Gruzdis - Teacher Kim Neary - Teacher

8. Approve the following novice teacher/mentor relationships for the 2017-2018 school year, mentoring fees of \$550, (prorated if less than the one year requirement) are to be paid by the novice teacher through the Business Office following the completion of mentoring logs:

Mentor	Novice Teacher
*Amanda Clarke, Preschool Teacher	Rachel Horowitz, Preschool Leave Replacement Teacher (9/18/17-1/22/17)
Paula Liotta, Kindergarten Teacher	Danielle Butler, Grade 1 Leave Replacement Teacher (9/4/17-11/24/17) Grade 2 Leave Replacement Teacher (11/27/17-4/30/18)
*Leen Millheim, Pull-Out Replacement Teacher	Laura Giasone, PT Grade P-2 ELA Resource Teacher
*Jackie Happich, Grade 3 Teacher	Alexis Zammataro, Grade 3 Teacher
*Frank Biamonte, Grade 4 Teacher	Kasey Kaisershot, Grade 5 Teacher
Joan Barone, Grade 8 ELA Teacher	Christopher Crowley, Grade 8 ELA Leave Replacement Teacher (9/5/17-12/22/17)

*Pending completion of required mentor training

9. Recognize the volunteer mentoring by the following teachers as unpaid mentors for teachers new to our district and holding a standard teaching certificate, to assimilate the new staff members into our district:

Mentor	New Staff Member
Jennifer Nadel, Grade 4 Teacher	Sara Legaspi, Grade 4 Teacher
Joanna Nacarra, P-2 Physical Education Teacher	Marlene DeLargy, P-5 Technology Leave Replacement Teacher
Monica Turner, Grade 6-8 Spanish Teacher	Esther Canela, P-5 Spanish Teacher Daniella Petruzzella, Grade 6-8 Italian Teacher
Cathy Shott, Grade 6-8 Art Teacher	Agata Gorski, P-5 Art Teacher
Jennifer McDermott, Grade 6 Math/Science Teacher	Patrick Algieri, Grade 6 Math Teacher
Laurie Cacciabeve, Grade 8 Inclusion Team Teacher	Jennifer DiMaiolo, Grade 7 Special Education Teacher
Laurette Barstow, Grade 8 Math Teacher	Susan Glover, PT Grade 6-8 Basic Skills Instruction Teacher

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

Staff Member	College	Course	Dates	Crs.
Barone, Joan Grade 8 ELA	Fairleigh Dickinson University	CWLT8207 Young Adult Literature	8/28-12/11/17	4
Makris, Ava Grade 3 Inclusion Teacher	Fairleigh Dickinson University	NJIDA Fall Conference	10/13-14/17	1
Scala, Domonique Grade 7 English Language Arts Teacher	Caldwell University	Special Education Teacher as Collaborator	8/28-12/16/17	3
		Remedial Strategies for Student Learners with Disabilities	8/28-12/16/17	3

5. Ratify/Approve the following field trips for the 2016-2017 school year:

School	Destination	Grade Level	Proposed Date
East Hanover Middle School	Students2Science	8	October 6, 10, 12, 2017

6. Approve the following student teaching/observation assignment:

Student/College	Purpose	Cooperating Teacher(s)	Dates
Domenica Gomes Montclair State University	60 hour Practicum in School Psychology	Jennifer Kantor, Psychologist	9/26-12/22/17
Domonique Scala Caldwell University	24 hours field work toward Special Education Certification	Laurie Cacciabeve, Grade 8 Inclusion Team Teacher	9/26-10/26/17

- Acknowledge the following fire drills and school security drills, as reported by the school principals, for the month of August 2017:

<u>School</u>	<u>Fire Drill</u>	<u>Security Drill Evacuation</u>
Frank J. Smith Elementary School	8/2/17	8/8/17 Lockdown
Central Elementary School	8/2 & 8/8/17	8/7/17 Bomb Threat
East Hanover Middle School	N/A	N/A

POLICY

- Approve the first reading to revise Policy 3160 Physical Examination, as attached. (Doc. PL-1)
- Approve the first reading to revise Regulation 3160 Physical Examination, as attached. (Doc. PL-2)
- Approve the first reading to revise Policy 4160 Physical Examination, as attached. (Doc. PL-3)
- Approve the first reading to revise Regulation 3160 Physical Examination, as attached. (Doc. PL-4)
- Approve the first reading to revise Policy 5514 Student Use of Vehicles on School Grounds, as attached. (Doc. PL-5)

FINANCE

- Approve the attached travel and related expenses. (Doc. F-1)
- Approve the following bills list dated August 31, 2017 to September 25, 2017, for the 2017-2018 school year in the amount of \$670,483.83: (Doc. F-2)

General Fund	\$577,248.65
Special Revenue	\$ 33,217.79
Capital Projects Fund	\$ 32,940.00
Enterprise Fund- EHTASCC	\$ 27,077.39

Approve the payroll disbursement for August 30, 2017, in the total amount of \$ \$150,770.45.

Approve the payroll disbursement for September 15, 2017, in the total amount of \$606,460.39.

Approve Milk Account check #2148 in the amount of \$48.80 for Free and Reduced Lunches for the month of September, 2017.

Approve the Milk Account check #2149 in the amount of \$132.05 for free lunches for September 18, 2017, through September 29, 2017.

- Approve the 2017-2018 agreement between The Reading and Writing Project Network, LLC of Ridgefield, CT, and the East Hanover School District for 20 on-site days of professional development services to be provided to staff at East Hanover Middle School, Central Elementary School and Frank J. Smith Elementary School at the cost of \$48,000. This program is proprietary in nature and is only offered by Teacher’s College. (Doc. F-3)
- Approve the 2017-2018 agreement between Teacher’s College Reading and Writing Project of New York, NY, and the East Hanover School District for 40 tickets of professional development services to be provided to staff at Central Elementary School and Frank J. Smith Elementary School at the cost of \$2,800.
- Approve the Facility Agreements with Creature Comfort Pet Therapy of Morris Plains, NJ, to provide pet therapy visits to Frank J. Smith Elementary School, Central Elementary School and the East Hanover Middle School for the 2017-2018 school year for one visit per month per school at the cost of \$20.00 per visit for a total of up to \$600 for the school year. (Doc. F-4)
- Ratify/Approve the repair agreement with Hoimark & Lembo Paving, LLC of East Hanover, NJ for three catch basins at the East Hanover Middle School for the cost of \$4,800.00.
- Ratify/Approve Change Order #002 for the New Sidewalk Project at the Frank J. Smith Elementary School with Samson Concrete & Masonry, LLC to provide and install new pavers at one alcove in the amount of \$3,000 to be paid from the project allowance, as attached. (Doc. F-5)

- 8. Approve the payment of therapeutic services for prior student #2017174 for approximately one session per week at \$175 per session for the 2017-2018 school year.
- 9. Approve the consortium between the Hanover Park Regional School District (HPRSD), Florham Park, Hanover and East Hanover School Districts for the 2017-2018 school year for the use of Title III funds whereby HPRSD is the lead coordinator.
- 10. Approve the appropriation of FY17 Non-Public Transportation Aid in the amount of \$16,704.00 pursuant to N.J.A.C. 6A:23A-13.3(d)6 for the following accounts:

11-000-270-513-10-000-000	\$13,456
11-000-270-518-10-000-000	\$ 3,248

- 11. Approve the revised resolution below:

Whereas, N.J.S.A. 18A:22-8.1 and N.J.A.C. 6A-13.3(d) authorizes district boards of education to appropriate unbudgeted or under-budgeted state aid for which budgetary approval was granted by the Commissioner in the written notification to the district board of education of the increase in state aid, and

Whereas, on July 14, 2017, the Commissioner granted approval for any district with an increase in state aid to transfer and appropriate this unbudgeted/under-budgeted revenue for 2017-2018, and

Whereas, the East Hanover Board of Education received an increase of state aid in the amount of \$29,304 and chooses to increase their original 2017-2018 budget certified for taxes through an appropriation to the following line items:

<u>Category</u>	<u>Line Item</u>	<u>Amount</u>
Transportation	11-000-270	\$29,304

Whereas, any funds attributed to the increase of state aid appropriated through this process and remain unexpended/unencumbered at June 30, 2018, will fall to surplus and be included in the audited excess surplus calculation; and

Therefore, Be It Resolved, that the East Hanover Board of Education approves the increase of additional state aid in the amount of \$29,304 be appropriated as referenced above.

- 12. Approve the disposal of a non-working laminator at the East Hanover Middle School, Serial #PGG0631.
- 13. Approve the acceptance of the donation from the East Hanover PTA for the purchase of mums for Central Elementary School in the amount of \$71.24.
- 14. Approve the purchase of the Leveled Learning Intervention system with Heinemann of Chicago, IL for grades K-2 and 6-8 in the amount of \$12,874.00 to be funded by Title I. Quotes were received with Heinemann providing the lowest cost as follows:

Heinemann	\$12,874.00
Scholastic	\$25,369.70

- 15. Approve the Home/Bedside Instruction Services with St. Clare’s Hospital of Denville, NJ for East Hanover student #2018288 for the period of September 18-October 20, 2017, at the hourly rate of \$55.00 and not to exceed 25 hours for a total of \$1,375.00.
- 16. Approve the purchase of a Reading Assistant student subscription with Mindplay of Tucson, AZ, at the cost of \$4,500.00 to be funded by Title I. Quotes were received with Mindplay providing the lowest cost as follows:

Mindplay	\$ 4,500.00
Scientific Learning	\$12,100.00

- 17. Approve to rescind the Home Care Speech services with Tiny Tots Therapy to consult with the at home ABA/BCBA therapist on the use of the Dynavox device for East Hanover student # TO-1423 during August 2017. Services could not be coordinated as previously approved at the August 28, 2017, board meeting for \$580.00.

