

EAST HANOVER TOWNSHIP BOARD OF EDUCATION

Public Meeting, 6:30 p.m.

October 19, 2020

East Hanover Middle School

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 ensure 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

PRESENTATION

SUPERINTENDENT'S REPORT

District Updates

HIB Report

East Hanover Middle School Students of the Month:

Grade 6 - Arizbeth Guzman

Grade 7 - Chinwe Orjiekwe

Grade 8 - Jamie Hofman

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 minutes of the September 14, 2020, Regular Board Meeting. (Doc. M-1)
2. Approve the minutes of the September 14, 2020, Executive Session. (Doc. M-2)

PERSONNEL

1. Accept a letter of resignation for retirement purposes from Nancy Sander, District ESL Teacher, effective December 1, 2020. (Doc. P-1)
2. Accept a letter of resignation from Carol Heberling, Part-Time Cafeteria Aide, East Hanover Middle School, effective November 6, 2020. (Doc. P-2)
3. Ratify/Approve the advancement on the salary guide for Danielle Gilroy, Grade 1 Teacher, Frank J. Smith Elementary School, to MA, effective September 1, 2020.
4. Rescind the appointment of Marybeth Wingerter from the position of Part-Time Bus Aide for the 2020-21 school year.
5. Approve the appointment of Zobia Shaikh to the position of Part-Time Kindergarten Aide, at an annual salary of \$13,159.80 prorated to \$11,185.83 effective October 16, 2020, through June 23, 2021. (Doc. P-3)
6. Approve the appointment of Anna Dulligan to the position of district English as a Second Language Teacher, at an annual salary of \$56,910 (BA Step 1 of the 2020-2021 Teacher's Salary Guide) prorated at \$39,837 for an anticipated start date of December 1, 2020, through June 30, 2021, pending release from her current contract and criminal history background clearance. (Doc. P-4)
7. Approve the appointment of Dominique D'Addezio to the position of School Counselor Leave Replacement, Central Elementary School, at a per diem rate of \$303.68 (MA Step 1 of the 2020-2021 Teachers Salary Guide), effective November 30, 2020, through December 31, 2021. (Doc. P-5)
8. Approve Dominique D'Addezio to shadow Central Elementary School Counselor for three (3) days, November 23-25, 2020, at a rate of \$95/day.
9. Ratify/approve district teachers to receive \$35/hour for extra class periods to participate in I&RS/504/IEP meetings as necessary.
10. Ratify/approve district teachers to receive \$35.00 for one period of coverage when adopting additional students as needed in virtual learning.
11. Ratify/approve Randy Raab, Grade 6-8 Music-Chorus Teacher, to teach music classes at Frank J. Smith and Central Elementary Schools, at a rate of \$54.17 per a 45 minute period up to 10 periods per week through December 2020 or until needed.
12. Ratify/approve Cathy Shott, Grade 6-8 Art Teacher, to teach art classes at Frank J. Smith and Central Elementary Schools, at a rate of \$51.14 per 45 minute period up to 10 periods per week through December 2020 or until needed.
13. Ratify/Approve Allyson Sheehy to develop and deliver up to four hours of SeeSaw professional development at the contract hourly rate.
14. Ratify/Approve Francesca Lentini-Costello to develop and deliver up to four hours of SeeSaw professional development at the contract hourly rate.
15. Approve Michelle Scrocco as the Play Unified Club Advisor for the 20-21 school year at the East Hanover Middle School at the rate of \$35.00 per hour.
16. Ratify/Approve the following individuals to conduct HIB investigations for the East Hanover Township Public School District during the 20-21 school year:

Jenna Bucco, School Psychologist
Dominique D'Addezio, School Counselor
Gillian George, School Counselor
Jennifer Kantor, School Psychologist
Rebecca Kurtz, School Psychologist
Laura Parker, School Counselor
Kathryn Vagell, School Counselor

- 17. Approve Joanna Naccara as the Play Unified Club Advisor for the 20-21 school year at the Frank J. Smith School at the rate of \$35.00 per hour.
- 18. Approve to revise district job descriptions, as attached. (Doc. P-6)
- 19. Approve the following requests for a leave of absence:

| Employee ID# | Leave Start Date | Sick & Accumulated Sick Days Applied | FMLA Start Date <i>(unpaid with benefits)</i> | NJFLA Start Date <i>(unpaid with benefits)</i> | Extended Leave Start Date <i>(unpaid without benefits)</i> | Date of Return <i>(Anticipated)</i> | Doc. # |
|--------------|------------------|--------------------------------------|--|---|---|--|------------|
| 4898 | 1/11/21 | 20 | 1/11/21 | 3/11/21 | N/A | 1st Day of School 21/22 | (Doc. P-7) |
| 4577 | 9/1/20 | 0 | FFCRA <i>(unpaid with benefits)</i> 9/1/20 | N/A | 11/21/20 | 1/4/21 | (Doc. P-8) |

- 20. Ratify/Approve the appointment of the following individuals as district substitutes for the 2020-2021 school year, pending approval by the New Jersey Department of Education following a criminal history review:

| | |
|-----------------|--|
| Brittany Kenney | Substitute Nurse |
| Swati Feldman | Substitute Instructional Aide & Cafeteria Aide |
| Thomas Corea | Substitute Teacher |
| Myrna Patner | Substitute Teacher |

EDUCATION

- 1. Affirm and approve the Superintendent’s HIB Report for September 15, 2020, through October 19, 2020. (Doc. E-1)
- 2. Approve the Nursing Services Plan for the 2020-21 school year, as attached. (Doc. E-2)
- 3. Ratify/Approve the following course approval applications for potential reimbursement:

| Staff Member | College | Course | Dates | Crs. |
|----------------------|----------------------------|-----------------------------------|--------------|------|
| Santangelo, Nicholas | Montclair State University | Introduction to Literary Theory | 1/19-5/13-21 | 3 |
| | | Contemporary Latin American Novel | 1/19-5/13-21 | 3 |

- 4. Acknowledge the following fire drills and school security drills, as reported by the school principals, for the month of September 2020:

| <u>School</u> | <u>Fire Drill</u> | <u>Security Drill Evacuation</u> |
|----------------------------------|-------------------|--|
| Frank J. Smith Elementary School | 9/10/20 | 9/25/20 Testing of School's Communication System Drill |
| Central Elementary School | 9/10 & 11/20 | 9/24/20 Testing of School's Communication System Drill |
| East Hanover Middle School | 9/10 & 11/20 | 9/24/20 Testing of School's Communication System Drill |

POLICY

- 1. Approve updates to the district regulation manual.
- 2. Approve the first reading to revise Policy 1620 Administrative Employment Contracts, as attached. (Doc. PL-1)

3. Approve the first reading to revise Policy 1648 Restart and Recovery Plan, as attached. (Doc. PL-2)
4. Approve the first reading to adopt Policy 1648.02 Remote Learning Options for Families, as attached. (Doc. PL-3)
5. Approve the first reading to adopt Policy 1648.03 Restart and Recovery Plan - Full-Time Remote Instruction, as attached. (Doc. PL-4)
6. Approve the first reading to revise Policy 2431 Athletic Competition, as attached. (Doc. PL-5)
7. Approve the first reading to revise Regulation 2431.1 Emergency Procedures for Sports and Other Athletic Activity, as attached. (Doc. PL-6)
8. Approve the first reading to revise Policy 2464 Gifted and Talented Students, as attached. (Doc. PL-7)
9. Approve the first reading to adopt Policy 5330.05 Seizure Action Plan, as attached. (Doc. PL-8)
10. Approve the first reading to adopt Regulation 5330.05 Seizure Action Plan, as attached. (Doc. PL-9)
11. Approve the first reading to revise Policy 6440 Cooperative Purchasing, as attached. (Doc. PL-10)
12. Approve the first reading to revise Policy 6470.01 Electronic Funds Transfer and Claimant Certification, as attached. (Doc. PL-11)
13. Approve the first reading to revise Regulation 6470.01 Electronic Funds Transfer and Claimant Certification, as attached. (Doc. PL-12)
14. Approve the first reading to revise Policy 7440 School District Security, as attached. (Doc. PL-13)
15. Approve the first reading to revise Regulation 7440 School District Security, as attached. (Doc. PL-14)
16. Approve the first reading to revise Policy 7450 Property Inventory, as attached. (Doc. PL-15)
17. Approve the first reading to revise Policy 7510 Use of School Facilities, as attached. (Doc. PL-16)
18. Approve the first reading to revise Regulation 7510 Use of School Facilities, as attached. (Doc. PL-17)
19. Approve the first reading to revise Policy 8420 Emergency and Crisis Situations, as attached. (Doc. PL-18)
20. Approve the first reading to revise Regulation 5511 Dress Code, as attached. (Doc. PL-19)

FINANCE

1. Approve the attached travel and related expenses. (Doc. F-1)
2. Approve the bills list dated September 30, 2020 to October 19, 2020 for the 2020-2021 school year in the amount of \$1,043,971.49. (Doc. F-2)

| | |
|-----------------|----------------|
| General Fund | \$1,007,999.57 |
| Special Revenue | \$ 34,631.54 |
| EHTASCC Fund | \$ 1,340.38 |

Approve the payroll disbursement for September 15, 2020, in the total amount of \$673,923.93.

Approve the payroll disbursement for September 30, 2020, in the total amount of \$626,340.39.

Approve the payroll disbursement for October 15, 2020, in the total amount of \$644,924.54.

3. Approve the report of the Secretary A-148 and the Treasurer’s Report for the month ending August 31, 2020. (Doc. F-3)
4. Approve the certification of the Business Administrator/Board Secretary that as of August 31, 2020, 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-x.11(a).

