

EAST HANOVER TOWNSHIP BOARD OF EDUCATION

Public Meeting, 6:30 p.m.

November 13, 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

**American Education Week
Board Member "For-a-Day"**

Superintendent's Report - Natalee Bartlett/Kamryn Cardone-Tamburello

Board President: Mr. Sean Sullivan/Alexandra Allonardo

Board Vice President: Mrs. Catherine Pfund-Olsen/Isabella Florio

East Hanover Middle School Principal Report - Ms. Stacie Costello/John Colegrove

Central Elementary School Principal Report - Ms. Melissa Falcone/Alexis Langereis

Frank J. Smith Elementary School Principal Report - Ms. Kerry Quinn/Kenny Rakoczy

Director of the Department of Special Services Report - Mrs. Alexis Piombino/Eshita Ajvalia

Business Administrator/Board Secretary Report - Mrs. Deborah Muscara/Amanda Amirata

Education Committee Report - Mrs. Stephanie Mitchell/Iris Chang

Policy Committee Report - Mr. Joe Troise/Stephen Dorey

Finance Committee Report - Mr. Kenneth Hadley/Maddalena Grieco

Buildings & Grounds/Transportation Committee - Mr. Anthony Barisciano/Joseph Sciarrone

Personnel Committee - Mr. Vincent Ucci/Gianna Cicalese

Audit Presentation, June 30, 2017 - Paul Lerch of Lerch, Vinci & Higgins, LLP

It Takes a Rainbow – Cast and Crew of New York City Midtown International Theatre Festival 2017

Amelia Schweer, 8th Grade
Ben Monks, 8th Grade
Sabrina Incognito, 8th Grade
John Cirelli, 7th Grade
Thien Tran, 6th Grade
Odera Orjiekwe, 6th Grade
Makayli Matias, 6th Grade
Ian Monks, 4th Grade
Nicholas Cirelli, 4th Grade
Chinwe Orjiekwe, 4th Grade
Thi Tran, 4th Grade
Lillianna Incognito, 3rd Grade
Kimmy Tran, 3rd Grade

Emily Thompson-Schweer, Playwright & Lyricist
Richard Russell, Composer
Tom Corea, Percussion
Steven Schweer, Scenery

Central Elementary School 100 Club: Sophia Duarte

Frank J. Smith Elementary School Scholar-Athlete of the Month: Melissa Ho

East Hanover Middle School Students of the Month:

Grade 6 – Krish Saraf
Grade 7 – Nicolina Schwindt
Grade 8 – Thomas Stephen

East Hanover Middle School Student Council Representative: John Colegrove

SUPERINTENDENT’S REPORT

District Updates

East Hanover Middle School Girls’ Soccer Team – 2017 Champions

Coach: Marlene DeLargy

Alyssa Alfano
Isabella Algieri
Anna Allonardo
Isabella Califano
Nadia Castaneda
Victoria Cesaro
Alyza Dooley
Emily Duarte
Meilyn Farina
Monica Lee
Jadyn Mapura
Mikayla Newell
Morgan Ranco
Gabriella Rescingo
Sarah Rocha
Lucia Sciarrone
Alexandra Tate
Sofia Villaluz

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 October 18, 2017, Regular Meeting. (Doc. M-1)
2. Approve the October 18, 2017, Executive Session. (Doc. M-2)

PERSONNEL

1. Accept, with regret, a letter of resignation for the purpose of retirement from Candy Crescibene, Basic Skills Teacher, Central Elementary School, effective June 30, 2018. (Doc. P-1)
2. Approve the appointment of Nicholas Santangelo to the position of Preschool-Grade 5 Spanish Teacher, Frank J. Smith and Central Elementary School, at a prorated salary of \$38,152.02, BA Step 1 of the 2017-2018 Teacher's Salary Guide, effective December 4, 2017, through June 30, 2018, pending approval by the New Jersey Department of Education following a criminal history review. (Doc. P-2)
3. Approve Nicholas Santangelo, Preschool-Grade 5 Spanish Teacher, Frank J. Smith and Central Elementary School, for an additional day, prior to December 4, 2017, for district training and orientation, at the daily rate of \$274.48, BA Step 1 of the 2017-2018 Teacher's Salary Guide.
4. Approve the appointment of Stephanie Gruskin as part-time Kindergarten Aide, Frank J. Smith Elementary School, at an annual prorated salary of \$6,714.05, effective November 16, 2017, through June 20, 2018. (Doc. P-3)
5. Approve the appointment of Stephanie Gruskin as part-time Cafeteria Aide, Frank J. Smith Elementary School at an annual prorated salary of \$1,873.42, effective November 16, 2017, through June 20, 2018.
6. Approve the appointment of Marcelina Scafidi as a part-time bus aide, at an annual salary of \$2,409.75 for 1.25 hours per day, effective December 1, 2017, through June 30, 2018, pending approval by the New Jersey Department of Education following a criminal history review. (Doc. P-4)
7. Approve the appointment of Bianca Librie to the position Grade 6-8 Physical Education and Health Leave Replacement Teacher, at a per diem rate of \$274.48, BA Step 1 of the 2017-2018 Teacher's Salary Guide, effective January 2, 2018, through June 1, 2018, pending approval by the New Jersey Department of Education. (Doc. P-5)
8. Ratify/Approve the appointment of Michelle Kleinbaum to the position of Grade 6-8 Spanish Leave Replacement Teacher, at a per diem rate of \$293.60, MA Step 1 of the 2017-2018 teacher's salary guide effective November 2, 2017, through January 9, 2018.
9. Accept a letter of resignation from Brianna Funicelli, Part Time Kindergarten Aide and Cafeteria Aide, Frank J. Smith Elementary School, effective November 7, 2017. (Doc. P-6)
10. Ratify/Approve the revised start date for Betty DiFazio, Part-Time Cafeteria Aide, Central Elementary School, to a revised annual salary of \$5,987.43, effective November 1, 2017, through June 20, 2018.
11. Approve the request for Francesca Lentini-Costello, Pre-K Teacher, Frank J. Smith School, for an extended leave of absence from January 22, 2018 to January 31, 2018 with a return to work date on February 1, 2018. (Doc. P-7)

12. Approve to revise the dates for Rachel Horowitz, Pre-K Leave Replacement Teacher, from September 18, 2017, through January 31, 2017, at a per diem rate of \$274.48, BA Step 1 of the 2017-2018 Teacher’s Salary Guide.
13. Approve the request for Melissa Natirboff, Grade 6 Teacher, East Hanover Middle School, for a leave of absence, having received doctor’s certification, commencing March 2, 2018, under the Federal Family Medical Leave Act (FMLA), ending after twelve (12) weeks on May 31, 2018.

Approve eight (8) weeks under the NJ Family Leave Act (FLA) for Melissa Natirboff commencing on May 1, 2018 through September 3, 2018 with a return to work date on September 4, 2018. Employee waives benefits.

(Doc. P-8)

14. Approve the appointment of Nicholas Dorey, Grade 8 Resource Teacher, and Jennifer McDermott, Grade 6 Math and Science Teacher, to the extracurricular position of I&RS coordinators for East Hanover Middle School with an annual stipend of \$765.40 each, prorated from November 15, 2017, through June 30, 2018.
15. Approve the appointment of Pat Algieri, Grade 6 Math Teacher, to the extracurricular position of second Wrestling Coach for the 2017-2018 school year, at an annual stipend of \$1,752.25.
16. Approve the following employees to attend the Proactive Behavior Management Strategies Workshop at New Beginnings School on November 15, 2017, for up to two hours, based on their hourly rate:

Neyde Daboul
Theresa Cross

17. Approve the request for Kristen Kearney, Supervisor of Curriculum, for a revised extended leave of absence from November 1, 2017, through December 1, 2017.
18. Appoint Michael Calomino, Assistant Principal, East Hanover Middle School, to the position of district Safety Officer, at an annual stipend to be determined.
19. Pending Title I grant approval, approve Jennifer Gutierrez, to teach the BEST program for up to 4 hours per week, at Frank J. Smith Elementary School, from November 2017-May 2018, at the contract hourly rate of \$32.00/hour.
20. Pending Title I grant approval, approve Angela Klein, to teach the BEST program for up to 4 hours per week, at East Hanover Middle School, from November 2017-May 2018, at the contract hourly rate of \$32.00/hour.
21. 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:

Brittany Bellacosa	Substitute Instructional Aide and Substitute Teacher
Gia Clark	Substitute Nurse
Diane Salvemini	Substitute Secretary
Joseph Urso Jr.	Substitute Maintenance/Custodian

EDUCATION

1. Affirm and approve the Superintendent’s HIB Report for September 26, 2017, through October 18, 2017. (Doc. E-1)
2. Approve the Nursing Service Plan for 2017-2018, as attached. (Doc. E-2)
3. Ratify/ Approve the following course approval applications for potential reimbursement:

Staff Member	College	Course	Dates	Crs.
Brophy, Colleen	Fairleigh Dickinson	Assessment Techniques: Assessing for Student Learning	1/15-3/11/2018	3
Leister, Brett	Emporia State University	PE 858 Ethics in HPER	1/17-5/4/2018	3

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

<u>School</u>	<u>Destination</u>	<u>Grade Level</u>	<u>Proposed Date</u>
Central	Waterloo Village	4	10/26/17
Middle	ShopRite Life Skills Trip	6-8	11/20/17

6. Approve the following student teaching/observation assignment:

Student/College	Purpose	Cooperating Teacher(s)	Dates
Stephanie Williams Lock Haven University	Observation 10 hours	Jennifer Doherty, Grade 6/7 Resource Room	10/27/17
Taylor Ross Fairleigh Dickinson	Field Experience 5 days	Allison Sheehy, Kindergarten	1/3/18-1/19/18
Lisa Paradiso Caldwell University	Student Teaching	Megan Hannis, Grade 2 Geri Gubitosa, Grade 2 Inclusion	1/22/18-5/11/18
Stephanie Biase Fairleigh Dickinson	Field Experience 5 Days	Lisa San Luis, Grade 4	1/3-1/19/18

7. Acknowledge the following fire drills and school security drills, as reported by the school principals, for the month of October 2017:

School	Fire Drill	Security Drill Evacuation
Frank J. Smith Elementary School	10/10 & 10/19/2017	10/26/2017 (Evacuation)
Central Elementary School	10/18 & 10/28/16	10/13/16 (Bomb Threat)
East Hanover Middle School	10/11 & 10/12/2017	1/23/17 (Lockdown)

FINANCE

1. Approve the attached travel and related expenses. (Doc. F-1)
2. Approve the following bills list dated October 30, 2017 to November 13, 2017, for the 2017-2018 school year in the amount of \$720,421.22: (Doc. F-2)

General Fund	\$677,628.74
Special Revenue	\$ 42,065.24
Enterprise Fund- EHTASCC	\$ 727.24

Approve the payroll disbursement for October 30, 2017, in the total amount of \$ \$592,128.88.
Approve the Milk Account check #2153 in the amount of \$793.20 for free lunches for November, 2017.

3. Approve the report of the Treasurer’s Report A-149 for the month ending September 30, 2017. (Doc. F-3)
4. Approve the certification of the Business Administrator/Board Secretary that as of September 30, 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 September 30, 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 and accept the June 30, 2017, Comprehensive Annual Financial Report (CAFR) prepared by Lerch, Vinci & Higgins, as per attached. (Doc. F-4)
7. Approve the September transfers. (Doc. F-5)
8. Approve the Professional Services Agreement with Parette Somjen Architects LLC of Rockaway, NJ as a supplement to the Architect of Record Agreement for the Air Conditioning Project at Frank J. Smith School for at the cost of \$42,000 plus reimbursable expenses at the cost of \$2,000. This appointment is awarded without competitive bidding under the provisions of the “Local Public Contract Law” of New Jersey. (Doc. F-6)
9. RESOLVED, upon the recommendation of the Superintendent, that the East Hanover Township Board of Education, in the County of Morris, New Jersey, authorizes Parette Somjen Architects to submit all necessary plans and paperwork to the Department of Education concerning the “Air Conditioning Project” for Frank J. Smith School

to serve as an application to the Office of School Facilities and an amendment to the District's Long Range Facility Plan; and

BE IT FURTHER RESOLVED, this project shall be an "Other Capital Project" and the Board of Education is NOT seeking State funding but will fund the Project through a withdrawal from Capital Reserve.

10. Ratify/Approve the submission of the FY18 IDEA Amendment Application to include FY17 Public and Non-Public Carry Over in the amount of \$6,351 and \$13,344.00, respectively, with the reflected changes below:

IDEA Basic/Public	\$233,539
IDEA Basic/Non-Public	<u>\$ 13,344</u>
Total Basic	\$246,883
IDEA Preschool	\$ 14,025

11. Ratify/Approve the shipping costs for the purchase of textbooks through Heinemann with Book-It Distribution of Oak Ridge, NJ in the amount of \$643.70 to be funded by Title I. The use of Book-It Distribution for shipping provided a 66% savings.
12. Ratify/Approve the Functional Behavior Assessment with The Uncommon Thread of Stirling, NJ for East Hanover student #TO-1903 in the amount of \$1,600 not to exceed 8 hours at \$200.00 per hour.
13. Ratify/Approve the cost of providing Home/Bedside instruction with Silvergate Prep of Bridgewater, NJ for East Hanover student #2018288 in the amount of \$155 for up to 5 hours at \$ 31 per hour beginning October 3, 2017 - October 11, 2017.
14. Ratify/Approve the cost of providing Home/Bedside instruction with Silvergate Prep of Bridgewater, NJ for East Hanover student #2018288 in the amount of \$930 for up to 5 hours per week at \$ 31 per hour beginning October 23, 2017 - December 1, 2017 not to exceed 30 hours.
15. Ratify/Approve the cost of providing Home/Bedside instruction with Brookfield Schools/Summit Oak Program of Summit, NJ for East Hanover student #2018288 in the amount of \$186 for up to 5 hours at \$ 31 per hour beginning October 12, 2017 - October 19, 2017 not to exceed 6 hours.
16. Ratify/Approve the cost of providing Home/Bedside instruction with Brookfield Schools/Summit Oak Program of Summit, NJ for East Hanover student # 10409 in the amount of \$93 for up to 5 hours at \$ 31 per hour beginning October 10, 2017 - October 13, 2017 not to exceed 3 hours.
17. Ratify/Approve the Teacher of the Deaf Services with Bergen County ETTC of Paramus, NJ for the 2017-2018 for student # 10293 starting October 23, 2017 - June 15, 2018 at the cost of \$16,335. Services will be 3 hours per week at \$165.00 per hour not to exceed 99 hours.
18. Ratify/Approve the Teacher of the Deaf Services with Bergen County ETTC of Paramus, NJ for the 2017-2018 for student # 2022089 starting October 23, 2017 - June 15, 2018 at the cost of \$10,890.00. Services will be 2 hours per week at \$165.00 per hour not to exceed 66 hours.

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:

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE EAST HANOVER TOWNSHIP SCHOOL DISTRICT:

1. That it does hereby determine that it is necessary to meet in Executive Session to discuss legal matters on November 13, 2017.

2. That the matter discussed will be made public if and when confidentiality is no longer required and action pursuant to said discussion shall take place only at a public meeting.

Formal action may be taken upon return from Executive Session.

President ____ reconvenes the meeting at ____ p.m.

ADJOURNMENT

Move to adjourn the meeting at __ p.m.

Moved:

Seconded:

Next Meeting: Monday, December 11, 2017, 6:30 p.m. – East Hanover Middle School Auditorium