

EAST HANOVER TOWNSHIP BOARD OF EDUCATION  
Public Meeting, 6:30 p.m. (Google Meet)  
November 16, 2020  
MINUTES

The meeting commenced at 6:30 p.m.

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

Present: Mr. Barisciano, Mr. Filippone, Mrs. Mitchell, Mrs. Pfund-Olsen, Mr. Troise, Mr. Ucci, Mr. Sullivan

Also Present: Mrs. Bartlett, Superintendent  
Mrs. Delsandro, Business Administrator/Board Secretary  
Mr. Paul Lerch, from Lerch Vinci Higgins

#### PUBLIC COMMENTS

#### PRESENTATIONS

Mr. Lerch presented the Auditors Management Report with no findings or recommendations and the C-1 Report from the CAFI

Mrs. Bartlett and Ms. Costello presented the East Hanover Middle School Students of the Month:

Grade 6 - Antonio Arceo  
Grade 7 - Gianmarco Canziani  
Grade 8 - Alex Cheringal

#### SUPERINTENDENT'S REPORT

Mrs. Bartlett thanked the Board of Education and the Administrators trying so hard to keep the schools open. She has been asking the community to stay in their pods as all cases we have are linked to outside events.

Mr. Sullivan echoed Mrs. Bartlett, thanked the administrative team and asked the community to be diligent in taking precautions.

Mrs. Bartlett also thanked the teachers for their flexibility.

#### BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

#### COMMITTEE REPORTS

Personnel - None

Education/Technology - Mrs. Pfund-Olsen reported the committee met on October 28, 2020 and she is pleased to report that technology available to the teachers is fantastic as well as the education platform. Mr. Tuorto and Ms. D'Anna are doing a gr job.

Policy/Public Relations - none

Buildings and Grounds/Transportation - None

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 – Items 1 & 2
- Personnel – Items 1 through 14
- Education – Items 1 through 3
- Policy – Items 1 through 21
- Finance – Items 1 through 11

Mrs. Frund-Olsen moved and Mr. Bartschiano seconded the motion to move all items as a consent agenda. All ayes.

MINUTES

1. Approve the minutes of the October 19, 2020, Regular Public Meeting. (Doc. M-1)
2. Approve the minutes of the October 19, 2020, Executive Session. (Doc. M-2)

PERSONNEL

1. Ratify/Approve Casey Camperchio to the position of Grade 1 teacher, Frank J. Smith Elementary School, with an annual salary of \$56,910 (BA Step 1 of the 2020-2021 Teacher's Salary Guide), prorated to \$45,528.00, effective November 1, 2020, through June 30, 2021.
2. Accept a letter of resignation from Lori Tartaglia, Part-Time Kindergarten Aide, Frank J. Smith Elementary School, effective November 30, 2020. (Doc. P-1)

3. Ratify/approve Dana Cherna, Library Media Specialist, to teach additional classes at Frank J. Smith and Central Elementary Schools, at a rate of \$136.98 per day through December 2020, or until needed.

4. Approve a change in title for Michael Calomino, effective November 17, 2020.

5. Approve Gillian George, Guidance Counselor, East Hanover Middle School, as the 1-1 volunteer mentor for Dominique D'Addazio, Central Elementary School Guidance Counselor Leave Replacement, December 2020-June 2021.

6. Approve Anna Dulligan, district ESL Teacher, to shadow Nancy Sander, for two-and-a-half days, November 24, 25 and 30, at a rate of \$95/day.

7. Approve the following teachers to teach virtual SOAR classes at East Hanover Middle School for up to 3 hours per week at an hourly rate of \$35.00 per hour to be funded by Title I.
  - Joan Barone
  - Lisa McDonough
  - Jennifer McDermott
  - Vanessa DeAngelo
  - Lisa Treanmont

8. Approve Joan Barone to serve as the SOAR Coordinator for East Hanover Middle School for up to two hours per week at a rate of \$35.00 per hour to be funded by Title I.

9. Approve the following requests for a leave of absence:

Employee ID#	Leave Start Date	Sick & Accumulated Sick Days Applied	FMLA Start Date (unpaid with benefits)	NJFLA Start Date (unpaid with benefits)	Extended Leave Start Date (unpaid without benefits)	Date of Return (Anticipated)	Doc. #
4183	11/16/20	0	11/16/20	N/A	N/A	2/12/21	
0391	11/23/20	0	11/23/20	N/A	N/A	2/1/21	
4832	1/19/21	22	1/19/21	2/16/21	N/A	6/1/21	Doc. P-2

10. 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:

Donna Pryer                      Substitute Teacher

11. Approve Monica Turner to provide Translating services for the 20/21 School year at a rate of \$35 per hour.
12. 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 \$202.22 per day through December 2020, or until needed.
13. 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 \$190.92 per day through December 2020, or until needed.
14. Approve district job descriptions, as attached. (Doc. P-3)

**EDUCATION**

1. Affirm and approve the Superintendent’s HIB Report for October 2020.
2. Ratify/Approve the following course approval applications for potential reimbursement:

Staff Member	College	Course	Dates	Crs.
Dolan, Suzanne	Southern New Hampshire University	Moving Math: How to Use Differentiated Mathematics Stations	11/16/20-4/15/2021	3
Kasey Kaisershot	Pennsylvania State University	LLED 502 Studies in Literature for Children	1/19-4/30/21	3
Brett Leister	Emporia State University	Sociology of Sport	1/25-5/14/21	3
		The Art and Science of Coaching	1/25-5/14/21	3
Alexis Piombino	ED-685 Quantitative Methods of Educational Research II	Wilkes University	1/25-5/5/21	3

3. Acknowledge the following fire drills and school security drills, as reported by the school principals, for the month of October 2020:

School	Fire Drills	
Frank J. Smith Elementary School	10/28/20 Fire Drill	10/7/2020 Comm Drill
Central Elementary School	10/20/20 Fire Drill	10/23/2020 Fire Drill
East Hanover Middle School	10/20/20 "A" Day Fire Drill	10/30/30 "B" Day Fire Drill

**POLICY**

1. Approve the second reading to revise Policy 1620 Administrative Employment Contracts, as attached. (Doc. PL-1)

- 2. Approve the second reading to revise Policy 1648 Restart and Recovery Plan, as attached. (Doc. PL-2)
- 3. Approve the second reading to adopt Policy 1648.02 Remote Learning Options for Families, as attached. (Doc. PL-3)
- 4. Approve the second reading to adopt Policy 1648.03 Restart and Recovery Plan - Full-Time Remote Instruction, as attached. (Doc. PL-4)
- 5. Approve the second reading to revise Policy 2431 Athletic Competition, as attached. (Doc. PL-5)
- 6. Approve the second reading to revise Regulation 2431.1 Emergency Procedures for Sports and Other Athletic Activity, as attached. (Doc. PL-6)
- 7. Approve the second reading to revise Policy 2464 Gifted and Talented Students, as attached. (Doc. PL-7)
- 8. Approve the second reading to adopt Policy 5330.05 Seizure Action Plan, as attached. (Doc. PL-8)
- 9. Approve the second reading to adopt Regulation 5330.05 Seizure Action Plan, as attached. (Doc. PL-9)
- 10. Approve the second reading to revise Policy 6440 Cooperative Purchasing, as attached. (Doc. PL-10)
- 11. Approve the second reading to revise Policy 6470.01 Electronic Funds Transfer and Claimant Certification, as attached. (Doc. PL-11)
- 12. Approve the second reading to revise Regulation 6470.01 Electronic Funds Transfer and Claimant Certification, as attached. (Doc. PL-12)
- 13. Approve the second reading to revise Policy 7440 School District Security, as attached. (Doc. PL-13)
- 14. Approve the second reading to revise Regulation 7440 School District Security, as attached. (Doc. PL-14)
- 15. Approve the second reading to revise Policy 7450 Property Inventory, as attached. (Doc. PL-15)
- 16. Approve the second reading to revise Policy 7510 Use of School Facilities, as attached. (Doc. PL-16)
- 17. Approve the second reading to revise Regulation 7510 Use of School Facilities, as attached. (Doc. PL-17)
- 18. Approve the second reading to revise Policy 8420 Emergency and Crisis Situations, as attached. (Doc. PL-18)
- 19. Approve the second reading to revise Regulation 5511 Dress Code, as attached. (Doc. PL-19)
- 20. Move the Board of Education suspend Bylaw 0131 that requires two readings to adopt a Bylaw or Policy and adopt Bylaw 0164.6 with one reading to be in compliance with the new emergency regulations regarding remote meetings held during a Governor-declared emergency, N.J.A.C. 5:39-1.1 through 1.7, promulgated by Department of Community Affairs.
- 21. Approve to adopt Policy 0164.6 Remote Public Board Meetings During Declared Emergency, as attached. (Doc. PL-20)

**FINANCE**

- 1. Approve the attached travel and related expenses. (Doc. F-1)
- 2. Approve the bills list dated October 28, 2020 to November 16, 2020 for the 2020-2021 school year in the amount of \$347,095.56 (Doc. F-2)

General Fund	\$ 311,090.56
Special Revenue	\$ 32,858.40
EHTASCC Fund	\$ 3,146.60

Approve the payroll disbursement for October 30, 2020, in the total amount of \$632,521.41.

Approve the payroll disbursement for November 13, 2020, in the total amount of \$660,999.96.

- 3. Approve the report of the Secretary A-148 and the Treasurer’s Report for the month ending September 30, 2020. (Doc. F-3)
- 4. Approve the certification of the Business Administrator/Board Secretary that as of September 30, 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).
- 5. Certify that as of September 30, 2020, 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-s.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 September 30, 2020. (Doc. F-4)
- 7. Approve the Health and Safety Evaluation of School Building Checklist for 2020-2021 (Doc. F-5)
- 8. Approve the Budget Development Schedule and Calendar for 2021/2022 (Doc. F-6)

9. WHEREAS, N.J.S.A. 18A:18B-1, et seq., enables boards of education to join with other boards of education in school board insurance trusts for the purpose of forming self-insurance pools;

WHEREAS, the New Jersey Schools Insurance Group (“NJSIG”) is a joint insurance fund authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members;

WHEREAS, the [Township of E. Hanover Board of Education hereinafter referred to as the “Educational Institution,” has resolved to apply for and/or renew its membership with NJSIG

WHEREAS, the Educational Institution finds that the best and most efficient way of securing this protection and services is by cooperating with other boards of education in the State of New Jersey. hereinafter referred to as the “Educational Institution,” has resolved to apply for and/or renew its membership with NJSIG;

WHEREAS, the Educational Institution certifies that it has not defaulted on a claim, and has not been cancelled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG;

WHEREAS, the Educational Institution desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and,

NOW THEREFORE, BE IT RESOLVED, THAT: 1) This agreement is made by and between NJSIG and the Educational Institution; 2) The Educational Institution joins with other boards of education in organizing and becoming members of NJSIG pursuant to N.J.S.A. 18A:18B-3(a), for a period of three years, beginning on July 1, 2020, and ending July 1, 2023 at 12:01 a.m.; 3) In consideration of membership in NJSIG, the Educational Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liabilities of each and every member of NJSIG to such agreement arising from their participation in NJSIG. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, the plan of risk management, this Agreement and any applicable statute or regulation; 4) The Educational Institution and NJSIG agree that NJSIG shall hold all monies paid by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations; 5) NJSIG shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1, et seq. and such other statutes and regulations as may be applicable; 6) By adoption and signing of this resolution, the Educational Institution is hereby joining NJSIG in accordance with the terms of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership, effective the date indicated below, for the types of insurance as indicated in the Insurance Binder issued by NJSIG; 7) The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG, and as from time to time amended by NJSIG and/or the State of New Jersey, Department of Banking and Insurance, in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith; 8) The Educational Institution agrees to be a participating member of NJSIG for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership, including, but not limited to the NJSIG’s Plan of Risk Management; 9) The Educational Institution under its obligations as a member of NJSIG agrees to allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of NJSIG

including the plan of risk management; 10)If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney’s fees and/or court costs, the Educational Institution agrees to reimburse NJSIG for all such reasonable expenses, fees and costs on demand; 11)The Business Administrator is hereby authorized in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq., to execute such contracts and documentation with NJSIG as is necessary to effectuate this resolution; and, 12)The Business Administrator is directed to send a certified copy of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership to NJSIG

- 10. Approve Apptegy, 2201 Brookwood Drive, Suite 115, Little Rock, AR 72202 for fees and scope of web software and services for the district’s new website, at \$16,600.
- 11. Approve and accept the Special Olympics grant funding for the 2020-2021 school year in the amount of \$2,000 to be utilized for stipends and materials in order to implement the Play Unified Clubs at Frank J. Smith School, Central Elementary School and East Hanover Middle School.

**BUILDINGS & GROUNDS**

**OLD BUSINESS** - None

**NEW BUSINESS** - None

**PUBLIC COMMENTS** - None

Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to go into closed session at 6:57 p.m. All ayes.

**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 will be necessary to meet in Executive Session on November 16, 2020.
- 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 Sullivan reconvened the meeting at 7:17 p.m.

**ADJOURNMENT**

Mrs. Mitchell moved and Mr. Filippone seconded the motion to adjourn the meeting 7:26 p.m.

Voice vote all yes.

Respectfully submitted,



Carol Delsandro  
Business Administrator/Board Secretary