

EAST HANOVER TOWNSHIP BOARD OF EDUCATION

Public Meeting, 6:30 p.m.

December 11, 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**

**SUPERINTENDENT'S REPORT**

District Updates

HIB Report

Central Elementary School 100 Club: Emily Thach

Frank J. Smith Elementary School Scholar-Athlete of the Month: Patrick Long

East Hanover Middle School Students of the Month:

Grade 6 - Elijah Luzniak

Grade 7 - John Waldrum

Grade 8 - Isabella Gongora

East Hanover Middle School Student Council Representative: Amanda Amirata

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 Sciarone

Alexandra Tate

Sofia Villaluz

**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 November 13, 2017, Regular Meeting. (Doc. M-1)
2. Approve the November 13, 2017, Executive Session. (Doc. M-2)

**PERSONNEL**

1. Approve the advancement on the salary guide for Dana Cherna, Preschool-Grade 5 Library Media Specialist, from MA to MA+15, effective January 1, 2018.
2. Approve the advancement on the salary guide for Alyssa Peterkin, Grade 6-8 Spanish Teacher, from MA to MA+15, effective January 1, 2018.
3. Ratify/Approve Maria Sazan, Part Time Instructional Aide, to work additional hours at Central Elementary School for the period November 16, 2017, through December 1, 2017.
4. Ratify/Approve Betty DiFazio, Part Time Instructional Aide, to be paid for one hour of training at Central Elementary School on November 22, 2017, at her regular hourly rate.
5. Ratify/Approve, Teresa Cross, part-time lunch aide/bus aide, as before/after school student support for students attending East Hanover Township Public Schools extracurricular and non-academic activities at a rate of \$20.40 per hour, as needed, not to exceed a total of 29.5 hours per week, effective November 15, 2017, through June 20, 2018.
6. Accept the resignation of Joseph Hofmann, Boys' Basketball Coach, effective November 21, 2017.
7. Approve the appointment of Greg Gruzdis to the extracurricular position of 2017-2018 Boys' Basketball Coach at an annual stipend of \$3,504.50.
8. Ratify/Approve Lisa Monticello, Part Time Basic Skills Teacher, to attend LLI training for 2 hours each day on December 4-5, 2017, at a rate of \$32/hour to be funded by the FY2018 Title I funds.
9. Ratify/Approve to provide Agata Gorski, Central School Art Teacher, a stipend for Art PEP Club for the 2017-2018 school year in the amount of \$633.00.
10. Ratify/Approve the revised annual salary for Marcelina Scafidi as a part-time bus aide, at \$6,215.63 for 3.25 hours per day, effective December 4, 2017 through June 30, 2018.
11. 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:
 

Megan Brophy	Substitute Teacher and Substitute Instructional Aide
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12. Approve Julian Sclafani as a Substitute in the EHTASCC School Year Programs 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 December 12, 2017, through June 30, 2018.

**EDUCATION**

1. Affirm and approve the Superintendent’s HIB Report for November 13, 2017, through December 11, 2017. (Doc. E-1)
2. Approve the 2017-18 Memorandum of Agreement between Education and Law Enforcement Officials. (Doc. E-2)
3. Approve the 2018-2019 District calendar. (Doc. E-3)
4. Ratify/Approve the following course approval applications for potential reimbursement:

<b>Staff Member</b>	<b>College</b>	<b>Course</b>	<b>Dates</b>	<b>Crs.</b>
Piombino, Alexis	Wilkes University	Cognition and Learning	1/8/18-5/14/18	3

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

<b>School</b>	<b>Destination</b>	<b>Grade Level</b>	<b>Proposed Date</b>
Middle School	Hanover Park HS	8	11/20/17
Middle School	AMC Movie Theater EH	6-8	11/29/17
Middle School	Drew University	6-8	12/14/17
Middle School	Morristown Unitarian Fellowship	6-8	1/10/18
Middle School	Morristown Unitarian Fellowship	6-8	1/11/18
Middle School	Mount Olive High School	6-8	1/12/18
Central	Morristown Unitarian Fellowship	3-5	1/23/18
Central	MAYO Performing Art Center	4	3/6/18

6. Approve the following students from Middlesex County College to complete a presentation at Frank J. Smith Elementary School at the After-School Program, as per the attached letter from Middlesex County College: (Doc. E-4)

**Student**

Nicole Berg  
 Meghan Cole  
 Courtney Giordano  
 Angela Manfredo

7. Approve the following student teaching/observation assignment:

<b>Student/College</b>	<b>Purpose</b>	<b>Cooperating Teacher(s)</b>	<b>Dates</b>
Alyssa Satriano Seton Hall University	MBA Service Project – Technology	Marlene DeLargy/Kelly DelVecchio, Technology Teachers	12/12/17-5/25/18 20 hours
Dana Cursi Fairleigh Dickinson	Field Experience	Nikita Desai, Grade 1 Inclusion	1/3/18-1/19/18
Janie Vicchio TCNJ	Student Teacher	Jennifer Ekstowicz, Grade 4	3/12/18-5/4/18

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

<b>School</b>	<b>Fire Drill</b>	<b>Security Drill Evacuation</b>
Frank J. Smith Elementary School	11/15 & 29/2017	11/22/17 (Internal Lockdown)
Central Elementary School	11/2 & 11/21/2017	11/8/17 (Evacuation)
East Hanover Middle School	11/2 & 11/20/2017	11/30/17 (Lockdown)

**FINANCE**

1. Approve the attached travel and related expenses. (Doc. F-1)

2. Approve the following bills list dated November 30, 2017, to December 11, 2017, for the 2017-2018 school year in the amount of \$1,030,739.65: (Doc. F-2)

General Fund	\$576,449.87
Special Revenue	\$ 38,257.22
Capital Projects	\$415,427.89
Enterprise Fund- EHTASCC	\$ 604.67

Approve the payroll disbursement for November 13, 2017, in the total amount of \$634,024.13.

Approve the payroll disbursement for November 30, 2017, in the total amount of \$588,634.89.

Approve the Unemployment Compensation Fund check #2053 in the amount of \$9,339.21 for the quarter ending September 30, 2017.

Approve the Milk Account check #2154 in the amount of \$1,409.13 to Cream-O-Land Dairies.

Approve the Milk Account check #2155 in the amount of \$827.50 to the East Hanover PTA for free lunches for December.

3. Approve the report of the Secretary A-148 and the Treasurer's Report A-149 for the month ending October 31, 2017. (Doc. F-3)
4. Approve the certification of the Business Administrator/Board Secretary that as of October 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 October 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 October transfers. (Doc. F-4)
7. Ratify/Approve the Combined Heat & Power (CHP) Maintenance Agreement with Aegis Energy Services, Inc. of Holyoke, MA for the East Hanover Middle School for the period of November, 2017 to November, 2027, with the option of termination prior to each annual renewal date. A ten year agreement is required for the rebate applications with the NJ Clean Energy Program. The agreement with Aegis Energy Services, Inc. is proprietary in nature since they are the manufacturer of the unit installed. The quarterly payment of \$1,800 is based on an estimated 1,000 hours of operation and will be adjusted accordingly. (Doc. F-5)
8. Approve a Capital Reserve Withdrawal for the preliminary architectural fees in the amount of \$44,000 for the Frank J. Smith Elementary School Air Conditioning Project to be completed in the 2018-2019 school year. Pursuant to N.J.A.C. 6A:23A-14.1(h)1, a board of education can transfer funds for pre-development or other pre-application costs associated with architects for school facility projects included in the approved LRFPP.
9. Approve the Suicide Prevention and Intervention Training with The Center for Creative Lifestyles of Caldwell, NJ to district staff members on January 12, 2018, not to exceed 3 hours for a total cost up to \$600. (Doc. F-6)
10. Ratify/Approve the Home/Bedside Instruction Services with American Tutor of Hillsborough, NJ for student #10409 to provide services for the period of November 22 -December 22, 2017, at the cost of \$65.00 per hour, as needed, not to exceed 50 hours for a total of \$3,250.00. (Doc. F-7)
11. Ratify/Approve the Home/Bedside Instruction Services with Four Winds Hospital of Katonah, NY for student #2018288 to provide services for the period of November 13-December 1, 2017, at the cost of \$57.00 per hour, as needed, not to exceed 30 hours for a total of \$1,710.00.
12. Approve the increase of hours for BCBA services with 123 ABC LLC of Livingston, NJ for student #TO-1423 for the 2017-2018 school year for an additional 8 hours and not to exceed 80 hours for a revised amount of \$10,000.00.
13. Approve the Certified Audited Tuition Adjustment for EPIC of Paramus, NJ for the 2015-2016 school year in the amount of \$2,417.70, in accordance with N.J.A.C. 6A:23-4.2. (Doc. F-8)
14. Ratify/Approve the home/bedside instruction services with Professional Education Services, Inc. of Glassboro, NJ for East Hanover student #2018288 for the period of December 1, 2017 - January 12, 2018, at a rate of \$32.00 per hour for up to 10 hours per week, as needed, but not to exceed 58 hours for a total of \$1,856.00.

**BUILDINGS & GROUNDS**

1. Approve the applications for building use, as per attached.

(Doc. B&G-1)

**TRANSPORTATION**

1. School Bus Emergency evacuation drills were conducted on November 30, 2017, at East Hanover Middle School and Central Elementary School respectively at 8:00 a.m. and December 1, 2017, at 9:00 a.m. at Frank J. Smith Elementary School for all transportation routes supervised by school staff, transportation personnel, the Superintendent and principals: Ms. Costello, Mr. Calomino, Ms. Falcone, Ms. Quinn and Mrs. Bartlett, in accordance with NJAC 6A:27-11.2.

(Doc. T-1)

**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 on December 11, 2017, to discuss personnel, negotiations, and legal matters.
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:** Annual Reorganization Meeting Monday, January 2, 2018, 6:30 p.m. – Board of Education Conference Room