

EAST HANOVER TOWNSHIP BOARD OF EDUCATION  
Reorganization Meeting and Regular Monthly Meeting  
January 4, 2021  
Board of Education Conference Room  
20 School Avenue  
MNUTES  
6:30 p.m. Reorganization Meeting  
Regular Public Meeting to Follow Reorganization

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**

**OATH OF OFFICE** - Mrs. Delsandro administered the Oath of Office to the newly elected Board Members Stephanie A. Mitchell and Vincent Ucci.

**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

**ELECTION OF OFFICERS**

1. Election of President of the East Hanover Township Board of Education.  
Mrs. Mitchell nominated Mr. Sullivan for the Office of President of the East Hanover Township Board of Education.

Mrs. Mitchell moved and Mr. Ucci seconded the motion to approve the nomination. All ayes.

President assumed chair and continued meeting.

2. Election of Vice-President of the East Hanover Township Board of Education.  
Mrs. Mitchell nominated Mrs. Pfund-Olsen for the Office of Vice-President of the East Hanover Township Board of Education.

Mrs. Mitchell moved and Mr. Ucci seconded the motion to approve the nomination. All ayes.

**APPOINTMENTS**

1. Approve the appointment of Mrs. Pfund-Olsen to serve as delegate to the New Jersey School Boards Association.
2. Approve the appointment of Mr. Sullivan to serve as delegate to the Morris County School Boards Association.
3. Approve the appointment of Mr. Sullivan to serve as representative to the Morris County Educational Services Commission.

**COMMITTEE APPOINTMENTS**

- 1. Current appointments will remain the same.
  - Finance
  - Buildings & Grounds/Transportation
  - Personnel
  - Education/Technology
  - Policy/Public Relations

**ADOPTION OF BOARD POLICY AND PROCEDURES**

- 1. Mrs. Mitchell moved and Mrs. Pfund-Olsen seconded the motion to Re-adopt all existing Bylaws, Board Policies (newly revised and existing), Regulations and Procedures, as the official Bylaws, Board Policies, Procedures, and Regulations through the January 2022 Reorganization meeting.

Unanimously approved by roll call vote.

**DESIGNATION OF DATE AND LOCATION OF REGULAR PUBLIC MEETINGS**

Mrs. Mitchell moved and Mrs. Pfund-Olsen seconded the motion to approve the Regular Public Meetings of the Board of Education of East Hanover Township, in the County of Morris, New Jersey, be held at the East Hanover Middle School auditorium, 477 Ridgedale Avenue, East Hanover, New Jersey, at 6:30 p.m., prevailing time (unless otherwise noted) according to the following schedule:

- Public Meetings
- January 25, 2021\*
- February 8, 2021
- March 8, 2021
- April 26, 2021\*
- May 10, 2021
- July 19, 2021\*\*-BOE Conference Room
- August 23, 2021\*\*-BOE Conference Room
- September 13, 2021
- October 18, 2021
- November 15, 2021
- December 13, 2021
- January 3, 2022 - Annual Reorganization Meeting-BOE Conference Room

\*4th Monday of Month

\*\*3rd Monday of Month

Unanimously approved by roll call vote.

**DESIGNATION OF OFFICIAL NEWSPAPERS**

- 1. Mrs. Mitchell moved and Mrs. Pfund-Olsen seconded the motion to approve designating The Hanover Eagle and Daily Record as the official newspapers of the East Hanover Board of Education.

Unanimously approved by roll call vote.

**ADOPTION OF CODE OF ETHICS**

- 1. Mrs. Mitchell moved and Mr. Ucci seconded the motion to adopt the Code of Ethics as set forth by the New Jersey School Boards Association and that each East Hanover Board of Education member signs the documentation that he/she received a copy of and it is understood. (Doc. RO-1)

Unanimously approved by roll call vote.

**ADJOURNMENT**

Mrs. Mitchell moved and Mr. Ucci seconded the motion to close the Reorganization Meeting. All ayes.

EAST HANOVER TOWNSHIP BOARD OF EDUCATION  
Regular Public Meeting, January 4, 2021  
AGENDA

PUBLIC COMMENTS - None

PRESENTATIONS - None

SUPERINTENDENT’S REPORT

HIB Report – there was only one at the East Hanover Middle School and the determination was no.

Mrs. Bartlett reported the first day back was pretty smooth; 35% on remote. Ten teachers are quarantining due to exposure or positive test. She commended the administrators for getting classes covered.

Mrs. Bartlett is hoping the teachers and administration will be vaccinated at the end of the month.

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 – Item 1

Personnel – Items 1 through 3

Education – Items 1 through 4

Finance – Items 1 through 4

Mrs. Mitchell moved and Mrs. Pfund-Olsen seconded the motion to move all items as a consent agenda. All ayes.

MINUTES

1. Approve the minutes of the December 14, 2020, Regular Monthly Meeting. (Doc. M-1)

PERSONNEL

1. Ratify/ Approve Lillian Sanchez as a Basic Skills leave replacement teacher, Frank J. Smith Elementary, at a rate of \$303.63 per diem (MA Step 1 of the 2020-2021 Teacher’s Salary Guide), effective December 7, 2020, through January 12, 2021.
2. Approve Zoe Zevlikaris to shadow Paige Kennedy and review curriculum with Kristen D’Anna Jan 11-15, at a rate of \$95 per day.
3. Approve the increase in the rate of pay for non-certified instructional aide, cafeteria aide and secretary substitutes to \$12/hour, effective January 1, 2021.

EDUCATION

1. Affirm and approve the Superintendent’s HIB Report for December 14, 2020, through January 4, 2021.(Doc. E-1)
2. Approve Paraprofessional Report, as attached. (Doc. E-2)

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

<u>School</u>	<u>Fire Drill</u>	<u>Security Drill</u>
Frank J. Smith Elementary School	12/8/20	12/7/20 Evacuation Drill
Central Elementary School	12/15/20	12/8/2020 Shelter in Place
East Hanover Middle School	12/22/20	

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

<u>Staff Member</u>	<u>College</u>	<u>Course</u>	<u>Dates</u>	<u>Crs.</u>
Kerouac, Donna	University of Southern New Hampshire	Creating an Anti-Racist Classroom	1/1-4/15/21	3
		Fully Wired: Understanding and Empowering Adolescents	1/1-4/15/21	3
Mangione, Lisa	Montclair State University	SPED 680 Online Instruction for Students with Disabilities	1/4-1/31/21	3
		SPED 680 Virtual Assessment and Evaluation for Students with Disabilities	3/1-5/31/21	3
Gaeta, Robert	Rutgers University	Energy Management	12/1-12/30/20	N/A
		Management Supervision & Human Resources	1/5-1/28/21	N/A
		Environmental Stewardship, Code Compliance & Sustainability	2/1-2/24/21	N/A
		Preventative Maintenance	4/5-4/19/21	N/A
		Financial Management & Purchasing	4/21-5/5/21	N/A

**FINANCE**

- Approve the attached travel and related expenses. (Doc. F-1)
- WHEREAS, the employment contract for Natalee Bartlett, Superintendent of Schools, provides for merit goals pursuant to N.J.A.C. 6A:23A-3.1 (e) 10; and

WHEREAS, Natalee Bartlett, Superintendent of Schools, successfully attained three of the Quantitative Goals as outlined below; and

WHEREAS, Natalee Bartlett, Superintendent of Schools, successfully attained two of the Qualitative Goals as outlined below:

**Quantitative**

The Superintendent will review/revise the district mission statements, program philosophies and academic, student conduct, and co-curricular regulations (3.3% = \$6,105.00)

The Superintendent will review and update all EHSD regulations. (3.3% = \$6,105.00)

The Superintendent will provide plans, programs and procedures that apply to support safety and academic success over and above those required by 6A:16-5.1. (3.3% = \$6,105.00)

**Qualitative**

The Superintendent will ensure all administrators participate in at least two collaborative calibration observation exercises. (2.5% = \$4,625.00)

The Superintendent will design professional development in the format of a Professional Learning Community for the Administrative Team. (2.5% = \$4,625.00)

NOW, THEREFORE BE IT RESOLVED, that the East Hanover Board of Education hereby approves a non-pensionable merit bonus in the amount of \$27,565 for the 2020-2021 school year subject to approval by the Executive County Superintendent that the qualitative merit criteria for each of the Board assessed objectives has been satisfied for the payment of such merit bonus. (Doc. F-1)

3. Approve the payroll disbursement for December 15, 2020, in the total amount of \$731,971.88.

Approve the payroll disbursement for December 23, 2020, in the total amount of \$637,145.20.

**BUILDINGS & GROUNDS**

**OLD BUSINESS** -None

**NEW BUSINESS** - None

**PUBLIC COMMENTS** - None

**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 not necessary to meet in Executive Session on January 4, 2021.

**ADJOURNMENT**

Mrs. Mitchell moved and Mrs. Pfund-Olsen seconded the motion to adjourn the meeting 6:49 p.m.

Voice vote all yes.

Respectfully submitted,

A handwritten signature in cursive script that reads "Carol Delsandro".

Carol Delsandro  
Business Administrator/Board Secretary

CD/cg