

EAST HANOVER TOWNSHIP BOARD OF EDUCATION
Reorganization Meeting and Regular Monthly Meeting
January 2, 2018
Board of Education Conference Room
20 School Avenue
MINUTES
6:30 p.m. Reorganization Meeting
Regular Public Meeting to Follow Reorganization

The meeting was called to order at 6:30 p.m. by Mrs. Muscara.

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

REPORT OF PROCEEDINGS -Annual School Election, November 7, 2017.

Mrs. Muscara reported on the results of the election:

For Board of Education For Three-Year Term	At Polls	Absentee	Total
Vincent Ucci, Jr.	1433	124	1557
Stephanie Mitchell	1509	123	1632

OATH OF OFFICE - Mrs. Muscara administered the Oath of Office to the newly elected Board Members, Vincent Ucci, Jr. and Stephanie Mitchell.

ROLL CALL

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

Absent: Mr. Barisciano, Mr. Hadley

Also Present: Mrs. Bartlett, Superintendent
Mrs. Muscara, Business Administrator/Board Secretary
Steve Edelstein, Board Attorney
Citizens - 1

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. Troise seconded the motion to close nominations. All ayes.

Mrs. Mitchell moved and Mr. Ucci seconded the motion to approve the nomination. Mr. Sullivan abstained.

President assumes chair and continues 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. Sullivan seconded the motion to close nominations. All ayes.

Mrs. Mitchell moved and Mr. Troise seconded the motion to approve the nomination.

APPOINTMENTS

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

COMMITTEE APPOINTMENTS – Current appointments will remain the same.

- Finance
- Buildings & Grounds/Transportation
- Personnel
- Education/Technology
- Policy/Public Relations

ADOPTION OF BOARD POLICY AND PROCEDURES

1. 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 2019 Reorganization meeting.

DESIGNATION OF DATE AND LOCATION OF REGULAR PUBLIC MEETINGS

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 22, 2018**

February 12, 2018

March 12, 2018

April 25, 2018***

May 14, 2018

June 11, 2018

July 16, 2018* - BOE Conference Room

August 27, 2018** - BOE Conference Room

September 17, 2018*

October 15, 2018*

November 12, 2018

December 10, 2018

January 2, 2019 – Annual Reorganization Meeting***

*3rd Monday of month

**4th Monday of month

***Wednesday

ADOPTION OF CODE OF ETHICS

1. Re-adopt the Code of Ethics

(Doc. RO-1)

Note for Adoption of Ethics:

Mrs. Muscara confirmed that all board members received the Code of Ethics as stated in the Board Policy and read the Code of Ethics. Each board member signed an acknowledgement of receipt. Any future presentations on Ethics from NJSBA will be discussed at a later date.

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.

Adoption of Board Policy and Procedures

Designation of Date and Location of Regular Public Meetings

Adoption of Code of Ethics

Mrs. Mitchell moved and Mrs. Pfund-Olsen seconded the motion to move the above items as a consent agenda, roll call vote all yes.

ADJOURNMENT

Mrs. Mitchell moved and Mrs. Pfund-Olsen seconded the motion to adjourn the Reorganization meeting at 6:45 p.m.

EAST HANOVER TOWNSHIP BOARD OF EDUCATION
Regular Public Meeting, January 2, 2018
AGENDA

Mrs. Mitchell moved and Mrs. Pfund-Olsen seconded the motion to go into closed session at 6:45 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 it is necessary to meet in Executive Session on January 2, 2018, to discuss personnel items.

Formal action may be taken upon return from Executive Session.

President Sullivan reconvened the meeting at 7:00 p.m.

PUBLIC COMMENTS - None

PRESENTATIONS - None

SUPERINTENDENT’S REPORT

-Mr. Barisciano and Mr. Ucci were thanked for their participation in the holiday event of driving Santa and driving the town Fire Truck to all schools to greet the students. Positive feedback was received by the community.

-Mid-Year Budget Review-The county office provided a positive report in regards to the budget review.

-The Board and community were wished a Happy and Healthy New Year.

COMMITTEE REPORTS

Personnel – Report will be presented at the next board meeting.

Education/Technology – None

Finance - None

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.

Personnel – Items 1 through 9

Education – Items 1 through 5

Policy – Items 1 through 6

Finance – Items 1 and 2

Mr. Ucci moved and Mr. Troise seconded the motion to approve Personnel Items 1 and 3 through 9 and all other items as a consent agenda. All ayes.

PERSONNEL

1. Accept a letter of resignation from Katharine Lauritsen, Grade 8 Science teacher, effective February 13, 2018. (Doc. P-1)
2. **WITHDRAWN** - RESOLVED, that the East Hanover Township Board of Education, based upon the recommendation of the Superintendent of Schools, suspends with pay Employee #4087 from December 21, 2017, until further notice, for the reasons provided by the Superintendent of Schools and on record with the Board members and in the office of the Superintendent.
3. Approve Liane Swan, Grade 6 ELA teacher, as a Homework Club substitute teacher at a rate of \$32/hour.
4. Ratify/Approve Bianca Libre, Grade 6-8 PE & Health Leave Replacement teacher (start date January 2) to shadow Colleen Malzhan December 18, 19 and 21, at a rate of \$95/day.
5. Ratify/Approve Ralph Raab, Music Teacher, to work (6) additional hours for the East Hanover Middle School holiday concert on December 20, 2017, at the hourly rate of \$32.
6. Approve Pat Algieri, Grade 6 Math Teacher, as Try Out Monitor, as needed, for the 2017-2018 school year at an hourly rate of \$32/hour.
7. Approve Kim Neary, Grade 6-8 Physical Education & Health Teacher, as Try Out Monitor, as needed, for the 2017-2018 school year at an hourly rate of \$32/hour.
8. Approve the following individuals as a Leader in the EHTASCC Before-School and After-School Program at Frank J. Smith Elementary School and Central Elementary School, subject to enrollment, at the following salaries per hour, not to exceed 29 hours/week, including training, effective January 3, 2018, through June 30, 2018, pending approval by the New Jersey Department of Education following a criminal history review:

<u>Employee</u>	<u>Hourly Salary</u>
Riley Dixon	\$11.00
Ashley Schimminger	\$11.00

9. BE IT RESOLVED that the East Hanover Township Board of Education accepts the resignation of Shawn Stewart, effective February 29, 2018, subject to the terms of a Separation Agreement and Mutual Release to be executed by the parties.

EDUCATION

1. Approve the following EHTASCC fundraising events for the 2017-2018 school year to help our Summer Camp 2018 fundraising in support of Muscular Dystrophy research:
 - Central School Dodgeball Tournament
 - EHTASCC Movie Night

2. Approve the following student teacher/observation assignment:

<u>Student/College</u>	<u>Purpose</u>	<u>Cooperating Teacher(s)</u>	<u>Dates</u>
Nicole Caracciolo	Fieldwork Experience	Various	1/2/18-6/20/18

3. Acknowledge the following fire drills and school security drills, as reported by the school principals, for the month of December 2018:

<u>School</u>	<u>Fire Drill</u>	<u>Security Drill Evacuation</u>
Frank J. Smith Elementary School	12/18 & 19/2017	12/20/2017 (Evacuation)
Central Elementary School	12/4 & 18/2017	12/8/17 (Bomb Threat)
East Hanover Middle School	12/5 & 22/2017	12/21/2017 (Lockdown)

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

<u>School</u>	<u>Destination</u>	<u>Grade Level</u>	<u>Proposed Date</u>
Central	East Hanover Library	4	1/8/17

5. 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>
McDermott, Jennifer	College of St. Elizabeth	EDAS681 Supervision of Instruction	1/16-5/22/18	3

POLICY

1. Approve the first reading to revise Policy 7440 School District Security, as attached. (Doc. PL-1)
2. Approve the first reading to revise Regulation 7440 School District Security, as attached. (Doc. PL-2)
3. Approve the first reading to revise Policy 7441 Electronic Surveillance in School Buildings and on School Grounds, as attached. (Doc. PL-3)
4. Approve the first reading to revise Regulation 7441 Electronic Surveillance in School Buildings and on School Grounds, as attached. (Doc. PL-4)
5. Approve the first reading to revise Policy 8630 Bus Driver/Bus Aide Responsibility, as attached. (Doc. PL-5)
6. Approve the first reading to revise Regulation 8630 Emergency School Bus Procedures, as attached. (Doc. PL-6)

FINANCE

1. Approve the attached travel and related expenses. (Doc. F-1)
2. Approve the 2018-2019 Budget Calendar for the East Hanover township School District to be revised as needed, as per attached. (Doc. F-2)

OLD BUSINESS - None

NEW BUSINESS - None

PUBLIC COMMENTS - None

ADJOURNMENT

Mr. Ucci moved and Mr. Troise seconded the motion to adjourn the meeting at 7:05 p.m.

Voice vote all yes.

Respectfully submitted,

Deborah Muscara
Business Administrator/Board Secretary

DM/cg