

EAST HANOVER TOWNSHIP BOARD OF EDUCATION

Regular Public Meeting

October 21, 2013

Board of Education Conference Room

20 School Avenue

AGENDA

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 Common Core State Standards (CCSS) and the New Jersey Core Curriculum Content Standards (NJCCCS) 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

East Hanover Middle School Student Council Representative - Anokhi Pawar

Anokhi is a 8th grade student involved in Student Council, Cross Country, Track, the school newspaper (Stuck in the Middle), Band, and is currently auditioning for the Northern Jersey Area Band. She is also an Excellent Eagle and a permanent fixture on the High Honor Roll!

SUPERINTENDENT'S REPORT

HIB Semester/Monthly Report Review

Annual EVVRS Report Summary

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 minutes of the September 18, 2013, Regular Public Meeting. (Doc. M-1)
2. Approve the minutes of the September 18, 2013, Executive Session. (Doc. M-2)

PERSONNEL

1. Ratify/approve the appointment of Mary Beth Wingerter as a substitute bus aide at \$15.30 per hour for special education transportation requirements for school year 2013-2014.
2. Ratify/approve the appointment of Claudette Maher as a substitute bus aide at \$15.30 per hour for special education transportation requirements for school year 2013-2014.
3. Approve the extended leave of absence for Michelle Scrocco, Grade 7 In-Class Support teacher, East Hanover Middle School, from October 28, 2013, through December 31, 2013, as requested in writing, without pay and without medical benefits. (Doc. P-1)
4. Approve extending the appointment of Irene Monteleone in the position of Grade 7 In-Class Support maternity leave replacement teacher at East Hanover Middle School, for Michelle Scrocco, at a rate of \$270.13 per diem (\$54,025 step 1 of the BA 2013-2014 Teacher's Salary Guide), effective October 28, 2013, through December 31, 2013.
5. Ratify/Approve the appointment of Vanessa DeAngelo as an Instructional Aide, at Frank J. Smith Elementary School, at a yearly salary of \$11,768.80, prorated to \$10,003.48, effective October 16, 2013, through June 30, 2014.
6. Approve the appointment of Emily Schweer, Kathy Galdieri and Martine Kasmin as home-bound instructors, as needed, at a rate of \$25.00 per hour for the 2013-2014 school year.
7. Approve the appointment of the following persons to be included on the district substitute list for the 2013-2014 school year, pending approval by the New Jersey State Department of Education following a criminal history check:

Michelle Chirichiello - Instructional Aide
 Linda Evanik - Instructional Aide, Secretary
 Diana Pannucci - Teacher, Instructional Aide, Café Aide
 Stefanie Bergen -Teacher
 Jeannette Mendenko - Teacher, Instructional Aide, Cafeteria Aide, EHTASCC Aide
 Katelyn Reverri - Teacher, Instructional Aide, Kindergarten Wrap-Around Aide
 Diane Salvemini, Instructional Aide, Secretary, Bus Aide
 Jessica Samsel - Teacher, Instructional Aide
 Danielle Sarnowski - Teacher
 Magthaline Zois - Teacher, Instructional Aide

8. Approve the appointment of Aimee LaValle as Substitute Aide in the EHTASCC Kindergarten Wrap-Around Program at Frank J. Smith Elementary School, subject to enrollment, at a salary of \$15.00 per hour, not to exceed 34 hours/week, including training and Vacation/Holiday Full Day Programs, effective October 22, 2013, through June 30, 2014.
9. Approve the appointment of Aimee LaValle as Substitute Leader in the EHTASCC Before-School and After-School Program at Frank J. Smith Elementary School and Central Elementary school, subject to enrollment, at a salary of \$11.00 per hour, not to exceed 34 hours/week, including training and Vacation/Holiday Full Day Programs, effective October 22, through June 30, 2014.
10. Approve the appointment of Gillian Guerrieri as a Junior Assistant in the EHTASCC Before-School and After-School Programs at Frank J. Smith Elementary School and Central Elementary School, subject to enrollment, at a salary of \$9.00 per hour, not to exceed 34 hours/week, including training and Vacation/Holiday Full Day Programs, pending approval by the New Jersey State Department of Education following a criminal history check, effective October 22, 2013, through June 30, 2014.

EDUCATION

1. Approve the Superintendent's HIB/Discipline Report for September 2013.
2. Approve the Memorandum of Agreement between East Hanover Township Board of Education and the East Hanover Township Police Department for the 2013-2014 school year. (Doc. E-1)
3. Approve the 2012-2013 EVVRS Report.
4. Approve to appoint Sean Sullivan to the District Education Advisory Committee (DEAC) for the 2013-14 school year.

5. Approve the following field trips:

Central Elementary School

- Grade 3 to the Morristown Mayo Center – March 3
- Grade 4 to the Morris County Courthouse – November 4
- Grade 4 to the IMAX Theatre – April 10
- Grade 4 to the Sterling Hill Mining Museum – May 28

East Hanover Middle School

- Grade 6 to Lakota Wolf Preserve, Columbia, NJ – November 14, 2013
- Grade 6 to the Morristown Mayo Center – The Odyssey – March 24, 2013
- Grade 6 to the Park Performing Arts Center – Eureka Math – May 19, 2014
- Grade 7 class to the Bronx Zoo - October 17, 2013

6. Approve the following student observation assignment:

<u>Student/College</u>	<u>Purpose</u>	<u>Cooperating Teacher</u>	<u>Dates</u>
Jennifer D’Aries Fairleigh Dickinson University	Student Observation	Frank Biamonte – Grade 4	11/1/13 – 12/15/13

7. 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>
Alyssa Skiff	Kean University	Historical & Cultural Backgrounds of Limited English Proficient Students	9/3/13 to 12/23/13	3
Alyssa Skiff	Kean University	Basic Theory & Practice of Teaching English as a Second Language	9/3/13 to 12/23/13	3

8. Acknowledge the following fire drills and school security drills, as reported by the school principals, for the month of September 2013:

<u>School</u>	<u>Fire Drill</u>	<u>Lockdown</u>
Frank J. Smith Elementary School	9/13 & 19/2013	9/23/13
Central Elementary School	9/10 & 16/2013	9/12/2013
East Hanover Middle School	9/11 & 17/2013	9/12/13 (Active Shooter)

POLICY

1. Approve the first reading to adopt Policy 3144.12 Certification of Tenure Charges – Inefficiency, as per attached. (Doc. PL-1)
2. Approve the first reading to adopt Policy 3144.3 Suspension Upon Certification of Tenure Charge, as per attached. (Doc. PL-2)
3. Approve the first reading to adopt Policy 3372 Teaching Staff Member Tenure Acquisition, as per attached. (Doc. PL-3)
4. Approve the first reading to adopt Policy 3373 Tenure Upon Transfer or Promotion, as per attached. (Doc. PL-4)
5. Approve the first reading to adopt Policy 3374 Tenure Upon Transfer to an Underperforming School, as per attached. (Doc. PL-5)
6. Approve the first reading to revise Policy 4124 Employment Contract, as per attached. (Doc. PL-6)
7. Approve the first reading to revise Policy 5512 Harassment, Intimidation, and Bullying, as per attached. (Doc. PL-7)
8. Approve the first reading to revise Regulation 5512 Harassment, Intimidation, and Bullying Investigation Procedure, as per attached. (Doc. PL-8)

FINANCE

1. Approve the attached travel and related expenses. (Doc. F-1)
 Approve the following bills list dated October 21, 2013, for the 2013-2014 school year in the amount of \$346,475.11. (Doc. F-2)

General Fund	\$293,838.75
Special Revenue Fund	\$ 39,092.76
Enterprise	\$ 13,543.60

Approve the payroll disbursement for September 13, 2013, in the total amount of \$539,799.86.
 Approve the payroll disbursement for September 30, 2013, in the total amount of \$541,044.04.
 Approve the payroll disbursement for October 15, 2013, in the total amount of \$580,826.42.
2. Approve the transfer list dated August 31, 2013. (Doc. F-3)
3. Approve the report of the Secretary A-148 and the Treasurer’s Report A-149 for the month ending September 30, 2013. (Doc. F-4)
4. Approve the certification of the Business Administrator/ Board Secretary that as of September 30, 2013, 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, 2013, 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 2011-2012 audited personal aide rebill adjustment for New Beginnings in the amount of \$1,328.00, for one student in accordance with N.J.A.C. 6A:23-4.
7. Approve the agreement with American Appraisal of Wrightstown, PA for Fixed Asset Reporting for the period ending June 30, 2014, at the cost of \$1,050.00, a \$10.00 increase from the prior year.
8. Approval to amend the resolution previously approved at the June 17, 2013, Regular Board Meeting concerning the Roof Replacement Project at the East Hanover Township Board of Education Office due to the ineligibility for ROD Grant funding by the NJ Department of Education, as this location is not part of a school:
 RESOLVED, upon the recommendation of the Interim 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 “Roof Replacement Project at the East Hanover Township Board of Education Office” 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 of Capital Reserve as per N.J.A.C. 6A:23A-14.1 et seq., which is included in the current budget.
9. Approve the submission of the Comprehensive Maintenance Plan and the Annual Maintenance Budget Worksheet (Form M-1) to the Interim Executive County Superintendent for the 2013-2014 school year and submits that the district’s required maintenance activities are reasonable to keep the school facilities open and safe for use or in its original condition and that it maintains the validity of the warranties, as per attached. (Doc. F-5)
10. Approve to accept the donation from Mr. & Mrs. Hoffman of 1,000 tennis balls for classrooms with students with hearing impairments to decrease the amount of background noise from the movement of chairs, as per attached. (Doc. F-6)
11. Ratify/ Approve the increase to purchase order #1314-00214 in the amount of \$5,400 (an additional 54 hours) of speech and language therapy services during the 2013-2014 school year at \$100 per hour. Speech language services were previously approved for 72 hours at the May 13, 2013, board meeting. (Doc. F-7)
12. WHEREAS, the East Hanover Township Board of Education has a need for non-public nursing services;
 WHEREAS, the Township of East Hanover Health Department provides such services under the provisions of a Shared Services Agreement with the East Hanover Township Board of Education;

