EAST HANOVER TOWNSHIP BOARD OF EDUCATION
Public Meeting, 6:30 p.m.
September 12, 2016
East Hanover Middle School Auditorium
477 Ridgedale Drive

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 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

2016-2017 New Faculty Introductions

Technology Plan

East Hanover Middle School Student Council Representative: Christopher Bartlett

East Hanover Middle School Students of the Month for June 2016:

Grade 6 - Monica Lee
Grade 7 - Victoria Boze

SUPERINTENDENT'S REPORT

District Updates

HIB Report

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 August 15, 2016, Special Meeting. (Doc. M-1)
2. Approve the August 15, 2016, Executive Session. (Doc. M-2)
3. Approve the August 22, 2016, Regular Public Meeting. (Doc. M-3)

PERSONNEL

1. Accept a letter of resignation from Carol Wilets, part time instructional aide, effective September 1, 2016. (Doc. P-1)
2. Accept a letter of resignation from Tara Parisi, part time instructional aide, effective September 30, 2016, or earlier if replacement is available. (Doc. P-2)
3. Accept a letter of resignation from Anna Dulligan, part time instructional aide, effective September 1, 2016. (Doc. P-3)
4. Approve the appointment of Leonardo Colabelli to the position of night custodian, Frank J. Smith Elementary School, at an annual salary of $42,013.00 prorated to $32,468.72, with a night stipend of $791.73, for a total annual salary of $33,260.45, Step 1 of the 2016-2017 Custodian Salary Guide, effective September 16, 2016, through June 30, 2017. (Doc. P-4)
5. 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:

   Jacqueline Henry, Cafeteria Aide & Bus Aide
   Katelyn Fabiano, Teacher
   Alexandra Fredericks, Teacher
   Samantha Maenza, Teacher
   Allison Neilan, Teacher
   Zara Noori, Teacher and Instructional Aide
   Kimberlee Rose, Teacher
   Kaleigh Tierney, Teacher
   Elyssa Wright, Teacher
   Linda Zuckerman, Nurse

6. Ratify/Approve the appointment of Lisa Krueger to the position of part-time bus aide for 1.25 hours per day, 5 days a week, at $15.30/hour, effective September 1, 2016, with a revised annual salary of $3,461.63.
7. Approve the increase in instructional aide hours for Patricia DuBeau from 17.5 hours per week to 20 hours per week, effective September 16, 2016, with a revised annual salary of $14,557.38.
8. Ratify/Approve the decrease of instructional aide hours for Mary Beth Wingerter from 17.5 hours per week to 16.65 hours per week, effective September 1, 2016, with a revised annual salary of $12,228.40.
9. Approve the revised request for Cynthia Pappa, part time School Psychologist, Frank J. Smith Elementary School, for a leave of absence, having received the doctor's certification, commencing September 1, 2016, under the Federal Family Medical Leave Act (FMLA), ending after twelve (12) weeks on November 23, 2016, while utilizing three (3) sick days.

   Approve twelve (12) weeks under the NJ Family Leave Act (FLA) for Cynthia Pappa commencing on September 7, 2016, through November 29, 2016, with a return to work date on November 30, 2016.
10. Ratify/Approve the increase in instructional aide hours/additional location for Maria Maenza from 17.5 hours per week to 25 hours per week (to include Central Elementary School) effective September 1, 2016, with a revised annual salary of $18,231.48.
11. Approve the increase in instructional aide hours for Janna Tolomieri from 15 hours, 25 minutes to 17.5 hours per week, effective September 16, 2016, with a revised annual salary of $12,772.76.
12. Ratify/Approve the increase in instructional aide hours for Virginia Odenbrett from 15 hours per week to 20 hours per week, effective September 1, 2016, with a revised annual salary of $14,636.82.

13. Ratify/Approve the change of placement and increase in instructional aide hours for Zoe Zevlikaris from 17.5 hours at East Hanover Middle School to 20 hours per week at Frank J. Smith Elementary School, effective September 16, 2016, at a revised annual salary of $14,557.38.

14. Approve the appointment of the following individuals to conduct HIB investigations throughout the district:

    Laura Gorcica
    Cynthia Pappa
    Rebecca Freides
    Kathryn Guenther
    Heather Cannon
    Kelly Shadwell

15. Ratify/Approve the following staff for the Hemophilia Training/Presentation on September 1, 2016, from 1.75 hours to 2.25 hours:

    Anna Angelo
    Susan Braunlich
    Anthony D'Alessio
    Carolyn David
    Paula D'Angelo
    Marlene Malavarca
    Dina Marinos

16. Ratify/approve the attached adjusted salaries due to increase in longevity for the 2016-2017 school year. (Doc. P-5)

17. Approve the appointment of the following individuals as Enrichment Programs Teachers in the EHTASCC Enrichment Programs at Frank J. Smith Elementary School and Central Elementary School, subject to enrollment, at the following salaries per hour, effective September 13, 2016, through June 30, 2017.

Employee	Hourly Salary
Emily Schweer	$31.00
Liane Swan	$31.00

18. Approve the appointment of Elizabeth Minkowitz as Part-Time Aide in the EHTASCC Enrichment Programs at Frank J. Smith Elementary School and Central Elementary School, subject to enrollment, at a salary of $15.00 per hour, effective September 13, 2016, through June 30, 2017.

EDUCATION

1. Affirm and approve the Superintendent's HIB Report for August 22, 2016, through September 12, 2016. (Doc. E-1)
2. Approve the Statement of Assurance Regarding the Use of Paraprofessional Staff for the 2016-2017 school year. (Doc. E-2)
3. Approve the 2016-2019 Technology Plan, as attached. (Doc. E-3)
4. Approve the week of October 3-7 as a Week of Respect.
5. Approve the week of October 17-21 as School Violence Awareness Week.
6. Approve the appointment of the following teachers to teach in the B.E.S.T. program for the 2016-2017 school year at an hourly rate of $31.00 per hour:

    Paige Kennedy
    Francesca Lentini-Costello
    Nikita Desai
    Paula Liotta

7. Approve Kristen Kearney, Supervisor of Curriculum & Instruction as the Title I Coordinator for the 2016-2017 school year, at an annual rate of $5,467.00.

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

Staff Member	College	Course	Dates	Crs.
Cherna, Dana Frank J. Smith & Central Elementary Schools	University of LaVerne	I'm So Stressed I Could Scream	9/1/16-9/1/17	3
		Motivating Students Who Don't Care	9/1/16-9/1/17	3

9. Ratify/Approve the following field trips for the 2015-2016 school year:

School	Destination	Grade Level	Proposed Date
Central	Bronx Zoo	5	10/14/16
Central	Waterloo Village	4	10/21/16
Central	EHMS – Rachel's Challenge Presentation	5	10/4/16
EHMS	Students2Science	8	9/21; 9/26; 9/29/16

10. Acknowledge the following fire drills and school security drills, as reported by the school principals, for the month of August 2016:

School	Fire Drill	Security Drill Evacuation
Frank J. Smith Elementary School	8/1; 8/4; 8/11/16	
Central Elementary School	8/8 & 8/12/16	8/16/16 Active Shooter
East Hanover Middle School	No children in building during August	

POLICY

1. Approve the second reading to revise Policy 1220 Employment of Chief School Administrator, as per the attached. (Doc. PL-1)
2. Approve the second reading to revise Policy 1310 Employment of School Business Administrator/Board Secretary, as per the attached. (Doc. PL-2)
3. Approve the second reading to revise Policy 3111 Creating Positions, as per the attached. (Doc. PL-3)
4. Approve the second reading to revise Policy 3124 Employment Contract, as per the attached. (Doc. PL-4)
5. Approve the second reading to revise Policy 3125 Employment of Teaching Staff Members, as per the attached. (Doc. PL-5)
6. Approve the second reading to revise Policy 3125.2 Employment of Substitute Teachers, as per the attached. (Doc. PL-6)
7. Approve the second reading to revise Policy 3126 District Mentoring Program, as per the attached. (Doc. PL-7)
8. Approve the second reading to revise Policy 3141 Resignation, as per the attached. (Doc. PL-8)
9. Approve the second reading to revise Policy 3144 Certification of Tenure Charges, as per the attached. (Doc. PL-9)
10. Approve the second reading to revise Policy 3159 Teaching Staff Member/School District Reporting Responsibilities as per the attached. (Doc. PL-10)
11. Approve the second reading to revise Policy 3231 Outside Employment as Athletic Coach, as per the attached. (Doc. PL-11)
12. Approve the second reading to revise Policy 3240 Professional Development for Teachers and School Leaders, as per the attached. (Doc. PL-12)

13. Approve the second reading to abolish Policy 3244 In-Service Training, as per the attached. (Doc. PL-13)
14. Approve the second reading to revise Policy 4159 Support Staff Member/School District Reporting Responsibilities, as per the attached. (Doc. PL-14)
15. Approve the second reading to revise Policy 5305 Health Services Personnel, as per the attached. (Doc. PL-15)
16. Approve the second reading to revise Policy 5339 Screening for Dyslexia, as per the attached. (Doc. PL-16)
17. Approve the second reading to revise Policy 5350 Student Suicide Prevention, as per the attached. (Doc. PL-17)
18. Approve the second reading to adopt Policy 7841 Unmanned Aircraft Systems (UAS also known as Drones), as per the attached. (Doc. PL-18)
19. Approve the second reading to revise Policy 8441 Care of Injured and Ill Persons, as per the attached. (Doc. PL-19)
20. Approve the second reading to adopt Policy 8454 Management of Pediculosis, as per the attached. (Doc. PL-20)
21. Approve the second reading to revise Policy 8630 Bus Driver/Bus Aide Responsibility, as per the attached. (Doc. PL-21)
22. Approve the second reading to revise Policy 9541 Student Teachers/Interns, as per the attached. (Doc. PL-22)
23. Approve the second reading to revise Regulation 2414 Programs and Services for Students in High Poverty and in High Need School Districts, as per the attached. (Doc. PL-23)
24. Approve the second reading to revise Regulation 3126 District Mentoring Program, as per the attached. (Doc. PL-24)
25. Approve the second reading to revise Regulation 3144 Certification of Tenure charges, as per the attached. (Doc. PL-25)
26. Approve the second reading to revise Regulation 3240 Professional Development for Teachers and School Leaders, as per attached. (Doc. PL-26)
27. Approve the second reading to abolish Regulation 3244 In-Service Training, as per the attached. (Doc. PL-27)
28. Approve the second reading to revise Regulation 5330 Administration of Medication, as per the attached.(Doc. PL-28)
29. Approve the second reading to revise Regulation 5350 Student Suicide, as per the attached. (Doc. PL-29)
30. Approve the second reading to revise Regulation 8441 Care of Injured and Ill Persons, as per the attached. (Doc. PL-30)
31. Approve the second reading to revise Regulation 8630 Emergency School Bus Procedures, as per the attached. (Doc. PL-31)

FINANCE

1. Approve the attached travel and related expenses. (Doc. F-1)
2. Approve the following bills list dated August 16, 2016 through , September 12, 2016, for the 2016-17 school year in the amount of $914,394.23: (Doc. F-2)

General Fund	$495,804.79
Special Revenue Fund	$ 6,591.86
Capital Projects Fund	$397,285.65
Enterprise Fund-EHTASCC	$ 14,711.93

Approve the payroll disbursement for August 30, 2016, in the total amount of $161,647.37.

Approve the Milk Account check #2126 in the amount of $61.80 to the East Hanover PTA for Free/Reduced Milk.

3. Approve the report of the Secretary A-148 and the Treasurer's Report A-149 for the month ending July 31, 2016. (Doc. F-3)
4. Approve the certification of the Business Administrator/Board Secretary that as of July 31, 2016, 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 July 31, 2016, 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 list of transfers dated July 31, 2016. (Doc. F-4)
7. Approve the Certified Audited Tuition Adjustment for EPIC of Paramus, NJ for the 2014-2015 school year in the amount of $2,483.00, in accordance with N.J.A.C. 6A:23-4.2, as per attached. (Doc. F-5)
8. Approve the Certified Audited Tuition Adjustment for New Beginnings of Fairfield, NJ for the 2014-2015 school year for three students in the amount of $2,335.20 per student for a total cost of $7,005.60, in accordance with N.J.A.C. 6A:23-4.2, as per attached. (Doc. F-6)
9. Approve the proposal with Conquer Math of Fairfield, NJ to provide workshops involving math instruction per grade level in relation to particular domains of Common Core. After considering options of mathematical instructional programs in prior years, Conquer Mathematics was recommended as highly successful and proprietary in nature. The cost for the period of September 30, 2016 through March 29, 2017 for 115 sessions at $135 each is $15,525.00.
10. Approve Central Evaluation and Referral Services (CER) through St. Clare's Hospital of Denville, NJ for the 2016-2017 school year at the cost of $222.00 or at a discounted rate of 80.83% off St. Clare's usual billed charges for CER.
11. Approve the Literacy Development Professional Development Services with Rutgers Center for Literacy Development of New Brunswick, NJ for the 2016-2017 school year, in the amount of $5,000.00, to be funded by Title 1 funds. (Doc. F-7)
12. Approve the 2016-2017 contract with Teacher's College Reading and Writing Project of Columbia University, NY to provide professional development services to Frank J. Smith and Central Schools for five days of on-site workshops for the staff of each school at the cost of $11,500.00, for a total of $23,000.00. (Doc. F-8)
13. Approve the discard of unused box televisions at Central School as follows:
    RCA SN# 3372367 Tag # 49807
    Philips SN# 57919988
14. Approve the donation of 185 tennis balls from The Strand Tennis Center, Chatham, NJ for classroom chairs for special education students.
15. Approve the donation of school supplies from The Dollar Tree of East Hanover, NJ in the amount of $1,500.00 for the students of the East Hanover Township School District.

BUILDINGS & GROUNDS

1. Approve the applications for building use, as per the attached. (Doc. B&G-1)

TRANSPORTATION

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 September 12, 2016, to discuss student 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: Monday, October 17, 2016, 6:30 p.m. – Board of Education Conference Room