

EAST HANOVER TOWNSHIP BOARD OF EDUCATION

Regular Public Meeting

December 10, 2012

East Hanover Middle School Auditorium

477 Ridgedale Avenue

MINUTES

6:30 p.m.

M-1

President Sullivan opened the meeting at 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

Present: Mr. Barisciano (arrived at 6:38 p.m.), Mr. Brunini, Mr. Hadley, Mrs. Mitchell, Mrs. Pfund-Olsen, Mr. Sullivan

Absent: Mrs. Powers

Also Present: Dr. Ricca, Superintendent of Schools
Mrs. Muscara, Business Administrator/Board Secretary
Staff-5, Students-14, Citizens 15

PUBLIC COMMENTS-None

PRESENTATIONS

Ms. Shott introduced the 7th grade art students of the East Hanover Middle School who were presenters of the Memory Project. Portraits were drawn from photographs of students who reside in orphanages in Rwanda. The emphasis was on creativity and to capture the essence of the children. The portraits will be delivered to the children by Ben Schumaker, the project coordinator.

Dr. Ricca thanked Ms. Shott for the inspirational project and thanked the students. They should be very proud of their project that will touch the other students.

The East Hanover Middle School Student Representative, Julia DeLorenzo, stated that Middle School students will be selling bracelets to raise money for the adopted district, Highlands School District. The winter concert will take place on December 19th and everyone was wished a healthy and happy holiday.

SUPERINTENDENT'S REPORT

Dr. Ricca discussed the following:

-Parent/Teacher conferences were successful.

- Third grade class visited Hanover Park High School for service learning.
- Frank J. Smith School students visited the East Hanover Senior Citizens' Club and built Gingerbread Houses with the seniors.
- Financial Literacy Program will be brought to the district, Grades K-8.
- Charlotte Danielson training will be on December 17th.
- NJ ASK scores were distributed and our students continue to excel.
- The district continues to work with United Way and submitted an application for the National School of Character.
- Morris County Memorandum of Agreement workshop will take place this week.
- HIB Update: 1 reported incident, 0 confirmed as HIB.
- Draft of the 2013-2014 Academic Calendar is being reviewed.
- 2013-2014 Board Meeting Calendar was distributed to the Board for review.
- Re-organization meeting will take place January 3, 2013. Board member photographs will be taken.

BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

Mrs. Muscara stated that meetings are taking place with the administrators to review their projected budgets for the 2013-2014 school year.

COMMITTEE REPORTS

Personnel - None

Education/Technology - None

Finance - Mr. Sullivan stated the committee discussed the budget preparation for the 2013-2014 school year and the resolution is on the agenda relating to Sequestration.

Negotiations - Mr. Sullivan stated the committee signed off on the Memorandum of Agreement which will be presented to the Association.

Policy/Public Relations - Dr. Ricca commended the staff for working with the Highland School District to provide supplies needed as the result of the damage incurred from hurricane Sandy.

Buildings and Grounds/Transportation - None

CONSENT AGENDA (The following resolutions are presented for your consideration pursuant to Board of Education Bylaw 164.)

Mr. Brunini moved and Mrs. Mitchell seconded the motion to move all items on the Agenda as a Consent Agenda.

Yes: Mr. Barisciano, Mr. Brunini, Mrs. Mitchell, Mrs. Pfund-Olsen, Mr. Sullivan

Yes: Mr. Hadley, except abstained Personnel Item #4

MINUTES

1. Mr. Brunini moved and Mrs. Mitchell seconded the motion to approve the minutes of the November 12, 2012, Regular Public Meeting. (Doc. M-1)
Unanimously approved by roll call vote.
2. Mr. Brunini moved and Mrs. Mitchell seconded the motion to approve the minutes of the November 12, 2012, Executive Session. (Doc. M-2)
Unanimously approved by roll call vote.

PERSONNEL

1. Mr. Brunini moved and Mrs. Mitchell seconded the motion to ratify/approve the transfer of Paulette Guanci, Part Time Instructional Aide from the position of afternoon self-contained classroom aide at Frank J. Smith Elementary School, to a morning Grade 6 aide position at East Hanover Middle School, at an annual rate of \$11,540.00, prorated to \$11,047.70, effective December 1, 2012, through June 30, 2013.

Unanimously approved by roll call vote.

2. Mr. Brunini moved and Mrs. Mitchell seconded the motion to approve the appointment of Cheryl Thoma to the position of Part Time Instructional Aide, Frank J. Smith Elementary School for the 2012-2013 school year, at an annual rate of \$9,899.00, prorated to \$6,616.81, effective December 11, 2012, through June 30, 2013. (Doc. P-1)

Unanimously approved by roll call vote.

3. Mr. Brunini moved and Mrs. Mitchell seconded the motion to approve the appointment of Brett Leister, Physical Education teacher, Central Elementary School, to the extracurricular position of Assistant Wrestling Coach for the 2012-2013 school year.

Unanimously approved by roll call vote.

4. Mr. Brunini moved and Mrs. Mitchell seconded the motion to approve the contract for Superintendent of Schools, Joseph L. Ricca, Jr., EdD from July 1, 2013, through June 30, 2018. (Doc. P-2)

Yes: Mr. Barisciano, Mr. Brunini, Mrs. Mitchell, Mrs. Pfund-Olsen, Mr. Sullivan

Abstain: Mr. Hadley

Note: Mr. Sullivan stated Dr. Ricca’s five year contract is included in the agenda for approval. He emphasized that the district is fortunate that Dr. Ricca is committed to stay in the district in spite of the salary reduction. Mr. Sullivan is hoping that legislation changes in relation to the salary caps for Superintendents.

5. Mr. Brunini moved and Mrs. Mitchell seconded the motion to approve the appointment of the following people to be included on the district substitute list for the 2012-2013 school year, pending approval by the New Jersey State Department of Education following a Criminal History Check:

Stefania Bonfiglio	Substitute Instructional Aide; Substitute Cafeteria/Playground Aide
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Unanimously approved by roll call vote.

6. Mr. Brunini moved and Mrs. Mitchell seconded the motion to approve the increase in compensation for Jillian Soden as PM Kindergarten Wrap-Around Aide in the EHTASCC Kindergarten Wrap-Around Program at Frank J. Smith Elementary School from a salary of \$12.00 per hour to a salary of \$15.00 per hour, not to exceed 34 hours/week, including training and Vacation/Holiday Full Day Programs, effective January 1, 2013, through June 30, 2013.

Unanimously approved by roll call vote.

7. Mr. Brunini moved and Mrs. Mitchell seconded the motion to approve the appointment of Jillian Soden as Substitute Leader in the EHTASCC Before-School and After-School Programs at Frank J. Smith Elementary and Central Elementary School at a salary of \$10.00 per hour, not to exceed 34 hours/week, including training and Vacation/Holiday Full Day Programs, effective January 1, 2013, through June 30, 2012.

Unanimously approved by roll call vote.

8. Mr. Brunini moved and Mrs. Mitchell seconded the motion to approve the appointment of Vanessa DeAngelo as Leader in the EHTASCC Before-School and After-School Program at Frank J. Smith Elementary and Central Elementary School, subject to enrollment, at a salary of \$10.00 per hour, not to exceed 34 hours/week, including training and Vacation/Holiday Full Day Programs, effective December 11, 2012, through June 30, 2013, pending fingerprinting/criminal history background check approval. (Doc. P-3)

Unanimously approved by roll call vote.

- Mr. Brunini moved and Mrs. Mitchell seconded the motion to approve the appointment of Julia Meade as Junior Assistant in the EHTASCC Before-School and After-School Program at Frank J. Smith Elementary and Central Elementary School, subject to enrollment, at a salary of \$8.00 per hour, not to exceed 34 hours/week, including training and Vacation/Holiday Full Day Programs effective December 11, 2012, through June 30, 2013, pending fingerprinting/criminal history background check approval. (Doc. P-4)

Unanimously approved by roll call vote.

EDUCATION

- Mr. Brunini moved and Mrs. Mitchell seconded the motion to approve the Superintendent’s HIB/Discipline Report for November/December 2012.

Unanimously approved by roll call vote.

- Mr. Brunini moved and Mrs. Mitchell seconded the motion to approve the revision to the K-8 English/Language Arts Curriculum which has been revised to include the Common Core State Standards.

Unanimously approved by roll call vote.

- Mr. Brunini moved and Mrs. Mitchell seconded the motion to approve a field trip to the American Museum of Natural History on April 10, 2013, by the East Hanover Middle School 6th Grade students.

Unanimously approved by roll call vote.

- Mr. Brunini moved and Mrs. Mitchell seconded the motion to approve the rubrics for the Danielson Framework for teacher evaluation. (Doc. E-1)

Unanimously approved by roll call vote.

- Mr. Brunini moved and Mrs. Mitchell seconded the motion to approve the following course approval applications:

<u>Staff Member</u>	<u>College</u>	<u>Course</u>	<u>Dates</u>	<u>Credits</u>
Colleen Brophy	University of Scranton	Practicum in Elementary Administration	1/7/13-3/3/13	3

Unanimously approved by roll call vote.

- Mr. Brunini moved and Mrs. Mitchell seconded the motion to approve the following Field Observation & Student Teacher assignments:

<u>Student/College</u>	<u>Purpose</u>	<u>Co-op Teacher</u>	<u>Dates</u>
Christopher Milewski William Paterson University	Student Teaching	Marisa Smith, Grade 1	1/15/13-5/2/13
Samantha Ruiz College of St. Elizabeth	Student Teaching	Gail Canova, Grade 2	1/22/13-5/10/13
Jaclyn Sayers College of St. Elizabeth	Practicum	Marie Bender, Grade 2 Leen Millheim, Self Contained	2/4/13-4/12/13 One half day per week per setting.

Unanimously approved by roll call vote.

- 7. Mr. Brunini moved and Mrs. Mitchell seconded the motion to acknowledge the following fire drills and school security drills, as reported by the school principals, for the month of October 2012:

<u>School</u>	<u>Fire Drill</u>	<u>Lockdown</u>
Frank J. Smith School	11/12 & 26/12	11/28/12
Central Elementary School	11/12 & 26/12	11/16/12
East Hanover Middle School	11/9 & 29/12	11/14/12

Unanimously approved by roll call vote.

FINANCE

- 1. Mr. Brunini moved and Mrs. Mitchell seconded the motion to approve the attached travel and related expenses. (Doc. F-1)

Unanimously approved by roll call vote.

- 2. Mr. Brunini moved and Mrs. Mitchell seconded the motion to approve the bills list dated December 10, 2012, for the 2012-13 school year for check #39202 through check #39335 in the total amount of \$381,389.95. (Doc. F-2)

Approve the payroll disbursement for November 14, 2012, in the total amount of \$573,529.87.

Approve the payroll disbursement for November 28, 2012, in the total amount of \$535,886.88.

Approve check #2080 from the Milk Account in the amount of \$1,001.68.

Approve payment for health benefits for the month of November in the amount of \$174,665.54.

Unanimously approved by roll call vote.

- 3. Mr. Brunini moved and Mrs. Mitchell seconded the motion to approve the transfer list dated October 31, 2012. (Doc. F-3)

Unanimously approved by roll call vote.

- 4. Mr. Brunini moved and Mrs. Mitchell seconded the motion to accept the report of the Secretary A-148 and the Treasurer’s Report A-149 for the month ending October 31, 2012. (Doc. F-4)

Unanimously approved by roll call vote.

- 5. Mr. Brunini moved and Mrs. Mitchell seconded the motion to accept the certification of the Business Administrator/Board Secretary that as of October 31, 2012, 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).

Unanimously approved by roll call vote.

- 6. Mr. Brunini moved and Mrs. Mitchell seconded the motion to certify that as of October 31, 2012, 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.

Unanimously approved by roll call vote.

- 7. Mr. Brunini moved and Mrs. Mitchell seconded the motion to approve the discard of East Hanover Middle School textbooks that are no longer in use and will be donated to The Liberian Development Foundation, Woodbridge, VA, as follows:

McDougal Little-Passport to Mathematics	40 books
Prentice Hall-Literature	40 books
Holt-Mathematics Course 3 Workbooks	120 books

Unanimously approved by roll call vote.

- 8. Mr. Brunini moved and Mrs. Mitchell seconded the motion to approve closing the TD Bank checking account for the Long Range Facility Plan (Capital Reserve), Account #7859699501, as per auditor. The funds in the amount of \$179,779.38 plus any accrued interest will be deposited into the General Account and will continue to be recorded in a separate Balance Sheet account on the Board Secretary’s Report.

Unanimously approved by roll call vote.

- 9. Mr. Brunini moved and Mrs. Mitchell seconded the motion to approve the following resolution:

Whereas, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district’s participation in the Special Education Medicaid Initiative (SEMI) Program for the 2013-2014 budget year, and

Whereas, the East Hanover Township Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students OR participation in SEMI would not provide a cost benefit to the district based on the projection of the district’s available SEMI reimbursement for the 2013-2014 budget year, and

Whereas, the waiver request is based on the 2012-2013 Revenue report received from the NJ DOE, the free and reduced lunch count for special education students and pending the 2013-2014 Revenue Projection report from the NJDOE and

Now Therefore Be It Resolved that the East Hanover Township Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Morris an appropriate waiver of the requirements of NJAC 6A23A-5.3 for the 2013-2014 school year.

Unanimously approved by roll call vote.

- 10. Mr. Brunini moved and Mrs. Mitchell seconded the motion to approve the After School Child Care refund in the amount of \$632.50 for tuition and security deposit paid, as per attached. (Doc. F-5)

Unanimously approved by roll call vote.

- 11. Mr. Brunini moved and Mrs. Mitchell seconded the motion to approve the opening of a TD Bank checking account for the East Hanover Township After School Child Care Program for petty cash, upon the recommendation of the auditor.

Unanimously approved by roll call vote.

- 12. Mr. Brunini moved and Mrs. Mitchell seconded the motion to approve the partial appropriation of Extraordinary Aid for 2011-2012 in the amount of \$170,291, as follows: (Doc. F-6)

Transportation	\$49,000
Salaries	\$67,553
Legal Payment	\$34,238
Health Benefits	\$10,000
Other Retirement	\$ 9,500

Unanimously approved by roll call vote.

- 13. Mr. Brunini moved and Mrs. Mitchell seconded the motion to ratify/approve the submission of the revised FY13 N.C.L.B. Grant as requested by the NJ Department of Education.

Unanimously approved by roll call vote.

- 14. Mr. Brunini moved and Mrs. Mitchell seconded the motion to ratify/approve tutoring services for a hospitalized student from November 26, 2012, through December 10, 2012, at a rate of \$40 per hour not to exceed 20 hours.

Unanimously approved by roll call vote.

- 15. Mr. Brunini moved and Mrs. Mitchell seconded the motion to approve to accept a donation from an anonymous donor of \$1,000.00 to be used for new uniforms for the East Hanover Middle School wrestling team. (Doc. F-7)

Unanimously approved by roll call vote.

16. Mr. Brunini moved and Mrs. Mitchell seconded the motion to approve to accept a donation of \$45 each from the attached list of East Hanover Middle School families to be used for new uniforms for the East Hanover Middle School Cheerleading Team. (Doc. F-8)

Unanimously approved by roll call vote.

17. Mr. Brunini moved and Mrs. Mitchell seconded the motion to approve the acceptance of the request to terminate the 2012-2013 service contract from Speech-Language services contractor, Lisa Hatala, effective December 31, 2012. (Doc. F-9)

Unanimously approved by roll call vote.

18. Mr. Brunini moved and Mrs. Mitchell seconded the motion to approve the following resolution:

WHEREAS, a world class public education is essential for the future success of our nation and today's schoolchildren; and
WHEREAS, the Budget Control Act of 2011 includes a provision to impose \$1.2 trillion in across-the-board budget cuts in almost all federal programs, including education, that would become effective January 2, 2013; and

WHEREAS, these across-the-board budget cuts, also known as "sequestration," would have a negative impact on education through a reduction in funds of 7.8 percent or more and could result in larger class sizes, fewer course offerings, possible four-day school weeks, loss of extracurricular activities, and teacher and staff lay-offs; and

WHEREAS, sequestration would affect almost every public school system in the nation and the millions of students educated through programs such as Title I grants for disadvantaged students, the Individuals With Disabilities Education Act (IDEA), English Language Acquisition, Career and Technical Education, and 21st Century Community Learning Centers; and

WHEREAS, public schools nationwide would be negatively affected by an estimated \$2.7 billion loss in just three programs alone - Title I grants, IDEA special education state grants and Head Start - that serve a combined total of 30.7 million children; and

WHEREAS, federal funding for K-12 programs was already reduced by more than \$835 million in Fiscal Year 2011; and

WHEREAS, New Jersey already ranks last among the states in the percentage of school expenditures (3.1%) supported by the federal government; and

WHEREAS, in Fiscal Year 2013, New Jersey will lose more than \$73 million in funding for elementary and secondary education programs, administered through the U.S. Department of Education, as well as over \$11.7 million in Head Start funding; and

WHEREAS, with a state-imposed tax levy cap and limited growth in state aid, New Jersey local school districts have limited capacity to absorb cuts in funding resulting from sequestration.

NOW THEREFORE, BE IT RESOLVED, that the East Hanover Township Board of Education, in the County of Morris, State of New Jersey urges Congress and the Administration to amend the Budget Control Act to mitigate the drastic cuts to education that would affect our students and communities, and to protect education as an investment critical to economic stability and American competitiveness.

AND BE IT FURTHER RESOLVED, that a copy of this resolution be sent to United States Senator Robert Menendez, United States Senator Frank Lautenberg, U.S. Representative Rodney Frelinghuysen, State Senator Richard Codey, Assembly Representative Mila Jasey, Assembly Representative John McKeon, the New Jersey School Boards Association, and the National School Boards Association.

Unanimously approved by roll call vote.

BUILDINGS & GROUNDS

1. Mr. Brunini moved and Mrs. Mitchell seconded the motion to approve/ratify the applications for building use for the organizations listed on the attached. (Doc. B&G-1)

Unanimously approved by roll call vote.

OLD BUSINESS - None

NEW BUSINESS

Dr. Ricca thanked the Board and stated that this is a successful district and he appreciates the Board's confidence in him, the team effort and enjoys coming to work every day.

PUBLIC COMMENTS - None

Mr. Brunini moved and Mr. Hadley seconded the motion to go into Executive Session.

Roll call vote all yes.

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 may be necessary to meet in Executive Session on December 10, 2012, at 7:04 p.m. to discuss matters involving negotiations, personnel, and/or litigation.
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 Sullivan reconvened the meeting at 7:25 p.m.

ADJOURNMENT

Mr. Brunini moved and Mr. Barisciano seconded the motion to adjourn the meeting at 7:25 p.m.

Voice vote all yes.

Respectfully submitted,



Deborah Muscara

Business Administrator/Board Secretary

DM/cg

EAST HANOVER TOWNSHIP BOARD OF EDUCATION
20 School Avenue
East Hanover, New Jersey 07936

EXECUTIVE SESSION
MINUTES
December 10, 2012
7:04 p.m.

ROLLCALL

Members Present: Mr. Barisciano, Mr. Brunini, Mr. Hadley (not present during Negotiation discussion), Mrs. Mitchell, Mrs. Pfund-Olsen, Mr. Sullivan
Members Absent: Mrs. Powers
Also Present: Dr. Ricca, Superintendent of Schools
Mrs. Muscara, Business Administrator/Board Secretary

PERSONNEL

General discussion regarding a faculty/staff member/student issue. Professional development and a written reprimand was put in place.

The Litigation update was briefly discussed

NEGOTIATIONS

Mr. Sullivan gave a brief overview on the Memorandum of Agreement. The Association is currently working on the guidelines.

The Executive Session concluded at 7:25 p.m.

Respectively submitted,



Deborah Muscara, Board Secretary