

EAST HANOVER TOWNSHIP BOARD OF EDUCATION
Regular Public Meeting
February 14, 2011
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. Through a diverse curriculum which incorporates the expectation that all students achieve the New Jersey Core Curriculum Content Standards (NJCCCS) at all grade levels and a school environment that 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

EXECUTIVE SESSION

PUBLIC COMMENTS

PRESENTATIONS

Renee Racioppi - EHMS Student Council Representative

SUPERINTENDENT'S REPORT

COMMITTEE REPORTS

Personnel
Education/Technology
Finance
Policy/Public Relations
Buildings and Grounds/Transportation

MINUTES

1. Approve the minutes of the January 10, 2011, Regular Public Meeting. (Doc. M-1)
2. Approve the minutes of the January 10, 2011, Executive Session. (Doc. M-2)

PERSONNEL

1. Approve the appointment of Stacie Costello to the position of Principal, East Hanover Middle School, at a yearly salary of \$116,480, prorated to \$38,826.66, effective March 1, 2011, through June 30, 2011. (Doc. P-1)
2. Approve the appointment of Colin Feeney to the extracurricular position of Spring Track Coach for the East Hanover Middle School, for the 2010-2011 school year, at a stipend of \$774.50, pending approval by the New Jersey State Department of Education following a Criminal History Check and the County Executive Superintendent of Schools. (Doc. P-2)
3. Approve to accept of a letter of resignation from Kim Neary for the position of Girls' Volleyball Coach for the 2010-2011 school year. (Doc. P-3)

4. Ratify/Approve the appointment of Michael Colasurdo, East Hanover Middle School Social Studies teacher, to the extracurricular position of East Hanover Middle School Girls' Volleyball Coach for the 2010-2011 school year at a stipend of \$3,240.
5. Approve the appointment of Valoree DeAngelo, East Hanover Middle School Library Media Specialist, to the extracurricular position of East Hanover Middle School Spring Track Coach for the 2010-2011 school year at a stipend of \$774.50.
6. Approve revising the disability maternity leave request approved at the December 13, 2010, Board of Education meeting for Joanna Naccara, Grade K-2 Physical Education teacher, Frank J. Smith School with pay for accumulated sick leave and personal days, and without pay, if time exceeds available sick and personal leave, effective February 22, 2011, through March 31, 2011, **revised to February 1, 2011, through March 2, 2011.**
7. Approve revising the request for FFMLA and NJFMLA approved at the December 13, 2010, Board of Education meeting for Joanna Naccara, Grade K-2 Physical Education teacher, Frank J. Smith School, without pay and with medical benefits effective April 1, 2011, through June 20, 2011, **revised to March 3, 2011, through May 25, 2011.**
8. Approve the appointment of Brett Leister to the position of Grade K-2 Physical Education Maternity Leave Replacement, Frank J. Smith School, for Joanna Naccara, at a rate of \$257.38 per diem, Step 1 of the BA (\$51,475.00) Teachers' Salary Guide, without benefits and without sick and personal days effective February 15, 2011, through June 30, 2011. (Doc. P-4)
9. Approve to increase the rate of pay for district substitute nurses from \$125 per diem, to \$190 per diem, effective March 1, 2011. (Doc. P-5)
10. Approve extending the FFMLA request for Amy Phillips, Grade 3 teacher, Central School, without pay, and with benefits effective February 1, 2011, through February 25, 2011. (Doc. P-6)
11. Approve an extended medical leave request for Amy Phillips, Grade 3 teacher, Central School, without pay and without benefits effective February 26, 2011, through June 30, 2011.
12. Ratify/Approve extending the appointment of Desiree Hart, to the position of Grade 3 Medical Leave Replacement teacher, Central School, for Amy Phillips, at a rate of \$257.38 per diem, Step 1 of the BA (\$51,475.00) Teachers' Salary Guide, without benefits and without sick and personal days effective February 2, 2011, through June 30, 2011.
13. Approve extending the appointment of Karen Ricciardi, to the position of K-2 Resource Room Maternity Leave Replacement teacher, Frank J. Smith School, for Geraldine Gubitosa, at a rate of \$257.38 per diem, Step 1 of the BA (\$51,475.00) Teachers' Salary Guide, without benefits and without sick and personal days effective March 14, 2011, through April 8, 2011.
14. Approve the disability maternity leave request for Leen Millheim, K-2 Self-Contained teacher, Frank J. Smith School, with pay for accumulated sick leave and personal days, and without pay, if time exceeds available sick and personal leave, effective April 18, 2011, through June 5, 2011, depending upon certification from her physician which will state the anticipated time of disability (depending upon the date of the baby's birth).
15. Approve the request for FFMLA and NJFMLA for Leen Millheim, K-2 Self-Contained teacher, without pay and with medical benefits effective June 6, 2011, through August 31, 2011, (depending upon the date of the baby's birth).
16. Approve the appointment of Karen Ricciardi, to the position of K-2 Self-Contained Maternity Leave Replacement teacher, Frank J. Smith School, for Leen Millheim, at a rate of \$257.38 per diem, Step 1 of the BA (\$51,475.00) Teachers' Salary Guide, without benefits and without sick leave and personal days effective April 26, 2011, through June 30, 2011. (Doc. P-7)
17. Approve revising the disability maternity leave request for Mara Lieberman, Occupational Therapist for the East Hanover School District, with pay for accumulated sick leave and personal days, and without pay, if time exceeds available sick and personal leave, effective March 30, 2011, through May 28, 2011, revised to January 24, 2011, through May 28, 2011.

- 18. Approve to accept a letter of resignation from Joanna Naccara for the assignment of Intervention & Referral Services (I&RS) Coordinator for Frank J. Smith School for the 2010-2011 school year. (Doc. P-8)
- 19. Approve the appointment of Krista Breese to the assignment of Intervention & Referral Services (I&RS) Coordinator for Frank J. Smith School, from February 15, 2011, through June 30, 2011, at a prorated stipend of \$1,873, prorated to \$842.85.
- 20. Approve to accept a letter of resignation from Amy Phillips as Grade 3 Chairperson at Central School for the 2010-2011 school year. (Doc. P-9)
- 21. Approve the appointment of Jennifer Goudreau to the assignment of Grade 3 Chairperson at Central School, from February 15, 2011, through June 30, 2011, at a prorated stipend of \$624, prorated to \$280.80.
- 22. Approve revising the appointment of Lili Young, Leader in the EHTASCC Before-School and After-School Program at Central School, at a salary of \$10.00 per hour, to Site Leader in the EHTASCC Before-School and After School Program at Central School, at a salary of \$12.00 per hour, not to exceed 34 hours/week, including training and Vacation/Holiday Full Day Programs, effective February 15, 2011, through June 30, 2011.
- 23. Approve revising the appointment of Ashley Jutchenko, Site Leader in the EHTASCC Before-School and After-School Program at Central School, at a salary of \$12.00 per hour, to Leader in the EHTASCC Before-School and After-School Program at Central School, at a salary of \$10.00 per hour, not to exceed 34 hours/week, including training and Vacation/Holiday Full Day Programs, effective February 15, 2011, through June 30, 2011.
- 24. Accept the resignation of Alison Kentos, Leader in the EHTASCC Before-School and After-School Program at Frank J. Smith School effective February 15, 2011.
- 25. Approve the appointment of Mary Norcia as Junior Assistant in the EHTASCC Before-School and After-School Program at Frank J. Smith School and Central 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 February 15, 2011, through June 30, 2011.
- 26. Approve the appointment of Susannah Swanson as Leader in the EHTASCC Before-School and After-School Program at Frank J. Smith School and Central 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 February 15, 2011, through June 30, 2011.
- 27. Approve the appointment of Nicole Laube as Substitute Leader in the EHTASCC Before-School and After-School Program at Frank J. Smith School and Central 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 February 15, 2011, through June 30, 2011.
- 28. Approve the appointment of the following individuals to the 2010-2011 district substitute list:

Deborah Korkodilos	Substitute Teacher
Lili Young	Substitute Teacher & Substitute Instructional Aide

EDUCATION

- 1. Approve Brett Leister as a chaperone for the eighth grade class trip to Washington, D.C. May 24-26, 2011.
- 2. Approve the following teachers to provide instruction for the NJ ASK Blitz Program, March 1, 2011, through April 14, 2011, at the East Hanover Middle School:

Deanna Benson	Dave Hardin
Laurie Cacciabeve	Alyssa Skiff
Linda Conley	Lisa Treamont

3. Approve the following Field Observation & Student Teacher assignment:

<u>Student/College</u>	<u>Purpose</u>	<u>Co-op Teacher</u>	<u>Dates</u>
Patricia Hickey Fairleigh Dickinson University	Observation	Christina Hammer (Kindergarten) Colleen Brophy (Grade 2)	1 day during the week of 2/14/11

4. Acknowledge the following fire drills and lockdown drills, as reported by the school principals, for the month of January 2011:

<u>School</u>	<u>Fire Drill Dates</u>	<u>Lockdown Dates</u>
Frank J. Smith School	1/21 & 25/2011	1/11/2011
Central School	1/6 & 25/2011	1/20/2011
East Hanover Middle School	1/4 & 11/2011	1/20/2011

POLICY

1. Approve the second reading to revise Regulation 3212 PROFESSIONAL STAFF ATTENDANCE. (Doc. PL-1)
2. Approve the first reading to adopt Policy 1140 Affirmative Action Program. (Doc. PL-2)
3. Approve the first reading to revise Policy 1523 Comprehensive Equity Plan. (Doc. PL-3)
4. Approve the first reading to revise Policy 1530 Equal Employment Opportunities. (Doc. PL-4)
5. Approve the first reading to revise Regulation 1530 EQUAL EMPLOYMENT OPPORTUNITY COMPLAINT PROCEDURE. (Doc. PL-5)
6. Approve the first reading to revise Policy 1550 Affirmative Action Program for Employment and Contract Practices. (Doc. PL-6)
7. Approve the first reading to revise Regulation 1550 AFFIRMATIVE ACTION PROGRAM FOR EMPLOYMENT AND CONTRACT PRACTICES COMPLAINT PROCEDURE. (Doc. PL-7)
8. Approve the first reading to revise Policy 2260 Affirmative Action Program for School and Classroom Practices. (Doc. PL-8)
9. Approve the first reading to revise Policy 2415.01 Academic Standards, Academic Assessments and Accountability. (Doc. PL-9)
10. Approve the first reading to revise Policy 2423 Bilingual and ESL Education. (Doc. PL-10)
11. Approve the first reading to revise Regulation 2423 BILINGUAL AND ESL EDUCATION. (Doc. PL-11)
12. Approve the first reading to revise Policy 6360 Political Contributions. (Doc. PL-12)
13. Approve the first reading to revise Policy 5512.01 Harassment, Intimidation, and Bullying. (Doc. PL-13)
14. Approve the first reading to revise Policy 6362 Contributions to Board Members and Contract Awards. (Doc. PL-14)
15. Approve the first reading to revise Policy 8420 Emergency and Crisis Situations. (Doc. PL-15)
16. Approve the first reading to revise Regulation 8420 EMERGENCY AND NON-FIRE EVACUATION PLAN. (Doc. PL-16)
17. Approve the first reading to revise Regulation 8420.2 BOMB THREATS. (Doc. PL-17)
18. Approve the first reading to revise Regulation 8420.7 LOCKDOWN PROCEDURES. (Doc. PL-18)
19. Approve the first reading to adopt Regulation 8420.10 ACTIVE SHOOTER. (Doc. PL-19)
20. Approve the first reading to revise Policy 8740 Bonding. (Doc. PL-20)

FINANCE

1. Approve the attached travel and related expenses. (Doc. F-1)
2. Approve the bills list dated February 14, 2011, for the 2010-11 school year for check #37017 through check #37132 in the total amount of \$392,091.67. (Doc. F-2)
Approve the payroll disbursement for January 14, 2010, in the total amount of \$578,415.32.
Approve the payroll disbursement for January 28, 2010, in the total amount of \$507,807.37.
Approve payment to NJSHBP for January in the amount of \$162,566.69.
Approve payment to Cede for Principal in the amount of \$385,000 and Interest in the amount of \$7,315.00.
Approve payment to Lakeland Bank for Interest in the amount of \$9,696.50.
Approve the revised Transfer List dated 1/31/11.
Approve the Transfer List dated 2/14/11.
Approve the Milk Account check #2061 in the amount of \$2,160.02 to Van Pennen's Dairy.
Approve the Milk Account check #2062 in the amount of \$152.80 to Van Pennen's Dairy.
3. Accept the report of the Secretary A-148 and the Treasurer's Report A-149 for the month ending December, 31, 2010. (Doc. F-3)
4. Accept the certification of the Business Administrator/Board Secretary that as of December 31, 2010, 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 December 31, 2010, 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 Board of Education meeting dates and election times:
 - A. Approve the establishment of February 28, 2011, 6:30 p.m. for a special public meeting to approve a preliminary budget for submittal to the Morris County Executive Superintendent of Schools. The meeting will take place in the Board Conference Room, 20 School Avenue, East Hanover, New Jersey.
 - B. Approve the establishment of Thursday, March 17, 2011, at 4:00 p.m. as the date and time for the drawing of names for position on the 2010-2011 annual school board election ballot. The drawing will take place in the Board Conference Room, 20 School Avenue, East Hanover, New Jersey.
 - C. Approve the establishment of Wednesday, March 23, 2011, at 6:30 p.m. as the public hearing and adoption of the 2011-2012 Annual School Budget. The meeting shall be held in the Auditorium of the East Hanover Middle School, 477 Ridgedale Avenue, East Hanover, New Jersey.
 - D. Approve establishing the voting hours for the April 27, 2011, Annual School Election as 2:00 p.m. until 9:00 p.m.
 - E. Approve designating Hanover Park High School, 63 Mt. Pleasant Avenue, East Hanover, New Jersey, for general election Districts 2, 4, 7, and 8 and Central School, 400 Ridgedale Avenue, East Hanover, New Jersey, for general election Districts 1, 3, 5, and 6 as polling places for the Annual School Election on April 27, 2011, upon confirmation with the Morris County Superintendent of Elections.
 - F. Approve the establishment of Monday, May 2, 2011, at 6:30 p.m. in the Board Conference Room, 20 School Avenue, East Hanover, New Jersey, for the Annual Organization Meeting.
7. Ratify/Approve the contract for services to East Hanover's Special Education Program, as per attached. (Doc. F-4)

- 8. Approve the replacement of a copy machine at the Board Office with a Xerox copy machine under New Jersey State Contract A-51145 in the amount of \$405.55 per month for five (5) years.
- 9. Emergency Resolution Re: Water Damage

Whereas, the Media Center at Central School was damaged as a result of a water pipe break; and

Whereas, the Superintendent of Schools, Dr. Joseph Ricca, assessed the damage and deemed the situation to be an emergency, affecting the health and safety of the occupants of Central School; and

Whereas, the repair of the Central School Media Center requires immediate delivery of goods and services to rectify the damage;

THEREFORE, BE IT RESOLVED, that the damage to the Central School Media Center is deemed an emergency in accordance with Title 18A:18A-7a;

AND BE IT FURTHER RESOLVED, that the Board awards the following contracts to repair the damage without public advertisement for bids, in accordance with Title 18A:18A-7a.

Green Mountain Services	\$17,024.00	Replace Carpet
Follett Library Resources	\$ 5,623.48	Replace Damaged Books

- 11. Approve the tuition for the EHTASCC Summer Programs according to the following:

Camp Cougar:	(In-Town)	\$280.00 per week	\$65.00 per day
	(Out-of-Town)	\$300.00 per week	\$70.00 per day
Week of 7/5/11-7/8/11:	(In-Town)	\$250.00	
	(Out-of-Town)	\$255.00	
Camp Cougar Junior:	(In-Town)	\$280.00 per week	\$65.00 per day
	(Out-of-Town)	\$300.00 per week	\$70.00 per day
Week of 7/5/11-7/8/11:	(In-Town)	\$250.00	
	(Out-of-Town)	\$255.00	
Half-Day Program:		\$150.00 per week	\$35.00 per day
EH Teen Team:	(In-Town)	\$250.00 per week	Daily rates vary depending on field trip.
	(Out-of-Town)	\$300.00 per week	
Week of 7/5/11-7/8/11:	(In-Town)	\$200.00	
	(Out-of-Town)	\$250.00	
Extended Care Option:		\$40.00 per week	\$10.00 per day

BUILDINGS & GROUNDS

- 1. Approve/Ratify the applications for building use for the organizations listed on 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 February 14, 2011, at ____ p.m. to discuss matters involving personnel.
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: February 28, 2011, 6:30 p.m., Board of Education Conference Room.