

EAST HANOVER TOWNSHIP BOARD OF EDUCATION
Regular Public Meeting
April 11, 2011
Board of Education Conference Room
20 School Avenue
MINUTES
6:30 p.m.

The meeting was called to order by Mr. Sullivan at 6:30 p.m., who read the open meetings statement.

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

Present: Mr. Brunini, Mr. Hadley, Mrs. Powers (arrived 6:34 p.m.), Mrs. Pfund-Olsen,
Mr. Sullivan

Absent: Mr. Barisciano, Mr. Troise

Also Present: Dr. Ricca, Superintendent of Schools
Mrs. Slunt, Business Administrator/Board Secretary

PUBLIC COMMENTS - None

PRESENTATIONS

"Feeling the Need to Read" Awards - Central School Students

The students completed a Reading Challenge at Central School. The top readers from the Fourth Grade classes won awards.

Andie Sullivan - EHMS Student Council Representative

Andie Sullivan provided an update of events at the Middle School, high-lighting Spirit Week and other planned activities.

SUPERINTENDENT'S REPORT

Dr. Ricca discussed the District Student Discipline Initiative Update, the question raised by the public at the Public Hearing, grants from local sources and an outdoor learning center at Central School.

COMMITTEE REPORTS

Personnel - Mr. Brunini highlighted the retirements in June 2011.

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Education/Technology – Mrs. Pfund-Olsen discussed technology updates planned for the district, curriculum revisions, and professional development plans.

Finance – Mr. Sullivan discussed the close out of the 2010-2011 budget year and planned summer projects.

Policy/Public Relations – Mr. Sullivan discussed the 2011-2012 Budget Presentations throughout the district.

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. Pfund-Olsen seconded the motion to move all items on the Agenda as a Consent Agenda.

Roll call all Yes.

MINUTES

1. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to approve the minutes of the February 14, 2011, Regular Public Meeting. (Doc. M-1)

Unanimously approved by roll call vote.

2. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to approve the minutes of the March 14, 2011, Regular Public Meeting. (Doc. M-2)

Unanimously approved by roll call vote.

3. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to approve the minutes of the March 23, 2011, Public Hearing and Adoption of the 2011-12 School Budget. (Doc. M-3)

Unanimously approved by roll call vote.

PERSONNEL

1. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to accept, with regret, the resignation of Roseann Curcio, Cafeteria/Playground Aide, Central School, for retirement purposes, effective June 30, 2011. (Doc. P-1)

Unanimously approved by roll call vote.

2. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to accept, with regret, the resignation of Lorraine McEntee, Cafeteria/Playground Aide, Frank J. Smith School, for retirement purposes, effective June 30, 2011. (Doc. P-2)

Unanimously approved by roll call vote.

3. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to accept, with regret, the resignation of Eve Roumantzas, Cafeteria/Playground Aide, Frank J. Smith School, for retirement purposes, effective June 30, 2011. (Doc. P-3)

Unanimously approved by roll call vote.

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4. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to approve extending child rearing leave for Joanna Naccara, Grade K-2 Physical Education teacher, Frank J. Smith School, without pay and without medical benefits effective May 26, 2011, through June 30, 2011, pursuant to the EHEA Agreement, Article VII, E.d.

Unanimously approved by roll call vote.

5. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to approve the appointment of Brett Leister 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. (Doc. P-4)

Unanimously approved by roll call vote.

6. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to approve the recommendation to grant tenure to Carol Steinberg, District Learning Consultant/Case Manager, effective September 1, 2011. (Doc. P-5)

Unanimously approved by roll call vote.

7. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to 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 January 24, 2011, through February 28, 2011, **revised to March 19, 2011, through April 18, 2011.**

Unanimously approved by roll call vote.

8. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to approve the request for FFMLA and NJFMLA for Mara Lieberman, Occupational Therapist for the East Hanover School District, without pay and with medical benefits effective April 19, 2011, through September 13, 2011.

Unanimously approved by roll call vote.

9. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to approve the appointment of Ashley Jutchenko 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 April 12, 2011, through June 30, 2011. (Doc. P-6)

Unanimously approved by roll call vote.

10. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to approve the appointment of Alyssa Satriano as Substitute Jr. 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 April 12, 2011, through June 30, 2011.

Unanimously approved by roll call vote.

11. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to accept the resignation of Susan Hoffman, School Nurse, Central School, effective June 30, 2011. (Doc. P-7)

Unanimously approved by roll call vote.

12. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to 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> |
|---------------------|---------------------|--|----------------|-------------|
| Joanna Naccara | Fairleigh Dickinson | Curriculum Program Evaluation & Student Assessment | 7/5/11-8/13/11 | 3 |

Unanimously approved by roll call vote.

13. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to approve the appointment of the following individuals to the 2010-2011 district substitute list:

| | |
|---------------------|-------------------------------|
| Julia Britez | Substitute Teacher |
| Cathleen Hutchinson | Substitute Nurse |
| GinaMarie Nappi | Substitute Instructional Aide |
| Virginia Odenbrett | Substitute Instructional Aide |
| Sara Wingerter | Substitute Instructional Aide |

Unanimously approved by roll call vote.

EDUCATION

1. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to approve the submission of the 2011-2012 Comprehensive Equity Plan Annual Statement of Assurance, as per the attached. (Doc. E-1)

Unanimously approved by roll call vote.

2. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to approve the submission of the 2011-2012 Professional Development Plan, as per the attached. (Doc. E-2)

Unanimously approved by roll call vote.

3. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to approve the acceptance of the following revised curriculum guides:

- Gifted & Talented (3-8)
- Industrial Arts and Technology (6-8)
- Library/Media Center (K-5)
- General Music (1-8)
- Instrumental Music (4-8)
- Science (K-8)
- Test Taking & Creative Problem Solving (6-8)
- Visual Arts (K-8)
- World Language (K-8)

Unanimously approved by roll call vote.

4. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to acknowledge the following fire drills and lockdown drills, as reported by the school principals, for the month of February 2011:

| <u>School</u> | <u>Fire Drill Dates</u> | <u>Lockdown Dates</u> |
|----------------------------|-------------------------|-----------------------|
| Frank J. Smith School | 3/17 & 30/11 | 3/23/11 |
| Central School | 3/15 & 30/11 | 3/25/11 |
| East Hanover Middle School | 3/4 & 3/18/11 | 3/25/11 |

Unanimously approved by roll call vote.

5. Mr. Brunini moved and Mrs. Pfund-Olsen 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> |
|---|--|---|---------------|
| Jaclyn Gennarelli Kean University | Student Teaching | Laurette Barstow Grade 8 Mathematics | 9/8-12/19/11 |
| Katheryn Pelc College of St. Elizabeth | Observation 1 day per week (1/2 day each setting) | Marilyn Vagell Grade 1 Christina Hammer Kindergarten Inclusion | 9/12-11/18/11 |
| Katheryn Pelc College of St. Elizabeth | Student Teaching | Marilyn Vagell Grade 1 Christina Hammer | 1/17-3/9/12 |

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|---|--|---|------------------|
| | | Kindergarten Inclusion | 3/12/12-5/5/12 |
| Dominique Scala Caldwell College | Field Observation English/Spec. Ed. | Kathy Picarello Grade 6 Reading | 09/12-12/16/2011 |
| Cara Starkes Caldwell College | Student Teaching | Jennifer Nadel Grade 4 | 9/6-10/28/11 |
| | | Teresa Dathe Grade 3-5 Special Education | 10/31-12/16/11 |
| Jenna Tobia College of St. Elizabeth | Student Teaching | Joan Barone Grade 8 Language Arts | 9/6-10/28/11 |

Unanimously approved by roll call vote.

POLICY

1. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to approve the first reading to revise Policy 2132 School District Goals and Objectives. (Doc. PL-1)

Unanimously approved by roll call vote.

FINANCE

1. Mr. Brunini moved and Mrs. Pfund-Olsen 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. Pfund-Olsen seconded the motion to approve the bills list dated April 11, 2011, for the 2010-11 school year for check #37215 through Check #37302 in the total amount of \$548,608.18. (Doc. F-2)

Unanimously approved by roll call vote.

3. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to approve payment to NJSHBP for March in the amount of \$157,259.32.

Unanimously approved by roll call vote.

4. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to approve the payroll disbursement for March 14, 2011, in the total amount of \$580,930.96.

Unanimously approved by roll call vote.

5. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to approve the payroll disbursement for March 28, 2011, in the total amount of \$507,465.00.

Unanimously approved by roll call vote.

6. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to approve Milk Account check #2064 in the amount of \$1,794.47 to Van Pennen's Dairy.

Unanimously approved by roll call vote.

7. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to accept the report of the Board Secretary A-148 and the Treasurer's Report A-149 for the month ending February 28, 2011. (Doc. F-3)

Unanimously approved by roll call vote.

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8. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to accept the certification of the Business Administrator/Board Secretary that as of February 28, 2011, 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.

9. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to certify that as of February 28, 2011, 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.

10. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to approve the list of transfers dated April 11, 2011, as per attached. (Doc. F-4)

Unanimously approved by roll call vote.

11. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to rescind the approval of 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 years.

Unanimously approved by roll call vote.

12. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to approve the acceptance of (2) donations from the East Hanover PTA in the amount of \$26,867.00 for Smart Boards and related equipment and \$282.00 for a Bench at Central School. (Doc. F-5)

Unanimously approved by roll call vote.

13. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to approve the recommendation to enter into a contract with the New Jersey School Boards Association to provide strategic planning services in the net amount of \$4,200.00. The total fee is \$6,000.00; however, a \$1,800.00 credit is being applied to reduce the charge to \$4,200.00. (Doc F-6)

Unanimously approved by roll call vote.

14. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to approve the submission of the IDEA-B Grant amendment for carry-over monies for fiscal year 9/1/2010-8/31/2011.

Unanimously approved by roll call vote.

15. Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to approve to adopt an agreement with School Wires, Inc. in the amount of \$4,421.33. (Doc. F-7)

Unanimously approved by roll call vote.

BUILDINGS & GROUNDS

1. Mr. Brunini moved and Mrs. Pfund-Olsen 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 - None

PUBLIC COMMENTS -None

Mr. Brunini moved and Mrs. Pfund-Olsen seconded the motion to go into Executive Session.

Voice 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 is necessary to meet in Executive Session on April 11, 2011, at 6:55 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 Sullivan reconvened the meeting at 7:14 p.m.

ADJOURNMENT

Mr. Hadley moved and Mr. Brunini seconded the motion to adjourn the meeting at 7:15 p.m.

Voice vote all yes.

Respectfully submitted,

Katine Slunt

Business Administrator/Board Secretary

KS/cg