

EAST HANOVER TOWNSHIP BOARD OF EDUCATION  
 Reorganization Meeting and Regular Monthly Meeting  
 May 2, 2011  
 Board of Education Conference Room  
 20 School Avenue  
 MINUTES  
 6:30 p.m. Reorganization Meeting  
 Regular Public Meeting to Follow Reorganization

Katine Slunt called the meeting to order at 6:30 p.m. and read the Public Meeting Statement. Sixteen members of the public were present.

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**

**REPORT OF PROCEEDINGS** – Annual School Election, April 27, 2011

Mrs. Slunt reported on the results of the April 27, 2011 election.

<b>For Board of Education For Three-Year Term</b>	<b>At Polls</b>	<b>Absentee</b>	<b>Total</b>
Bruno Brunini	489	16	505
Stephanie Mitchell	865	16	881
Joe Troise	470	14	484
<b>BUDGET</b>	<b>At Polls</b>	<b>Absentee</b>	<b>Total</b>
Yes	815	25	840
No	413	7	420

**OATH OF OFFICE** – Mrs. Slunt administered the Oath of Office to the newly elected Board Members, Mrs. Stephanie A. Mitchell and Mr. Bruno K. Brunini.

**ROLL CALL**

Present: Mr. Barisciano (arrived at 6:43 p.m.), Mr. Brunini, Mr. Hadley, Mrs. Mitchell, Mrs. Pfund-Olsen, Mrs. Powers, Mr. Sullivan

Also Present: Dr. Ricca, Superintendent of Schools

Katine Slunt, Business Administrator/Board Secretary

**ELECTION OF OFFICERS**

Mrs. Slunt opened nominations for Board President.

1. Election of President of the East Hanover Township Board of Education.

Mr. Brunini nominated Mr. Sullivan for the Office of President of the East Hanover Township Board of Education.

No other nominations were made. Mr. Hadley moved to close nomination, seconded by Mr. Brunini – All in favor.

2. Election of Vice-President of the East Hanover Township Board of Education.

Mr. Sullivan nominated Mrs. Pfund-Olsen for the Office of Vice-President of the East Hanover Township Board of Education.

No other nominations were made. Mr. Sullivan moved to close nomination, seconded by Mrs. Mitchell-all in favor.

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

Mr. Brunini moved and Mr. Hadley seconded the motion to move all items on the Reorganization Meeting Agenda as a Consent Agenda.

Roll call all Yes.

**APPOINTMENTS**

1. Mr. Brunini moved and Mr. Hadley seconded the motion to approve extending the following appointments through the April 2012 reorganization meeting:

- A. Medical Inspector – Dr. Brenda Ziegler (stipend to be determined)
- B. Group Disability Insurance – Prudential Financial
- C. Group Disability Insurance - AFLAC
- D. Health Benefits Carriers – SEHBP
- E. Insurance Broker – LDP (Dental only)
- F. Risk Management Insurance – IMACC Insurance Agency

Unanimously approved by roll call vote.

2. Mr. Brunini moved and Mr. Hadley seconded the motion to approve the following appointments through the April 2012 reorganization meeting:

- A. Board Secretary – Ms. Katine Slunt
- B. Public Agency Compliance Officer – Ms. Katine Slunt
- C. Treasurer of School Monies – Mr. Kenneth Huelbig
- D. Neurological Examiners

1. Dr. Nancy Holahan

2. Dr. Joseph Holahan
  3. Dr. Aparna Malik
  4. Dr. Kathleen Fadden
  5. Dr. Lara Morse
  6. Dr. Tosan Livingstone
  7. Dr. Shelly Lanzkowsky
  8. Dr. Elliot Grossman
- E. Psychiatric Examiners
1. Dr. Marc Faber
  2. Dr. Emanuel Elfenbein
- F. Attendance Officer – Chief of Police, Mr. Stanley Hansen
- G. Tax Sheltered Annuity – 403(b)
1. Lincoln Investments (Great-Western)
  2. Equitable Life Insurance Co.
  3. The Variable Annuity Life Insurance Co.
- H. Affirmative Action Officer – Ms. Melissa Falcone
- I. 504 Officer/ Americans with Disabilities Act Coordinator – Dr. Karen Jacob
- J. District Anti-Bullying Coordinator – Dr. Karen Jacob
- K. Right-to-Know/ Asbestos Coordinator – Mr. Bruce D’Amato
- L. Designation of Bank Depository: T.D. Bank
- M. Designation of Banks insured by F.D.I.C. for investment purposes as deemed necessary by the Board Secretary/Business Administrator
- N. The firm of Schwartz Simon Edelstein & Celso LLC as school attorney through the April 2012 reorganization meeting, as per attached. (Doc. A-1)
- O. Auditing firm of Lerch, Vince & Higgins as school auditors to provide auditing services for the 2011-2012 school year, in the amount of \$23,400 per year, as per attached. (Doc. A-2)
- P. Purchasing Agent – Ms. Katine Slunt
- Q. Asbestos Management Officer – Mr. Bruce D’Amato
- R. Indoor Air Quality Designee – Mr. Bruce D’Amato
- S. Integrated Pest Management Coordinator – Mr. Bruce D’Amato
- T. AHERA Coordinator – Mr. Bruce D’Amato
- U. Architects – Feitlowitz & Kosten and Parett Somjen, as per attached. (Doc. A-3)

Unanimously approved by roll call vote.

**OTHER APPOINTMENTS**

1. Mr. Brunini moved and Mr. Hadley seconded the motion to approve the appointment of Mrs. Pfund-Olsen to serve as delegate to the New Jersey School Boards Association.  
Unanimously approved by roll call vote.
2. Mr. Brunini moved and Mr. Hadley seconded the motion to approve the appointment of Mr. Sullivan to serve as delegate to the Morris County School Boards Association.  
Unanimously approved by roll call vote.

3. Mr. Brunini moved and Mr. Hadley seconded the motion to approve the appointment of Mary Powers to serve as representative to the Morris County Educational Services Commission.

Unanimously approved by roll call vote.

**DESIGNATION OF AUTHORIZED BANK SIGNATURES**

Mr. Brunini moved and Mr. Hadley seconded the motion to approve the following persons be authorized to sign checks through the April 2012 reorganization meeting, for the following accounts at T.D. Bank, and that the facsimile signature(s) be authorized.

- A) General Operating Account (Acct. #7859699451)
- Payroll Deduction Account (Acct. #7857859699477)
- Unemployment Compensation Trust Fund (Acct. #7859699493)
- After-School Activities Club Account (Acct. #7859599519)
- Long-Range Facility Account (Acct. #7859699501)
- Capital Projects Account (Acct. #7859699584)
- Referendum Account (Acct. #7859699592)

Signatures: Mr. Sean Sullivan, Board President

Ms. Katine Slunt, Board Secretary/Business Administrator  
Mr. Kenneth Huelbig, Treasurer of School Monies

- B) Payroll Account (Acct. #7859699469)

Signatures: Ms. Katine Slunt, Board Secretary/Business Administrator  
and Mr. Kenneth Huelbig, Treasurer of School Monies

Unanimously approved by roll call vote.

**DESIGNATION OF OFFICIAL NEWSPAPER**

Mr. Brunini moved and Mr. Hadley seconded the motion to approve designating the Hanover Eagle and Daily Record as official newspapers of the East Hanover Township Board of Education.

Unanimously approved by roll call vote.

**ADOPTION OF BOARD POLICY AND PROCEDURES**

1. Mr. Brunini moved and Mr. Hadley seconded the motion to re-adopt all existing Bylaws, Board Policies (newly revised and existing), Regulations and Procedures, as the official Bylaws, Board Policies, Procedures, and Regulations for the 2011-2012 school year.

Unanimously approved by roll call vote.

2. Mr. Brunini moved and Mr. Hadley seconded the motion to approve the District Emergency Evacuation Plan, the District 504 Compliance Plan, Nursing Procedural Manual, and the Special Education Procedural Manual.

Unanimously approved by roll call vote.

**ADOPTION OF CURRICULA AND TEXTBOOKS**

1. Mr. Brunini moved and Mr. Hadley seconded the motion to adopt all curricula and textbooks in place as the official curricula and textbooks for the 2011-2012 school year. (Doc. RO-1)

Unanimously approved by roll call vote.

2. Mr. Brunini moved and Mr. Hadley seconded the motion to approve the Five-Year Curriculum Plan for the East Hanover Township Public Schools for the years 2010-2011 through 2014-2015. (Doc. RO-2)

Unanimously approved by roll call vote.

**DESIGNATION OF DATE AND LOCATION OF REGULAR PUBLIC MEETINGS**

Mr. Brunini moved and Mr. Hadley seconded the motion to approve the Regular Public Meetings of the Board of Education of East Hanover Township, in the County of Morris, New Jersey, be held in the Board Conference Room, Larry Santos Administration Building, 20 School Avenue, East Hanover, New Jersey, at 6:30 p.m., prevailing time (unless otherwise noted) according to the following schedule:

Public Meetings

May 16, 2011

June 13, 2011

July 11, 2011

August 15, 2011

September 12, 2011

October 17, 2011

November 14, 2011

December 12, 2011

January 9, 2012

February 13, 2012

March 12, 2012

April 16, 2012

April 30, 2012 – Annual Reorganization Meeting

Unanimously approved by roll call vote.

**ADOPT CODE OF ETHICS**

1. Mr. Brunini moved and Mr. Hadley seconded the motion to adopt the Code of Ethics.

Unanimously approved by roll call vote.

**ADJOURN REORGANIZATION MEETING**

Mr. Brunini moved and Mr. Hadley seconded the motion to adjourn the Reorganization Meeting at 6:41 p.m. and reconvene to the regular public meeting.

Unanimously approved by roll call vote.

EAST HANOVER TOWNSHIP BOARD OF EDUCATION  
Regular Public Meeting, May 2, 2011  
MINUTES

The Regular Public Meeting commenced at 6:41 p.m.

**PUBLIC COMMENTS**

Mr. Sullivan congratulated Mrs. Mitchell and Mr. Brunini for their successful campaign. He thanked the residents of East Hanover for their support.

Mr. Brunini also thanked the public.

**PRESENTATIONS** -None

**SUPERINTENDENT'S REPORT**

Dr. Ricca thanked the public for the passing of the 2011-2012 School Budget. He thanked Mr. Troise for his year of service and welcomed Mrs. Mitchell and Mr. Brunini.

Dr. Ricca highlighted:

-A student recipient of the Walenburg Foundation Award

-The start of the NJ ASK testing this week. He also thanked Costco for supplying fruit for the students

-The 2011-2012 staffing plan

-The Strategic Planning Meeting on May 23, 2011, with Ms. Joanne Borin, from NJSBA

**COMMITTEE REPORTS**

Personnel - None

Education/Technology - None

Finance - None

Policy/Public Relations - None

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 Mr. Hadley seconded the motion to move all items on the Regular Monthly Meeting Agenda as a Consent Agenda.

Roll call all Yes except: Mr. Hadley abstained on Personnel Items #7 & 9 and Mrs. Powers abstained on Personnel Item #9

**PERSONNEL**

1. Mr. Brunini moved and Mr. Hadley seconded the motion to accept, with regret, the resignation of Barbara Loboda, Grade 3 Teacher, for retirement purposes, effective June 30, 2011. (Doc. P-1)  
Unanimously approved by roll call vote.
2. Mr. Brunini moved and Mr. Hadley seconded the motion to accept, with regret, the resignation of Eve Roumantzas, Bus Aide, for retirement purposes, effective June 30, 2011. (Doc. P-2)  
Unanimously approved by roll call vote.
3. Mr. Brunini moved and Mr. Hadley seconded the motion to RESOLVED, that the East Hanover Township Board of Education, based upon the recommendation of the Superintendent of Schools, withholds for good cause the employment increment, if any, and the adjustment increment of Employee #0382 for the 2011-2012 school year, for the reasons provided by the Superintendent of Schools and on record with the Board members and in the office of the Superintendent, and directs its School Business Administrator/Board Secretary to provide the affected staff member with written notice of this action and the reasons therefore within 10 days.

Unanimously approved by roll call vote.

4. Mr. Brunini moved and Mr. Hadley seconded the motion to approve/ratify the recommendation to suspend for one week, with pay, Employee #0042, for inappropriate conduct.

Unanimously approved by roll call vote.

5. Mr. Brunini moved and Mr. Hadley seconded the motion to approve/ratify Joan Barone as the Coordinator of the 2011 NJ ASK Blitz at East Hanover Middle School at the rate of \$500.

Unanimously approved by roll call vote.

6. Mr. Brunini moved and Mr. Hadley seconded the motion to approve the leaves of absence, transfers, and reassignments of certificated staff for the 2011-2012 school year, as per attached. (Doc. P-3)

Unanimously approved by roll call vote.

7. Mr. Brunini moved and Mr. Hadley seconded the motion to approve the salary for the Superintendent of Schools, Joseph L. Ricca, Jr., EdD, for the 2011-2012 school year, at a rate of \$162,240, pending review and approval by the Executive County Superintendent of Schools.

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

Abstain: Mr. Hadley

8. Mr. Brunini moved and Mr. Hadley seconded the motion to approve the appointments and salaries of the district administrators for the 2011-2012 school year, as per attached. (Doc. P-4)

Unanimously approved by roll call vote.

9. Mr. Brunini moved and Mr. Hadley seconded the motion to approve the appointments, assignments, and salaries of the non-tenured certificated staff for the 2011-2012 school year, as per attached. (Doc. P-5)

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

Abstain: Mr. Hadley and Mrs. Powers

10. Mr. Brunini moved and Mr. Hadley seconded the motion to approve the appointments, assignments, and salaries of the tenured certificated staff for the 2011-2012 school year, as per attached. (Doc. P-6)

Unanimously approved by roll call vote.

11. Mr. Brunini moved and Mr. Hadley seconded the motion to approve the appointments, assignments, and salaries of the secretaries and clerk-typists for the 2011-2012 school year, as per attached. (Doc. P-7)

Unanimously approved by roll call vote.

12. Mr. Brunini moved and Mr. Hadley seconded the motion to approve the appointments, assignments, and salaries of the custodians and maintenance staff for the period July 1, 2011, through June 30, 2012, as per attached. (Doc. P-8)

Unanimously approved by roll call vote.

13. Mr. Brunini moved and Mr. Hadley seconded the motion to approve the appointments, assignments, and salaries of the confidential secretaries for the 2011-2012 school year, as per attached. (Doc. P-9)

Unanimously approved by roll call vote.

14. Mr. Brunini moved and Mr. Hadley seconded the motion to approve the appointments, assignments, and salaries of the Supervisor of Buildings and Grounds and the Assistant to the Supervisor of Buildings and Grounds for the period July 1, 2011 through June 30, 2012, as per attached. (Doc. P-10)

Unanimously approved by roll call vote.

15. Mr. Brunini moved and Mr. Hadley seconded the motion to approve the appointments, assignments, transfers, and salaries of the full-time instructional aides for the period September 1, 2011 through June 30, 2012, as per attached. (Doc. P-11)

Unanimously approved by roll call vote.

16. Mr. Brunini moved and Mr. Hadley seconded the motion to approve the appointments, assignments, transfers, and salaries of the part-time instructional aides for the period September 1, 2011 through June 30, 2012, as per attached. (Doc. P-12)  
Unanimously approved by roll call vote.
17. Mr. Brunini moved and Mr. Hadley seconded the motion to approve the appointments, assignments, and salaries of the part-time cafeteria/playground aides for the period September 1, 2011 through June 30, 2012, as per attached. (Doc. P-13)  
Unanimously approved by roll call vote.
18. Mr. Brunini moved and Mr. Hadley seconded the motion to approve the appointment of bus driver and bus aides for the period, September 1, 2011, through June 30, 2012, as per attached. (Doc. P-14)  
Unanimously approved by roll call vote.
19. Mr. Brunini moved and Mr. Hadley seconded the motion to approve the following appointments of substitute bus drivers and substitute bus aides for the 2011-2012 school year, as per attached. (Doc. P-15)  
Unanimously approved by roll call vote.
20. Mr. Brunini moved and Mr. Hadley seconded the motion to approve the Extended School Year Program, as per attached. (Doc. P-16)  
Unanimously approved by roll call vote.
21. Mr. Brunini moved and Mr. Hadley seconded the motion to approve the appointment of bus drivers and bus aides for the Extended School Year Program, as per attached. (Doc. P-17)  
Unanimously approved by roll call vote.
22. Mr. Brunini moved and Mr. Hadley seconded the motion to approve the staff members and their respective stipends for the Extended School Year Program, as per attached. (Doc. P-18)  
Unanimously approved by roll call vote.
23. Mr. Brunini moved and Mr. Hadley seconded the motion to approve the appointment of Joyce Newburg to the position of District Substitute Caller at a stipend of \$5,500 for the 2011-2012 school year effective September 1, 2011, through June 30, 2012.  
Unanimously approved by roll call vote.
24. Mr. Brunini moved and Mr. Hadley seconded the motion to approve the appointment of the following individuals to the 2010-2011 district substitute list:

Susan DiRocco	Substitute School Nurse
Ginny Odenbrett	Substitute Cafeteria Aide

  
Unanimously approved by roll call vote.

**EDUCATION**

1. Mr. Brunini moved and Mr. Hadley seconded the motion to approve a fourth grade field trip to tour the Morristown Courthouse, on June 9 & 10, 2011, from 9:30 - 11:30 a.m. at the invitation of Judge Minkowitz.  
Unanimously approved by roll call vote.
2. Mr. Brunini moved and Mr. Hadley seconded the motion to approve a revised list of chaperones for the Grade 8 Washington DC field trip May 24-26, 2011, as per the attached. (Doc. E-1)  
Unanimously approved by roll call vote.



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3. Mr. Brunini moved and Mr. Hadley seconded the motion to approve the district School Safety Teams for the 2011-2012 school year, as per the attached. (Doc. E-2)

Unanimously approved by roll call vote.

4. Mr. Brunini moved and Mr. Hadley seconded the motion to rescind the following student teacher assignment, approved on March 14, 2011:

<u>Student/College</u>	<u>Purpose</u>	<u>Co-op Teacher</u>	<u>Dates</u>
Lisa Budge Caldwell College	Student Teacher	Colleen Brophy, Grade 2	1/23/12-5/11/12

Unanimously approved by roll call vote.

5. Mr. Brunini moved and Mr. Hadley 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>
Megan Ganley Wm. Paterson University	Observation 1 day/week	Lisa Mangione, Grade 2 Incl.	9/19/11-12/5/11
Amy Klein Drexel University	Observation Grade 3 Inclusion	Heather Feggans/ Jen Goudreau	05/8/11-06/8/11
Dominique Scala Caldwell College	Field Observation English/Special Education	<b>Mrs. Joan Barone (Revised)</b>	9/12-12/16/11
Jenna Tobia College of St. Elizabeth	Student Teaching	<b>Mrs. Kathy Picarello (Revised)</b>	9/8-10/28/11

Unanimously approved by roll call vote.

**FINANCE**

1. Mr. Brunini moved and Mr. Hadley 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 Mr. Hadley seconded the motion to approve the list of transfers for the 2010-11 school year, as per attached. (Doc. F-2)

Unanimously approved by roll call vote.

3. Mr. Brunini moved and Mr. Hadley seconded the motion to approve the donation of 400 lilacs, valued at \$360, from the East Hanover Township Clean Communities Grant, to be given to the students at Central School in honor of Earth Day. (Doc. F-3)

Unanimously approved by roll call vote.

4. Mr. Brunini moved and Mr. Hadley seconded the motion to approve the donation of fruit, valued at \$500, from Costco, to be served to the East Hanover Middle School students during NJ ASK testing. (Doc. F-4)

Unanimously approved by roll call vote.

5. Mr. Brunini moved and Mr. Hadley seconded the motion to approve the contract for services to East Hanover's Special Education Extended Year Program, as per attached. (Doc. F-5)

Unanimously approved by roll call vote.

May 2, 2011 – Regular Public Meeting 6:30 p.m.

**OLD BUSINESS** - None

**NEW BUSINESS** – Mr. Sullivan proposes a letter to be printed in the Hanover Eagle from the Board of Education, thanking the residents for their support of the 2011-2012 School Budget.

**PUBLIC COMMENTS** – One member of the public discussed the 5<sup>th</sup> grade mural at Central School.

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

Roll call 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 May 2, 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 7:33 p.m.

**ADJOURNMENT**

Mr. Brunini moved and Mr. Barisciano seconded the motion to adjourn the meeting at 7:33 p.m.

Voice vote all yes.

Respectfully submitted,

Katine Slunt  
Business Administrator/Board Secretary

KS/cg