

EAST HANOVER TOWNSHIP BOARD OF EDUCATION
Regular Public Meeting
May 16, 2011
Board of Education Conference Room
20 School Avenue
MINUTES
6:30 p.m.

The meeting commenced at 6:30 p.m. Six members of the public were in attendance.

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, Mrs. Mitchell, Mrs. Pfund-Olsen, Mr. Sullivan
Absent: Mr. Barisciano, Mr. Hadley, Mrs. Powers
Also Present: Dr. Ricca, Superintendent of Schools
Mrs. Slunt, Board Secretary/Business Administrator

PUBLIC COMMENTS - None

PRESENTATIONS

Mr. Sullivan thanked the Mayor, Joseph Pannullo, for all of his support of the schools and the annual budget. Mayor Pannullo could not attend the meeting.

SUPERINTENDENT'S REPORT

Dr. Ricca welcomed the Assistant Principal, Michael Calomino, to East Hanover Middle School. Dr. Ricca highlighted the following:

- the 2011-12 Professional Development Plan.
- the recognition of EHMS student Ja'lissa Roberts by the Wallenberg Foundation.
- the plan by the Summer and After School Program to add "Junior Supervisors" this summer to each location and provide a \$0.25 increase for all returning staff.
- the completion of the NCLB Assessment Plan.
- the concerns at the Middle School, regarding access to the bottom lockers.
- the completion of the NJ ASK testing.

May 16, 2011 – Regular Public Meeting 6:30 p.m.

- the 2011-2012 staff openings.
- the NJ QSAC report and DIP review.
- the Anti-Bullying report

Dr. Ricca reminded the Board and the public that the Board meeting in June will be held in the East Hanover Middle School Auditorium.

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.)

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

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

- Mrs. Mitchell – Yes, except abstained on Minutes Items #1 & #2.
- Mr. Brunini – Yes, except abstained on Finance Item #28

MINUTES

1. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve the minutes of the April 11, 2011, Regular Public Meeting. (Doc. M-1)
Yes: Mr. Brunini, Mrs. Pfund-Olsen, Mrs. Sullivan
Abstain: Mrs. Mitchell
2. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve the minutes of the April 11, 2011, Executive Session. (Doc. M-2)
Yes: Mr. Brunini, Mrs. Pfund-Olsen, Mrs. Sullivan
Abstain: Mrs. Mitchell
3. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve the minutes of the May 2, 2011, Reorganization and Regular Public Meeting. (Doc. M-3)
Unanimously approved by roll call vote.
4. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve the minutes of the May 2, 2011, Executive Session. (Doc. M-4)
Unanimously approved by roll call vote.

PERSONNEL

1. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve revising 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, **revised to April 28, 2011, through May 29, 2011.**
Unanimously approved by roll call vote.

2. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve revising the request for FMLA and NJFMLA for Leen Millheim, K-2 Self-Contained Teacher, Frank J. Smith School, without pay and with medical benefits effective June 6, 2011, through August 31, 2011, **revised to May 30, 2011, through August 31, 2011.**

Unanimously approved by roll call vote.

3. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve the revision of the 2011-2012 salary for Don Paradiso, Asst. to the Supervisor of Buildings & Grounds, from \$52,143, to \$52,143 **plus \$100 longevity**, effective July 1, 2011.

Unanimously approved by roll call vote.

4. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve the extracurricular assignments for East Hanover Middle School for the 2011-2012 school year at the negotiated rates, as per the attached.

Unanimously approved by roll call vote. (Doc. P-1)

5. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve the extracurricular assignments for Frank J. Smith School for the 2011-2012 school year at the negotiated rates, as per attached. (Doc. P-2)

Unanimously approved by roll call vote.

6. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve the extracurricular assignments for Central School for the 2011-2012 school year at the negotiated rates, as per attached. (Doc. P-3)

Unanimously approved by roll call vote.

7. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve to appoint additional staff members to the 2011 ESY program, as per the attached. (Doc. P-4)

Unanimously approved by roll call vote.

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

Deena Curivan

Substitute Teacher & Instructional Aide

Unanimously approved by roll call vote.

EDUCATION

1. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve the appointment of Sue Marr as a chaperone for the Grade 8 Washington, D.C. trip, May 24-26, 2011.

Unanimously approved by roll call vote.

2. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve the District Improvement Plan, detailing the district's strategies for improvement in the areas of Instruction & Program, and Governance, as identified in the NJ QSAC district performance review, as per the attached. (Doc. E-1)

Unanimously approved by roll call vote.

3. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to acknowledge the following fire drills and lockdown drills, as reported by the school principals, for the month of April 2011:

<u>School</u>	<u>Fire Drill Dates</u>	<u>Lockdown Dates</u>
Frank J. Smith School	4/11 & 14/2011	4/27/11
Central School	4/14 & 25/2011	4/8/11
East Hanover Middle School	4/5 & 14/2011	4/29/2011

Unanimously approved by roll call vote.

May 16, 2011 – Regular Public Meeting 6:30 p.m.

4. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to ratify/approve the following Field Observation & Student Teacher assignments:

<u>Student/College</u>	<u>Purpose</u>	<u>Co-op Teacher</u>	<u>Dates</u>
Brian Brzozowski New Pathways to Teaching	Observation	Patrick Palmieri	4/26; 4/29; 5/9/11

Unanimously approved by roll call vote.

FINANCE

1. Mrs. Pfund-Olsen 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. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve the bills list dated May 16, 2011, for the 2010-2011 school year for check #37307 through check #37406 in the total amount of \$398,202.44.

Unanimously approved by roll call vote. (Doc. F-2)

3. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve Check #2065 from the Milk Account in the amount of \$1,085.36.

Unanimously approved by roll call vote.

4. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve payment to NJSHBP for April in the amount of \$161,664.84.

Unanimously approved by roll call vote.

5. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve payment to NJSHBP for May in the amount of \$157,199.08.

Unanimously approved by roll call vote.

6. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve the appointment of Dr. Brenda Zeigler as School Physician for the period July 1, 2011, through June 30, 2012, in the amount of \$7,950.00.

Unanimously approved by roll call vote.

7. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve the appointment of Ken Huelbig as Treasurer of School Monies for the period July 1, 2011, through June 30, 2012, in the amount of \$4,200.00.

Unanimously approved by roll call vote.

8. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve the request for taxes for the 2011-2012 school year. (Doc. F-3)

Unanimously approved by roll call vote.

9. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve the service contract with Morris County Elevator, Inc., for the 2011-2012 school year for the period July 1, 2011, through June 30, 2012, in the amount of \$3,090.00.

Unanimously approved by roll call vote.

10. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve a purchase order to Consolidated Food Service in the amount of \$5,940.83 for the purchase of 3 (three) refrigerators, one for each of the school cafeterias. The money for this purchase order will be taken out of the Cafeteria Account. Quotes were received and this is the lowest quote.

Unanimously approved by roll call vote.

11. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve a purchase order to All Class Glass in the amount of \$15,500 for the replacement of the front outside doors at Central School. The money for this purchase order will be taken out of the Referendum Account. Quotes were received and this is the lowest quote.

Unanimously approved by roll call vote.

12. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve a purchase order to Pivotal Communications Solutions, LLC for the purchase of teacher and student Microphone Kits in the amount of \$10,900.00.

Unanimously approved by roll call vote.

13. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve a purchase order to Green Mountain Services in the amount of \$17,480.10 for the replacement of carpeting in the Middle School Library and Main Office. Quotes were received and this is the lowest quote.

Unanimously approved by roll call vote.

14. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve a purchase order to Smart Technologies c/o Tequipment in the amount of \$24,167.00 for the following:

4 - SMART Response PE System with receiver @ \$1,796.00	= \$ 7,196.00
4 - SMART Response XE System with receiver @ \$2,431.00	= \$ 9,724.00
2 - SMART Document Camera @ \$699.00	= \$ 1,398.00
1 - SMART Table @ \$5,849.00	= \$ 5,849.00

Quotes were received and this is the lowest quote.

Unanimously approved by roll call vote.

15. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve a purchase order to Warnock Fleet for the purchase of a 2011 F350 pickup truck under the terms of the Morris County Co-Op, Contract #15C-6, in the amount of \$31,689.00.

Unanimously approved by roll call vote.

16. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve the Shared Services Interlocal Agreement with the Educational Services Commission of Morris County for personnel and service contractors from July 1, 2011, until June 30, 2012, and the 2010-2011 school year as revised. (Doc. F-4)

Unanimously approved by roll call vote.

17. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve increasing the amount for the NJASK BLITZ Program by \$630.00 for one additional instructor.

Unanimously approved by roll call vote.

18. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve the purchase order for trash/recycling with N. Tassielli Disposal, the lowest qualified bidder, for the third year of a three-year contract in the amount of \$13,500.00 for trash and \$1,800.00 for recycling services for the 2011-2012 school year.

Unanimously approved by roll call vote.

19. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to accept the report of the Board Secretary A-148 and the Treasurer's Report A-149 for the month ending March, 31, 2011. (Doc. F-5)

Unanimously approved by roll call vote.

20. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to accept the certification of the Business Administrator/Board Secretary that as of March 31, 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.

21. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to certify that as of March 31, 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.

22. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve authorizing facsimile signatures of the President, School Business Administrator/Board Secretary, and Treasurer of School Monies to be used on the General Fund Checking Account; Treasurer of School Monies for the Payroll Account; Treasurer of School Monies and School Business Administrator/Board Secretary for the Payroll Agency Account.

Unanimously approved by roll call vote.

23. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve the following petty cash accounts for the 2011-2012 school year as indicated below:

Superintendent's Office	\$400.00
Business Office	\$400.00
Facilities Office	\$400.00
Special Services	\$400.00
East Hanover Middle School	\$400.00
Central School	\$400.00
Frank J. Smith School	\$400.00
EHTASCC	\$400.00

Unanimously approved by roll call vote.

24. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve an agreement with Konica Minolta under State Contract #A52046 for the lease/rental of 7 copiers, as per the attached. (Doc. F-6)

Unanimously approved by roll call vote.

25. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve the list of transfers for the 2010-2011 school year, as per attached. (Doc. F-7)

Unanimously approved by roll call vote.

26. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve to adopt an agreement with School Wires, Inc. from July 1, 2011 through June 30, 2012 in the amount of \$1,6540.00.

Unanimously approved by roll call vote.

27. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve the contracts for services to the East Hanover Township ESY program, as per the attached. (Doc. F-8)

Unanimously approved by roll call vote.

28. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve the donation of \$430.59 from Mr. Bruno Brunini and Mr. Joe Troise, to be used for the Central School Beautification Project. (Doc. F-9)

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

Abstain: Mr. Brunini

29. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve the donation of \$100, from the East Hanover Knights of Columbus #6504, to be used to serve a healthy snack to the East Hanover Middle School students. (Doc. F-10)

Unanimously approved by roll call vote.

BUILDINGS & GROUNDS

1. Mrs. Pfund-Olsen 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.

TRANSPORTATION

1. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve the Parent Transportation Agreement for East Hanover Student #TO-1515 for the 2011 extended school year, July 5, 2011, through August 15, 2011, in the amount of \$57.50 per day.

Unanimously approved by roll call vote.

2. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve the Parent Transportation Agreement for East Hanover Student #TO-81 for the 2011 extended school year, July 7, 2011, through August 10, 2011, in the amount of \$52.50 per day.

Unanimously approved by roll call vote.

3. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve the Parent Transportation Agreement for East Hanover Student #TO-123 for the 2011 extended school year, July 11, 2011, through August 19, 2011, in the amount of \$52.50 per day.

Unanimously approved by roll call vote.

4. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve the Parent Transportation Agreement for East Hanover Student #TO-54 for the 2011 extended school year, July 7, 2011, through August 10, 2011, in the amount of \$52.50 per day.

Unanimously approved by roll call vote.

5. Mrs. Pfund-Olsen moved and Mrs. Mitchell seconded the motion to approve the following contracts/agreements for summer special needs transportation:

- A. The Educational Services Commission of Morris County summer route (Ref:#3) to P.G. Chambers for student #1423 from July 11, 2011, to August 19, 2011.
- B. The Educational Services Commission of Morris County summer routes (Ref#3) to Celebrate the Children for student #1584, from July 17, 2011, to August 10, 2011.
- C. The Educational Services Commission of Morris County summer routes (Ref#3) to Jardine Academy for student #144, from July 6, 2011, to August 16, 2011.
- D. The Educational Services Commission of Morris County summer routes (Ref#3) to Montgomery Academy for student #141, from July 1, 2011, to July 29, 2011.
- E. The Educational Services Commission of Morris County summer routes (Ref#3) to Chapel Hill Academy for student #246, from July 1, 2011, to August 12, 2011.
- F. The Hanover Park PK summer route #PK1/2 to FJS for 17 students for AM/PM sessions from July 1, 2011, to August 12, 2011.
- G. The Hanover Park Special Education route #SE1-4 to FJS for 17 students for AM/PM sessions from July 1, 2011, to August 12, 2011.
- H. The Hanover Park Special Education route MS1-6 to FJS for 39 students for AM/PM sessions from July 1, 2011, to August 12, 2011.
- I. The East Hanover ESY summer routes E-003 AM/PM (Ref#10) to New Beginnings for students 147, 180, 213, and 1288 from July 11, 2011, to August 19, 2011.

Unanimously approved by roll call vote.

OLD BUSINESS - None

May 16, 2011 – Regular Public Meeting 6:30 p.m.

NEW BUSINESS - None

PUBLIC COMMENTS

One member of the public discussed the Pre-K Lottery system.

EXECUTIVE SESSION - None

ADJOURNMENT

Mr. Brunini moved and Mrs. Mitchell seconded the motion to adjourn the meeting at 6:50 p.m.

Voice vote all yes.

Respectfully submitted,

Katine Slunt

Business Administrator/Board Secretary

KS/cg