

EAST HANOVER TOWNSHIP BOARD OF EDUCATION

Public Meeting, 6:30 p.m.

March 6, 2023

East Hanover Middle School

477 Ridgedale Avenue

MINUTES

Mr. Sullivan commenced the meeting at 6:31pm

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 New Jersey Student Learning Standards (NJSLS) 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 (x126).

CALL TO ORDER OPEN PUBLIC MEETING STATEMENT

The New Jersey Open Public Meeting Law was enacted to ensure 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: Ms. Mitchell, Ms. Pasquale, Ms. Pfund-Olsen, Mr. Sullivan, Mr. Troise

Absent: Mr. Barisciano, Mr. Ucci

Also Present: Mrs. Natalee Bartlett, Superintendent and Mrs. Carol Delsandro, Business Administrator

PUBLIC COMMENTS - None

PRESENTATIONS

Annual Comprehensive Financial Report 2021-2022 Auditing Firm of Lerch, Vinci & Bliss.

Mr. Paul Lerch presented the audit to the BOE. All BOE members have hard copies and followed along. Mr. Lerch stated that the district is in very good financial shape. This year they had to do a single audit for the Federal funds because the district received more than \$750,000 in Federal grants.

SUPERINTENDENT'S REPORT

Mrs. Bartlett thanked Mrs. Scrocco and Mrs. Turner for running the bake sale. All proceeds were donated to the Kinney Family.

The Penny wars are still going on at the schools. Please bring your change in.

On 3/15/23 the State will be coming in to district for QSAC monitoring.

EHMS performance of "Frozen" is this upcoming weekend; Thursday, Friday, and Saturday

HIB Report: There were nine HIB reports of which one was determined to be a HIB and 8 were determined not to be a HIB.

February Leaping Learner Award Recipients at FJS:

K Gary Strong
1 Mia Maksymenko

2 Oscar Luzuriaga

February Students of the Month for CES:

PS Dominic Bozinoski

3 Joey Costa

4 Kendal Yadlovski

5 Judith Mathew

February Students of the Month for EHMS:

6 Natalie Tomczyk

7 Ryan McPartland

8 Madelyn Cardone-Tamburello

Gabriella Conte (January)

Regional History and Geography Bee

Jayden Menjivar

Daniel Scrocco

BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

Mrs. Delsandro informed the BOE that 3 of the referendum projects are in the beginning stages. The BOE roof project is on tonight agenda to be awarded.

COMMITTEE REPORTS

Personnel

Education

Finance – Ms. Pasquale informed the BOE that the committee met on March 1st and discussed the 23-24 budget. We have challenges due to increased enrollment. We will need additional staff to keep the class sizes at acceptable levels. The budget presentation will be on March 27, 2023

Policy

Buildings and Grounds – Mr. Sullivan informed the BOE that Buildings and Grounds committee met earlier this evening. They discussed the referendum projects; specifically the roof project which came in under budget. The CES addition is on track and will be above ground by 9/2023. The BOE fascia/window and EHMS entry plaza project is on target to be awarded at the 5/8/23 BOE meeting. We also discussed the COGEN unit at EHMS and its capabilities. The FJS boiler replacement needs to be awarded again as the boiler previously bid out is not being made anymore.

CONSENT RESOLUTIONS

All matters are considered to be routine in nature and will be enacted by one motion. Any Board member may request that an item be removed from the Consent Agenda for separate consideration. Any item(s) removed from the Consent Agenda will be discussed and acted upon separately, immediately following the consideration of the remaining items on the Consent Agenda. A motion or a second is not required to remove an item(s) from the Consent Agenda. All resolutions acted upon at this meeting are available to be viewed this evening and copies can be obtained by contacting the School Board Secretary's Office.

Minutes: Item1

Personnel: Items 1-7

Education: Items 1-6

Finance: Items 1-23

Buildings and Ground: Item 1

Mr. Sullivan inquired about Finance motion 19, Dr. Piombino explained that it is part of our Autism awareness training and that we will be using ESSER II funds to pay for it.

Ms. Pasquale moved and Ms. Pfund- Olsen seconded

The motion to move all the items as a consent agenda: 5 ayes, 0 nays

Mr. Sullivan and Ms. Mitchell abstained from Minutes Item 1 therefore the Minutes did not pass. Mrs. Delsandro will put them on the 3/27/23 agenda for approval.

MINUTES

1. ~~Approve the minutes of February 6, 2023, Regular Public Meeting.~~

(Doc. M-1)

Did not pass due to lack of a quorum

PERSONNEL

1. Accept the letter of resignation from Jenna Bucco, District School Psychologist and HIB Specialist, effective on or about April 6, 2023.
2. Accept the letter of resignation from Conner Mildon, EHTASCC Counselor, effective date February 25, 2023.
3. Accept the letter of resignation from Bailey Dominguez,, EHTASCC Counselor, effective date February 4, 2023.
4. Accept the letter of resignation from Ashley Martorelli, EHTASCC Counselor, effective date February 4, 2023.
5. Accept the letter of resignation from Amanda Amirata, EHTASCC Counselor, effective date March 1, 2023.
6. Accept the letter of resignation form Allison Hofmann, EHTASCC Counselor, effective date June 17, 2023.
7. Accept the letter of resignation from Justin Varsalone, EHTASCC Junior Counselor, effective date February 28, 2023.
8. Accept the letter of resignation from Casey Dominguez, EHTASCC Counselor, effective date March 3, 2023.
9. Approve the appointment of Lucas Franco, EHTASCC Junior Counselor, subject to enrollment, at a rate of \$11.90 per hour, including training, effective date on or about March 7, 2023 through June 30, 2023, pending completion of paperwork.
10. Approve Anabelle Naguib, Grade 7 East Hanover Middle School student, to volunteer in the EHTASCC After-School Program at Central Elementary School for a service project for up to 5 hours, effective March 9, 2023 through April 30, 2023.
11. Ratify/ Approve the below teacher for advancement on the Teacher's 2022-2023 Salary Guide, effective January 1, 2023.

Name	From	To
Nicholas Santangelo	BA30	MA

12. Approve the below appointment, for the following staff members to provide mentoring for the 2022-2023 school year:

Mentor	Position	Paid / Unpaid	Mentoree	
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Danielle Mariano	FJS / Grade 1	Paid - CEAS	Marissa Ashton	13 weeks
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13. Approve the appointment of Susan Aragona-Temiz, Extended School Year Nurse, \$36.00 per hour, 4.5 hours per day, working up to 22 days.
14. Approve the appointment of Amanda Rutter, Extended School Year Teacher, \$36.00 per hour, 4.5 hours per day, 22 total days and 2 planning days.
15. Approve the following student teaching/internship assignments:

Student /College	Purpose	Cooperating Teacher	Dates
Jessica Lukasiewicz	Student-Teacher	Marisa Smith	Fall 2023 / 20 days Spring 2024 / 5 days per week
Lindsey Fitzgerald	Student-Teacher	Jennifer Nadel and Monica Miranda	Fall 2023 / 20 days Spring 2024 / 5 days per week

16. Approve the appointment of the following individuals as district substitutes for the 2022-2023 school year, pending approval by the New Jersey Department of Education following a criminal history review:

Lisa Quintela

SubstituteAide

17. Approve the 2023-2024 merit goals for Natalee Bartlett, Superintendent of Schools.

EDUCATION

1. Affirm and approve the Superintendent's HIB Report for February 7, 2023, through March 6, 2023.
2. Approve the dates for the Extended School Year Program to take place at Frank J. Smith Elementary School:
Monday, June 26, 2023 - Thursday, August 3, 2023 (22-day program Monday - Thursday Only and off July 3 and 4)

Session I 8:30 a.m. - 10:30 a.m.

Session II 10:30 a.m. - 12:30 p.m.

Session III 8:30 a.m. - 12:30 p.m. Approve the following individuals in the Dynamic Learning Maps district-level roles noted below:

Assessment Coordinator: Alexis Piombino

District Data Manager: Michael Calomino

District Technology Representative: Dana Aagaard

3. Approve the revised 2023-2024 district calendar, as attached. (Doc. E-4)
4. Acknowledge the following fire drills and school security drills, as reported by the school principals, for the month of February 2023:

<u>School</u>	<u>Fire Drill</u>	<u>Security Drill Evacuation</u>
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Frank J. Smith Elementary School	2/8/2023	2/9/2023 Lockdown
Central Elementary School	2/8/2023	2/27/2023 Active Shooter
East Hanover Middle School	2/16/2023	2/27/2023 Lockdown

6. Approve the below field trips:

School	Destination	Grade Level	Date
FJS	Bill Blagg Science of Magic	Grade 1	5/8/23
CES	LEAD - Pool Party	Grade 5	6/13/2023 rain date 6/14/2023
CES	5th Grade Move Up Day	Grade 5	6/2/2023
CES	Ridgedale Diner	Grades 3-5	Revised date 4/21/2023
EHMS	Sandy Hook Marsh & Oceans Programs	Grade 6	5/9/2023
EHMS	Peer Leadership	Grade 7	Revised date 3/16/2023
EHMS	Peer Leadership	Grade 7	Revised date 4/27/2023
EHMS	Student Council FJS Spring pictures	Grade 6,7,8	3/29/2023
EHMS	8th Grade Italian Trip	Grade 8	5/17/2023

FINANCE

1. Approve the attached travel and related expenses. (Doc. F-1)
2. Approve the bills list dated February 28, 2023, to March 6, 2023, for the 2022-2023 school year: (Doc. F-2)

Fund	Amount
General Fund (10)	\$918,562.80
Special Revenue Fund (20)	\$33,250.89
Capital Project Fund (30)	\$140,484.83
Debt Service Fund (40)	
EHTASCC Fund (60)	\$4,445.54

Milk Fund (61)	\$100.00
Unemployment Fund (81)	\$4,205.60
Payroll 2/15/23	\$758,393.07
Payroll 2/28/23	\$686,041.10

3. Approve the report of the Secretary A-148 and the Treasurer's Report for the month ending January 31, 2023.
(Doc. F-3)
4. Pursuant to N.J.A.S. 18A:17-9, the Board Secretary does certify that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.S. 18A:17-9. Pursuant to N.J.A.S. 18A:17-36, the East Hanover Township School District has reviewed for the minutes of this meeting the Board Secretary's and Treasurer's monthly financial reports for January 2023 that no account or fund has been over-expended in violation of N.J.A.S. 18A:17-36.
5. Approve the list of transfers dated January 31, 2023. (Doc. F-5)
6. 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 2023-2024 school 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,

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 6A:23A-5.3 for the 2023-2024 school year.
7. Approve the disposal of damaged office furniture located in the Board of Education Office.
8. Approve the disposal of 6 sets of damaged blinds located in Room 25 at FJS.
9. Approve the donation to FJS of a Read Across America Balloon Frame from Brook Nisivoccia.
10. Approve the Certified Audited Tuition adjustment for New Beginnings in Fairfield, NJ for the 2021-2022 school year in the amount of \$2,313.22, in accordance with N.J.A.C. 6A:23A-18.3.
11. Approve the Certified Audited Tuition adjustment for the Personal Aide for New Beginnings in Fairfield, NJ for the 2021-2022 school year in the amount of \$8,833.00, in accordance with N.J.A.C. 6A:23A-18.3.
12. Approve the funding from the General account to the EHMS Student activity account for the 2023 year end activities in the amount of \$500.00.
13. Approve the funding from the General account to the CES Student activity account for the 2023 year end activities in the amount of \$500.00.
14. Approve the funding from the General account to the FJS Student activity account for the 2023 year end activities in the amount of \$500.00.
15. Approve iReady Diagnostic Data Workshop on 3/17/23 at a cost of \$600 to be paid with Title II funds.
16. Approve GZA GeoEnvironmental, Inc. to provide Geotechnical Investigation and Soil Testing for the Classroom Additional at Central Elementary School at a cost of \$28,100.00 which will be paid with the State approved project funds.

17. Move that the Comprehensive Annual Financial Report of the East Hanover Township Board of Education for the fiscal year ended June 30, 2022, be accepted and placed on file with no findings or audit recommendations, as submitted by the Board Office in conjunction with the auditing firm of Lerch, Vinci & Bliss.
18. Approved the revised Standard Operating Procedures (SOP) as required by N.J.A.C. 6A:23A-6.6.
19. Approve the agreement with Kerry Magro of Hoboken for Presentation Speaking Services on April 4, 2023 in the amount of \$4,500 for Professional development for District Staff to be paid with ESSER II Mental Health Funds.
20. WHEREAS, on March 1, 2023 the Board duly advertised for bids to perform partial roof Replacement at the East Hanover Township Board of Education Office, referred to as PSA No. 8982 (the "Project"); and

WHEREAS, the Board received eight bids, which were opened at the public bid opening; and

WHEREAS, the following total bids were received for the project:

A& M Contracting	\$ 85,700.00
Arista Builders & Designers, Inc	\$129,000.00
Galia Construction	\$ 78,800.00
Laumar Roofing Co., Inc	\$145,000.00
Marshall Construction	\$103,080.00
Northeast Roof Maintenance, Inc	\$116,000.00
Padovani Construction	\$116,500.00
Sky Construction	\$ 92,000.00

WHEREAS, the lowest bid was submitted by Galia Construction, Inc. in the total amount of \$78,800.00, which includes a base bid of \$78,800; \$0.00 for Alternate 1; and

WHEREAS, the Board has determined Galia Construction to be the lowest responsive and responsible bidder and wishes to award the contract for the Project to Galia Construction; and

NOW, THEREFORE, BE IT RESOLVED that, in accordance with N.J.S.A. 18A:18A-1 *et. seq.*, the Public School Contracts Law; the Board hereby awards the contract for the Project to Galia Construction., in the total amount of \$78,800.00, which includes a base bid of \$78,800.00; \$0.00 for Alternate 1 (Removal of existing masonry chimney down below roof level and cap within unfinished attic space).

BE IT FURTHER RESOLVED that, the Business Administrator hereby is authorized to execute such contract and any other documents necessary to effectuate the terms of this Resolution. East Hanover Township Adopt the 2023-2024 Tentative Budget:

21. BE IT RESOLVED that the tentative budget be approved for the 2023-2024 school year using the 2023-2024 state aid figures and the Secretary to the Board of Education be authorized to submit to the Executive County Superintendent for approval in accordance with N.J.S.A. 18A:7F-5 and 18A:7F-6

	General Fund	Special Revenue	Debt Service	Total
2023-2024 Expenditures	\$25,678,815	\$289,528	\$868,118	\$26,836,461
Less: Anticipated	\$2,896,931	\$289,528	\$72,943	\$3,259,402

Revenues				
Taxes to be raised	\$22,781,884	\$0	\$795,175	\$23,577,059

And, to advertise said tentative budget in the Daily Record in accordance with the form suggested by the New Jersey Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing will be held at the East Hanover Township Middle School, 477 Ridgedale Avenue, East Hanover, NJ on March 27, 2023 at 6:30 pm for the purpose of conducting a public hearing on the budget for the 2023-2024 school year.

22.Travel and Related Expense Reimbursement-2023-2024

WHEREAS school district Policy 6471, School District Travel, and N.J.A.C. 6A:23A-7.1 et.seq., provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2023-2024 school year; and

WHEREAS, maximum expenditure amount allotted for travel and expense reimbursement for the 2022-2023 school year was \$75,000; and

WHEREAS, travel, and expense reimbursement has reached a total amount of \$21,713 as of March 1, 2023;

NOW, THEREFORE, BE IT RESOLVED, that the East Hanover Township Board of Education hereby establishes

the school district travel maximum for the 2023-2024 school year not to exceed \$100,000; and

BE IT FURTHER RESOLVED, that the School Business Administrator/Board Secretary shall track and record these costs to ensure that the maximum amount is not exceeded.

23. Professional Service Expenses

WHEREAS, N.J.A.C. 6A:23A:5.2 (a) mandates boards to establish annually prior to budget preparation, for public relations and each type of professional service a maximum level of spending for the ensuing school year, as defined in N.J.A.C. 6A:23A-9.3(c) 14; and

WHEREAS, the tentative budget includes the following appropriations

Legal Services \$ 38,000

Accounting Services \$ 40,000

School Physician \$ 12,500

Financial Advisory \$ 2,500;

WHEREAS, the Administration needs to notify the Board if there arises a need to exceed said maximums. Upon which the Board may adopt a monetary increase in the maximum amount through formal Board action; and

WHEREAS, the Board and Administration wishes to minimize the amount of paperwork involved in this area;

THEREFORE, BE IT RESOLVED, that the East Hanover Township School District Board of Education establishes maximums for professional services in the areas listed above at a level of 120% of the amounts listed for the 2023- 2024 school year.

BUILDINGS AND GROUNDS

1. Approve the applications for building use, as per attached.

(Doc. B&G-1)

TRANSPORTATION

OLD BUSINESS –Ms. Pfund-Olsen said she went to the CES performance of Cupid’s Bow and it was a great production. The kids did a fabulous job.

NEW BUSINESS - None

PUBLIC COMMENTS -None

EXECUTIVE SESSION- None

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 March 6, 2023.
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 7:04 p.m.

Moved: Ms. Mitchel Seconded: Ms. Pfund-Olsen

Next Meeting: Monday, March 27, 2023, 6:30 p.m. – East Hanover Middle School

Respectfully Submitted,



Carol Delsandro

Business Administrator/Board Secretary