

**EAST HANOVER TOWNSHIP BOARD OF EDUCATION**

**Public Meeting, 6:30 p.m.**

**March 27, 2023**

**East Hanover Middle School**

**477 Ridgedale Avenue**

**MINUTES**

Mr. Sullivan commenced the meeting at 6:30pm

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: Mr. Barasciano, Ms. Mitchell, Ms. Pasquale, Mr. Troise, Ms. Pfund-Olsen, Mr. Sullivan

Absent: Mr. Ucci

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

**PUBLIC COMMENTS - None**

**PRESENTATIONS**

**PUBLIC HEARING AND PRESENTATION OF THE 2023-2024 BUDGET**

Mrs. Bartlett presented the proposed budget to the BOE. Mr. Sullivan requested that the powerpoint presentation be put on the district website.

**East Hanover Township Adopt the 2023-2024 Final Budget:**

BE IT RESOLVED by the East Hanover Township Board of Education that the Final budget be approved for the 2023-2024 school year as follows:

	General Fund	Special Revenue	Debt Service	Total
2023-2024 Expenditures	\$25,678,815	\$289,528	\$868,118	\$26,836,461
Less: Anticipated Revenues	\$2,896,931	\$289,528	\$72,943	\$3,259,402
Taxes to be raised	\$22,781,884	\$0	\$795,175	\$23,577,059

BE IT FURTHER RESOLVED, that the East Hanover Township Board of Education includes in the Final budget the adjustment for enrollment in the amount of \$731,910. The district intends to utilize this adjustment to hire additional staff necessary for the additional students.

BE IT FURTHER RESOLVED, that the East Hanover Township Board of Education includes in the Final budget a capital reserve withdrawal in the amount of \$533,000 for a generator project at East Hanover Middle School.

BE IT FURTHER RESOLVED, that the East Hanover Township Board of Education approves the following ballot question to be submitted to the Morris County Clerk for the April 25, 2023 election:

Public Question No. 1

RESOLVED, that there should be raised for the General Fund \$22,781,884 in 2023-2024 for the ensuing School Year (2023-2024)

Ms. Pasquale Moved and Ms. Pfund-Olsen seconded.

Roll call vote 6 ayes 0 nays

#### **SUPERINTENDENT'S REPORT**

HIB Report: There were eight HIB reports of which all were determined not to be a HIB

#### **BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT**

#### **COMMITTEE REPORTS**

Personnel  
Education  
Finance  
Policy  
Buildings and Grounds

#### **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: Item 1

Personnel: Items 1-14

Education: Items 1-4

Finance: Items 1-13

Policy: Item 1 was tabled

Buildings & Ground: Item 1

Transportation: Item 1

Ms. Pasquale moved and Ms. Pfund-Olsen seconded

The motion to move all the items as a consent agenda: 6 ayes, 0 nays except Minutes item 1 Mr. Barisciano and Ms. Mitchell abstained and Minutes item 2 Mr. Barisciano abstained.

## MINUTES

1. Approve the minutes of February 6, 2023, Regular Public Meeting. (Doc. M-1)
2. Approve the minutes of the March 6, 2023 Regular Public Meeting (Doc- M-2)

## PERSONNEL

1. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education accept the letter of resignation from Jenna Bucco, District School Psychologist and HIB Specialist, effective on March 17, 2023.
2. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the appointment of Beatrice Vallario, Central Elementary School, 3rd grade long term replacement teacher, BA, Step 1, \$59,150.00 prorated on the 2022-2023 Teacher's Salary Guide, effective date May 22, 2023 through June 30, 2023. TCH CES LTR 02.
3. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the appointment of Erin Dwyer, Frank J. Smith, Extended School Year teacher, \$36.00 per hour, 4.5 hours per day, 22 days plus 2 days for set up, pending the completion of paperwork.
4. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education ratify/approve the below staff members to attend Epi-pen training and food allergy review for up to 1 hour, \$20.56 per hour:  
Carol Bove      Linda Nisbet      Maryanne DaCosta
5. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the appointment of Julie Sullivan, to plan/teach the 6th grade accelerated summer math course, from from June 26, 2023 through August 3, 2023 (no school July 3rd and 4th) 30 hours per week, at \$36.00 per hour to be paid via ESSER II funds.
6. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve Bianca Duque, a Whippany Park High School Student, to shadow Emily Thompson and Alison Rack, for a total of 25 hours beginning May 15, 2023.
7. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve Gary Milshteyn a Hanover Park High School Student, to complete his senior service project, in the area of technology, beginning May 15, 2023 through June 14, 2023.
8. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve Eve Caputo, as Summer SOAR Coordinator, July 11, 2023 through August 3, 2023, Tuesday through Thursday, up to 60 hours, \$36.00 per hour to be paid via Title I funds.
9. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the following student teaching/internship assignments:

Student /College	Purpose	Cooperating Teacher	Dates
Amanda Nisbet Fairleigh	Student-Teacher	Danielle Dyjeczynski	Fall 2023 / 20 days Spring 2024 / 5 days

Dickinson University			per week
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10. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education 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:

Anne Patrone                      Substitute Aide

11. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the following volunteer students from Morris County Tech High School to help run a Computer Science Family Night at Central Elementary School, on April 26, 2023:

Jismi Mathew	Vyshali Chitneedi	Sahar Naematullah	Laksha Sridharan
Diya Kakadia	Vaishna Subbaiah	Caitlyn Nunez-Nole	Aliyah Jan Pagulayan
Deekshita Murupudi	Prisha Suresh	Aliya Nigro	

12. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve Kevin Herder as a volunteer assistant softball coach for the 2022-2023 school year.

13. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education ratify/approve Michael Colasurdo as the Girls Volleyball Coach for the 2022-2023 school year with a stipend of \$3,930.00.

14. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the appointment of MacKenzie Storms, Central Elementary School long term replacement teacher, MA Step 1, \$62,975.00 prorated on the 2022-2023 Teachers Salary Guide, effective date April 17, 2023 through June 30, 2023. TCH CES LTR 02

## EDUCATION

- RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education affirm and approve the Superintendent's HIB Report for March 7, 2023 through March 27, 2023.
- RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the East Hanover Township School District NJSLA Security Plan. (Doc. E-2)
- RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the grade 6 accelerated summer math course from June 26, 2023 through August 3, 2023, Mondays through Thursdays, 8:00am - 1:00pm.
- RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the below field trips:

School	Destination	Grade Level	Date
FJS	It Takes a Rainbow (Practice) Central Elementary School	Grade 2	5/2/2023

FJS	It Takes a Rainbow (Performance) Central Elementary School	Grade 1 & 2	5/4/2023
FJS	Evacuation/Rally Point Drill Location Not Shared	Grade 2	4/21/2023
CES	East Hanover Senior Center Visit	Grades 3-5	4/3/2023
CES	Liberty Science Center Jersey City, NJ	Grade 4	6/6/2023
CES	East Hanover Library Spring Trip 1	Preschool	5/15/2023
CES	East Hanover Library Spring Trip 2	Preschool	5/15/2023
CES	East Hanover Library Spring Trip 3	Preschool	5/18/2023
EHMS	7th Grade Philadelphia Trip	Grade 7	5/30/2023

## **FINANCE**

1. **RECOMMENDED ACTION** by the Superintendent in consultation with the School Business Administrator/Board Secretary, move that the East Hanover Township Board of Education approve the attached travel and related expenses. (Doc.F-1)
2. **RECOMMENDED ACTION** by the Superintendent in consultation with the School Business Administrator/Board Secretary, move that the East Hanover Township Board of Education approve the report of the Secretary A-148 and the Treasurer's Report for the month ending February 28, 2023. (Doc. F-2)
3. 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 February 2023 that no account or fund has been over-expended in violation of N.J.A.S. 18A:17-36.
4. **RECOMMENDED ACTION** by the Superintendent in consultation with the School Business Administrator/Board Secretary, move that the East Hanover Township Board of Education approve the list of transfers dated February 28, 2023. (Doc. F-4)
5. **RECOMMENDED ACTION** by the Superintendent in consultation with the School Business Administrator/Board Secretary, move that the East Hanover Township Board of Education approve the annual contract with Diligent Corporation for Board Docs LT in the amount of \$2,700 effective April 1, 2023.
6. **RECOMMENDED ACTION** by the Superintendent move that the East Hanover Township Board of Education approve the donation to the East Hanover School District of professional books from Larry Mendelowitz.
7. **RECOMMENDED ACTION** by the Superintendent move that the East Hanover Township Board of

Education approve the \$600 grant to the East Hanover School District from the Morris County Municipal Utilities Authority.

8. **RECOMMENDED ACTION** by the Superintendent move that the East Hanover Township Board of Education approve the disposal of technology equipment that is at the end of its useful life per the attached list. (Doc.F-7)
9. **RECOMMENDED ACTION** by the Superintendent move that the East Hanover Township Board of Education approve the disposal of an obsolete check sealing machine (asset tag 01051) located in the Board of Education Office.
10. **RECOMMENDED ACTION** by the Superintendent move that the East Hanover Township Board of Education approve the submission of the FY 2022 ESSER Performance report.
11. **RECOMMENDED ACTION** by the Superintendent ratify/approve GZA GeoEnvironmental, Inc. to provide Geotechnical Investigation and Soil Testing for the Classroom Addition at Central Elementary School at a cost of \$22,273.00 which will be paid with the State approved project funds.
12. **RECOMMENDED ACTION** by the Superintendent approve R.K Occupational & Environmental Analysis, Inc.. to provide asbestos abatement monitoring services for the Exterior and Site Improvements at BOE and EHMS Project at a cost of \$15,140 which will be paid with the State approved project funds.
13. **Whereas**, upon the recommendation of the Superintendent, the East Hanover Board of Education (District) acknowledges the emergent circumstances requiring the replacement of a boiler at Frank J Smith School for the safety of the students and staff, and

**Whereas**, emergent circumstances is defined as a circumstance that must be addressed expeditiously to avoid peril to the health and safety of students and/or staff and/or to avert an operating deficient from the required implementation of the thoroughness standards N.J.A.C. 6A:26-1.2, and

**Whereas**, the county office was notified of the decision made to ensure the health and safety of the students and staff and approved the emergent project, and

**Whereas**, it was necessary for the District to invoke N.J.S.A 18A: 18A-7 which permits contracts to be negotiated without public advertising for bids and bidding, therefore, notwithstanding that the contract price will exceed the bid threshold when an emergency affecting the health or safety of occupants of school property requires the immediate delivery of goods or the performance of services, and

**Whereas**, the district will approve the contract with CJ Vanderbeck Inc., of Paterson, NJ in the amount of \$59,330, and

**Whereas**, the project will be funded by a withdrawal from the capital reserve and the emergent and capital maintenance needs grant, and  
**Now Therefore Be It Resolved**, that the District approves the contract with CJ Vanderbeck Inc., in the amount of \$59,330 for the replacement of a boiler at Frank J Smith School.

## POLICY

1. ~~Approve the first reading of the below Policies:~~

P3421.13	Postnatal Accomodations (Teaching Staff)	Dec. P1-1
P4421.13	Postnatal Accomodations (Support Staff)	Dec. P1-2

Motion Tabled

**BUILDINGS AND GROUNDS**

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

(Doc. B&G-1)

**TRANSPORTATION**

1. Approve the School Bus Evacuation drills in accordance with N.J.A.C 6A:27-11.2

Date & Time	School & Location	Route Numbers	Drill Supervisor
March 22, 2023 8:35 - 9:00 am	Frank J. Smith School Front Circle	F1-F7	Christopher Bluett
March 21, 2023 8:35 - 9:10 am	Central Elementary School Front Circle	C1-C7, PK1	Christopher Bluett
March 21, 2023 7:35 - 8:00 am	East Hanover Middle School Front Circle	M1-M8	Christopher Bluett

**OLD BUSINESS - None**

**NEW BUSINESS - None**

**PUBLIC COMMENTS - None**

Mrs. Bartlett asked if we could have a moment of silence for the victims of the Nashville School Shooting.

**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 27, 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 6:45pm

Moved: Ms. Mitchell      Seconded: Mr. Barisciano

Next Meeting: Monday, April 17, 2023, 6:30 p.m. – East Hanover Middle School

Respectfully Submitted,



Carol Delsandro

Business Administrator/Board Secretary