

EAST HANOVER TOWNSHIP BOARD OF EDUCATION
Reorganization Meeting and Regular Public Monthly Meeting, 6:30 p.m.
East Hanover Middle School
477 Ridgedale Avenue
May 8, 2023
MINUTES
Regular Public Meeting to Follow Reorganization

Ms. Delsandro 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

ELECTION RESULTS-COUNTY OF MORRIS CERTIFIED ELECTION RESULTS

The results of the annual school board election held on April 25, 2023, were as follows:

| THREE YEAR TERM | TOTAL VOTES |
|-----------------------|-------------|
| Catherine Pfund-Olsen | 342 |
| Philomeno Mattia | 280 |
| Joseph Troise | 353 |
| Michael Foti | 449 |
| Write- In | 8 |

| 2023-2024 School Budget | TOTAL VOTES |
|-------------------------|-------------|
| Yes | 398 |
| No | 251 |

OATH OF OFFICE Mrs. Delsandro administered the Oath of Office to the newly elected Board Members:
Catherine Pfund-Olsen and Joseph Troise
Michael Foti will be sworn in on June 12, 2023

ROLL CALL

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

ELECTION OF OFFICERS

1. Election of President of the East Hanover Township Board of Education.
Ms. Mitchell nominated Mr. Sullivan for the Office of President of the East Hanover Township Board of Education. Mr. Ucci seconded.
5 ayes, 0 nays, Mr. Sullivan abstained.

As the elected President Mr. Sullivan assumed the President chair and continued the meeting

2. Election of Vice-President of the East Hanover Township Board of Education.
Ms. Mitchell nominated Ms. Pfund-Olsen for the Office of Vice-President of the East Hanover Township Board of Education. Mr. Ucci seconded.
5 ayes, 0 nays, Ms. Pfund-Olsen abstained

APPOINTMENTS

1. Approve the appointment of _____ to serve as delegate to the New Jersey School Boards Association.
2. Approve the appointment of _____ to serve as delegate to the Morris County School Boards Association.
3. Approve the appointment of _____ to serve as representative to the Morris County Educational Services Commission.

Mr. Sullivan asked the BOE members to email him to let him know what committees they would like to serve on.

He will appoint the committee members at the June 12, 2023 meeting.

COMMITTEE APPOINTMENTS

1. The East Hanover Board of Education to confirm the existing Board of Education committees, with the Board Members to be named at a later date for May 2023 through April 2024.
 - Finance
 - Building & Grounds / Transportation
 - Personnel
 - Education / Technology
 - Policy / Public Relations

ADOPTION OF BOARD POLICY AND PROCEDURES

1. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education re-adopt all existing Bylaws, Board Policies (newly revised and existing), Regulations and Procedures, as the official Bylaws, Board Policies, Procedures, and Regulations through the May 2024 Reorganization meeting.

DESIGNATION OF DATE AND LOCATION OF REGULAR PUBLIC MEETINGS

RECOMMENDED ACTION by the Superintendent, move that the East Hanover Township Board of Education approve the Regular Public Meetings of the Board of Education of East Hanover Township, in the County of Morris, New Jersey, be held at the East Hanover Middle School auditorium, 477 Ridgedale Avenue, East Hanover, New Jersey, at 6:30 p.m., prevailing time (unless otherwise noted) according to the following schedule:

Public Meetings
June 12, 2023
July 17, 2023-BOE Conference Room
August 21, 2023-BOE Conference Room
September 18, 2023
October 16, 2023
November 13, 2023
December 11, 2023
January 22, 2024
February 26, 2024
March 25, 2024 (Budget Hearing)
April 15, 2024
May 6, 2024 (Reorganization Meeting)

DESIGNATION OF OFFICIAL NEWSPAPERS

1. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve designating The Hanover Eagle and Daily Record as the official newspapers of the East Hanover Board of Education.

ADOPTION OF CODE OF ETHICS

2. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education adopt the Code of Ethics as set forth by the New Jersey School Boards Association and that each East Hanover Board of Education member signs the documentation that he/she received a copy of and it is understood.
(Doc. RO-1)

Ms. Mitchell moved consent items Ms. Pfund-Olsen seconded.

Mr. Sullivan asked to change the September BOE meeting to September 18, 2023.

Unanimously approved by roll call vote.

Ms. Mitchell moved and Mr. Ucci seconded the motion to close the Reorganization Meeting. All ayes.

EAST HANOVER TOWNSHIP BOARD OF EDUCATION
Regular Public Monthly Meeting, 6:30 p.m.
May 8, 2023
MINUTES

PUBLIC COMMENTS- None

SUPERINTENDENT'S REPORT

Ms. Bartlett congratuled Mr. Tuorto for the successful Fun Run at FJS. The FP vs. EH baseball game fundraiser raised \$1,500 for the EHEA John Kinney Scholarship fund. The softball team won today 13-12 and the EHMS Spring concert will be held this Thursday.

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

April Leaping Learner Award Recipients at FJS:

- K Noah Fontan
- 1 Jaxson Rivera
- 2 Aubree Scully

April Students of the Month for CES:

- PS Maximus Zhang
- 3 Ella Matusheski
- 4 Giovanni Sarracino
- 5 Scott Mulligan

April Students of the Month for EHMS:

- 6 Lilly Husser
- 7 Matthew Cohen
- 8 Tyler DelVecchio

BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

Ms. Delsandro gave the BOE an update on the Referendum projects. The BOE roof was completed. The BOE fascia and EHMS entry plaza bid will be awarded at tonight's meeting. The CES addition bid packet is available and the bid opening is scheduled for June 6th.

COMMITTEE REPORTS – No committees met since the last meeting.

- 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.

Appointments: Items 1-3

Bank Signatures: Items 1-9

Minutes: Item 1

Personnel: Items 1-37

Education: Items 1-7

Finance: Items 1-19

Policy: Item 1

Buildings and Grounds: Item 1

Ms. Pfund-Olsen moved and Ms. Mitchell seconded. The motion to move all the items as a consent agenda: 6 ayes, 0 nays, except Minutes item 1, Mr. Sullivan abstained.

APPOINTMENTS

1. Approve the following appointments through June 30, 2024:

A. Voluntary Insurance Providers

1. Group Disability Insurance – Prudential Financial/EIS
2. Group Disability Insurance – AFLAC
3. Employee Whole Life Insurance- New York Life Insurance

B. Voluntary Tax Sheltered Annuity Providers – 403(b)

1. Lincoln Investments
2. Lincoln 457 (b)
3. Equitable 457(b)
4. Equitable Life Insurance Co.
5. The Variable Annuity Life Insurance Co.
6. Security Benefit
7. Orion

C. Providers

1. Dental Insurance Broker – IMAC Insurance Management & Consulting
2. Flexible Spending Account Broker – IMAC Insurance Management & Consulting
3. Risk Management Insurance – IMAC Insurance Management & Consulting
4. Health Insurance Broker /Prescription – IMAC Insurance Management & Consulting
5. Health Insurance Broker/Medical – IMAC Insurance Management & Consulting
6. COBRA Administration - Benefit Analysis Inc.

D. Neurological Examiners

1. Dr. Nancy Holahan
2. Dr. Joseph Holahan
3. Dr. Aparna Mallik
4. Dr. Saidi Clemente
5. Dr. Elliot Grossman
6. Dr. Vanna Amorapanth

E. Psychiatric Examiners

1. Dr. Mark Faber
2. Dr. Byran W. Fennelly
3. Dr. J. G. Moreno
4. Dr. Ellen Platt

- F. School Physician/Medical Inspector – Dr. Brenda Ziegler of Mountain Lakes Family Practice, Mountain Lakes, NJ, to provide services for the 2023-2024 school year at the annual cost of \$10,878.00.
- G. Attendance Officer – Christopher Cannizzo, Chief of Police
- H. Affirmative Action Officer – Kerry Quinn
- I. 504 Officer/Americans with Disabilities Act Coordinator – Alexis Piombino
- J. District Anti-Bullying Coordinator – Alexis Piombino
- K. Right-To-Know/Asbestos Coordinator – Joseph Urso, Jr.
- L. Designation of Bank Depository – TD Bank
- M. Designation of banks insured by F.D.I.C. for investment purposes as deemed necessary by the Board Secretary/Business Administrator
- N. Asbestos Management – Joseph Urso, Jr.
- O. Indoor Air-Quality Designee – Joseph Urso, Jr.
- P. Integrated Pest Management Coordinator – Joseph Urso, Jr.
- Q. AHERA Coordinator – Joseph Urso, Jr.
- R. Appointment of Child Protection and Permanency, CP&P (formerly the Division of Youth and Family Services, DYFS) Liaison – Alexis Piombino
- S. Appointment of Homeless Liaison – Alexis Piombino
- T. Board Secretary – Carol Delsandro
- U. Public Agency Compliance Officer – Carol Delsandro
- V. Treasurer of School Monies – Jon Rheinhardt
- W. Custodian of Records – Carol Delsandro
- X. Issuing Officer, NJ Department of Labor Employment Certificates – Kerry Quinn
- Y. District Data Coordinator – Michael Calomino
- Z. District State Testing Coordinator – Michael Calomino
- AA. ESSA Coordinator – Dana Aagaard
- BB. Bilingual/ESL/ELS Coordinator – Michael Calomino
- CC. School Safety Specialists – Michael Calomino and Kerry Quinn
- DD. District Educational Stability Liaison – Alexis Piombino
- EE. Title IX Coordinator – Natalee Bartlett

2. Approve the Professional Services for the 2023-2024 school year for Attorney, Auditor, Bond Counsel, Architect of Record, and Financial Advisor;

WHEREAS, there exists a need for the performance of this service for the Board of Education of East Hanover Township in the County of Morris and

WHEREAS, funds have been provided for such professional services;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of East Hanover Township, in the County of Morris approves the following professional service providers;

- a. Porzio Bromberg & Newman, P.C. of Morristown, NJ to be appointed attorney at a rate of \$210.00 per hour (Doc. A-1)

- b. Lerch Vinci & Higgin, LLP of Fair Lawn, NJ to be appointed auditor based on the billing rates listed on the Letter of Engagement. (Doc. A-2)
- c. Parette Somjen Architects of Rockaway, NJ to be appointed Architect of Record. (Doc. A-3)
- d. McManimon Scotland & Baumann, LLC of Roseland, NJ to be appointed Bond Counsel.
- e. Phoenix Advisors, LLC of Bordentown, NJ to be appointed Financial Advisor. (Doc. A-4)

This appointment is awarded without competitive bidding under the provisions of the 'Local Public Contract Law' of New Jersey.

A copy of this Resolution shall be published in The Daily Record or The Hanover Eagle as required by law within ten (10) days of passage.

- 3. Approve the Superintendent to audit and approve accounts and demands for payment prior to presentation to the Board for emergency hand checks and the June 30th bills list. Any such approval shall be presented to the Board for ratification at their next meeting, as per Title 18A:19-4.1.

DESIGNATION OF AUTHORIZED BANK SIGNATURES

- 1. Approve the following persons be authorized to sign checks July 1, 2023, through June 30, 2024, for the following accounts at TD Bank, and that the facsimile signature(s) be authorized:

General Operating Account (Acct. #7859699451)
Payroll Deduction Account (Acct. #7857859699477)
Unemployment Compensation Trust Fund (Acct. #7859699493)
Capital Projects Account (Acct. #7859699592)
EHTASCC Account (Acct. #4259716723)

Signatures:

Mr. Sean Sullivan, Board President
Mrs. Carol Delsandro, Business Administrator/Board Secretary
Mr. Jon Rheinhardt, Treasurer

- 2. Payroll Account (Acct. #7859699469)

Signatures:

Mrs. Carol Delsandro, Business Administrator/Board Secretary
Mr. Jon Rheinhardt, Treasurer

- 3. Sporting Event Account (Acct. #7859699568)

Signatures:

Ms. Stacie Costello, Principal, East Hanover Middle School
Mrs. Carol Delsandro, Business Administrator/Board Secretary
Mrs. Natalee Bartlett, Superintendent

- 4. East Hanover Middle School Activities Account (Acct. #7859699550)

Signatures:

Ms. Stacie Costello, Principal, East Hanover Middle School
Mrs. Carol Delsandro, Business Administrator/Board Secretary
Mrs. Natalee Bartlett, Superintendent

- 5. Frank J. Smith Elementary School Student Account (Acct. #7859699527)

Signatures:

Mr. Matthew Tuorto, Principal, Frank J. Smith Elementary School
Mrs. Carol Delsandro, Business Administrator/Board Secretary

6. After School Child Care Program/Petty Cash Account (Acct. #4280169157)
(Two of the three signatures are required)

Mr. Frank Biamonte, Coordinator EHTASCC
Mrs. Carol Delsandro, Business Administrator/Board Secretary
Mrs. Natalee Bartlett, Superintendent

Mr. Sean Sullivan, Board President
Mr. Jon Rheinhardt, Treasurer
Mrs. Carol Delsandro, Business Administrator/Board Secretary

Mr. Sean Sullivan, Board President
Mrs. Carol Delsandro, Business Administrator/Board Secretary
Mr. Jon Rheinhardt, Treasurer

Ms. Melissa Falcone, Principal, Central Elementary School
Mrs. Carol Delsandro, Business Administrator/Board Secretary
Mrs. Natalee Bartlett, Superintendent

(Doc. M-1)

1. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education accept the letter of retirement from Karla Hesse, East Hanover Middle School, Math Teacher, effective _____ date _____ July _____ 1, _____ 2023.
2. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the appointment of Marissa Ashton as Summer SOAR teacher from July 11, 2023, through August 3, 2023, for up to 36 hours at \$36.00 per hour paid via Title 1/ARP funds.
3. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the appointment of Allyson Dalena as Summer SOAR teacher from July 11, 2023, through August 3, 2023, for up to 72 hours at \$36.00 per hour paid via Title 1/ARP funds.
4. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the appointment of Danielle Mariano as Summer SOAR Coordinator for Frank J. Smith School from July 11, 2023, through August 3, 2023, for up to 60 hours at \$36.00 per hour paid via Title 1 / ARP funds.
5. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the change in assignment for Felicia Ferrulli, to one on one aide, with an annual salary of \$26,849.91 prorated, effective April 4, 2023, through June 30, 2023.

6. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the appointment of Kristin Visentin, to work as an ESY substitute school nurse, \$36.00 per hour.
7. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the appointment of Megan Wechsler, Frank J. Smith, Summer Child Study Team-Case Manager, MA30, Step 1, \$336.95 per diem. (Doc. P-7)
8. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve Megan Wechsler, Summer Child Study Team-Case Manager, for IEP or initial planning meeting at a rate of \$36.00 per hour.
9. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the appointment of Carly Frank, as the District Anti-Bullying Specialist, MA, Step 1, \$64,330.00, effective date September 1, 2023, through June 30, 2024, Ms. Frank will replace Ms. Bucco. CST.DIST.HIB.01 (Doc.P-9)
10. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the appointment of Lauren Salvatoriello to conduct benchmark assessments and training for up to 15 hours at \$36.00.
11. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the following staff members to provide mentoring for the 2022-2023 school year:

| Mentee | Position | Paid /Not Paid | Mentor | Amount |
|------------------|-----------------------------------|-------------------|------------------------|--------------------|
| Marissa Ashton | FJS 1st-grade Teacher | Paid /Provisional | Allyson Dalena | \$91.00 5 weeks |
| Mackenzie Storms | CES Long Term Replacement Teacher | Paid / CEAS | Elizabeth Van Der Hoof | \$91.00 5 weeks |

12. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve granting tenure to Diana Caggiano, Central Elementary School, Grade 5 Inclusion Teacher, effective September 2, 2023.
13. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve granting tenure to Theresa Gebhardt, Central Elementary School, Grade 3 Teacher, effective September 2, 2023.
14. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve granting tenure to Elizabeth Katz, District School Psychologist, effective September 2, 2023.
15. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve granting tenure to Elizabeth Van Der Hoof, Central Elementary School, Grade 4 Inclusion Teacher, effective September 2, 2023.
16. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the appointments and salaries of the tenured district administrators for the 2023-2024 school year (per the 2022-2025 EHAA Agreement), as per attached. (Doc. P-16)
17. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the appointments and salaries of the non-tenured district administrators for the 2023-2024 school year (per the 2022-2025 EHAA Agreement), as per attached. (Doc. P-17)

18. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the appointments, assignments, and salaries of the non-tenured certificated staff for the 2023-2024 school year (per the 2021-2024 EHEA Agreement), as per attached.
(Doc. P-18)
19. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the appointments, assignments, and salaries of the tenured certificated staff for the 2023-2024 school year (per the 2021-2024 EHEA Agreement), as attached. (Doc. P-19)
20. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the appointments, assignments, and salaries of the secretaries for the 2023-2024 school year (per the 2021- 2024 EHEA Agreement), as attached. (Doc. P-20)
21. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the appointments, assignments, and salaries of the custodians and maintenance staff for the 2023-2024 school year (per the 2021-2024 EHEA Agreement), as per attached.
(Doc. P-21)
22. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the appointments, assignments, and salaries of the confidential secretaries for the period July 1, 2023, through June 30, 2024, as per attached. (Doc. P-22)
23. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the appointment of Jon Rheinhardt, Treasurer of School Monies, at an annual salary of \$5,907.60, for the period July 1, 2023, through June 30, 2024.
24. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the appointment of Frank Biamonte as Coordinator of the East Hanover Township After-School Child Care (EHTASCC) Program, at an annual salary of \$71,079.92 for the period July 1, 2023, through June 30, 2024.
25. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the appointment of Kerry Quinn, Director of Personnel and Human Resources, with a base salary of \$165,076.00 longevity of \$2,500.00, and total salary of \$167,576.00, for the period July 1, 2023, through June 30, 2024. (Doc. P-25)
26. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the appointment of Carol Delsandro, Business Administrator / Board Secretary, at an annual salary of \$ 164,704.00 for the period July 1, 2023, through June 30, 2024. (Doc. P-26)
27. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the appointment of Joe Urso, Supervisor of Building and Grounds, at an annual salary of \$106,972.00, for the period July 1, 2023, through June 30, 2024.
28. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the appointment of Robert Gaeta, Assistant Supervisor of Building and Grounds, at an annual salary of \$73,958.00, for the period of July 1, 2023, through June 30, 2024.

29. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the appointment of the below as Part-Time Maintenance Worker, .40, for the period of July 1, 2023, through June 30, 2024:

| Name | Salary |
|---------------|-------------|
| Bruce D'Amato | \$21,212.00 |
| Mathew Taylor | \$19,222.00 |

30. **RECOMMENDED ACTION** by the Superintendent, to move that the East Hanover Township Board of Education approve the following secretaries to work 10 days from July 5, 2023, through August 31, 2023:

| School | Name | Per Diem Rate |
|--------|-------------------|---------------|
| FJS | Victoria Satriano | \$273.50 |
| CES | Lori Whelan | \$235.46 |
| EHMS | Sheila Macaluso | \$255.25 |

31. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the appointment of **Ashley Markese**, Junior Counselor in the EHTASCC Summer Camp Program, subject to enrollment, \$12.01 per hour, not to exceed 300 hours during the summer program, effective June 19, 2023 through August 4, 2023, pending criminal history/background.
32. **RECOMMENDATION ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the appointment of **Marissa DePinho**, Substitute Junior Counselor in the EHTASCC Summer Camp Program, subject to enrollment, \$12.01 per hour, not to exceed 300 hours during the summer program, effective June 19, 2023, through August 4, 2023, pending criminal history/background.
33. **RECOMMEND ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the appointment of **Robert Ventola** to the position of summer facilities worker, at a rate of \$15.00 per hour, effective July 5, 2023, through August 31, 2023.
34. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the following request(s) for a leave of absence:

| Employee ID# | Leave Start Date | Sick & Accumulated Sick Days Applied | FMLA Start Date (unpaid with benefits) | NJFLA Start Date (unpaid with benefits) | Extended Leave Start Date (unpaid without benefits) | Date of Return (Anticipated) |
|--------------|------------------|--------------------------------------|----------------------------------------|-----------------------------------------|-----------------------------------------------------|------------------------------|
| 4989 | 09/01/2023 | 20 | 9/1/2023 - 10/13/2023 | 10/16/2023 - 1/15/2024 | 1/16/2024 | 09/01/2024 |

| | | | | | | |
|------|------------|-----|--------------------------|----------------------------|--|------------|
| 4052 | 03/08/2023 | 128 | N/A | N/A | | 01/01/2024 |
| 4561 | 09/01/2023 | 20 | 9/1/2023 - 10/13/2023 | 10/16/2023 - 12/17/2023 | | 12/18/2023 |

35. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the appointment of the following as district substitutes for the 2022-2023 school year: (pending the competition of paperwork)

| | |
|-------------------|--------------------|
| Meghan Macaluso | Substitute Teacher |
| Taryn Asimou | Substitute Teacher |
| Jeri Sharpe | Substitute Teacher |
| Fernanda Bovo | Substitute Aide |
| Olivia Sarrecchia | Substitute Teacher |

36. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the appointment of the following instructional aides for the 2023 Extended School Year Program, \$24.34 per hour, 4.25 hours per day, 22 days, from June 26, 2023, through August 4, 2023:

| | | | |
|--------------------|--------------------|-----------------|---------------------|
| Sue DeMaio | Nick Santangelo | Wendy Matarazzo | Mary Beth Wingerter |
| Marissa Marano | Geri Zecchino | Renee Davino | Lisa Krueger |
| Clara Dattolo | Kim Grande | Carma Maccario | Lori Tartaglia |
| Suzanne MacDougall | Stephanie Yannuzzi | Diane Salvemini | Olivia Foti |
| Jacklyn Maskal | | | |

37. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the appointment of the following instructional aides to work as substitute instructional aides on an as-needed basis at their hourly rate:

| Name | Hourly Rate |
|---------------------|-------------|
| Nicole DePinho | \$ 24.34 |
| Antoinette DePaolis | \$24.34 |
| Suzanne Fullman | \$24.34 |
| Danielle McGee | \$24.34 |
| Julia Rebolo | \$24.34 |
| Diana Salvemini | \$24.34 |

EDUCATION

1. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education affirm and approve the Superintendent's HIB Report for April 18, 2023, through May 8, 2023.

2. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education review the district and school HIB grades for the 2021-2022 school year (Doc. E-2)
3. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the Danielson evaluation framework and the MPPR through Frontline as the district teacher and administrator evaluation instrument for the 2023-2024 school year.
4. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the Memorandum of Agreement for Emergency Evacuation Use Agreement.
5. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the updated Reading Specialist Job Description. (Doc.E-5)
6. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Township Board of Education approve the following course approval applications for potential reimbursement:

| Staff Member | College | Course | Dates | Credits |
|-------------------|----------------------------|-----------------------------------------------------------------------|----------------|---------|
| Kasey Kaisershot | Penn State University | The Art of the Picturebook | 06/07-07/19/23 | 3 |
| Gianna Rizzitello | New Jersey City University | Pedagogy & Application of Children's Literature in the K-12 Classroom | 08/02-08/31/23 | 3 |
| | | Administration & Supervision-School Reading Programs | 07/12-08/29/23 | 3 |

7. **RECOMMENDED ACTION** by the Superintendent, move that the East Hanover Board of Education approve the below field trip(s):

| School | Destination | Grade Level | Date |
|--------|--------------------------------------------------------------------|-------------|---------|
| FJS | Move Up Day Central Elementary School | 2nd grade | 6/2/23 |
| CES | Town Hall | 3rd grade | 6/8/23 |
| CES | Town Hall | 3rd grade | 6/9/23 |
| EHMS | Ronald McDonald House Monmouth Medical Center Long Branch NJ | Grades 6-8 | 5/18/23 |
| EHMS | Unified Game Day FJS | Grades 6-8 | 5/22/23 |
| EHMS | Hanover Park Tour | 8th grade | 5/25/23 |

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 bills list dated April 18, 2023, to May 8, 2023, for the 2022-2023 school year. (Doc. F-2)

| Fund | Amount |
|---------------------------|--------------|
| General Fund (10) | \$687,761.21 |
| Special Revenue Fund (20) | \$28,948.54 |
| Capital Project Fund (30) | \$271,689.60 |
| Debt Service Fund (40) | |
| EHTASCC Fund (60) | \$4,143.93 |
| Milk Fund (61) | \$155.00 |
| Unemployment Fund (81) | \$2,980.95 |
| Payroll 4/28/2023 | \$698,691.70 |

3. **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 March 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 March 2023 that no account or fund has been over-expended in violation of N.J.A.S. 18A:17-36.
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 list of transfers dated March 31, 2023. (Doc. F-5)
6. **WHEREAS** on March 15, 2023 the Board duly advertised for bids to perform Exterior & Site Improvements at BOE and EHMS, referred to as PSA No. 8982EXT (the "Project"); and

WHEREAS, the Board received three bids, which were opened at the April 18, 2023, public bid opening; and

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

| | |
|------------------------------------|-----------------|
| Integrated Construction Ent., Inc. | \$ 1,644,000.00 |
| Pax Mundus Enterprise LLC | \$ 1,787,764.00 |
| Spartan Construction, Inc. | \$ 1,106,000.00 |

WHEREAS, the lowest bid was submitted by Spartan Construction, Inc. in the total amount of \$ 1,106,000.00, which includes a base bid of \$ 1,048,000.00; \$ 58,000.00 for Alternate 1; and

WHEREAS, the Board has determined Spartan Construction to be the lowest responsive and responsible bidder and wishes to award the contract for the Project to Spartan 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 Spartan Construction., in the total amount of \$1,106,000.00, which includes a base bid of \$1,048,000.00; \$58,000.00 for Alternate 1 (Replacement of the Storefront).

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.

7. **RECOMMENDED ACTION** by the Superintendent approves R.K Occupational & Environmental Analysis, Inc.. to provide asbestos abatement monitoring services for the Central Elementary School addition at a cost of \$6,410 which will be paid with the State approved project funds.
8. **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 renewal of dental insurance with Delta Dental of NJ effective July 1, 2023, to June 30, 2025, with a 0% increase.
9. **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 renewal of health insurance with Aetna, effective July 1, 2023, to June 30, 2024, with a 10% increase.
10. **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 renewal of prescription plan insurance with Benecard, effective July 1, 2023, to June 30, 2024, with a 29% increase.
11. **RECOMMENDED ACTION** by the Superintendent move that the East Hanover Township Board of Education approve the Tuition Agreement including Extraordinary Services with New Beginnings of Fairfield, NJ for special education student #10715 for the 2022-2023 school year (\$19,649.24).
12. **RECOMMENDED ACTION** by the Superintendent move that the East Hanover Township Board of Education approve the donation to Frank J Smith School of a 60" Sharp TV from the Bahal Family.
13. **RECOMMENDED ACTION** by the Superintendent move that the East Hanover Township Board of Education approve the disposal of damaged furniture located at Frank J. Smith School.
14. **RECOMMENDED ACTION** by the Superintendent move that the East Hanover Township Board of Education approve the disposal of a damaged Ipad.
15. **RECOMMENDED ACTION** by the Superintendent move that the East Hanover Township Board of Education approve the disposal of an obsolete defibrillator.
16. **RECOMMENDED ACTION** by the Superintendent move that the East Hanover Township Board of Education approve the donation to the Board of Education office from Mr. Dave Conyack of office furniture.
17. **RECOMMENDED ACTION** by the Superintendent move that the East Hanover Township Board of Education approve the donation to Frank J Smith School of lunch for the staff from The Dattolo Family.
18. **RECOMMENDED ACTION** by the Superintendent move that the East Hanover Township Board of Education approve the donation to Frank J Smith School Library of 10 Books from Mrs. Disciascio.

19. **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 schedule of tax payments from the municipality for the 2023-2024 School Year as follows in accordance with N.J.S.A 18A:13-23 and Policy 6141:

| Month | Taxes | Debt Service |
|----------------|----------------|--------------|
| July 2023 | \$1,898,490.00 | \$653,305.00 |
| August 2023 | \$1,898,490.00 | |
| September 2023 | \$1,898,490.00 | |
| October 2023 | \$1,898,490.00 | |
| November 2023 | \$1,898,490.00 | |
| December 2023 | \$1,898,490.00 | \$141,870.00 |
| January 2024 | \$1,898,490.00 | |
| February 2024 | \$1,898,490.00 | |
| March 2024 | \$1,898,491.00 | |
| April 2024 | \$1,898,491.00 | |
| May 2024 | \$1,898,491.00 | |
| June 2024 | \$1,898,491.00 | |

POLICY

1. Approve the first reading of the below Policies and Regulations:

| | | |
|----------|--------------------------------------------------------------------------|-------------------|
| P0144 | Board Member Orientation and Training (Revised) | <u>Doc. Pl-1</u> |
| P2520 | Instructional Supplies (M) (Revised) | <u>Doc. Pl-2</u> |
| R2520 | Instructional Supplies (M) Revised | <u>Doc. Pl-3</u> |
| P3217 | Use of Corporal Punishment (Revised) | <u>Doc. Pl-4</u> |
| P4217 | Use of Corporal Punishment (New) | <u>Doc. Pl-5</u> |
| P5305 | Health Services Personnel (M) (Revised) | <u>Doc. Pl-6</u> |
| P5308 | Student Health Records (M) (Revised) | <u>Doc. Pl-7</u> |
| R5308 | Student Health Records (M) (Revised) | <u>Doc. Pl-8</u> |
| P6112 | Reimbursement of Federal and Other Grant Expenditures (M) (Revised) | <u>Doc. Pl-9</u> |
| R6115.01 | Federal Awards/Funds Internal Controls - Allowability of Costs (M) (New) | <u>Doc. Pl-10</u> |
| P6115.04 | Federal Funds - Duplication of Benefits (M) (New) | <u>Doc. Pl-11</u> |
| P6311 | Contracts for Goods or Services Funded by Federal Grants (M) (Revised) | <u>Doc. Pl-12</u> |
| P7440 | School District Security (M) (Revised) | <u>Doc. Pl-13</u> |
| P9100 | Public Relations (Abolished) | <u>Doc. Pl-14</u> |
| P9140 | Citizens Advisory Committees (Revised) | <u>Doc. Pl-15</u> |
| R9140 | Citizens Advisory Committees (M) (Abolished) | <u>Doc. Pl-16</u> |

BUILDINGS & GROUNDS

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

Doc B&G-1

OLD BUSINESS - None

NEW BUSINESS - Mr. Sullivan thanked the community for voting yes to pass the 23-24 budget.

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 not necessary to meet in Executive Session on May 8, 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 6:49 p.m.

Moved: Ms. Mitchell Seconded: Ms. Pasquale

Next Meeting: Monday, June 12, 2023, 6:30 p.m.

Respectfully Submitted,



Carol Delsandro

Business Administrator/Board Secretary