

HANOVER TOWNSHIP BOARD OF EDUCATION

MINUTES

Regular Public Meeting – March 19, 2019

I. Opening

- A. The meeting was called to order by Mrs. Wolsky, Board Secretary at 7:30 p.m. in the Library/Media Center at Memorial Junior School, 61 Highland Avenue, Whippany, New Jersey 07981.

Mrs. Wolsky read the following statement:

In accordance with P.L. 1975, Chapter 231, notice of this meeting was provided to the newspaper of record, appropriately posted and sent to the Township Clerk on January 4, 2019.

- B. Present: Board Members:

Mr. Stephen Furda
Dr. Douglas Petty
Mr. Daniel Breen
Mrs. Patricia Mattia
Mrs. Gina Marie Winkler
Mrs. Susan Shannon
Mr. Salvatore A. Azzarello, Vice President
Mrs. Carol Tognetti, President

Superintendent
Board Administrator/
Board Secretary

Mr. Michael J. Wasko
Mrs. Vanessa M. Wolsky

The following Board Member was absent: Mr. Glenn Yannotta.

II. SPECIAL PRESENTATIONS

North Jersey Area Band and Region I Orchestra, Band and Chorus - Several MJS students auditioned and were selected to the North Jersey Area Band and one student was selected to the Region I Orchestra, Band and Chorus. They were recognized for their musical accomplishments.

North Jersey Area Band – Emily Hwang, Andrew Lin, Alaina Pagulayan, Daniel Song

North Jersey Region I Orchestra – Andrew Lin

North Jersey Region I Band – Andrew Lin

North Jersey Region I Chorus – Andrew Lin

District Facilities Advisory Committee Report – Roy Aull

Mr. Aull, Supervisor of Buildings and Grounds, gave a report on the findings and recommendations of the Facilities Assessment Advisor Committee. A copy of the PowerPoint is attached.

III. APPROVAL OF MINUTES

Regular Public Meeting	1/22/19
Regular Public Meeting	2/26/19

Motion: Mr. Furda **Second:** Mr. Breen **Approved:** Unanimous

IV. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

Mrs. Wolsky read that the cash balance as of February 28, 2019 was \$3,942,454.40 with fiscal year to date interest of \$23,668.05 in the General Fund and \$1,072.17 in the HTSACC Fund.

V. SUPERINTENDENT'S REPORT

Mr. Wasko said, “New Jersey Statute 18A:17-46 requires school superintendents to report at a public hearing two times a year... all acts of violence, vandalism, harassment, intimidation, bullying, and incidents of substance abuse that occurred during the previous reporting period. For the purpose of tonight's report, I will be summarizing data from the September 1, 2018 through December 31, 2018 reporting period.

During this reporting period there were 7 incidents reported on the Student Safety Data System. Of these incidents, 2 were classified as fights, one at Salem Drive School and one at Memorial Junior School. Two (2) incidents were classified as assaults, and one (1) incident was a threat at Memorial Junior School. There were 2 OTHER incidents, OTHER meaning reasons other than violence, vandalism, H.I.B. or substance abuse that lead to student suspensions at Memorial Junior School.

Statute also requires that I provide detailed information regarding all harassment, intimidation, and bullying investigations that were conducted during this reporting period. I am happy to report that there were no alleged or confirmed incidents of HIB, and therefore no investigations during this reporting period.

The school district, continues to actively train staff, investigate alleged incidents of HIB, and provide ongoing embedded programs to educate students, faculty, staff, and parents about the six pillars of character including caring, responsibility, trustworthiness, citizenship, fairness, and respect which form the basis of our anti-bullying and character education programs in an effort to eliminate all instances of HIB in our schools.

Also, during this reporting period, Memorial Junior School has been recognized as a Stigma Free School by the Morris County Department of Human Services in addition to being

recognized as an Emerging School of Character by the State School of Character organization. Congratulations to Mr. Anderson and his staff for bringing this positive recognition to MJS and our outstanding Character Education Program.

Item #3 on the Curriculum and Instruction portion of tonight's agenda seeks approval for the submission of the report to the State Department of Education.

I am also in the process of scheduling visits to each of our schools to conduct the 2019-2020 preliminary budget presentations. Mrs. Tognetti and I are tentatively scheduled to attend the Mountview Road School PTA Meeting, tomorrow night, March 20th, the Salem Drive School PTA Meeting on Monday, March 25th, the Memorial Junior School PTA Meeting on Thursday, March 28th, and the Bee Meadow School PTA Meeting on Monday, April 1st we will also be visiting with the Hanover Township Senior Citizens.....and that date is.....to be determined.

Since tomorrow will be the first day of spring, and hopefully the threat of inclement weather has passed, I would like to take this opportunity to let everyone know how the "Key" end-of-year dates appear to be shaping up, assuming mother nature cooperates and we do not have any additional "emergency School Closings:"

- The last day of school for all students and staff would be Friday, June 21st
- Thursday, June 20th, Friday, June 21st, would be early dismissal days.
- The MJS 8th Grade Graduation Ceremony will take place on Thursday, June 20th at 7:00 PM

I will keep my fingers crossed that everything will work out. Happy Spring."

VI. COMMITTEE REPORTS

Personnel Committee – Dr. Petty said the Committee met this evening and discussed current vacancies, resumes being reviewed and the appointment of Officer Franks as a volunteer Assistant Baseball Coach at Memorial Junior School.

Curriculum & Instruction Committee – Mr. Breen said the Committee met this evening and reviewed the School Performance Report, the Math Steering Committee, progress with the Future Ready Schools Initiative and the professional development program.

Finance/Transportation/Physical Plant Committee – The Committee met this evening and reviewed the findings and recommendations of the Facilities Assessment Advisory Committee. The Budget has been submitted to the County Superintendent and is awaiting approval.

Public Relations Committee – Mrs. Winkler said the Committee met and reviewed presentation dates for the 2019-20 budget and Teacher of the Year/Excellence in Service nomination letters.

Travel/Delegate Report – None

VII. PUBLIC COMMENTS – (Agenda Items Only) – None

VIII. BOARD ACTIONS

A. PERSONNEL

Upon recommendation of the Superintendent, move to:

1. Accept, with regret, the resignation of Cheryl Thoma, Special Education Aide, Salem Drive School, effective 3/16/19, for personal reasons.

Motion: Dr. Petty **Second:** Mr. Azzarello **Roll Call:** 8 yes, 0 no

2. Amend the medical leave of absence (maternity) for Shana Tracy, PACT/Reading Teacher, Memorial Junior School, *previously approved effective 3/11/19 through 6/30/19, to be effective 3/6/19 through 6/30/19*, with and without pay (depending on availability of accrued sick and personal days), consistent with the terms of the Family Medical Leave Act, NJFLA and in accordance with the Agreement between the Board and the HTEA.

Motion: Dr. Petty **Second:** Mr. Azzarello **Roll Call:** 8 yes, 0 no

3. Authorize the following tuition reimbursement applications for the **2018-2019** school year, in accordance with the Agreement between the Board and the HTEA:

<u>Teacher</u>	<u>Credits</u>
Meghan Schenk	11

Motion: Dr. Petty **Second:** Mr. Azzarello **Roll Call:** 8 yes, 0 no

4. Approve Officer Tim Franks as a volunteer assistant baseball coach at Memorial Junior School for the 2018-2019 school year.

Motion: Dr. Petty **Second:** Mr. Azzarello **Roll Call:** 8 yes, 0 no

5. Approve the following additions to the Substitute List for the **2018-2019** school year.

Bus Driver: Julio Chavez*

*Continued employment will be subject to approval by the New Jersey Department of Education, and the results of a criminal history check as required by applicable law.

Motion: Dr. Petty **Second:** Mr. Azzarello **Roll Call:** 8 yes, 0 no

6. Acknowledge the student suspensions as reported by the school principals for the month of February 2018, **Attachment “A”**.

Motion: Dr. Petty **Second:** Mr. Azzarello **Roll Call:** 8 yes, 0 no

7. Accept the Harassment, Intimidation and Bullying report and affirm the Superintendent's decisions for the period ending March 15, 2019, **Attachment "B"**.

Motion: Dr. Petty **Second:** Mr. Azzarello **Roll Call:** 8 yes, 0 no

8. Conduct the first reading of **Policy 5116 Education of Homeless Children**.

Motion: Dr. Petty **Second:** Mr. Azzarello **Roll Call:** 8 yes, 0 no

9. Conduct the second reading of **Policy 4219 Commercial Driver's License Controlled Substance and Alcohol Use Testing**, and if approved, adopt.

Motion: Dr. Petty **Second:** Mr. Azzarello **Roll Call:** 8 yes, 0 no

10. Conduct the second reading of **Policy and Regulation 5111 Eligibility of Resident/Nonresident Students**, and if approved, adopt.

Motion: Dr. Petty **Second:** Mr. Azzarello **Roll Call:** 8 yes, 0 no

11. Conduct the second reading of **Policy 5756 Transgender Students**, and if approved, adopt.

Motion: Dr. Petty **Second:** Mr. Azzarello **Roll Call:** 8 yes, 0 no

12. Conduct the second reading of **Regulation 5530 Substance Abuse**, and if approved, adopt.

Motion: Dr. Petty **Second:** Mr. Azzarello **Roll Call:** 8 yes, 0 no

13. Conduct the second reading of **Policy and Regulation 5600 Student Discipline/Code of Conduct**, and if approved, adopt.

Motion: Dr. Petty **Second:** Mr. Azzarello **Roll Call:** 8 yes, 0 no

14. Conduct the second reading of **Policy and Regulation 5611 Removal of Students for Firearms Offenses**, and if approved, adopt.

Motion: Dr. Petty **Second:** Mr. Azzarello **Roll Call:** 8 yes, 0 no

15. Conduct the second reading of **Policy and Regulation 5612 Assaults on District Board of Education Members or Employees**, and if approved, adopt.

Motion: Dr. Petty **Second:** Mr. Azzarello **Roll Call:** 8 yes, 0 no

16. Conduct the second reading of **Policy and Regulation 5613 Removal of Students for Assaults with Weapons Offenses**, and if approved, adopt.

Motion: Dr. Petty **Second:** Mr. Azzarello **Roll Call:** 8 yes, 0 no

17. Conduct the second reading of **Policy 8461 Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses**, and if approved, adopt.

Motion: Dr. Petty **Second:** Mr. Azzarello **Roll Call:** 8 yes, 0 no

18. Accept, with regret, the resignation of Catherine Zysk, Elementary (Grade 1) Teacher, Mountview Road School, effective 7/1/19, for personal reasons.

Motion: Dr. Petty **Second:** Mr. Azzarello **Roll Call:** 8 yes, 0 no

19. Approve the following **2019-2020** student teaching assignment(s):

<u>Student/College</u>	<u>Purpose</u>	<u>Co-op Teacher</u>	<u>Dates</u>
Alexandra Lombardi/ Fairleigh Dickinson University	Student Teaching/ BMS	Laura Cafaro/ BMS	Fall 2019 (2 days/week) Spring 2020 (5 days/week)

Motion: Dr. Petty **Second:** Mr. Azzarello **Roll Call:** 8 yes, 0 no

20. Approve the following addition(s) to the substitute list for the 2018-2019 school year.

Teacher: **Yolanda Toledo**
 Amy Bellomo

Motion: Dr. Petty **Second:** Mr. Azzarello **Roll Call:** 8 yes, 0 no

21. Approve to allow Whippany Park High School student, John Manetas to complete 1.5 hours per week of field experience observations for the remainder of the 2018-2019 school year at **Memorial Junior School** under the supervision of cooperating teachers, Meghan Schenk and Sean Peterson.

Motion: Dr. Petty **Second:** Mr. Azzarello **Roll Call:** 8 yes, 0 no

B. CURRICULUM & INSTRUCTION

Upon recommendation of the Superintendent, move to:

1. Acknowledge the following fire drills, as reported by the school principals, for the month of February 2019:

<u>School</u>	<u>Date</u>
Memorial Junior School	2/5/19
Bee Meadow School	2/4/19
Mountview Road School	2/4/19
Salem Drive School	2/28/19

Motion: Mr. Breen **Second:** Mrs. Shannon **Roll Call:** 8 yes, 0 no

2. Acknowledge the following crisis management drills, as reported by the school principals, for the month of February 2019:

<u>School</u>	<u>Date</u>
Memorial Junior School	2/15/19
Bee Meadow School	2/27/19
Mountview Road School	2/28/19
Salem Drive School	3/5/19

Motion: Mr. Breen **Second:** Mrs. Shannon **Roll Call:** 8 yes, 0 no

3. Accept the District Report of Violence, Vandalism, and Substance Abuse for Period 1 (9/1/18-12/31/18) of the 2018-2019 school year, and approve its submission and the submission of the SSDS (Student Safety Data System) for Period 1 to the State Department of Education.

Motion: Mr. Breen **Second:** Mrs. Shannon **Roll Call:** 8 yes, 0 no

4. Approve the following field trips for Hanover Township School Age Child Care, Camp HTSACC 2019:

1. Camelbeach Waterpark, Tannersville, PA
2. Bounce U, Paramus, NJ
3. Coastal Sports, Fairfield, NJ
4. iPlay America, Freehold, NJ
5. Sussex Miners Game, Augusta, NJ
6. Hanover Lanes, East Hanover, NJ
7. AMC Theaters, East Hanover, NJ
8. Tomahawk Lake, Sparta, NJ
9. Launch Trampoline Park, Linden, NJ
10. Dutch Springs Waterpark, Bethlehem, PA
11. Splashplex/Funplex, East Hanover, NJ
12. Kids Rule Parties, Hackensack, NJ
13. Jenkinsons Aquarium and Boardwalk, Point Pleasant, NJ
14. High Exposure Rock Climbing, Ninja Warrior, & Parkour, Northvale, NJ
15. Medieval Times, Lyndhurst, NJ
16. Bee Meadow Pool, Whippany, NJ

Motion: Mr. Breen **Second:** Mrs. Shannon **Roll Call:** 8 yes, 0 no

5. Approve the following Monday Funday programs for Hanover Township School Age Child Care, Camp HTSACC 2019. All will provide Certificate of Additional Insured:

Young Audiences – Steppin & Stompin, Acro Action, Human Jungle Gym; Eric Dasher – Majority Rules, Brainwash Game Show; Dinosaurs Rock – Oceans Rock Show; Eric Moss – Strong Man Show; Green Meadows Farm Petting Zoo; American BBQ Picnic Company; Brian Lynch – DJ; Party Time Rentals – Balloon artist & face painter

Motion: Mr. Breen **Second:** Mrs. Shannon **Roll Call:** 8 yes, 0 no

6. Conduct the second reading of **Policy 2422 Health and Physical Education, and if approved, adopt.**

Motion: Mr. Breen **Second:** Mrs. Shannon **Roll Call:** 8 yes, 0 no

7. Conduct the second reading of **Policy 2610 Educational Program Evaluation, and if approved, adopt.**

Motion: Mr. Breen **Second:** Mrs. Shannon **Roll Call:** 8 yes, 0 no

8. Conduct the second reading of **Policy 2415.06 Unsafe School Choice Option, and if approved, adopt.**

Motion: Mr. Breen **Second:** Mrs. Shannon **Roll Call:** 8 yes, 0 no

9. Conduct the second reading of **Regulation 2460.8 Special Educational – Free and Appropriate Public Education, and if approved, adopt.**

Motion: Mr. Breen **Second:** Mrs. Shannon **Roll Call:** 8 yes, 0 no

FINANCE, TRANSPORTATION, PHYSICAL PLANT

I. FINANCE

Upon recommendation of the Business Administrator/Board Secretary, move to:

1. Approve transfers in the 2018-19 Budget, **Attachment “C”**.

Motion: Mr. Furda **Second:** Mrs. Shannon **Roll Call:** 8 yes, 0 no

2. Authorize the following payments:

<u>Bills List Dated</u>	<u>Amount</u>
Payroll 2/28/19	\$ 871,163.46
Payroll 3/15/19	\$ 924,914.79
Bills & claims 2/27/19 - 3/19/19	\$ 709,003.91

Motion: Mr. Furda **Second:** Mrs. Shannon **Roll Call:** 8 yes, 0 no
(Mrs. Tognetti abstain check #41942)

3. Accept the certification of the Business Administrator/Board Secretary that as of 2/28/19 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:23-2.11(a).

Motion: Mr. Furda **Second:** Mrs. Shannon **Roll Call:** 8 yes, 0 no

4. Certify that as of 2/28/19 after reviewing the Business Administrator/Board Secretary's financial reports, 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 fiscal year.

Motion: Mr. Furda **Second:** Mrs. Shannon **Roll Call:** 8 yes, 0 no

5. Accept the report of the Secretary A-148 and the Treasurer’s report A-149, for the month ended 2/28/19.

Motion: Mr. Furda **Second:** Mrs. Shannon **Roll Call:** 8 yes, 0 no

6. Approve the attendance of staff members and board members at workshops and travel expenses that are in accordance with the allowable room rate and meal reimbursement rate as outlined in the NJ OMB Circular 602B and mileage **at the state approved rate**, as per **Attachment(s) “D”, “E”, and “F”**.

Motion: Mr. Furda **Second:** Mrs. Shannon **Roll Call:** 8 yes, 0 no

7. Authorize the execution of an agreement between the Board of Education and the Educational Services Commission of Morris County, effective 7/1/19 to 6/30/20, to provide professional support services with personnel or service contractors to the area of non-public IDEA-B, Chapters 192-193, non-public textbooks, non-public technology, non-public nursing and non-public security aid and authorize the School Business Administrator/Board Secretary to execute the contract behalf of the Board.

Motion: Mr. Furda **Second:** Mrs. Shannon **Roll Call:** 8 yes, 0 no

8. Adopt the following resolution:

**RESOLUTION TO CONTINUE MEMBERSHIP IN THE
MORRIS ESSEX INSURANCE GROUP**

WHEREAS, a number of Boards of Education in Morris County have joined together to form a Joint Insurance Pool as permitted by N.J. Title 18A-.18B and;

WHEREAS, said Pool was approved effective February 10, 1984 by the New Jersey Commissioner of Insurance and has been in operation since that date and;

WHEREAS, the Pool contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Pool, and;

WHEREAS, the Board of Education of Hanover Township has determined that membership in the **MORRIS ESSEX INSURANCE GROUP** is in the best interest of the District;

NOW THEREFORE, be it resolved that the Board of Education of Hanover Township does hereby agree to renew membership in the **MORRIS ESSEX INSURANCE GROUP** and hereby accept the Bylaws as approved and adopted. The renewal term is from July 1, 2019 to June 30, 2022.

BE IT FURTHER RESOLVED that the Board Secretary/Business Administrator is authorized to execute the application for membership and the accompanying certification on behalf of the District and;

BE IT FURTHER RESOLVED that the Board Secretary/Business Administrator is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the Pool as are required by the Pool's Bylaws and to deliver the same to the Executive Director.

Motion: Mr. Furda **Second:** Mrs. Shannon **Roll Call:** 8 yes, 0 no

9. Conduct the second reading of **Policy 8561 Procurement Procedures for School Nutrition Programs**, and if approved, adopt.

Motion: Mr. Furda **Second:** Mrs. Shannon **Roll Call:** 8 yes, 0 no

II. TRANSPORTATION

Upon recommendation of the Business Administrator/Board Secretary, move to:

1. Authorize a joint transportation agreement with Educational Service Commission of Morris County, New Jersey, to provide pupil transportation services for the 2019-2020 school year.

Motion: Mr. Furda **Second:** Mrs. Shannon **Roll Call:** 8 yes, 0 no

2. Approve a revised parent transportation contract for Student CST #16-18 to be transported to and from Peter Cooper School in Ringwood, NJ, at \$23 per day, not to exceed \$4,209, effective 9/17/18 through 6/30/19.

Motion: Mr. Furda **Second:** Mrs. Shannon **Roll Call:** 8 yes, 0 no

3. Approve the request of the Township of Hanover Memorial Day Parade Committee to furnish two (2) buses and two (2) drivers for their annual Memorial Day activities on Monday, May 27, 2019.

Motion: Mr. Furda **Second:** Mrs. Shannon **Roll Call:** 8 yes, 0 no

III. PHYSICAL PLANT

Upon recommendation of the Business Administrator/Board Secretary, move to:

1. Conduct the second reading of **Policy 7440 School District Security**, and if approved, adopt.

Motion: Mr. Furda **Second:** Mrs. Shannon **Roll Call:** 8 yes, 0 no

D. PUBLIC RELATIONS

No Items for Board Consideration

IX. PUBLIC COMMENTS – Several parents of students at Salem Drive School asked the Board to review its policy related to class size and consider adding additional sections at certain grade levels or adding staff assistants.

X. ITEMS FOR DISCUSSION – None


XI. ADJOURNMENT – 8:10 p.m.

Motion: Mrs. Mattia

Second: Mr. Breen

Approved: Unanimous

Respectfully submitted,



Vanessa M. Wolsky

School Business Administrator/
Board Secretary

