

**HANOVER TOWNSHIP PUBLIC SCHOOLS**  
**Regular Public Meeting - Library/Media Center**  
**Memorial Junior School**  
**7:30 p.m. – June 16, 2020**

**ORDER OF MEETING**

1. **CALL TO ORDER**
  - Announcement
  - Flag Salute
  - Roll Call
  - Fur Pet Bre Yan Mat Win Sha Azz Tog
2. **SPECIAL PRESENTATION**
  - **2018-2019 District Testing Report: Science – Darrin Stark**
3. **APPROVAL OF MINUTES**
  - Regular Public Meeting 5/26/20
  - Regular Public Meeting 4/28/20
4. **BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT**
5. **SUPERINTENDENT'S REPORT**
  - **End of Year Report**
    - **2019-2020 District Goals**
6. **DIRECTOR OF CURRICULUM, INSTRUCTION, & PROFESSIONAL DEVELOPMENT'S REPORT**
  - **Curriculum Update**
7. **COMMITTEE REPORTS**
  - **Personnel**
  - **Curriculum & Instruction**
  - **Finance/Transportation/Physical Plant**
  - **Public Relations**
  - ***Travel Report***
  - ***Delegate Reports***
8. **PUBLIC COMMENTS (Agenda Items Only)**
9. **BOARD ACTIONS**
10. **MOTION TO CONVENE IN EXECUTIVE SESSION**
11. **PUBLIC COMMENTS**
12. **ITEMS FOR DISCUSSION**
  - **Board Calendar** (CT)
13. **ADJOURNMENT**
14. **PRIVATE SESSION**

Hanover Township Enrollment  
2019-2020

SCHOOL	KDG	1	2	3	4	5	6	7	8	PSD	AUTISTIC	MD1	MD2	MD3	TOTALS	O/Distr	Interg.
Bee Meadow	47	41	48	47	46	58				18	3	7	5		320		
Section:	3	3	3	3	2	3				4	1	1	1		24		
Mountview Road	39	44	33	71	64	59									310		
Section:	2	2	2	4	3	3									16		
Salem Drive	43	45	37	35	45	37									242		
Sections:	3	3	2	2	2	2									14		
Memorial Junior							160	150	163						5	478	
Sections:							9	10	10						1	29	
<b>May 29, 2020</b>	<b>129</b>	<b>130</b>	<b>118</b>	<b>153</b>	<b>155</b>	<b>154</b>	<b>160</b>	<b>150</b>	<b>163</b>	<b>18</b>	<b>3</b>	<b>7</b>	<b>5</b>	<b>5</b>	<b>1350</b>	<b>12</b>	<b>10</b>
<b>SECTIONS</b>	<b>8</b>	<b>8</b>	<b>7</b>	<b>9</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>10</b>		<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>80</b>		
September 5, 2019	131	131	117	158	154	153	159	150	164	18	3	7	5	5	1355		
September 27, 2019	131	131	117	158	154	153	160	150	164	17	4	2	5	4	1350		
October 15, 2019	132	131	117	158	154	153	160	150	164	15	4	4	5	4	1351		
October 31, 2019	132	131	117	158	154	153	160	150	164	15	4	4	5	4	1351		
November 27, 2019	131	130	118	156	154	154	160	150	165	15	4	4	5	4	1350		
December 20, 2019	131	129	119	154	154	154	160	150	164	15	3	4	5	4	1346		
January 31, 2020	129	130	117	153	153	155	160	150	164	18	3	5	5	4	1346		
February 28, 2020	129	130	118	153	155	155	160	150	163	18	3	7	5	5	1351		
March 31, 2020	129	130	118	153	155	154	160	150	163	18	3	7	5	5	1350		
April 30, 2020	129	130	118	153	155	154	160	150	163	18	3	7	5	5	1350		
May 29, 2020	129	130	118	153	155	154	160	150	163	18	3	7	5	5	1350		
June 23, 2020															0		

**A. PERSONNEL**

**Upon recommendation of the Superintendent, move to:**

1. Accept, with regret, the resignation of Maryellen Adams, School Psychologist, Bee Meadow, and Memorial Junior schools, effective 9/1/20, for the purpose of retirement.

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

2. Accept, with regret, the resignation of Mary Conner, School Nurse, Mountview Road School, effective 10/1/20, for the purpose of retirement.

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

3. Accept, with regret, the resignation of Lynda Hegarty, Special Education Aide, Memorial Junior School, effective 7/1/20, for the purpose of retirement.

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

4. Accept, with regret, the resignation of Kristen Kubala, Elementary (Grade 2) Teacher, Mountview Road School, effective 7/1/20, for personal reasons.

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

5. Appoint Mary Beth Wall Valenti to the temporary position of full time (1.0 FTE) Long Term Substitute Replacement Guidance Counselor (Lothian), Memorial Junior School, at the BA Step 1 per diem rate of \$281 when school is in session, effective 9/2/20 through 12/4/20, *with the actual 2020-2021 rate to be determined upon the conclusion of negotiations between the Board and the HTEA.*

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

6. Appoint Robert Cloughsey to the position of full time (1.0 FTE) Maintenance Mechanic "A", at a salary of Step 4, 57,259, effective 7/1/20 to 6/30/21, and in accordance with the Agreement between the Board and the HTEA, *with actual 2020-2021 salary to be determined upon the conclusion of negotiations between the Board and the HTEA.*

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

7. Approve appointment and contract for the 2020-2021 school year for Aaron Wasserman, Director of Curriculum, Instruction and Professional Development effective 7/1/20 to 6/30/21, with 2020-2021 salary to be determined at a later date.

**(ROLL CALL)**

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

8. Approve the appointment and contract for the 2020-2021 school year for Gregory Margolis, Director of Special Education, effective 7/1/20 to 6/30/21, with 2020-2021 salary to be determined at a later date.

**(ROLL CALL)**

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

9. Approve the appointment of the following supervisory staff members effective 7/1/20 to 6/30/21, with 2020-2021 salaries to be determined at a later date.:

<u>Staff Member</u>	<u>Position</u>	<u>Salary</u>
Thomas Gaveglio	Supervisor of Buildings & Grounds	TBD
Greg Matyola	Computer Technician	TBD
Lauren Mead	Coordinator, School Age Child Care Program	TBD
Michael Raucci	Transportation Coordinator	TBD
Michael Schwab	Director of Technology	TBD

**(ROLL CALL)**

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

10. Approve the transfer of Sharon Karlok from part time (.46 FTE) Special Education Teacher, Mountview Road School, to part time (.46 FTE) Special Education Teacher, Salem Drive School, effective 9/1/20.

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

11. Approve the transfer of Dina Szczepanski from part time (.69 FTE) Special Education Aide, Mountview Road School, to part time (.69 FTE) Special Education Aide, Memorial Junior School, effective 9/1/20.

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

12. Authorize the following tuition reimbursement applications for the **2019-2020** school year, in accordance with the Agreement between the Board and the HTEA:

<u>Teacher</u>	<u>Credits</u>
Dana Frey	6

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

13. Approve Maribella Hamlin, Secretary to the Director of Curriculum, Instruction, and Professional Development, to work up to ten (10) additional days during the summer at her per diem salary.

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

14. Approve Dana Lothian, Guidance Counselor, Memorial Junior School, to work in the guidance office for up to a maximum of 20 days during the summer, at a per diem rate in accordance with the Agreement between the Board and the HTEA (Article XIV, Section H).

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

15. Approve Rebecca Tsihlas, Guidance Counselor, Memorial Junior School, to work in the guidance office for up to a maximum of 20 days during the summer, at a per diem rate in accordance with the Agreement between the Board and the HTEA (Article XIV, Section H).

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

16. Approve extra-compensation payments for **2020** summer curriculum projects, at the hourly rates, in accordance with the Agreement between the Board and the HTEA (Article XIV, Section G), as outlined below.:

**Areas of focus for 2020 include:**

	<b>MTV</b>	<b>SDS</b>	<b>BMS</b>	<b>MJS</b>
Mathematics (K-5) 220	Padavano - (gr.K) -10 McNally - (gr.2) - 10 Vassole - (gr.3) – 10 Martucci - (gr.5) – 10 Huttenmoser - (gr.5) - 10 Gervasio - (Sp. Ed.) - 10	Hollywood - (gr.K) – 10 Protasiewicz - (gr.1) – 10 Pierone - (gr.2) – 10 Leavy - (gr.3) – 10 Serido - (gr.4) – 10 Carey - (gr.5) – 10 Russo - (gr.ELL) – 10	Colasuonno - (gr.K) -10 Wagner - (gr. K) - 10 Cobane - (gr.1) - 10 Prout - (gr.1) - 10 Goldberg - (gr. 2) - 10 Esposito - (gr. 3) - 10 Kohr - (gr. 4) - 10 Sainato - (gr. 5) - 10 Vogt- (gr.CS) – 10	
ELA (6-8) 50				Renz – 10 Dilatush – 10 Diaz – 10 Crane – 10 Pallino - 10
Educational Technology Specialists (45 )	Pratola (15)	Cashen (15)	Peterson (15)	
HIB – Harassment Intimidation and Bullying Specialist (25)	Perpignan (5)	Jacobson (5)	Dakak (5)	Ash (5) Tsihlas (5)
Grade Level Chairs and Area Cd (40)	Lisewski (5) Huetenmoser (5)	Brozyna (5)	Lowy (5) Wagner (5) Sheets (5)	Mascolo (5) Renz (5)

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

17. Approve the following staff for Extended School Year summer 2020 employment with salaries as per the Agreement between the Board and the HTEA.

<b>Staff Member</b>	<b>Position</b>	<b>Dates of Hire</b>	<b>Hours Per Day</b>	<b>Total # of Days</b>
Jennifer Lavalette	Resource Teacher	7/6/2020-7/31/2020	2.5	20+1
Antoinette Liberato	Resource Teacher	7/6/2020-7/31/2020	1.5	20+1
Sandra Lillo	Resource Teacher	7/6/2020-7/31/2020	1.5	20+1
Lyle Owens	Resource Teacher	7/6/2020-7/31/2020	2.5	20+1
Jennifer Pilchman	Resource Teacher	7/6/2020-7/31/2020	2.5	20+1
Amy Roos	Resource Teacher	7/6/2020-7/31/2020	2.5	20+1
Samantha Sheets	Resource Teacher	7/6/2020-7/31/2020	1.5	20+1
Laura Diamante	PSD Teacher	6/29/2020-8/5/2020	2.5	27+1
Alyssa Muller	PSD Teacher	6/29/2020-8/5/2020	2.5	27+1
Lisa Healy	MDI Teacher	6/29/2020-8/5/2020	4	27+1
Michelle Cordasco	MDII Teacher	6/29/2020-8/5/2020	4	27+1
Nancy Lamond	MDIII Teacher	6/29/2020-8/5/2020	4	27+1
Amanda Araneo	Speech Therapist	6/29/2020-8/5/2020	3	16+1
Kimberly Mullooly	Speech Therapist	6/29/2020-8/5/2020	3	16+1
Rose Papera	Speech Therapist	6/29/2020-8/5/2020	3	16+1

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

18. Approve the following staff members to serve as Anti-bullying Specialists for the 2020-2021 school year:

Grace Jacobson - SDS  
 Kristen Dakak - BMS  
 Deja Perpignan - MTV  
 Dana Lothian - MJS  
 Rebecca Tsihlas - MJS

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

19. Approve the following staff member to serve as District Anti-bullying Coordinator for the 2020-2021 school year:

Michael Anderson

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

20. Authorize the Superintendent to employ staff for the 2020-2021 school year, during the recess of the Board, for subsequent ratification by the Board.

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

21. Acknowledge that there were no student suspensions as reported by the school principals for the month of May 2020.

**Azz Pet Bre Yan McC Mat Win Tog Fur Action of the Board**

**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 March 2020:

<u>School</u>	<u>Date</u>
Memorial Junior School	3/3/20

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

2. Approve the Director of Special Education's recommendation to contract with Saint Clare's Hospital to provide school clearance evaluations consistent with the district's crisis management procedures for the 2020-2021 school year, at a cost on to exceed \$222 per evaluation.

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

3. Approve the Director of Special Education's recommendation for Student CST #21-14 to continue to attend P.G. Chambers School for the 2020 Extended School Year at a cost not to exceed \$11,702, and the 2020-2021 school year at a cost not to exceed \$71,211.

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

4. Approve the Director of Special Education's recommendation for Student CST #11-12 to attend the Lake Drive School in Mountain Lakes for the 2020 Extended School Year at a cost not to exceed \$7,020.

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

5. Approve the Director of Special Education's recommendation for Student CST #46-10 to attend Windsor Learning Center for the 2020 Extended School Year at a cost not to exceed \$9,660, and the 2020-2021 school year at a cost not to exceed \$57,960.

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

6. Approve the Director of Special Education's recommendation to contract with Bergen County Special Services to provide Teacher of the Deaf services to Student CST #35-19 during the 2019-2020 school year, retroactive to March 2020, at a cost not to exceed \$825.

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

7. Approve the Director of Special Education's recommendation to contract with P.G. Chambers School to provide occupational and physical therapy services to students for the 2020-2021 school year as required by students' special education programs, at a cost not to exceed \$230,000.

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

8. Approve the Director of Special Education's recommendation to contract with P.G. Chambers School during the 2020 Extended School Year to provide telepractice occupational and physical therapy services to district students as required by their special education programs, at a cost not to exceed \$23,000.

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

**C. FINANCE, TRANSPORTATION, PHYSICAL PLANT**

**I. FINANCE**

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

1. Approve line item transfers in the 2019-20 Budget, **Attachment "A"**.

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

2. Accept the certification of the Business Administrator/Board Secretary that as of 5/31/20 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).

**(ROLL CALL)**

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

3. Certify that as of 5/31/20, 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. 6:20-2.10(b) and sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

**(ROLL CALL)**

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

4. Accept the reports of the Secretary A-148 and the treasurer's report A-149, for the month ended 5/31/20.

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**



5. Authorize the following payments:

<u>Bills List Dated</u>	<u>Amount</u>
Payroll 5/29/20	\$873,346.95
Payroll 5/15/20	\$928,357.97
Bills & Voids – 5/27– 6/16/20	\$750,303.39

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

6. Adopt the following resolution:

**WHEREAS**, the District may provide for mandatory direct deposit of net pay for all employees, and

**WHEREAS**, the Superintendent recommends that the Board adopt this requirement for mandatory direct deposit of net pay to increase efficiency in the Business Office and to reduce costs associated with producing checks; and

**WHEREAS**, this policy will require that employees of the Board indicate, in writing to the Business Administrator, the specific banking institution(s) and designated checking account(s), savings account(s) or share account(s) to which the deposit shall be made on behalf of the employee or elected official; and

**WHEREAS**, the Business Administrator may provide for any special exceptions that may be permitted by law; now therefore

**BE IT RESOLVED**, by the Board that, effective **September 1, 2020** pursuant to N.J.S.A. 52:14-15, mandatory direct deposit of net pay for all employees shall be made to the specific banking institution(s) provided by each employee or elected official.

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

7. Accept IDEA Fiscal Year 2021 funds and approve submission of the district’s annual IDEA-B grant application to the NJDOE in the following amounts:

Basic Public	\$312,938
Pre-school Public	\$ 18,637
Basic Non-public	\$ 6,954

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

8. Authorize the submission of the grant application for ESSA to the NJDOE for the 2020-2021 school year for Title I \$28,525, Title II Part A in the amount of \$16,514, and Title IV Part A in the amount of \$10,000 and

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

9. Approve entering into a consortium with East Hanover, Florham Park and Hanover Park Regional High School Districts to operate a Title III Consortium for the 2020-21 school year, with Hanover Park Regional High School District serving as lead agent. Hanover Township Title III \$6,422

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

10. Authorize the submission of the Cares Act Application to the NJDOE for the 2020-2021 school year for Cares Act in the amount of \$22,857

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

11. Authorize the School Business Administrator/Board Secretary to pay all remaining obligations and make necessary budget transfers to close the 2019-20 school year, and set up accounts payable and reserve for encumbrances to be paid after 7/1/20 as required under G.A.A.P., to be ratified by the Board of Education at the regular July meeting.

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

12. Authorize the School Business Administrator/Board Secretary to pay 2019-20 bills and issue payroll checks during the summer recess of the Board, subject to subsequent ratification by the Board.

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

13. Authorize the School Business Administrator/Board Secretary to cancel outstanding purchase orders from 2019-20.

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

14. Authorize a pre-audited Board Secretary and Treasurer's Report to be sent to the Department of Education for the period ending 6/30/20, as required by law.

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

15. Approve entering into Shared Services Agreements and Addendums between Hanover Township Board of Education and the Educational Services Commission of Morris County for the Bidding/Purchasing Program for the 2020-2021 school year.

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

16. Adopt the following resolution:

**WHEREAS**, N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

**WHEREAS**, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

**WHEREAS**, the Hanover Township Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

**WHEREAS**, the Hanover Township Board of Education has determined that an amount not to exceed \$500,000 is available for such purpose of transfer;

**NOW THEREFORE BE IT RESOLVED** by the Hanover Township Board of Education that it hereby authorizes the district’s School Business Administrator to make this transfer consistent with all applicable laws and regulations.

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

17. Pursuant to PL 2015, Chapter 47 the Hanover Township Board of Education intends to renew, award, or permit to expire the contracts listed in **Attachment "B"** previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part200.

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

18. Approve participating in the county-wide joint milk advertisement for 2020-2021.

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**

19. Authorize the Business Administrator to request from the Township of Hanover Treasurer, on a monthly basis, the district taxes necessary to fund the 2020-21 budget as indicated on the attached Annual Tax Request Schedule, **Attachment "C"**.

**Fur Pet Bre Yan Mat Win Sha Azz Tog Action of the Board**



**ADJOURNMENT**

**Moved by:**

**Seconded:**

**Action(v)**

**PRIVATE SESSION**