HANOVER TOWNSHIP BOARD OF EDUCATION

MINUTES

Regular Public Meeting – December 18, 2018

I. Opening

A. The meeting was called to order by Mrs. Wolsky, Board Secretary at 7:35 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 10, 2018.

B. Present: Board Members:

Mr. Salvatore A. Azzarello
Dr. Douglas Petty
Mr. Daniel Breen
Mr. Glenn Yannotta
Mrs. Gina Marie Winkler
Mrs. Carol Tognetti, Vice President
Mr. Steven Furda, President

Superintendent
Board Administrator/
Board Secretary

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

The following Board Members were absent: Ms. Rose McCauley, Mrs. Patricia Mattia

II. PRESENTATION

The Memorial Junior School flute ensemble, under the direction of Mrs. Tracy Currie, performed a selection of songs.

III. APPROVAL OF MINUTES

Regular Public Meeting 11/20/18

Motion: Mr. Azzarello  Second: Mrs. Winkler  Approved: Unanimous

IV. BUSINESS ADMINISTRATOR/BOARD SECRETARY’S REPORT

Mrs. Wolsky read that the cash balance as of November 30, 2018 was $4,747,016.12 with fiscal year to date interest of $13,161.26 in the General Fund and $289.52 in the HTSACC
V. SUPERINTENDENT'S REPORT

Mr. Wasko said, "I would like to begin my report this evening by complimenting and congratulating our district music teachers, administrators, and of course all of our student performers for their hard work, effort, and dedication in preparing for this year's Holiday and Winter Concerts. For those grade level concerts that I was able to attend, which was almost every one this year, I must say, our students did a great job showing off their musical talents. Their performances were outstanding and truly help to kick-off the Holiday Season here in Hanover Township. Congratulations to all for a job well done.

In New Jersey, the New Jersey School Boards Association has declared January 2019 as School Board Member Recognition month and Item #3 on the Public Relations portion of tonight's agenda recognizes the contributions Board members make for the benefit of the students in our schools. Board members play a vital role in ensuring our schools are well run. As indicated in the resolution, Board members embrace the goal of high-quality educational programs, strive to provide the resources necessary to meet the needs of all our students, provide accountability to the public, establish policies, and provide general oversight of our schools. Board members receive no pay, no benefits, and no pension service credit for their services. Serving as a member of the Hanover Township Board of Education is a fine example of community service at its highest level....and I would like to take this opportunity, to say "Thank You" to ALL of our Board of Education Members for their dedicated service to the Hanover Township Public School Community.

Traditionally, tonight would have been the final meeting of one of our current Board members Rose McCauley, who has been a member of the Board of Education for a little over 4 years........due to a family conflict, Rose is not able to join us this evening but she did ask that I share this with everyone:

It has been an honor and a pleasure to serve Hanover Township's K through 8 public school system, from the students to the teachers and from the families to the administrators. Working with all of the current board members, as well as past members, has been a rewarding and productive experience. I have learned something from each of them. Cooperating with and supporting the efforts of the school district's administrators has been a true privilege. I am so deeply grateful for the role that the Hanover Township Public Schools has played in the intellectual and emotional education of my two children, as well as of all the children who attend, that to have been able to give back to the district in some way is a source of great satisfaction to me. Thank you for the opportunity and privilege of serving with all of you.

Fondly,
Rose McCauley

The Board and I we be recognizing Rose at our January Board of Education Meeting being held on the 22nd.
I would like to conclude my report by wishing everyone a Happy Holiday Season and a very Happy and Healthy New Year.”

VI. DIRECTOR OF CURRICULUM, INSTRUCTION & PROFESSIONAL DEVELOPMENT’S REPORT –

Mr. Wasserman said, “Thank you, Mr. Wasko and the Board of Education for the opportunity to report this evening. I would like to begin my report by thanking Rose McCauley for her service to the Board and wish her well. It has been a pleasure working with Ms. McCauley throughout her time on the Board. She has chaired the Curriculum Committee for the past two years and I will miss working with her. I wish her well and look forward to seeing her, as I know she will still be actively engaged in our community.

It is hard to believe that 2018 is coming to a close. We have made amazing strides this past year. Teachers have transitioned into and received professional development on a new 3-5 Reading Curriculum, the K-2 Fountas and Pinnell Benchmark Assessment System One, and the Sonday System which targets phonemic awareness. A number of Professional Learning Communities are fully operational and regular meetings are taking place. Inclusive to these PLC’s are Grade Level Team meetings, New Teacher Mentoring meetings, Educator Academy Professional Development classes, Technology Committee meetings, and the formation of a Mathematics Curriculum Steering Committee. Each one of these PLC’s represents dedicated professionals working with the common mission to meet District Goals.

Over the next few weeks our Guidance Counselors and Building Administrators will be working closely with students, teachers, and parents to distribute the 2018-2019 School Climate Survey. Surveys are provided to students, staff, and parents and will provide the district with valuable feedback on our school climate and cultures. The initiative involves stakeholders in the process of school improvement. The survey is anonymous and the results will help guide each building’s Safety Team to reflect and engage in work to improve our schools.

I wish everyone a Happy Winter Break and Healthy New Year. That concludes my report.”

VII. COMMITTEE REPORTS

Personnel Committee – Mr. Breen said the Committee met this evening and discussed staff development and various general Board matters.

Curriculum & Instruction Committee – The Committee met this evening and discussed curriculum initiatives related to Sonday System, Fountas and Pinnell, Superkids and Journeys. The Committee also discussed the January 18, 2019 professional development day and the SGP data was shared.

Finance/Transportation/Physical Plant Committee – Mr. Yannotta said the Committee met this evening and discussed the budget which is due to the County on 3/20, the status of the
security camera project and was updated on the water main break at Bee Meadow School on December 17 and gas line repair at Memorial Junior School.

**Public Relations Committee** – Dr. Petty thanked the Hanover Rotary for the donation of 165 dictionaries for all third graders and the Hanover Township Local PBA #128 for the donation of sweatshirts for all sixth graders for the Outdoor Education Trip.

**Travel/Delegate Report** – None

**VIII. PUBLIC COMMENTS – (Agenda Items Only)** – None

**IX. BOARD ACTIONS**

**A. PERSONNEL**

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

1. Approve a medical leave of absence (maternity) for Jennifer Baggot, Math Teacher, Memorial Junior School, effective 3/11/19 through 6/17/19, 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:** Mr. Breen  **Second:** Mr. Azzarello  **Roll Call:** 7 yes, 0 no

2. Approve a medical leave of absence (maternity) for Stephanie Rothman, Resource Center Teacher, Mountview Road School, effective 3/7/19 through 1/1/20, 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:** Mr. Breen  **Second:** Mr. Azzarello  **Roll Call:** 7 yes, 0 no

3. Approve a medical leave of absence for Nancy Ganley, Special Education Aide, Mountview Road School, effective 12/10/18 through 1/7/19, with pay (depending on availability of accrued sick days), in accordance with the Agreement between the Board and the HTEA.

**Motion:** Mr. Breen  **Second:** Mr. Azzarello  **Roll Call:** 7 yes, 0 no

4. Appoint Jacqueline Weber to the position of part time (.69 FTE) Special Education Aide, Bee Meadow School, at a salary of Step 3, $14,516, prorated, effective 12/12/18 to 6/30/19, in accordance with the Agreement between the Board and the HTEA.

**Motion:** Mr. Breen  **Second:** Mr. Azzarello  **Roll Call:** 7 yes, 0 no

5. Amend the 2018-2019 employment contract for Doreen Anderson from the
position of full time (1.0 FTE), Special Education Aide, to full time (1.02 FTE), Special Education Aide, Bee Meadow School, at a salary of Step 11, $25,521, effective 12/3/18 to 6/30/19, prorated, in accordance with the Agreement between the Board and the HTEA.

Motion: Mr. Breen  Second: Mr. Azzarello  Roll Call: 7 yes, 0 no

6. Amend the 2018-2019 employment contract for Angela Lomio from the position of full time (1.0 FTE), Special Education Aide, to full time (1.02 FTE), Special Education Aide, Bee Meadow School, at a salary of Step 12, $26,436, effective 12/3/18 to 6/30/19, prorated, in accordance with the Agreement between the Board and the HTEA.

Motion: Mr. Breen  Second: Mr. Azzarello  Roll Call: 7 yes, 0 no

7. Authorize the following graduate course tuition reimbursement applications for the 2018-2019 school year, in accordance with the Agreement between the Board and the HTEA.

Teacher  Credits
Christine Carey  6
Melissa Myron  9
April McDonough  10

Motion: Mr. Breen  Second: Mr. Azzarello  Roll Call: 7 yes, 0 no

8. Acknowledge the student suspensions as reported by the school principals for the month of November 2018 Attachments “A”, and “B”.

Motion: Mr. Breen  Second: Mr. Azzarello  Roll Call: 7 yes, 0 no

9. Acknowledge that there were no incidents of Harassment, Intimidation and Bullying for the period ending December 14, 2018.

Motion: Mr. Breen  Second: Mr. Azzarello  Roll Call: 7 yes, 0 no

10. Accept, with regret, the resignation of Kristine Eng, Lunch Recess Aide, Bee Meadow School, effective 1/2/19, for personal reasons.

Motion: Mr. Breen  Second: Mr. Azzarello  Roll Call: 7 yes, 0 no

11. Authorize the following graduate course tuition reimbursement applications for the 2018-2019 school year, in accordance with the Agreement between the Board and the HTEA.

Teacher  Credits
Andrew Graepel  18

Motion: Mr. Breen  Second: Mr. Azzarello  Roll Call: 7 yes, 0 no

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

Teacher: Heather Sobieski
Motion: Mr. Breen        Second: Mr. Azzarello        Roll Call: 7 yes, 0 no

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 November 2018:

<table>
<thead>
<tr>
<th>School</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bee Meadow School</td>
<td>11/1/18</td>
</tr>
<tr>
<td>Mountview Road School</td>
<td>11/1/18</td>
</tr>
<tr>
<td>Salem Drive School</td>
<td>11/12/18</td>
</tr>
<tr>
<td>Memorial Junior School</td>
<td>11/1/18</td>
</tr>
</tbody>
</table>

Motion: Dr. Petty        Second: Mr. Azzarello        Roll Call: 7 yes, 0 no

2. Acknowledge the following crisis management drills, as reported by the school principals, for the month of November 2018:

<table>
<thead>
<tr>
<th>School</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bee Meadow School</td>
<td>11/7/18</td>
</tr>
<tr>
<td>Mountview Road School</td>
<td>11/7/18</td>
</tr>
<tr>
<td>Salem Drive School</td>
<td>11/19/18</td>
</tr>
<tr>
<td>Memorial Junior School</td>
<td>11/29/18</td>
</tr>
</tbody>
</table>

Motion: Dr. Petty        Second: Mr. Azzarello        Roll Call: 7 yes, 0 no

3. Approve the Director of Special Education’s recommendation for the implementation of an Extended School Year program to meet the needs of our special education students per their IEPs.

   The Extended School Year will run during the following dates:

   - Self-Contained Class Programs: 6/27/19-8/2/19*
   - Resource Center Students: 7/1/19-7/26/19*

   *Closed 7/4/19 and 7/5/19 in observance of the July 4th holiday

Motion: Dr. Petty        Second: Mr. Azzarello        Roll Call: 7 yes, 0 no

4. Approve the Director of Special Education’s recommendation for Dan Diaz to provide bedside instruction in Language Arts for 6 hours per week to Student #2104041, effective 12/17/18 until the student is medically cleared to return to school.

Motion: Dr. Petty        Second: Mr. Azzarello        Roll Call: 7 yes, 0 no

5. Approve the Director of Special Education’s recommendation for Cindi Eckstein-Pitta to provide bedside instruction in Math for 4 hours per week to Student #2104041, effective 12/17/18 until the student is medically cleared to return to school.
Motion: Dr. Petty   Second: Mr. Azzarello   Roll Call: 7 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. Yannotta   Second: Mrs. Tognetti   Roll Call: 7 yes, 0 no

2. Accept the certification of the Business Administrator/Board Secretary that as of 11/30/18, 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. Yannotta   Second: Mrs. Tognetti   Roll Call: 7 yes, 0 no

3. Accept the reports of the Secretary A-148, and the treasurer’s report A-149, for the month ended 11/30/18.

Motion: Mr. Yannotta   Second: Mrs. Tognetti   Roll Call: 7 yes, 0 no

4. Certify that as of 11/30/18, after reviewing the Business Administrator/Board Secretary's financial report, 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. Yannotta   Second: Mrs. Tognetti   Roll Call: 7 yes, 0 no

5. Authorize the following payments:

<table>
<thead>
<tr>
<th>Bills List Dated</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Payroll 11/30/18</td>
<td>$865,606.53</td>
</tr>
<tr>
<td>Payroll 12/14/18</td>
<td>$909,153.36</td>
</tr>
<tr>
<td>Bills &amp; Voids 11/21 – 12/18/18</td>
<td>$575,632.45</td>
</tr>
</tbody>
</table>

Motion: Mr. Yannotta   Second: Mrs. Tognetti   Roll Call: 7 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”, “F”, “G”, “H”, “I”, “J”, and “K”.

Motion: Mr. Yannotta   Second: Mrs. Tognetti   Roll Call: 7 yes, 0 no

7. Accept Carry Over Funds for IDEA as follows:

IDEA Basic Non Public Carry Over Funds $ 19,922
II. TRANSPORTATION

No Items for Board Consideration at this time

III. PHYSICAL PLANT

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

1. Authorize the sale of a 2004 Ford F450 Mason Dump Truck

vin# 1FDXF47S94ED36214.

Vehicle to be sold will state as is where is deemed not to be road worthy

Motion: Mr. Yannotta  Second: Mrs. Tognetti  Roll Call: 7 yes, 0 no

D. PUBLIC RELATIONS

Upon recommendation of the Superintendent, move to:

1. Accept with appreciation the donation of 165 dictionaries to all third graders and their teachers, valued at approximately $580, from the Hanover Rotary.

Motion: Dr. Petty  Second: Mr. Azzarello  Roll Call: 7 yes, 0 no

2. Accept with appreciation the donation of sweatshirts to all sixth graders for the Outdoor Education Trip, valued at approximately $3200, from the Hanover Township Local PBA #128.

Motion: Dr. Petty  Second: Mr. Azzarello  Roll Call: 7 yes, 0 no

3. Adopt the following resolution:

School Board Recognition Month in New Jersey – January 2019

WHEREAS, The New Jersey School Boards Association has declared January 2019 to be School Board Recognition Month, a time that all residents might acknowledge the contributions made by our local school board members; and

WHEREAS, The Hanover Township Board of Education is one of more than 581 local school boards in New Jersey that sets policies and oversees operations for public school districts; and

WHEREAS, The Hanover Township Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey’s local school boards help determine community goals for the education of 1.4 million children in Pre-Kindergarten through 12th grade; and
WHEREAS, New Jersey’s 5,000 local school board members, who receive no
remuneration for their services, act as advocates for public school students as they work with
administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the
needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they
communicate the needs of the school district to the public; and they convey to school
administrators the public’s expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the
nation’s best in indicators such as high school graduation rates, class size, college entrance
exam participation, and Advanced Placement offerings and test scores. Now, therefore, be it

RESOLVED, That the Hanover Township Board of Education, does hereby recognize
the services of local school board members throughout New Jersey as we join communities
statewide in observing January 2019 as SCHOOL BOARD RECOGNITION MONTH; and
be it further

RESOLVED, That the Hanover Township Board of Education urges all New Jersey
citizens to work with their local boards of education and public school staffs toward the
improvement of our children’s education.

Motion: Dr. Petty          Second: Mr. Azzarello          Roll Call: 7 yes, 0 no

X.   PUBLIC COMMENTS – None

XI.  ITEMS FOR DISCUSSION – None

XII. ADJOURNMENT – 8:00 p.m.

Motion: Mr. Azzarello      Second: Mr. Yannotta          Approved: Unanimous

Respectfully submitted,

Vanessa M. Wolsky
School Business Administrator/
Board Secretary