

**HANOVER TOWNSHIP BOARD OF EDUCATION
REGULAR PUBLIC MEETING
MINUTES
October 18, 2022**

I. OPENING

The meeting was called to order by Mrs. Vanessa Wolsky, Board Secretary, at 7:30 p.m. in the IMC at Memorial Junior School, 61 Highland Avenue, Whippany, NJ 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 13, 2022.

Present: Board Members:	Mr. Stephen Furda
	Mrs. Gina Marie Winkler
	Mrs. Marcella Wilson
	Dr. Lynda Wright
	Mr. Jeffrey Basile
	Mrs. Lisa Bomengo
	Mrs. Patricia Mattia

Superintendent	Mr. Michael J. Wasko
Business Administrator/ Board Secretary	Mrs. Vanessa M. Wolsky

Absent: Board Members:	Mrs. Kathryn McSorley
	Mr. Marc Amoresano

II. SPECIAL PRESENTATION

2021-2022 District Testing Report – D. Stark

Darrin Stark, Principal, Bee Meadow School, presented the 2022 District Testing Report. He reviewed the In View (Test of Cognitive Skills), the WIDA ACCESS for ELL and NJSLA. He also went over the scheduled assessments for 2022-2023.

III. APPROVAL OF MINUTES

Executive Session	9/20/22
Special Public Meeting	9/20/22
Regular Public Meeting	9/20/22

Motion: Mr. Furda	Second: Mr. Basile	Approved: yes 7, no 0
--------------------------	---------------------------	------------------------------

IV. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

Mrs. Wolsky reported that the cash balance as of September 30, 2022 was \$7,593,152.02. The interest in the General Fund to date is \$163.78 and the interest in the HTSACC Fund is \$14.82. She also noted that the next Regular Meeting of the Board of Education is scheduled for Tuesday, November 15 in the MJS Media Center.

V. SUPERINTENDENT'S REPORT

Mr. Wasko gave the following report:

Welcome everyone, I would like to begin my report tonight by bringing your attention to Item #4 on the Curriculum & Instruction portion of tonight's agenda, which is a resolution to accept and approve the submission of the Annual Report of Violence, Vandalism, and Substance Abuse for the 2021-2022 school year.

New Jersey Statute requires school superintendents to publicly report, (twice a year), all acts of violence, vandalism, and incidents of harassment, intimidation, and bullying that occur in our schools. For the purpose of tonight's report, I will be summarizing the data compiled during Reporting Period 2, January 1, 2022 through June 30, 2022.

During this reporting period there were 14 HIB incidents reported and investigated, all occurring at Memorial Junior School. 4 incidents were confirmed acts of HIB and 10 incidents were considered "Alleged" acts of HIB. It should be noted that while the investigations determined that the incidents were not acts of HIB, they were considered violations of the student code of conduct and resulted in disciplinary and remedial consequences for the students involved.

In addition to the HIB incidents that occurred at Memorial Junior School, there were also 6 incidents of violence consisting of 1 threat (social media), 4 simple assaults (fighting) and 1 assault with a weapon that involved the blade of a personal "mini" pencil sharpener, and 1 incident of vandalism (that occurred in a bathroom). There were 7 "other" incidents involving violations of the student code of conduct that lead to the removal of students via an in-school or out of school suspension.

There were no HIB investigations, acts of violence, vandalism, and/or incidents of substance abuse reported during Reporting Period 2 at Bee Meadow School, Mountview Road School or Salem Drive School.

The school district will continue to actively train staff, investigate ALL alleged incidents of HIB, and provide ongoing embedded programs to educate students, faculty, and staff about the six pillars of character which include caring, responsibility, trustworthiness, citizenship, fairness, and respect which form the basis of our district anti-bullying and character education programs. In addition, we will continue to provide various professional development activities and support to both our staff and students that focus on mindfulness and social and emotional health and wellness.....that promote a safe, nurturing, and supportive environment in which staff and students can work and learn.

In closing, I would like to wish all of our 6th grade students, staff, and parent chaperones a happy camping experience at this week's outdoor education trip at Fairview Lakes YMCA. It looks like Mother Nature has dialed up some sunny weather with some cold temperatures, so remember to bring your long john's.

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

Mr. Wasserman gave the following report:

I would like to thank Mr. Stark, for providing us all with such a comprehensive testing report. The report was informative and continues to highlight the amount of attention we spend looking at the data to better our practices and assist in maximizing instruction as well as student achievement.

I am happy to share that our teachers have been working as grade level subject area teams to analyze testing data. We are looking at individual scores, subgroup scores, and grade level trends which has an impact on curriculum resources and provides a path for district level initiatives.

During the past two months Hanover Township teachers have been connecting with students on many levels and continue to go the extra mile. We have been working together as a team and last week the district participated in our Columbus In-Service Professional Development Day.

This year's theme was the Reconnected Educator. The day was scheduled to encompass a total of three breakout sessions. The topics that were covered throughout the day focused on dealing with social emotional learning, educator self-care and how it corresponds to the classroom environment, the Atlas Curriculum Mapping program and how to navigate the platform, and providing support for our students outside of the classroom via the tutor.com tutoring platform. Time was also spent on grade level and subject area articulation.

Teachers are currently being coached on response to intervention training at all four of our schools and our benchmarking and diagnostic data is being collected and analyzed.

In closing, the Hanover Township Public School System has found our rhythm during these past two months. We are off to a terrific school year and credit our teachers and principals for making strong connections with their students and parents.

VII. COMMITTEE REPORTS

Personnel Committee – Dr. Wright said the Committee met on 10/11 and discussed enrollment, staff retirements, resignations, leaves of absence, recommendations for hire, current/anticipated openings, HIB reporting, staff movement on guide, the second reading of various BOE policies and upcoming negotiations.

Curriculum & Instruction Committee – Mrs. Wilson said the Committee met on 10/11 and discussed BOE approvals for Area Coordinator and policy #2425, the testing report presented by Mr. Stark, Tutor.com update, in-service professional day and Sunday professional development.

Finance/Transportation/Physical Plant Committee – Mr. Basile said the Committee met on 10/11 and received updates on the tire mulch project, the need for a new network HVAC controller at Salem Drive, the Comprehensive Maintenance Plan, NJDOE security audit, residential development update, the Township Fuel Agreement, 23/24 budget calendar and policies for second reading.

Public Relations Committee – Mrs. Winkler said the Committee met on 10/11 at 7:15 and discussed the Memorandum of Agreement on the agenda for approval, playground surfacing project, Election Day 11/8 with no voting in our schools, Barclay coding program, Halloween celebrations in schools, parent conferences and a video recording of meetings update.

Negotiations Committee – None

Travel/Delegate Report – None

VIII. PUBLIC COMMENT - None

IX. BOARD ACTIONS

A. PERSONNEL

Upon recommendation of the Superintendent, move to:

1. Accept, with regret, the resignation of Marlene Wank, Lunch Recess Aide, Bee Meadow School, effective 10/1/22, for the purpose of retirement.

Motion: Dr. Wright **Second:** Mr. Furda **Roll Call:** 7 yes, 0 no

2. Accept, with regret, the resignation of Rebecca Strelec, Special Education Aide, Mountview Road School, effective 10/27/22, for personal reasons.

Motion: Dr. Wright **Second:** Mr. Furda **Roll Call:** 7 yes, 0 no

3. Approve movement on guide for the following staff member(s), effective 9/1/22.

<u>Staff Member</u>	<u>From</u>	<u>To</u>
Christina Vitiello	BA Step 4 \$59,935	BA+15 Step 4 \$62,335

Motion: Dr. Wright **Second:** Mr. Furda **Roll Call:** 7 yes, 0 no

4. Approve a leave of absence for Employee ID# 4258, effective, 2/20/23 to

6/30/23.

Motion: Dr. Wright **Second:** Mr. Furda **Roll Call:** 7 yes, 0 no

5. Approve an extension of a leave of absence for Employee ID# 690, *previously approved effective 5/16/22 to 9/15/22*, to be effective **through 9/30/22**.

Motion: Dr. Wright **Second:** Mr. Furda **Roll Call:** 7 yes, 0 no

6. Authorize the following graduate course tuition reimbursement applications for the **2022-2023** school year, in accordance with the Agreement between the Board and the HTEA.

<u>Teacher</u>	<u>Credits</u>
Caitlin Vassoler	3

Motion: Dr. Wright **Second:** Mr. Furda **Roll Call:** 7 yes, 0 no

7. Approve the following teacher to the extra compensation position as Area Coordinator for the 2022-2023 school year, with payment in accordance with the Agreement between the Board and the HTEA:

(Math Area Coordinator Brenda Talbert

Motion: Dr. Wright **Second:** Mr. Furda **Roll Call:** 7 yes, 0 no

8. Approve the following **2022-2023** extra-compensation assignment(s) as **Coach(es)** at **Memorial Junior School**, with payments in accordance with the Agreement between the Board and the HTEA.:

Boys Basketball Rocco Carnevale* Step 1

*pending criminal history background check and required paperwork

Motion: Dr. Wright **Second:** Mr. Furda **Roll Call:** 7 yes, 0 no

9. Approve the following **2022-2023** student teaching assignment(s):

<u>Student/College</u>	<u>Purpose</u>	<u>Co-op Teacher</u>	<u>Dates</u>
Erin Murphy/ Fairleigh Dickinson University	Field Experience/ SDS	D. Hollywood/ SDS	1/3/23-5/5/23 (60 hours total)
Daniel Scalley/ Drexel University	Student Teaching/ MJS	A. McDonough/ MJS	1/3/23-4/14/23
Megan Scalley/ Ramapo College	Clinical Experience/ MJS	C. Mulligan/ MJS	10/24/22-12/22/22 (20 hours total)

Motion: Dr. Wright **Second:** Mr. Furda **Roll Call:** 7 yes, 0 no

10. Approve the following addition(s) to the substitute list for the 2022-2023 school year.

Teacher: Marc Muzeni*

*pending criminal history background check and required paperwork

Motion: Dr. Wright **Second:** Mr. Furda **Roll Call:** 7 yes, 0 no

11. Approve the following people for positions in the Hanover Township School Age Child Care Program, **contingent on enrollment**, effective October 24, 2022 through June 30, 2023. Final staff appointments will be pending ratio needs based on enrollment of children in the program.

<u>Name</u>	<u>Position</u>	<u>Hourly Wage</u>
Hernandez, Natalia	Assistant	\$15.00

Motion: Dr. Wright **Second:** Mr. Furda **Roll Call:** 7 yes, 0 no

12. Acknowledge that there were no student suspensions reported by the school principals for the month of September 2022.

Motion: Dr. Wright **Second:** Mr. Furda **Roll Call:** 7 yes, 0 no

13. Accept the Harassment, Intimidation and Bullying report and affirm the Superintendent's decisions for the period ending October 14, 2022, **Attachments "A"**.

Motion: Dr. Wright **Second:** Mr. Furda **Roll Call:** 7 yes, 0 no

14. Conduct the **second** reading of **Policy 5116 Education of Homeless Children** and if approve, **adopt**.

Motion: Dr. Wright **Second:** Mr. Furda **Roll Call:** 7 yes, 0 no

15. Appoint Miles Rodgers to the temporary position of full time (1.0 FTE) Long Term Substitute Replacement Coordinated Services Teacher (BSI), Salem Drive School, at the BA Step 1 per diem rate of \$295 when school is in session, effective 11/7/22 to 6/22/23, or the last day of school. 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. Wright **Second:** Mr. Furda **Roll Call:** 7 yes, 0 no

16. Appoint Tara Martin to the position of part time (.69 FTE) Special Education Aide, Salem Drive School, at a salary of Step 17, \$21,273, prorated, effective 11/21/22 to 6/30/23, in accordance with the Agreement between the Board of Education and the HTEA. 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. Wright

Second: Mr. Furda

Roll Call: 7 yes, 0 no

17. Approve the following addition(s) to the substitute list for the 2022-2023 school year.

Teacher/Aide: Marina Makowski*

*pending criminal history background check and required paperwork

Motion: Dr. Wright

Second: Mr. Furda

Roll Call: 7 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 September 2022:

<u>School</u>	<u>Date</u>
Bee Meadow School	9/14/22
Mountview Road School	9/9/22
Salem Drive School	9/19/22
Memorial Junior School	9/16/22

Motion: Mrs. Wilson

Second: Mr. Furda

Roll Call: 7 yes, 0 no

2. Acknowledge the following crisis management drills, as reported by the school principals, for the month of September 2022:

<u>School</u>	<u>Date</u>
Bee Meadow School	9/21/22
Mountview Road School	9/20/22
Salem Drive School	9/29/22
Memorial Junior School	9/23/22

Motion: Mrs. Wilson

Second: Mr. Furda

Roll Call: 7 yes, 0 no

3. Approve the Student Safety Data System (SSDS) Incident Report Forms for the 2021-2022 school year, as per **Attachment "B"**.

Motion: Mrs. Wilson

Second: Mr. Furda

Roll Call: 7 yes, 0 no

4. Accept the "Annual Report of Violence, Vandalism, and Substance Abuse" for 2021-2022 and approve its submission to the State Department of Education.

Motion: Mrs. Wilson

Second: Mr. Furda

Roll Call: 7 yes, 0 no

5. Approve the list of Field Trips for the 2022-2023 school year, as per **Attachment "C"**.

Motion: Mrs. Wilson

Second: Mr. Furda

Roll Call: 7 yes, 0 no

6. Conduct the **second** reading of **Policy 2425 Emergency Virtual or Remote Instruction Program**, and if approved, **adopt**.

Motion: Mrs. Wilson

Second: Mr. Furda

Roll Call: 7 yes, 0 no

FINANCE, TRANSPORTATION, PHYSICAL PLANT

I. FINANCE

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

1. Approve line item transfers for the 2022-2023 Budget, **Attachment “D”**.

Motion: Mr. Basile

Second: Mr. Furda

Roll Call: 7 yes, 0 no

2. Accept the certification of the Business Administrator/Board Secretary that as of 9/30/22, 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. Basile

Second: Mr. Furda

Roll Call: 7 yes, 0 no

3. Accept the report of the Secretary A-148, and the reconciliation report A-149, for the month ended 9/30/22.

Motion: Mr. Basile

Second: Mr. Furda

Roll Call: 7 yes, 0 no

4. Certify that as of 9/30/22, 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. Basile

Second: Mr. Furda

Roll Call: 7 yes, 0 no

5. Authorize the following payments:

<u>Bills List Dated</u>	<u>Amount</u>
Payroll 9/30/22	\$ 925,363.60
Payroll 10/14/22	\$ 971,769.56
Bills & Voids 9/21–10/18/22	\$1,017,673.24

Motion: Mr. Basile

Second: Mr. Furda

Roll Call: 7 yes, 0 no

6. Accept additional funding for Chapter 192/193 as follows:

Annual Exam & Class \$760.00
Corrective Speech \$3,720.00
Supplemental Instruction \$2,478.00

Motion: Mr. Basile **Second:** Mr. Furda **Roll Call:** 7 yes, 0 no

7. 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) “E”, “F”, “G”, and “H”.

Motion: Mr. Basile **Second:** Mr. Furda **Roll Call:** 7 yes, 0 no

8. Conduct the **second** reading of **Policy 6115.01 Federal Awards/Funds Internal Controls – Allowability of Costs**, and if approved, **adopt**.

Motion: Mr. Basile **Second:** Mr. Furda **Roll Call:** 7 yes, 0 no

9. Conduct the **second** reading of **Policy 6115.02 Federal Awards/Funds Internal Controls – Mandatory Disclosures**, and if approved, **adopt**.

Motion: Mr. Basile **Second:** Mr. Furda **Roll Call:** 7 yes, 0 no

10. Conduct the **second** reading of **Policy 6115.03 Federal Awards/Funds Internal Controls – Conflict of Interest**, and if approved, **adopt**.

Motion: Mr. Basile **Second:** Mr. Furda **Roll Call:** 7 yes, 0 no

11. 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) “I”.

Motion: Mr. Basile **Second:** Mr. Furda **Roll Call:** 7 yes, 0 no

II. TRANSPORTATION

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

1. Approve a 5-year Interlocal Services Agreement between the Hanover Township Board of Education and the Township of Hanover for the purpose of coordinating the purchase, storage and furnishing of unleaded and diesel fuel by the Township for the passenger buses, vans and other vehicles of the Board of Education, effective 9/1/22 to 8/31/27.

Motion: Mr. Basile **Second:** Mr. Furda **Roll Call:** 7 yes, 0 no

III. PHYSICAL PLANT

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

1. The Department of Education requires New Jersey school districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities. It is requested that the Board of Education approve the submission of the Comprehensive Maintenance Plan, and the M-1, for the years 2021-22, 2022-23, and 2023-24.

Motion: Mr. Basile

Second: Mr. Furda

Roll Call: 7 yes, 0 no

2. Approve contracting with ATC Services, Inc. for the purchase and installation of a Metasys Supervisory Network Engine at Salem Drive School at a cost of \$41,520.

Motion: Mr. Basile

Second: Mr. Furda

Roll Call: 7 yes, 0 no

D. PUBLIC RELATIONS

Upon recommendation of the Superintendent, move to:

1. Approve the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials (2019 Revisions), and in conjunction with the required Memorandum of Understanding, reviewed and approved on 9/28/22 by Michael Looock, Chief, Hanover Township Police Department and Michael J. Wasko, Superintendent, Hanover Township Public Schools. (A copy of the Agreement is on file in the Board of Education office.)

Motion: Mrs. Winkler

Second: Mr. Furda

Roll Call: 7 yes, 0 no

X. PUBLIC COMMENTS

Jessica Scali thanked Evan Markensohn and the BMS PTA for opening the High Five program to all the schools and gave a High Five to Melissa Myron, Kindergarten Teacher at Salem Drive School.

Lindsay Richardi and Kim Denice gave a High Five to Danielle Martucci, Kindergarten Teacher at Mountview Road School on behalf of all the families in her Kindergarten class.

Greg Skiff spoke about Hanover Township and community engagement.

XI. ITEMS FOR DISCUSSION

Mrs. Bomengo brought up the following as Items for Discussion:

October 18, 2022

- A point of order that was made last month by Mr. Furda about motions made during Items for Discussion.
- A motion that she made at the July Board of Education meeting and the subsequent meetings that were held.

XII. ADJOURNMENT – 8:35 p.m.

Motion: Mrs. Wilson

Second: Mrs. Winkler

Approved: Unanimous

Respectfully submitted,

A handwritten signature in black ink that reads "Vanessa M. Wolsky". The signature is written in a cursive, flowing style.

Vanessa M. Wolsky
Business Administrator/Board Secretary