

HANOVER TOWNSHIP PUBLIC SCHOOLS
Regular Public Meeting - Library/Media Center
Memorial Junior School
7:30 p.m. – July 18, 2017

ORDER OF MEETING

1. **CALL TO ORDER**
 - Announcement**
 - Flag Salute**
 - Roll Call**
 - Azz Cah Pet Bre Yan McC Mat Tog Fur**
2. **SPECIAL PRESENTATION**
 - **STUDENT RECOGNITION**
3. **APPROVAL OF MINUTES**
 - Regular Public Meeting** **6/13/17**
4. **BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT**
5. **SUPERINTENDENT'S REPORT**
 - **Goals**
 - **Enrollment Update**
6. **DIRECTOR OF CURRICULUM, INSTRUCTION, & PROFESSIONAL DEVELOPMENT'S REPORT**
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** **(SF)**
13. **ADJOURNMENT**
14. **PRIVATE SESSION**

A. PERSONNEL

Upon recommendation of the Superintendent, move to:

1. Appoint Rafael Parra Palta to the position of full time (1.0 FTE), Custodian at Bee Meadow School, at a salary of Step 4, \$40,648 (includes 10% night differential and \$250 for black seal license), prorated, effective 8/1/17 to 6/30/18 (upon completion of the 120 day probationary period), in accordance with the Agreement between the Board and the HTEA. Actual 2017-2018 salaries will be determined upon conclusion of negotiations between the Board of Education and the Hanover Township Education Association.

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

2. Appoint Douglas Glenn to the position of full time (1.0 FTE), Custodian at Bee Meadow School, at a salary of Step 4, \$40,398 (includes 10% night differential), prorated, effective 7/17/17 to 11/15/17 (120 day probationary period), in accordance with the Agreement between the Board 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, and successful completion of a physical examination. Actual 2017-2018 salaries will be determined upon conclusion of negotiations between the Board of Education and the Hanover Township Education Association.

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

3. Appoint Christine Kerins to the position of full time (1.0 FTE) Speech Language Specialist, Bee Meadow School, at a salary of MA Step 6, \$63,286, effective 9/1/17 to 6/30/18, in accordance with the Agreement between the Board 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. Actual 2017-2018 salaries will be determined upon conclusion of negotiations between the Board of Education and the Hanover Township Education Association.

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

4. Appoint Deja Perpignan to the position of part time (.68 FTE) Elementary Guidance Counselor, Mountview Road School, at a salary of MA Step 1, \$40,212, effective 9/1/17 to 6/30/18, in accordance with the Agreement between the Board 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. Actual 2017-2018 salaries will be determined upon conclusion of negotiations between the Board of Education and the Hanover Township Education Association.

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

5. Appoint Gregory Matyola to the position of full time (1.0 FTE) Computer Technician, at a salary to be determined at a later date, effective 7/1/17 to 6/30/18.

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

6. Appoint Jacqueline Begyn to the position of full time (1.0 FTE) Teacher of Mathematics, Memorial Junior School, at a salary of BA Step 6, \$57,986, effective 9/18/17, or sooner, to 6/30/18, in accordance with the Agreement between the Board 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. Actual 2017-2018 salaries will be determined upon conclusion of negotiations between the Board of Education and the Hanover Township Education Association.

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

7. Appoint Jill MacConnell to the position of full time (1.0 FTE) Long Term Substitute Replacement Elementary (Grade 5) Teacher (Carey), Salem Drive School, at the BA Step 1 per diem rate of \$269.18 when school is in session, effective 9/1/17 to 1/31/18. 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. Actual 2017-2018 salaries will be determined upon conclusion of negotiations between the Board of Education and the Hanover Township Education Association.

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

8. Appoint Barbara Varcadipane to the position of full time (1.0 FTE) Long Term Substitute Replacement Elementary (Grade 4) Teacher (Leavy), Salem Drive School, at the BA Step 1 per diem rate of \$269.18 when school is in session, effective 9/1/17 to 1/31/18. Actual 2017-2018 salaries will be determined upon conclusion of negotiations between the Board of Education and the Hanover Township Education Association.

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

9. Appoint Melanie Rueter to the position of full time (1.0 FTE) Long Term Substitute Replacement Science Teacher (Murek), Memorial Junior School, at the BA Step 1 per diem rate of \$269.18 when school is in session, effective 9/1/17 to 1/19/18. Actual 2017-2018 salaries will be determined upon conclusion of negotiations between the Board of Education and the Hanover Township Education Association.

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

10. Approve the voluntary reassignment of Laura Petro from full time (1.0 FTE) Elementary Teacher, at Mountview Road School, to part time (.60 FTE) Basic Skills Instructor at Mountview Road School, effective 9/1/17 to 6/30/18.

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

11. Approve the voluntary reassignment of Ashling McNally from part time (.60 FTE) Basic Skills Instructor at Mountview Road School, to full time (1.0 FTE) Elementary Teacher, at Mountview Road School, effective 9/1/17 to 6/30/18.

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

12. Amend the 2017-2018 employment contract for Jessica Torres from the previously approved position of full time (1.0 FTE), Spanish Teacher, to full time (1.16 FTE), Spanish Teacher, Memorial Junior School, at a salary of BA, Step 3, \$63,749, effective 9/1/17 to 6/30/18, in accordance with the Agreement between the Board and the HTEA. Actual 2017-2018 salaries will be determined upon conclusion of negotiations between the Board of Education and the Hanover Township Education Association.

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

13. Approve Cheryl Minerowicz to the temporary position of part-time substitute summer secretary at Bee Meadow School, at her hourly rate, for 3 hours per day, effective 7/14/17, 7/17/17 to 7/21/17, 7/24/17 to 7/28/17, and 8/14/17 to 8/18/17. Actual 2017-2018 compensation rates will be determined upon conclusion of negotiations between the Board of Education and the Hanover Township Education Association.

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

14. Approve Pat Boorujy to the temporary position of part-time substitute summer secretary at Bee Meadow School, at her hourly rate, for 3 hours per day, effective 7/31/17 to 8/4/17. Actual 2017-2018 compensation rates will be determined upon conclusion of negotiations between the Board of Education and the Hanover Township Education Association.

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

15. Approve Patty Leach to the temporary position of part-time substitute summer secretary at Bee Meadow School, at her hourly rate, for 3 hours per day, effective 8/7/17 to 8/11/17. Actual 2017-2018 compensation rates will be determined upon conclusion of negotiations between the Board of Education and the Hanover Township Education Association.

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

16. Approve Corinne Didow to the temporary position of part-time substitute summer secretary at Salem Drive School, at her hourly rate, for 3 hours per day, not to exceed 20 days. Actual 2017-2018 compensation rates will be determined upon conclusion of negotiations between the Board of Education and the Hanover Township Education Association.

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

17. Approve Kathleen Cimaglia to the temporary position of part-time substitute summer secretary at Salem Drive School, at her hourly rate, for 3 hours per day, not to exceed 5 days. Actual 2017-2018 compensation rates will be determined upon conclusion of negotiations between the Board of Education and the Hanover Township Education Association.

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

18. Approve Melissa Stark to the temporary position of part-time substitute summer secretary at Salem Drive School, at her hourly rate, for 3 hours per day, not to exceed 3 days. Actual 2017-2018 compensation rates will be determined upon conclusion of negotiations between the Board of Education and the Hanover Township Education Association.

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

19. Approve Emma Cappellini, part-time secretary to the school nurse, Memorial Junior Schools to work up to an additional 16 hours during the summer, to assist the school nurse, at her hourly rate in accordance with the Agreement between the Board and the HTEA. Actual 2017-2018 compensation rates will be determined upon conclusion of negotiations between the Board of Education and the Hanover Township Education Association.

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

20. Approve the following staff member(s) as substitute(s) for the 2017 Extended School Year:

Georgeen Vaccaro – Substitute Special Ed Aide

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

21. Approve to add Diane Silbernagel, Resource Center Teacher, for employment in the 2017 Extended School Year, effective 7/5/17 to 8/4/17. Daily hours will be 8:15 – 11:45 a.m. (3.5 hours), for 24 days total (including 1 day for reports), with payments in accordance with the Agreement between the Board and the HTEA. Actual 2017-2018 compensation rates will be determined upon conclusion of negotiations between the Board of Education and the Hanover Township Education Association.

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

22. Approve **2017-2018** extra-compensation assignments as **Area Coordinators**, with payments in accordance with the Agreement between the Board and the HTEA as follows. Actual 2017-2018 compensation rates will be determined upon conclusion of negotiations between the Board of Education and the Hanover Township Education Association.:

Diane Mascolo – Math Area Coordinator

Karen Renz - ELA (English Language Arts) Area Coordinator

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

23. Approve the **2017-2018** extra-compensation hours for **Advisor(s)** at **Bee Meadow School**, with payments in accordance with the Agreement between the Board and the HTEA, as outlined below. Actual 2017-2018 compensation rates will be determined upon conclusion of negotiations between the Board of Education and the Hanover Township Education Association.:

<u>Club/Activity</u>	<u>Advisor</u>	<u>Budgeted Hours</u>
Maker Club	Crystal Thompson	15
	Linda Peterson	15

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

24. Approve the following staff members to the D.E.A.C. Committee at **Bee Meadow School** for the **2017-2018** school year:

Patti Lowy
Christine Fox

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

25. Approve the following staff members for **2017-2018** extra-compensation assignments as **I&RS Team Members** at **Mountview Road School** with payments in accordance with the Agreement between the Board and the HTEA. Actual 2017-2018 compensation rates will be determined upon conclusion of negotiations between the Board of Education and the Hanover Township Education Association.

Kerry Brennan, Coordinator	Colleen Downey
Mary Conner	Justine Conte
Kim Mullooly	Renee Lisewski
Amy Roos	

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

26. Approve **2017-2018** extra-compensation assignments at **Mountview Road School** with payments in accordance with the Agreement between the Board and the HTEA as follows. Actual 2017-2018 compensation rates will be determined upon conclusion of negotiations between the Board of Education and the Hanover Township Education Association.:

<u>Position</u>	<u>Staff Member</u>
Teacher-in-Charge:	Kim Mullooly
Student Council Advisors:	Matthew Pomel
	Caitlin Vassoler

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

27. Approve the following staff members to the School Improvement Panel (SCIP) at **Mountview Road School** for the **2017-2018** school year:

Carmen Bellino, Principal	Heather Rizzo
Matthew Pomel	Cori DeSino

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

28. Approve the following staff members to the D.E.A.C. Committee at **Mountview Road School** for the **2017-2018** school year:

Adrienne Huettenmoser
Danielle Martucci
Catherine Zysk
Vickie Geannakakes

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

29. Approve the following staff members for **2017-2018** extra-compensation assignments as **I&RS** Team Members at **Salem Drive School** with payments in accordance with the Agreement between the Board and the HTEA. Actual 2017-2018 compensation rates will be determined upon conclusion of negotiations between the Board of Education and the Hanover Township Education Association.

Nicole Aboyoun, Coordinator	Rosemary Cataliotti
Rosanna Mead	Dana Frey
Linda Laws	Anita D'Urso
TBD LTS Counselor(Sept-March 9) Grace Jacobson (March 12-June)	

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

30. Approve **2017-2018** extra-compensation assignments at **Salem Drive School** with payments in accordance with the Agreement between the Board and the HTEA as follows. Actual 2017-2018 compensation rates will be determined upon conclusion of negotiations between the Board of Education and the Hanover Township Education Association.:

<u>Position</u>	<u>Staff Member</u>
Teacher-in-Charge:	Lucille Russo
Student Council Advisor:	Matthew Pomel

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

31. Approve the following staff members to the School Improvement Panel (SCIP) at **Salem Drive School** for the **2017-2018** school year:

Rob Camean, Principal	Susan Pedalino
Lucille Russo	Jessica Venner

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

32. Approve the following staff members to the D.E.A.C. Committee at **Salem Drive School** for the **2017-2018** school year:

Diane Brozyna
Jaime Fittipaldi
Nancy Lamond
Lucille Russo

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

33. Conduct the second reading of **Policy & Regulation 1510 Americans with Disabilities Act**, and if approved, adopt.

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

34. Conduct the second reading of **Policy & Regulation 3160 Physical Examination**, and if approved, adopt.

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

35. Conduct the second reading of **Policy & Regulation 4160 Physical Examination**, and if approved, adopt.

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

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

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

37. Conduct the second reading of **Policy & Regulation 1240 Evaluation of Superintendent**, and if approved, adopt.

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

38. Conduct the second reading of **Policy 3126 District Mentoring Program**, and if approved, adopt.

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

39. Conduct the second reading of **Policy & Regulation 3221 Evaluation of Teachers**, and if approved, adopt.

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

40. Conduct the second reading of **Policy & Regulation 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators**, and if approved, adopt.

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

41. Conduct the second reading of **Policy & Regulation 3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals**, and if approved, adopt.

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

42. Conduct the second reading of **Policy & Regulation 3224 Evaluation of Principals, Vice Principals, and Assistant Principals**, and if approved, adopt.

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

43. Conduct the second reading of **Policy 3240 Professional Development for Teachers and School Leaders**, and if approved, adopt.

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

44. Conduct the second reading of **Policy 5610 Suspension**, and if approved, adopt.

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

45. Conduct the second reading of **Policy 5620 Expulsion**, and if approved, adopt.

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

46. Acknowledge the student suspensions, as reported by the school principals, for the month of June 2017, **Attachment “A”**.

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

47. Accept the Harassment, Intimidation and Bullying report and affirm the Superintendent’s decisions for the period ending June 30, 2017, **Attachment “B”**.

Azz Cah Pet Bre Yan McC Mat 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 June 2017:

<u>School</u>	<u>Date</u>
Memorial Junior School	6/16/17
Bee Meadow School	6/13/17
Mountview Road School	6/9/17
Salem Drive School	6/19/17

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

2. Acknowledge the following crisis management drills, as reported by the school principals, for the month of June 2017:

<u>School</u>	<u>Date</u>
Memorial Junior School	6/23/17
Bee Meadow School	6/20/17
Mountview Road School	6/14/17
Salem Drive School	6/22/17

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

3. Approve the following instructional materials:

Grades K-5 Engineering is Elementary Curriculum (EIE) – Boston, MA: National Center for Technological Literacy – Boston Museum

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

4. Approve the Director of Special Education's recommendation to contract with Bergen County Special Services to provide behavior consultation services to the MD-I, MD-II, and MD-111 class programs during the 2017 Extended School Year program, effective 6/27/17 through 8/4/17, not to exceed \$9,000.

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

5. Approve the Director of Special Education's recommendation to contract with the Morris Union Jointure Commission to conduct a functional behavior assessment for Student CST #45-10, not to exceed \$950.

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

6. Approve the Director of Special Education's recommendation for bedside tutoring at St. Clare's Health System for Student #1804052, effective 6/9/17 to 6/13/17, at a total cost of \$165.

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

7. Conduct the first reading of **Board Goals** for the **2017-2018** school year (below), and if approve, adopt:

1. Support the district's preparation for NJQSAC's Monitoring Review.
2. Engage in Board training to work toward NJSBA's Board Recertification award.
3. Enhance the Board's focus on student achievement recognition at board meetings by showcasing student work via projects, performances, presentations, demonstrations, etc.

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

8. Conduct the first reading of **District Goals** for the **2017-2018** school year (below), and if approved, adopt:

1. Prepare for the implementation of the New Jersey Quality Single Accountability Continuum (NJQSAC) through the use of District Performance Review Indicators to ensure compliance with the standards in five key areas:
 - a. Instruction and Program
 - b. Fiscal Management
 - c. Operations
 - d. Governance
 - e. Personnel
2. Based on the findings/results of the recently completed facilities "needs assessment" review:
 - a. Develop a multi-year plan to address the areas that have been identified as "Areas in need of improvement"
3. Enhance school district communication with the community.
4. To enrich the learning experiences of Hanover Township students through the expanded use of digital learning.

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

9. Conduct the second reading of **Policy & Regulation 2418 Section 504 of the Rehabilitation Act of 1973 - Students**, and if approved, adopt.

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

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

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

11. Conduct the second reading of **Policy 2464 Gifted and Talented Students**, and if approved, adopt.

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

12. Conduct the second reading of **Policy 2622 Student Assessment**, and if approved, adopt.

Azz Cah Pet Bre Yan McC Mat Tog Fur 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 2016-2017 and the 2017-2018 Budget, Attachment "C".

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

2. Authorize the following payments:
- | | |
|------------------------------|--------------|
| Payroll 6/15/17 | \$944,085.29 |
| Payroll 6/23/17 | \$837,827.17 |
| Payroll 6/30/17 | \$ 25,447.60 |
| Payroll 7/14/17 | \$280,642.23 |
| Bills & Voids - 6/15-6/30/17 | \$366,317.54 |
| Bills & Voids - 7/1-7/14/17 | \$660,127.57 |

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

3. Accept the certification of the Business Administrator/Board Secretary that as of 6/30/17 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)

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

4. Accept the reports of the Secretary A-148 and the Treasurer's Report A-149, for the month ended 6/30/17.

(ROLL CALL)

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

5. Certify that as of 6/30/17, 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. 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)

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

6. Approve the purchase of Zaner-Bloser Super Kids curriculum as follows:

Mountview Road School \$43,286.32

Bee Meadow School \$33,268.44

Salem Drive School \$32,007.45

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

7. Conduct the second reading of **Policy 8330 Student Records**, and if approved, adopt.

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

8. Conduct the second reading of **Policy 8505 Local Wellness Policy/Nutrient Standards for Meals and Other Foods**, and if approved, adopt.

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

II. TRANSPORTATION

No items for Board consideration

III. PHYSICAL PLANT

No items for Board consideration

