

# HANOVER TOWNSHIP BOARD OF EDUCATION

## MINUTES

### Regular Public Meeting – March 21, 2017

#### 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, 2017.

- B. Present: Board Members:
- |   |                                     |
|---|-------------------------------------|
|   | Mr. Salvatore A. Azzarello          |
|   | Mr. Brian Cahill                    |
|   | Mr. Douglas Petty                   |
|   | Mr. Daniel Breen                    |
|   | Mr. Glenn Yannotta                  |
|   | Ms. Rose McCauley                   |
|   | Mrs. Patricia Mattia                |
|   | Mrs. Carol Tognetti, Vice President |
|   | Mr. Steven Furda, President         |
| Superintendent                          | Mr. Michael J. Wasko                |
| Board Administrator/<br>Board Secretary | Mrs. Vanessa M. Wolsky              |

No Board Members were absent

#### II. SPECIAL PRESENTATIONS

**STOMP Out Bullying Teen Ambassador** - Eighth grade student Sayoni Bandyopadhyay was recognized for being selected as STOMP Out Bullying Teen Ambassador for New Jersey. Teen ambassadors are established student activists and leaders in the area of bullying and cyberbullying prevention. It is a well-deserved recognition and a tribute to Sayoni's hard work, dedication and abilities. Mr. Wasko congratulated Sayoni on behalf of the Board of Education for her accomplishment.

**North Jersey Area Band** – The following students were recognized for their appointment to the North Jersey Area Band: Lydia Bao, Veronica Choe, Ishaan Sharma, Emily Struble, Angelina Yu and Stanley Zhu.

**North Jersey Junior Region Band** - The following students were recognized for their appointment to the North Jersey Junior Region Band: Lydia Bao and Vedrath Murthy.

**III. APPROVAL OF MINUTES**

**Special Public Meeting**                      **2/28/17**  
**Regular Public Meeting**                    **2/28/17**

**Motion:** Mrs. Mattia                      **Second:** Mr. Cahill                      **Approved:** 9 yes, 0 no

**IV. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT**

Mrs. Wolsky read the cash balance as of February 28, 2017 was \$3,199,050.08. Fiscal year to date interest was \$1,899.76 in the General Fund and \$48.80 in the HTSACC Fund.

**V. SUPERINTENDENT'S REPORT**

Mr. Wasko said, "Since today is the second official day of spring, I would like to take this opportunity to wish everyone a Happy Spring. Next, I would like to congratulate Mr. Anderson, Mr. Toomey, and the MJS Guidance Department for once again organizing a very successful Career Awareness Day. Last Friday, over 150 8<sup>th</sup> grade students were broken into groups based on career interests. They spent the majority of the day meeting with individuals representing over 20 different careers and professions. The morning was kicked-off with keynote speaker US Army Lieutenant Colonel Ed Croot. He shared his military experiences with our "Z Generation" students, and provided valuable insight to help students prepare for possible post-middle school/secondary school pathways, i.e., work, college, or the military. Our second keynote speaker, a local resident, and MJS Parent, Kevin Barrows, former FBI Agent and current private investigator. He "WOWed" our students as he shared his experiences as a "Sports Investigator," on the Smithsonian Channel tv show called "Sports Detectives."

I am also in the process of visiting all of our schools to conduct 2017-2018 preliminary budget presentations. Most recently, Mr. Furda and I attended the Mountview Road School PTA Meeting on Monday, March 13th and the Memorial Junior School PTA Meeting on Thursday, March 16th, to present the preliminary budget to the PTA's. We did field a few questions regarding district enrollment, capital projects and PTA fundraising opportunities. Overall, the community's reaction to the budget has been positive. Our next budget presentation is scheduled for Monday, March 27th at 7:30 PM for the Salem Drive School PTA, followed by Bee Meadow School on Monday, April 3rd, and the Senior Citizens on Wednesday, May 3rd.

As previously mentioned in my remarks, a portion of the budget presentation at each school PTA discusses district enrollment and the impact that the official closing of OLM will have on our district. That being said, at the current time, based on the current class size, 2017-2018 enrollment projections, you will be happy to know that we are planning to add a third section of second grade at Salem Drive School for next year.

I am hoping this will be the last time I will have to close my Superintendent's Report by thanking Roy Aull and his crew for once again, a job well done.....Thank you to Roy Aull and the members of our buildings and grounds crew, as well as our district custodial staff for the great job they did with snow and ice removal on March 14<sup>th</sup> and 15<sup>th</sup>. Our schools were ready to open in a timely manner as a result of their efforts. Once again, I thank everyone for a job well done."

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

Mr. Wasserman thanked Mr. Wasko and the Board of Education for the opportunity to report this evening. He said, "During last month's report I touched upon some of meaningful steps the district has taken to transition our K-5 Science program to the Next Generation Science Standards. Grades 6-8 have already transitioned to the new standards and continue to benefit from ongoing professional development.

With the generosity and support of the Bayer Corporation, nine teachers representing each grade level K-8 participated in a NGSS hands on minds on professional development training conducted by Dr. Jackie Willis of Montclair State University. Dr. Willis is a distinguished biologist and educator and her work with rainforests was just showcased on the Smithsonian Channel. Our teachers were exposed to the major shifts in the standards by engaging in experiments that exemplified the new standards, highlighting performance expectations, and shifting their focus from knowing to doing. We thank Bayer for their outreach and welcome the partnership for future trainings.

In addition to trainings, the K-5 NGSS Committee comprised of a teacher from each school at each grade level has been researching materials. Thursday afternoon, a representative from Engineering is Elementary will be flying in from the Boston Museum to meet with the committee and review resources that align to the NGSS and our current Full Option Science System program. Finally, the eighth grade students at Memorial Junior School will be engaging in their second Students to Science Virtual Lab on Thursday morning. Eighth grade students from Memorial virtually join students from Ridgedale Middle School in Florham Park and a scientist to conduct a virtual science lab. The upcoming lab will be on density.

Finally, our grade level teams and administrators have also been researching English Language Arts programs for grades 1-5. Three presentations have been made to our teachers and we are currently reviewing options as well as their budgetary impacts to develop a plan to best transition our current ELA program. As with our NGSS Committee the K-5 ELA Committee is comprised of one representative from each grade level in each school totaling 18 members. The review process has been ongoing and I look forward to updating the Board and on our progress in the near future."

## **VII. COMMITTEE REPORTS**

**Personnel** – Mr. Breen said the Committee met this evening and discussed changes on RICE notification rules, adding a section at Salem Drive School, Board of Education policy updates, recommendations for hire and tenure and an open position.

**Curriculum & Instruction** – Ms. McCauley said the Committee discussed the great success of this past Career Day, Next Generation Science Standards, the support of Bayer, curriculum updates, the Makers’ Day activities Mrs. Kiff has planned at MJS and the open World Language position.

**Finance/Transportation/Physical Plant** – Mr. Yannotta said the Committee met this evening and reviewed the detailed HTSACC budget. He also shared that the budget has been sent to the County office and we are waiting for approval.

**Public Relations** – Mr. Petty said the Committee met this evening and discussed the Bus Drivers’ neighborhood watch initiative, the Community Garden logo contest, the 5K run/fun walk sponsored by the Education Foundation and the MCCEA Pride Exhibition at the Rockaway Mall where the Honors Band will be performing on April 25<sup>th</sup> at 1:00 p.m.

**Travel/Delegate Report** – None

**VIII. PUBLIC COMMENTS - None**

**IX. BOARD ACTIONS**

**A. PERSONNEL**

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

- 1. Approve appointment to tenure for the following staff member(s):

<u>Staff Member</u>	<u>Classification</u>	<u>Effective Date</u>
Edward Cashen	Elementary School Teacher	2/1/17

**Motion:** Mr. Breen                      **Second:** Mr. Azzarello                      **Roll Call:** 9 yes, 0 no

- 2. Accept with regret the resignation of Ruth Schnauffer, Bus Driver, effective 7/1/17, for the purpose of retirement.

**Motion:** Mr. Breen                      **Second:** Mr. Azzarello                      **Roll Call:** 9 yes, 0 no

- 3. Appoint Helen Krisiewicz to the position of part time (.50 FTE) Lunch Recess Aide, Memorial Junior School, at a salary of Step 2, \$7,958, prorated, effective 3/16/17 to 6/30/17, 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.

**Motion:** Mr. Breen                      **Second:** Mr. Azzarello                      **Roll Call:** 9 yes, 0 no

4. Approve to allow Kate Nelson, a school psychology intern at Rider University to shadow Cindi Eckstein-Pitta, LDT-C, and Maryellen Adams, School Psychologist, effective 3/6/17 through 6/23/17, to obtain experience with Child Study Team procedures.

**Motion:** Mr. Breen                      **Second:** Mr. Azzarello                      **Roll Call:** 9 yes, 0 no

5. Authorize the following tuition reimbursement applications for the **2017-2018** school year, in accordance with the Agreement between the Board and the HTEA:

<u>Teacher</u>	<u>Credits</u>
Samantha Sheets	12

**Motion:** Mr. Breen                      **Second:** Mr. Azzarello                      **Roll Call:** 9 yes, 0 no

6. Conduct the first reading of **Policy & Regulation 2460 Special Education.**

**Motion:** Mr. Breen                      **Second:** Mr. Azzarello                      **Roll Call:** 9 yes, 0 no

7. Conduct the first reading of **Policy 2467 Surrogate Parents and Foster Parents.**

**Motion:** Mr. Breen                      **Second:** Mr. Azzarello                      **Roll Call:** 9 yes, 0 no

8. Conduct the first reading of **Regulation 2460.1 Special Education – Location, Identification, and Referral.**

**Motion:** Mr. Breen                      **Second:** Mr. Azzarello                      **Roll Call:** 9 yes, 0 no

9. Conduct the first reading of **Regulation 2460.8 Special Education – Free and Appropriate Public Education.**

**Motion:** Mr. Breen                      **Second:** Mr. Azzarello                      **Roll Call:** 9 yes, 0 no

10. Conduct the first reading of **Regulation 2460.9 Special Education – Transition From Early Intervention Programs to Preschool Programs.**

**Motion:** Mr. Breen                      **Second:** Mr. Azzarello                      **Roll Call:** 9 yes, 0 no

11. Conduct the first reading of **Regulation 2460.15 Special Education – In-Service Training Needs for Professional and Paraprofessional Staff.**

**Motion:** Mr. Breen                      **Second:** Mr. Azzarello                      **Roll Call:** 9 yes, 0 no

12. Conduct the first reading of **Regulation 2460.16 Special Education – Instructional Material to Blind or Print-Disabled Students.**

**Motion:** Mr. Breen                      **Second:** Mr. Azzarello                      **Roll Call:** 9 yes, 0 no

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

**Motion:** Mr. Breen                      **Second:** Mr. Azzarello                      **Roll Call:** 9 yes, 0 no

14. Accept the Harassment, Intimidation and Bullying report and affirm the Superintendent’s decisions for the period ending March 17, 2017, **Attachment “B”**.

**Motion:** Mr. Breen                      **Second:** Mr. Azzarello                      **Roll Call:** 9 yes, 0 no

15. Approve the following addition(s) to the substitute list for the 2016-2017 school year.

**Teacher:        Michael Bornstein  
                      Patrick Rynearson**

**Motion:** Mr. Breen                      **Second:** Mr. Azzarello                      **Roll Call:** 9 yes, 0 no

16. Approve to amend the **2016-2017** extra-compensation hours for **Edward Cashen** as **Technology Club Advisor** at **Salem Drive School** from previously approved 7 hours to **10 hours**, with payments in accordance with the Agreement between the Board and the HTEA.

**Motion:** Mr. Breen                      **Second:** Mr. Azzarello                      **Roll Call:** 9 yes, 0 no

**Discussion:** Mr. Wasko congratulated Mr. Cashen on his appointment to tenure and Mrs. Schnauffer on her upcoming retirement.

**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 2017:

<u>School</u>	<u>Date</u>
Memorial Junior School	2/8/17
Bee Meadow School	2/8/17
Mountview Road School	2/2/17
Salem Drive School	2/6/17

**Motion:** Ms. McCauley                      **Second:** Mr. Azzarello                      **Roll Call:** 9 yes, 0 no

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

<u>School</u>	<u>Date</u>
Memorial Junior School	2/24/17
Bee Meadow School	2/21/17
Mountview Road School	2/6/17
Salem Drive School	2/15/17

**Motion:** Ms. McCauley      **Second:** Mr. Azzarello      **Roll Call:** 9 yes, 0 no

3. Approve the addition of Alex Aidekman Family Jewish Community Campus in Whippany to the list of approved field trips.

**Motion:** Ms. McCauley      **Second:** Mr. Azzarello      **Roll Call:** 9 yes, 0 no

4. Approve the Director of Special Education’s recommendation to contract with the Morris County Educational Services Commission to provide speech language therapy direct services, case management and testing on a per diem basis at Salem Drive and Memorial Junior schools from 4/24/17 through the end of the 2016-2017 regular school year at a cost not to exceed \$32,000.

**Motion:** Ms. McCauley      **Second:** Mr. Azzarello      **Roll Call:** 9 yes, 0 no

5. Approve the Director of Special Education’s recommendation for bedside instruction for Student CST # 21-17, effective 3/9/17 until medically cleared. Bedside instructors will be Cindi Eckstein-Pitta for 2 hours per week, and Daniel Diaz for 3 hours per week.

**Motion:** Ms. McCauley      **Second:** Mr. Azzarello      **Roll Call:** 9 yes, 0 no

6. Approve the Director of Special Education’s recommendation to contract with Bergen County Special Services Educational Enterprises to provide a functional behavior assessment for Student CST #44-17, at a cost not to exceed \$850.

**Motion:** Ms. McCauley      **Second:** Mr. Azzarello      **Roll Call:** 9 yes, 0 no

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

**I. FINANCE**

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

1. Approve transfers in the 2016-17 Budget, **Attachment “C”**.

**Motion:** Mr. Yannotta      **Second:** Mr. Azzarello      **Roll Call:** 9 yes, 0 no

2. Authorize the following payments:

<u>Bills List Dated</u>	<u>Amount</u>
Payroll 2/28/17	\$ 826,990.83
Payroll 3/15/17	\$ 874,031.14
Bills & claims 3/1/17 - 3/21/17	\$ 574,982.81

**Motion:** Mr. Yannotta      **Second:** Mr. Azzarello      **Roll Call:** 9 yes, 0 no

3. Accept the certification of the Business Administrator/Board Secretary that as of 2/28/17 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).

**Motion:** Mr. Yannotta      **Second:** Mr. Azzarello      **Roll Call:** 9 yes, 0 no

4. Certify that as of 2/28/17 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. Yannotta      **Second:** Mr. Azzarello      **Roll Call:** 9 yes, 0 no

5. Accept the report of the Secretary A-148 and the Treasurer's report A-149, for the month ended 2/28/17.

**Motion:** Mr. Yannotta      **Second:** Mr. Azzarello      **Roll Call:** 9 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. Yannotta      **Second:** Mr. Azzarello      **Roll Call:** 9 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) "H"**.

**Motion:** Mr. Yannotta      **Second:** Mr. Azzarello      **Roll Call:** 9 yes, 0 no

**II. TRANSPORTATION**

1. Authorize a joint transportation agreement with Educational Services Commission of Morris County, New Jersey, to provide pupil transportation services for the 2017-2018 school year.

**Motion:** Mr. Yannotta      **Second:** Mr. Azzarello      **Roll Call:** 9 yes, 0 no

2. Enter into a Transportation Jointure with Hanover Park Regional to transport 3 students to the Developmental Learning Center for the 2016-2017 school year. The cost is \$21,740.00.

**Motion:** Mr. Yannotta      **Second:** Mr. Azzarello      **Roll Call:** 9 yes, 0 no

3. Enter into a Transportation Jointure with Hanover Park Regional to transport 3 students to the Developmental Learning Center for the Extended School Year 2016-2017. The cost is \$3,502.56.

**Motion:** Mr. Yannotta      **Second:** Mr. Azzarello      **Roll Call:** 9 yes, 0 no

4. 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 29, 2017.

**Motion:** Mr. Yannotta      **Second:** Mr. Azzarello      **Roll Call:** 9 yes, 0 no

5. Approve the request of the Township of Hanover Recreation Department to provide one (1) school vehicle and a driver for their trip to Citi Field for a Yankee's vs. Mets game on Wednesday, August 16, 2017.

**Motion:** Mr. Yannotta      **Second:** Mr. Azzarello      **Roll Call:** 9 yes, 0 no

6. Approve the request of the Township of Hanover Recreation Department to furnish one (1) bus with driver for a Girls Lacrosse Team to a College Game at Mountain Lakes High School on Sunday, March 26, 2017.

**Motion:** Mr. Yannotta      **Second:** Mr. Azzarello      **Roll Call:** 9 yes, 0 no

**III. PHYSICAL PLANT**

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

1. Approve disposal of assets as per **Attachment "G"**.

**Motion:** Mr. Yannotta      **Second:** Mr. Azzarello      **Roll Call:** 9 yes, 0 no

2. Authorize Stephen Furda, Board President and Vanessa Wolsky, School Business Administrator/Board Secretary, to execute an Agreement between the Hanover Township Board of Education and The Calais School Regarding Emergency Use of the Memorial Junior School.

**Motion:** Mr. Yannotta      **Second:** Mr. Azzarello      **Roll Call:** 9 yes, 0 no

**D. PUBLIC RELATIONS**

**No items for Board consideration**

**X. MOTION TO CONVENE IN EXECUTIVE SESSION – None**

**XI. PUBLIC COMMENTS - None**

**XII. ITEMS FOR DISCUSSION – None**

**XIII. ADJOURNMENT 8:04 p.m.**

**Motion:** Mr. Yannotta      **Second:** Ms. McCauley      **Approved:** Unanimous

Respectfully submitted,

Vanessa M. Wolsky  
School Business Administrator/  
Board Secretary