

# HANOVER TOWNSHIP BOARD OF EDUCATION

## MINUTES

### Regular Public Meeting – April 25, 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

**Stoney Brook Community Farm and Garden Logo Contest Winner** – Mayor Ron Francioli and Denise Brennan, Superintendent of Recreation, were present to recognize Jane Chan for winning the logo contest. Her art work was chosen as the winning design and will be the background for the signs for the community garden program.

**One Day One School Participants** – On October 15, 2016, a One Day One School event was held at Salem Drive School where 42 hazardous trees were taken down and removed. Mr. Wasko thanked Mr. Thomas “Ace” Gallagher, creator and coordinator of the event as well as the tree professionals who participated. Mr. Gallagher expressed his appreciation of all the professionals, several of whom were present tonight. The next One Day One School event will be held in October at Hanover Park High School.

**Master Board Member Award** – Mr. Cahill presented Mr. Azzarello with a certificate in recognition of achieving the status of Master Board Member. Criteria for the award include previous receipt of the Certificated Board Member award plus 20 additional credits plus successful completion of an examination covering the core areas of board responsibilities.

**Public Hearing of Proposed 2017-18 Budget** - Mr. Wasko and Mrs. Wolsky gave a presentation on the 2017-18 proposed budget. A copy of the PowerPoint is attached.

**III. APPROVAL OF MINUTES**

**Regular Public Meeting 3/21/17**

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

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

In addition to the public hearing of the 2017-18 budget, Mrs. Wolsky read the cash balance as of March 31, 2017 was \$2,942,844.29. Fiscal year to date interest was \$2,062.32 in the General Fund and \$55.00 in the HTSACC Fund. She also shared that the next Regular Public Meeting of the Board of Education will be held on Tuesday, May 16<sup>th</sup> at 7:30 p.m.

**V. SUPERINTENDENT'S REPORT** – Public hearing of 2017-18 budget (included above in special presentations).

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

Mr. Wasserman thanked the Board of Education and Mr. Wasko for the opportunity to report this evening. He said, “Congratulations Mr. Azzarello on your recognition. We are fortunate to have you as a member of the Hanover Township Board of Education. You have had a tremendous impact on all of us.

I’d like to update the public on the administration of the PARCC Assessments. There’s a saying that the third time is a charm and we have had great success with this year’s administration so far. Assessments for grades 3-5 will begin on Tuesday May 2nd. Grade 7 will be completing their assessment tomorrow. Students in grades 6 and 8 have already completed their assessments. Overall, the administrations of the assessments have been seamless.

Hiring and retaining effective teachers is one of the most important jobs of school administrators. Providing the teachers with the proper resources is a tremendous responsibility. In essence, the resources become the tools our educators reach for in their tool boxes. Hanover Township takes a ground up approach to this process and we have been busy reviewing instructional materials this past year for both K-5 Science and K-2 English

Language Arts. Professional learning committees have been formed with teacher representatives working collaboratively with administration to review and evaluate resources aligning to the Next Generation Science Standards and New Jersey Student Learning Standards. The Board Curriculum Committee has been actively engaged throughout the process, and decisions on specific materials as well as adoptions will appear on next month's Board Agenda. This will allow teachers with ample time to familiarize themselves with the resources and curriculum throughout the summer.

Whenever there are new initiatives, our teachers are supported with Professional Development opportunities to learn and explore best practices. We are happy to share that Bayer will partner with Montclair State University and sponsor another Next Generation Science Standards for teachers in grades 3 through 5.

As you can see, there have been many exciting initiatives that have been taking place within our schools. Mr. Camean and our art teachers highlighted one of them this evening. The public relations portion of the meeting will highlight additional events, performances, and celebrations. We are so proud of our students, teachers, and building principals for inspiring these great experiences which truly reflect a "Community that Inspires Excellence".

## **VII. COMMITTEE REPORTS**

**Personnel** – Mr. Breen said the Committee met this evening and discussed salaries, recommendations for tenure and upcoming retirements.

**Curriculum & Instruction** – Ms. McCauley said the Committee met this evening and in addition to the items noted in Mr. Wasserman's report, discussed the online program Study Island for Math & ELA, the Elementary World Language position and plans to incorporate the Community Garden into the Curriculum.

**Finance/Transportation/Physical Plant** – Mr. Yannotta said the Committee met this evening and discussed current facilities projects and projects planned for next year, was updated on the status of lead testing and the District's facilities goal, reviewed some damaged equipment and plans for replacement and discussed projected year end status and a potential for reimbursement from the State for homeless tuition students.

**Public Relations** – Mr. Petty highlighted several events happening in our schools and community including a surprise assembly by the National Oceanic and Atmospheric Administration that was organized by Congressman Rodney Frelinghuysen's office, arbor day celebrations, the Pride exhibition at the Rockaway Mall and the performance today by the honors band, the upcoming 5K Run/Walk sponsored by the Hanover Education Foundation and the newest "Excellence In Our Schools" newsletter.

**Travel/Delegate Report** – Mr. Azzarello and Mr. Furda gave a report on their attendance at the Morris County School Boards Association meeting held on 3/22 in Madison. Mr. Azzarello gave a report on his attendance at the Morris County School Boards Association Board of Director's meeting on 3/22 in Madison. Mr. Furda and Mrs. Tognetti reported on their attendance at a workshop on Analyzing Salary Guides sponsored by the NJSBA on 3/31 in West Trenton.

VIII. PUBLIC COMMENTS – None

IX. BOARD ACTIONS

A. PERSONNEL

Upon recommendation of the Superintendent, move to:

<u>Staff Member</u>	<u>Classification</u>	<u>Effective Date</u>
Nicole Aboyoun	Elementary School Teacher	9/1/17

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

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

<u>Staff Member</u>	<u>Classification</u>	<u>Effective Date</u>
Dana Ash	School Counselor	9/1/17

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

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

<u>Staff Member</u>	<u>Classification</u>	<u>Effective Date</u>
Colleen Downey	Elementary School Teacher	9/1/17

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

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

<u>Staff Member</u>	<u>Classification</u>	<u>Effective Date</u>
Lisa Healy	Teacher of the Handicapped	9/1/17

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

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

<u>Staff Member</u>	<u>Classification</u>	<u>Effective Date</u>
Lyle Owens	Elementary School Teacher	9/1/17

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

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

<u>Staff Member</u>	<u>Classification</u>	<u>Effective Date</u>
Stacey Rockwell	Elementary School Teacher	9/1/17

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

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

<u>Staff Member</u>	<u>Classification</u>	<u>Effective Date</u>
Gina-Michelle Rogers	Science Teacher	9/1/17

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

8. Accept, with regret, the resignation of Marian Hilbert, Speech Language Specialist, Bee Meadow School, effective 7/1/17, for the purpose of retirement.

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

9. Approve the appointment and salaries of tenured teaching staff members for the 2017-2018 school year, in accordance with the Board/HTEA Agreement, as shown on **Attachment "A"**. Actual 2017-2018 salaries will be determined upon conclusion of negotiations between the Board of Education and the Hanover Township Education Association.

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

10. Approve the appointment and salaries of non-tenured teaching staff members for the 2017-2018 school year, in accordance with the Board/HTEA Agreement, as shown on **Attachment "B"**. Actual 2017-2018 salaries will be determined upon conclusion of negotiations between the Board of Education and the Hanover Township Education Association.

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

11. Approve to extend the medical leave of absence for Darlene Antico, Special Education Aide, Memorial Junior School, *currently approved effective 1/20/17 through 4/4/17*, to be effective **through 5/8/17**, with pay (depending on availability of accrued sick and personal days), in accordance with the Agreement between the Board and the HTEA.

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

12. Approve to extend the child rearing leave of absence for Christine Carey, Elementary (Grade 2) Teacher, Salem Drive School (*currently approved through 6/30/17*), **through 1/31/18**, without pay, 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:** 9 yes, 0 no

13. Approve to extend the medical leave of absence (maternity) for Karin Murek, Science Teacher, Memorial Junior School, *currently approved effective 1/31/17 through 5/31/17*, to be effective **through 6/30/17**, 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:** 9 yes, 0 no

14. Amend the medical leave of absence (maternity) for Stephanie Sackerman, Language Arts and Reading Teacher, Memorial Junior School, *currently approved effective 5/1/17 through 4/30/18, to be effective 4/19/17 through 4/30/18*, 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:** 9 yes, 0 no

15. Appoint Rafael Parra Palta to the position of full time (1.0 FTE), Custodian at Bee Meadow School, at a salary of Step 4, \$40,398 (includes 10% night differential), prorated, effective 4/3/17 to 7/31/17 (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.

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

16. Approve to extend the appointment of Melanie Rueter as 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, (*currently approved through 5/31/17*) **through 6/23/17**, or the last day of school.

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

17. Approve to amend the **2016-2017** extra-compensation hours for **Raymond Uy** as **Dramatics Accompanist - Spring Musical Advisor** at **Memorial Junior School** from previously approved 55 hours to **27.5 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

18. Approve the **2016-2017** extra-compensation hours for **Advisor(s)** at **Memorial Junior School**, with payments in accordance with the Agreement between the Board and the HTEA, as outlined below:

<u>Club/Activity</u>	<u>Advisor</u>	<u>Budgeted Hours</u>
Dramatics Accompanist- Spring Musical	Shana Tracy	27.5

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

19. Approve the **2016-2017** extra-compensation hours for **Advisors** at **Salem Drive School**, with payments in accordance with the Agreement between the Board and the HTEA, as outlined below:

<u>Club/Activity</u>	<u>Advisor</u>	<u>Budgeted Hours</u>
Winter Newspaper	Nancy Lamond	4
Winter Newspaper	Stacy Rockwell	4
Just Play It 2	Jessica Venner	5
Just Play It 2	Dana Frey	5

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

20. Authorize the following tuition reimbursement applications for the **2016-2017** school year, in accordance with the Agreement between the Board and the HTEA:

<u>Teacher</u>	<u>Credits</u>
Dana Frey	3

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

21. 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>
Lidia Esposito	6
Jaime Fittipaldi	6
Kristen Kubala	9
Lyle Owens	6

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

22. Approve the following **2017-2018** student teaching assignments:

<u>Student/College</u>	<u>Purpose</u>	<u>Co-op Teacher</u>	<u>Dates</u>
Susan Moreno/ Walden University	Student Teaching	J. Pilchman/ MJS	Fall 2017 (9/5/17-12/1/17)

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

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

**Teacher: Rita Moch Arias**

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

24. Conduct the second reading of **Policy & Regulation 2460 Special Education**, and if approved, **adopt**.

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

25. Conduct the second reading of **Policy 2467 Surrogate Parents and Foster Parents**, and if approved, **adopt**.

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

26. Conduct the second reading of **Regulation 2460.1 Special Education – Location, Identification, and Referral**, and if approved, **adopt**.

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

27. Conduct the second reading of **Regulation 2460.8 Special Education – Free and Appropriate Public Education**, and if approved, **adopt**.

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

28. Conduct the second reading of **Regulation 2460.9 Special Education – Transition From Early Intervention Programs to Preschool Programs**, and if approved, **adopt**.

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

29. Conduct the second reading of **Regulation 2460.15 Special Education – In-Service Training Needs for Professional and Paraprofessional Staff**, and if approved, **adopt**.

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

30. Conduct the second reading of **Regulation 2460.16 Special Education – Instructional Material to Blind or Print-Disabled Students**, and if approved, **adopt**.

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

31. Acknowledge the student suspensions as reported by the school principals for the month of March 2017, **Attachment “C”**.

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

32. Accept the Harassment, Intimidation and Bullying report and affirm the Superintendent’s decisions for the period ending April 21, 2017, **Attachments “D”**.

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

33. Accept, with regret, the resignation of Kareem Fenner, Lunch Recess Aide, Salem Drive School, effective 5/2/17, for personal reasons.

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

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

<u><b>Teacher</b></u>	<u><b>Credits</b></u>
Laura Cafaro	3

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

35. Approve the following personnel for temporary/provisional positions in the Hanover Township School Age Child Care Program, Camp HTSACC, effective May 1, 2017



to June 30, 2017 and again from July 1, 2017 to August 25, 2017. 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. Final staff appointments will be pending ratio needs based on enrollment of children in the program. Staff will be paid an hourly rate based on hours worked.

<b>Name</b>	<b>Position</b>	<b>Total Est. Hours</b>	<b>Hourly Rate</b>
1. Carly Bartholomew	Group Leader	300	\$15.00
2. Berkenkamp, Glenn	Group Leader	300	\$15.00
3. Goldberg, John	Group Leader	300	\$15.00
4. Letizia, Jess	Group Leader	300	\$15.00
5. Mellea, Samantha	Group Leader	300	\$15.00
6. Minerowicz, Carly	Group Leader	300	\$15.00
7. Sheets, Samantha	Group Leader	300	\$17.25
8. Florio, Stephanie	Group Leader – After Care	55	\$15.00
9. Goodwin, Mary	Group Leader – Before Care	45	\$16.50
10. Adkins, Michele	Program Assistant	300	\$12.00
11. Bartholomew, Eric	Program Assistant	300	\$12.00
12. Branco, Brittany	Program Assistant	300	\$12.00
13. Kubatz, Tommy	Program Assistant	300	\$12.00
14. McGrath, Gavin	Program Assistant	300	\$12.00
15. Romano, Victoria	Program Assistant	300	\$12.00
16. Vitanza, Alex	Program Assistant	300	\$12.00
17. Wolf, Ella	Program Assistant	300	\$12.75
18. Hayduk, Heather	Program Aide	300	\$ 9.25
19. Hayduk, Tyler	Program Aide	300	\$ 9.00
20. Krause, Kaitlyn	Program Aide	300	\$ 9.25
21. Miller, Courtney	Program Aide	300	\$ 9.25
22. Paine, David	Program Aide	300	\$ 9.25
23. Turchiano, Isabella	Program Aide	300	\$ 9.25
24. Williams, Matthew	Program Aide	300	\$ 9.25
25. Florio, Stephanie	Welcome Center	165	\$12.00
26. Goodwin, Mary	Welcome Center	165	\$14.50
27. Bilanych, Tania	Substitute Program Aide	as needed	\$ 9.25
28. Cetrulo, Brianna	Substitute Group Leader	as needed	\$15.00
29. Halibej, Christine	Substitute Program Aide	as needed	\$ 9.25
30. Kebabjian, Popi	Substitute Program Aide	as needed	\$ 9.50
31. Mellen, Gina	Substitute Program Assistant	as needed	\$12.00
32. Mellen, Jessica	Substitute Program Assistant	as needed	\$12.00
33. Roma, Deanna	Substitute Program Aide	as needed	\$ 9.25
34. Scalley, Megan	Substitute Program Aide	as needed	\$ 9.00
35. Siino, Gabby	Substitute Program Aide	as needed	\$ 9.25

**Motion:** Mr. Breen

**Second:** Mr. Azzarello

**Roll Call:** 9 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 March 2017:

<u>School</u>	<u>Date</u>
Memorial Junior School	3/8/17
Bee Meadow School	3/8/17
Mountview Road School	3/8/17
Salem Drive School	3/30/17

**Motion:** Ms. McCauley      **Second:** Mrs. Mattia      **Roll Call:** 9 yes, 0 no

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

<u>School</u>	<u>Date</u>
Memorial Junior School	3/28/17
Bee Meadow School	3/29/17
Mountview Road School	3/13/17
Salem Drive School	3/24/17

**Motion:** Ms. McCauley      **Second:** Mrs. Mattia      **Roll Call:** 9 yes, 0 no

3. Approve the Director of Special Education’s recommendation for bedside instruction for Student # 1706010, effective 4/3/17 until medically cleared. Bedside instructors will be Marie Dilatush for 1 hour per week, Daniel Diaz for 1 hour per week, and Dana Ash for 2 hours per week.

**Motion:** Ms. McCauley      **Second:** Mrs. Mattia      **Roll Call:** 9 yes, 0 no

4. Approve the Director of Special Education’s recommendation for bedside instruction for Student # 1705063, effective 4/7/17 until medically cleared. Bedside instructors will be Marie Dilatush for 2 hours per week, and Dana Ash for 2 hours per week.

**Motion:** Ms. McCauley      **Second:** Mrs. Mattia      **Roll Call:** 9 yes, 0 no

5. Approve the Director of Special Education’s recommendation for Student CST #46-13 to attend the Developmental Learning Center in New Providence for the 2017 Extended School Year Program at a cost not to exceed \$14,820.

**Motion:** Ms. McCauley      **Second:** Mrs. Mattia      **Roll Call:** 9 yes, 0 no

6. Approve the Director of Special Education’s recommendation for Student CST #46-13 to attend the Developmental Learning Center in New Providence for the 2017-18 school year. Tuition for the 2017-18 school year is \$90,414.

**Motion:** Ms. McCauley      **Second:** Mrs. Mattia      **Roll Call:** 9 yes, 0 no

7. Approve the following field trip for Hanover Township School Age Child Care, Camp HTSACC 2017:

Florham Park Roller Rink, Florham Park, NJ

**Motion:** Ms. McCauley      **Second:** Mrs. Mattia      **Roll Call:** 9 yes, 0 no

8. Upon adoption of the mandatory, revised Special Education Policies and Procedures, approve the submission of the Statement of Assurance to the Morris County Office of Education in compliance with Part B of the IDEA and *N.J.A.C. 6A:14-1.1(b)*.

**Motion:** Ms. McCauley      **Second:** Mrs. Mattia      **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 2016-2017 Budget, **Attachment “E”**.

**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 3/30/17	\$ 832,215.19
Payroll 4/7/17	\$ 886,051.10
Bills & claims 3/22– 4/25/17	\$1,363,265.86

**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 3/31/17 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 3/31/17, 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.

**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 3/31/17.

**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) “F”, “G”, “H”, “I”, “J” and “K”**.

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

7. Authorize the execution of an agreement between the Board of Education and the Educational Services Commission of Morris County, effective 7/1/17 to 6/30/18, to provide professional support services with personnel or service contractors to the area of Chapters 192-193, non-public textbooks, non-public technology, non-public nursing and non-public security aid and authorize the School Business Administrator/Board Secretary to execute the contract behalf of the Board.

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

8. Adopt the 2017-18 Budget as follows:

General Fund	\$ 26,990,154
Special Revenues	\$ 315,000
Debt Service	\$ 365,600

**Total      \$27,670,754**

and authorize the Superintendent and the Business Administrator/Board Secretary to implement the budget pursuant to the policies and regulations of the State Board and this Board of Education.

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

9. Approve a General Fund Tax Levy for the 2017-2018 budget, in the amount of \$25,189,021 and a Debt Service Tax Levy in the amount of \$365,600.

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

10. Authorize appropriating \$400,000 Additional Fund Balance to reduce the General Fund Tax Levy for the 2017-2018 school budget.

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

11. Authorize appropriating \$65,000 Capital Reserve to reduce the General Fund Tax Levy for the 2017-2018 school year.

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

12. Establish the following maximum annual expenditures for the 2017-2018 school year:

Public Relations	\$ 20,000
Auditor	\$ 43,000
Attorney	\$ 30,000
School Doctor	\$ 21,000

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

13. Adopt the following resolution:

**WHEREAS**, the Hanover Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

**WHEREAS**, N.J.A.C. 6A:23A-7.1 et seq requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

**WHEREAS**, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

**WHEREAS**, travel and related expenses not in compliance with N.J.A.C. 6A:23A-7.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

**THEREFORE, BE IT RESOLVED**, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A-7.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

**BE IT FURTHER RESOLVED**, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.1 et seq., to a maximum expenditure of \$47,960 for all staff and board members.

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

14.        RESOLVED that the Hanover Township Board of Education includes in the proposed 2017-18 budget the adjustment for increases costs of health benefits in the amount of \$247,441. The additional funds are included in the base budget and will be used to pay for the additional increases in health benefits.

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

15.        Authorize a transfer of \$140,000 from Hanover Township School Aged Child Care fund balance to cover expenses through year end.

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

## **II.        TRANSPORTATION**

1.        Acknowledge that State of New Jersey Department of Transportation Motor Vehicle Commission Inspections were performed on 4/11/17 and 4/17/17 for all district school bus fleet vehicles. All Hanover Township School vehicles have been passed until October 2017.

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

2.        Authorize providing transportation services for the Hanover Township

Recreation Summer Program from 7/5/17 through 8/3/17.

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

3. Authorize providing transportation services for the Hanover Township Recreation Patriotic Celebration Fireworks on 6/29/17 with a rain date of 6/30/17.

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

4. Acknowledge that Bus Evacuation Drills were performed on 4/20/17 through 4/24/17 for all grades in the Hanover Township School District including The Academy 360, Sage Day at Boonton, Institute for Educational Achievement, Developmental Learning Center, Assumption, and Our Lady of Mercy schools.

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

**III. PHYSICAL PLANT**

**No items for Board consideration**

**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 8:55 p.m.**

**Motion:** Mr. Petty      **Second:** Mr. Azzarello      **Approved:** Unanimous

Respectfully submitted,

Vanessa M. Wolsky  
School Business Administrator/  
Board Secretary