

**HANOVER TOWNSHIP PUBLIC SCHOOLS**  
**Regular Public Meeting - Library/Media Center**  
**Memorial Junior School**  
**7:30 p.m. – October 20, 2009**

**ORDER OF MEETING**

1. **CALL TO ORDER**
  - Announcement
  - Flag Salute
  - Roll Call
  - Sca Pet Cah Azz Rim Gal Duv Alw Lin
2. **SPECIAL PRESENTATIONS**
  - Audit Report – Ray Sarinelli
  - Nursing Services Plan – Rob Camean
3. **APPROVAL OF MINUTES**
  - Work Session / Board Self Evaluation 9/22/09
  - Regular Public Meeting 9/22/09
4. **BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT**
5. **SUPERINTENDENT'S REPORT**
  - Annual Report of Violence, Vandalism and Substance Abuse
6. **ASSISTANT SUPERINTENDENT'S REPORT ON CURRICULUM & STAFF DEVELOPMENT**
  - Curriculum Update
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 (BL)
13. **ADJOURNMENT**
14. **PRIVATE SESSION**

**A. PERSONNEL**

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

1. Appoint Caitlin Smith to the position of full time (1.0 FTE) Grade 5 Teacher, at a salary of BA, Step 2, \$51,913, effective 9/29/09 to 6/30/10, prorated, in accordance with the Agreement between the Board and the HTEA.

**(ROLL CALL)**

**Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board**

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2. Appoint Lynn Terreri to the position of part time (.33 FTE) Lunch/Recess Aide, Bee Meadow School, at a salary of Step 3, \$4,537, effective 10/5/09 to 6/30/10, prorated, 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.

**Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board**

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3. Approve Peter Monteverdi for the 2009-10 Extra Compensation Assignment as Varsity Wrestling Coach at Step 3 at Memorial Junior School, with payment in accordance with the Agreement between the Board and the HTEA.

**Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board**

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4. Conduct the second reading of the job description for Custodian #4216.5.2 as per **Attachment "A"** and if approved, adopt.

**Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board**

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5. Abolish the job description for Custodian II #4216.5.3.

**Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board**

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6. Conduct the second reading of Policy # 1220, Employment of Chief School Administrator, **Attachment "B"** and if approved, adopt.

**Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board**

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7. Conduct the second reading of Policy # 3159, Teaching Staff Member/School District, **Attachment "C"** and if approved, adopt.

**Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board**

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8. Authorize the following tuition reimbursement applications for the **2009-10** school year, in accordance with the Agreement between the Board and the HTEA:

<u>Teacher</u>	<u>Credits</u>
Michele Hingos	3

**Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board**

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**A. PERSONNEL continued**

9. Approve the following additions to the Substitute List for the 2009-10 school year.

**Teacher: Sonia Bagnara**

**Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board**

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10. Approve the following candidate(s) to apply for a County Substitute Certificate:

**Teacher: Jeffrey Sayers  
Lynn Terreri  
Melissa Zingone**  
**Nurse: Lynn Terreri**

**Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board**

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11. Approve the following **2009-10** student teaching/practicum assignment(s):

<u>Student/College</u>	<u>Purpose</u>	<u>Co-op Teacher(s)/School</u>	<u>Dates</u>
Carla Volpe/ Bloomfield College	Student Teaching	Diane Mascolo / Math MJS	9/09-1/10 (Fall 2009)
Edward Ryan/ Fairleigh Dickinson University	Student Teaching	Brenda Talbert/ MJS	1/25-5/7/09 (Spring 2010)
John Alston/ CCM	Observation	Albert Wagner/ MJS	Fall 2009 (5 hours)
Alexandra Hertzberg/ CCM	Observation	Colleen Daly/ SDS	Fall 2009 (5 hours)
Lindsay Messina/ Fairleigh Dickinson University	Observation	Ellen Bloemeke/ SDS	1/11 – 1/15/10 (5 days)
Tracy Gross/ CCM	Observation	Michelle Marks/ MTV	Fall 2009 (5 hours)
Regina Tomczyk/ CCM	Observation	Adrienne O’Keefe/ MTV	Fall 2009 (20 hours)
Justin Kueper/ Caldwell College	Observation	Patti Lowy/ BMS	Fall 2009 (30 hours)
John Napolitano/ Excelsior College	Shadow/Observe	Mary Conner/ MTV	Fall 2009 (20 hrs)
Christeen Devlin/ William Paterson University	Practicum	Sandra Wylie/ MTV	Spring 2010 (2 days/wk+2 full weeks)

Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board \_\_\_\_\_

**B. CURRICULUM & INSTRUCTION**

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

1. Accept the "Annual Report of Violence, Vandalism, and Substance Abuse" for 2008-2009 and approve its submission to the State Department of Education.

Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board \_\_\_\_\_

2. Approve the 2009-2010 Violence, Vandalism, and Substance Abuse Incident Report Forms as per Attachment “D”.

Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board \_\_\_\_\_

3. Accept the 2009-2010 School Nursing Services Plan, as presented.

Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board \_\_\_\_\_

4. Acknowledge the following fire drills, as reported by the school principals, for the month of September 2009:

<u>School</u>	<u>Date</u>
Bee Meadow School	9/24/09
	9/30/09
Mountview Road School	9/18/09
	9/24/09
Salem Drive School	9/22/09
	9/29/09

**Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board**

5. Acknowledge the student suspensions as reported by the school principals for the month of September 2009, **Attachment "E"**.

**Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board** \_\_\_\_\_

6. Approve to add Stephens State Park in Hackettstown, NJ to the list of 2009-2010 approved field trips for PACT classes.

**Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board** \_\_\_\_\_

7. Approve the request to enter into a Tuition Contract Agreement with the Belleville Board of Education to provide educational services to a district resident kindergarten student from 9/8/09 through 6/30/10 or upon student's transfer from the Belleville School System at a rate of \$63.94 per diem.

**Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board** \_\_\_\_\_

**B. CURRICULUM & INSTRUCTION continued**

8. Approve the request to enter into a Tuition Contract Agreement with the Belleville Board of Education to provide educational services to a district resident fifth grade student from 9/8/09 through 6/30/10 or upon student's transfer from the Belleville School System at a rate of \$58.25 per diem.

**Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board** \_\_\_\_\_

9. Approve the Supervisor of Special Education's request to enter into a contract with Bergen County Special Services to provide individualized behavior consultation/support services for Student CST #41-05 at the Salem Drive School. This contract will include the services of a behaviorist for 5 hours per week for the 2009-10 school year retroactive to 9/8/09. The amount of the contract shall not exceed \$16,920 and will be funded by local and ARRA stimulus funds.

**Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board** \_\_\_\_\_

10. Approve the Supervisor of Special Education's request to contract with Adam Krass Consulting, LLC to provide two 1-hour workshops on assistive technology to special education staff district wide on 10/26/09 and 11/9/09. The total cost of these workshops shall not exceed \$600 of ARRA stimulus funds.

**Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board** \_\_\_\_\_

11. Approve the Supervisor of Special Education's request to contract with the Bergen County Special Services School District to provide ABA services for the 2009-10 school year not to exceed \$70,470.

**Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board** \_\_\_\_\_

12. Approve the Supervisor of Special Education's request to contract with the Bergen County Special Services School District to provide 2 hours parent training and 2 hours prep, per month, as needed for Student CST #10-09 for the 2009-10 school year not to exceed \$5,200.

**Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board** \_\_\_\_\_

13. Approve the Supervisor of Special Education's recommendation for bedside instruction for Student CST #25-05 effective 10/1/09, 10 hrs/week pending outcome of Child Study Team evaluation. The bedside tutor will be Maureen Lenox.

**Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board** \_\_\_\_\_

14. Approve the Supervisor of Special Education's recommendation for a psychiatric evaluation on Student CST #25-05 by Dr. Dale Jacobs of Randolph. His fee is \$450.

Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board

C. FINANCE, TRANSPORTATION

I. FINANCE

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

1. Approve line item transfers for the 2009-10 Budget, Attachment "F".

Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board

2. Accept the certification of the Business Administrator/Board Secretary that as of 9/30/09, 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)

Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board

3. Accept the reports of the Secretary A-148 and the Treasurer of School Monies A-149, for the month ended 9/30/09.

(ROLL CALL)

Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board

4. Certify that as of 9/30/09, 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.

(ROLL CALL)

Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board

5. Authorize the following payments:

<u>Bills List Dated</u>	<u>Amount</u>
Payroll 9/30/09	\$769,590.13
Payroll 10/15/09	\$802,499.72
Bills & Voids 9/23-10/20/09	\$524,150.19

Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board

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 or IRS rate, as applicable, as per Attachments "G", "H", "I", "J", "K" and "L".

Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board

I. FINANCE continued

7. Accept 2009-2010 funding for services under Chapter 192/193, in the amount of \$65,290.00 as follows:

<b>CH. 192 Services:</b>	Compensatory Education	\$28,791.00
<b>CH. 193 Services:</b>	Initial Exam. & Classification	\$10,230.00
	Annual Exam. & Classification	\$ 2,565.00
	Corrective Speech	\$12,554.00
	Supplementary Instruction	\$11,150.00

Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board

8. Accept 2009-2010 funding IDEA Basic and Preschool in the amount of **\$319,879.00** as follows:
- |           |              |
|-----------|--------------|
| Basic     | \$301,773.00 |
| Preschool | \$ 18,106.00 |

**Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board** \_\_\_\_\_

9. Accept 2009-2010 funding IDEA ARRA Basic and Preschool in the amount of **\$351,158.00** as follows:

Basic	\$338,891.00
Preschool	\$12,267.00

**Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board** \_\_\_\_\_

10. Accept the Comprehensive Annual Financial Report for 2008-09 prepared by Nisivoccia & Company, Certified Public Accountants, Randolph, NJ, in concert with the administration.

**Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board** \_\_\_\_\_

## II. TRANSPORTATION

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

1. Acknowledge that Bus Evacuation Drills were performed on 10/6/09 thru 10/9/09 for all grades in the Hanover Township School District including Sage Day at Mahwah, Windsor, Windsor Learning Center, John Hill, Allegro, Chapel Hill Academy and Our Lady of Mercy Schools.

**Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board** \_\_\_\_\_

2. Authorize the disposal of a 1997 GMC 16 Passenger Van (Van 29).

**Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board** \_\_\_\_\_

## D. 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 for the years 2008-09, 2009-10 and 2010-11, as per **Attachment "M"**.

**Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board** \_\_\_\_\_

2. Approve change order 1 in the amount of \$19,789 to T & R Alarm Systems, Inc. for the fire alarm project at Memorial Junior School (DOE Project Number 2000-040-09-1004) bringing the total contract to \$144,172.

**Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board** \_\_\_\_\_

3. Authorize the release of available local funds from the fire alarm project at Bee Meadow School (DOE Project No. 2000-025-09-1002) to be applied to funding the local share of the Bee Meadow School unit ventilator replacement project (DOE Project No.2000-025-09-1003).

**Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board** \_\_\_\_\_

4. Authorize the release of available local funds from the fire alarm project at Memorial Junior School (DOE Project No. 2000-040-09-1004) to be applied to funding the local share of the Bee Meadow School unit ventilator replacement project (DOE Project No. 2000-025-09-1003).

**Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board** \_\_\_\_\_

**E. PUBLIC RELATIONS**

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

1. Conduct the second reading of Policy # 8760, Pupil Accident Insurance, **Attachment "N"** and if approved, adopt.

**Sca Pet Cah Azz Rim Gal Duv Alw Lin Action of the Board** \_\_\_\_\_

**F. MOTION TO CONVENE IN EXECUTIVE SESSION**

1. Move to adopt the following resolution:

**"BE IT RESOLVED THAT** the Hanover Township Board of Education will convene in executive session immediately following the close of this meeting to undertake discussions concerning personnel, legal matters and,

**BE IT FURTHER RESOLVED THAT** the nature of the discussion is expected to be disclosed to the public when the reasons for nondisclosure no longer exist."

**Moved by:**

**Seconded:**

**Action (v)**

**ADJOURNMENT**

**Moved by:**

**Seconded:**

**Action (v)**

**PRIVATE SESSION**