

HANOVER TOWNSHIP PUBLIC SCHOOLS
Regular Public Meeting - Library/Media Center
Memorial Junior School
7:30 p.m. – March 18, 2014

ORDER OF MEETING

1. **CALL TO ORDER**
 - Announcement
 - Flag Salute
 - Roll Call
 - Cah Lin Duv Fur Tog Bre Yan Sla Azz
2. **SPECIAL PRESENTATIONS**
 - Student Recognitions
3. **APPROVAL OF MINUTES**
 - Special Public Meeting 2/12/14
 - Regular Public Meeting 2/18/14
4. **BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT**
5. **SUPERINTENDENT'S REPORT**
 -
6. **DIRECTOR OF CURRICULUM, INSTRUCTION, & PROFESSIONAL DEVELOPMENT'S REPORT**
 - Curriculum Update
7. **COMMITTEE REPORTS**
 - Personnel
 - Negotiations
 - 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 (SA)
13. **ADJOURNMENT**
14. **PRIVATE SESSION**

A. PERSONNEL

Upon recommendation of the Superintendent, move to:

1. Approve a medical leave of absence (maternity) for Grace Jacobson, Elementary School Counselor, Salem Drive, and Mountview Road schools, effective 6/9/14 through 6/30/14, with pay (depending on availability of accrued sick and personal days), and 9/1/14 through 1/31/15, without pay, consistent with the terms of the Family Medical Leave Act, New Jersey Family Leave Act, and in accordance with the Agreement between the Board and the HTEA.

Cah Lin Duv Fur Tog Bre Yan Sla Azz Action of the Board

2. Amend the previously approved medical leave of absence (maternity) for Caitlin Smith, Elementary (Grade 2) Teacher, Mountview Road School, (*currently effective 3/17/14 to 4/4/14*) to be **effective 2/25/14 to 4/4/14**, with pay (depending on availability of accrued sick days), and 4/5/14 to 6/30/14, without pay, consistent with the terms of the Family Medical Leave Act, New Jersey Family Leave Act, and in accordance with the Agreement between the Board and the HTEA.

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3. Amend the appointment of Maureen Allieri as full time (1.0 FTE) Long Term Substitute Grade 2 Replacement Teacher (Smith), Mountview Road School, at \$250 per day, from the previously approved *effective 3/17/14 to 6/25/14, or the last day of school*, to be **effective 3/3/14 to 6/25/14**, or the last day of school. Continued employment will be subject to approval by the New Jersey Department of Education, and the results of a criminal history check as required by applicable law.3/3/14

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4. Amend the appointment of Christine Mulligan as full time (1.0 FTE) Long Term Substitute Health and Physical Education Replacement Teacher (Lederer), Memorial Junior School, at \$250 per day, from the previously approved *effective 2/24/14 to 6/25/14, or the last day of school*, to be **effective 2/20/14 to 6/25/14**, or the last day of school.

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5. Appoint Jaclyn Puccetti to the position of full time (1.0 FTE) Long Term Substitute Grade 5 Replacement Teacher (Fox), Bee Meadow School, at \$250 per day, effective 4/21/14 to 6/25/14, plus 2 transition days. 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.

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6. Authorize the following tuition reimbursement applications for the **2014-2015** school year, in accordance with the Agreement between the Board and the HTEA:

Teacher Credits

Dana Ash	3
Kristen Dakak	9

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7. Approve the following **2013-2014** extra-compensation assignments as **Coaches** at Memorial Junior School, with payments in accordance with the Agreement between the Board and the HTEA, as outlined below:

<u>Spring Sport</u>	<u>Coach</u>	<u>Step</u>
Track & Field	Kayte Dietrich	Step 3
Track & Field	Marianne Vetter	Step 2

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8. Approve the 2013-2014 extra-compensation hours for **Club Advisors** at **Mountview Road School**, with payments in accordance with the Agreement between the Board and the HTEA, as outlined below:

<u>Club</u>	<u>Advisor</u>	<u>Budgeted Hours</u>
Creative Writing Club II	Caitlin Vassoler	7

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9. Approve the 2013-2014 extra-compensation hours for **Club Advisors** at **Salem Drive School**, with payments in accordance with the Agreement between the Board and the HTEA, as outlined below:

<u>Club</u>	<u>Advisor</u>	<u>Budgeted Hours</u>
Energy In Energy Out	Wendy Busby	9
Energy In Energy Out	Lidia Esposito	9

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10. Approve the following **2013-2014** student teaching assignments:

<u>Student/College</u>	<u>Purpose</u>	<u>Co-op Teacher</u>	<u>Dates</u>
Francesca Mendola/ Fairleigh Dickinson University	Field Experience II	M. Dilatush/ MJS	4/1/14-4/30/14 (7 days total)

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11. Approve the following **2014-2015** student teaching assignments:

<u>Student/College</u>	<u>Purpose</u>	<u>Co-op Teacher</u>	<u>Dates</u>
Samantha Fano/ Fairleigh Dickinson University	Student Teaching	C. Clamser/ BMS	9/3/14-12/23/14 (Fall 2014)
Nicole Wirtanen/ Fairleigh Dickinson University	Student Teaching	M. Myron/ SDS	9/3/14-12/23/14 (Fall 2014)

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12. Approve the following addition(s) to the substitute list for the 2013-2014 school year.

**Teacher: Dianne Jones
Jeanette Mendenko
Jessica Sainato**

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13. Approve the following person for temporary/provisional employment in the Camp HTSACC 2014 program as Program Supervisor. Position will be 40 hrs. per week from June 30 – August 15, 2014. Position will be hourly with additional planning and training hours to begin March 19, 2014 on an as-needed basis, and again from August 18, 2014 – August 22, 2014 for clean-up and camp re-cap meetings.

Name	School Position	Salary	Hr./Wk
1. Lauren Mead	Camp HTSACC Program Supervisor	\$23.75/hr	40/wk from 6/30/14 – 8/15/14, plus planning and training as needed from 3/19/14 – 6/29/14 and again from 8/18/14 – 8/22/14 as needed for clean-up and camp re-cap meetings

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14. Approve the following personnel for temporary/provisional positions in the Hanover Township School Age Child Care Program, effective 3/19/14 to 6/30/14. Final staff appointments will be pending ratio needs based on enrollment of children in the program. Continued employment will be subject to approval by the New Jersey Department of Education. Staff will be paid an hourly rate based on hours worked.

<i>Name</i>	<i>Position</i>	<i>Total Est. Hours</i>	<i>Step</i>	<i>Hourly Rate</i>
Brittany Branco	Program Aide	16.25	1	\$8.25

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15. Acknowledge the student suspensions as reported by the school principals for the month of February 2014, **Attachment “A”**.

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16. Accept the Harassment, Intimidation and Bullying report and affirm the Superintendent’s decisions for the period ending March 14, 2014, **Attachments “B”**.

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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 2014:

<u>School</u>	<u>Date</u>
Memorial Junior School	2/25/14

Bee Meadow School	2/20/14
Mountview Road School	2/20/14
Salem Drive School	2/28/14

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2. Acknowledge the following crisis management drills, as reported by the school principals, for the month of February 2014:

<u>School</u>	<u>Date</u>
Memorial Junior School	2/27/14
Bee Meadow School	2/12/14
Mountview Road School	2/11/14
Salem Drive School	2/10/14

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3. Approve the Supervisor of Special Education’s recommendation to contract with Professional Education Services, Inc. to provide bedside instruction to Student CST #24-04 during the student’s medical leave of absence for approximately 6 weeks. Services shall be provided at a rate of \$40 per hour for 10 hours per week and shall be retroactive to 2/20/14. The total cost shall not exceed \$2400.

Cah Lin Duv Fur Tog Bre Yan Sla Azz Action of the Board

4. Approve the following field trip for 2014 HTSACC Spring Break Holiday Care program:

Tuesday, April 15 – Florham Park Roller Rink, Florham Park, NJ

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5. Approve the following field trips for Hanover Township School Age Child Care, Camp HTSACC 2014:

1. AMC Movies, Rockaway, NJ
2. Tomahawk Lake, Sparta, NJ
3. Camel Beach, Tannersville, PA
4. iPlay America, Freehold, NJ
5. Florham Park Roller Rink, Florham Park
6. Liberty Science Center, Jersey City, NJ
7. Frog Falls, Picatinny Arsenal
8. Bee Meadow Pool

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C. FINANCE, TRANSPORTATION, PHYSICAL PLANT

I. FINANCE

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

1. Approve transfers in the 2013-14 Budget, **Attachment “C”**.

Cah Lin Duv Fur Tog Bre Yan Sla Azz Action of the Board

2. Authorize the following payments:

<u>Bills List Dated</u>	<u>Amount</u>
Payroll 2/28/14	\$779,741.39
Payroll 3/14/14	\$839,654.05
Bills & claims 2/19/14 - 3/18/14	\$765,683.73

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3. Accept the certification of the Business Administrator/Board Secretary that as of 2/28/14 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)

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4. Certify that as of 2/28/14 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.

(ROLL CALL)

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5. Accept the report of the Secretary A-148 and the Treasurer's report A-149, for the month ended 2/28/14.

Lin Duv Fur Sla Tog Bre Yan Azz Cah 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 rate**, as per **Attachment(s) “D”, “E”, “F”, and “G”**.

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7. Approve the submission of an amendment to the Fiscal Year 2014 IDEA Grant application to include funds carried over from Fiscal Year 2013 in the following amounts:

Basic Public	\$21,465
Basic Non-Public	\$27,291
Preschool Public	\$ 668
Preschool Non-Public	\$ 1,643

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8. Approve entering into an operating lease with Canon Financial Services, for two model #4235 Canon copiers, (NJ State Contract No. A82707), for 60 months at \$107/month per copier, for Bee Meadow School and Salem Drive School offices.

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ADJOURNMENT

Moved by:

Seconded:

Action(v)

PRIVATE SESSION