

HANOVER TOWNSHIP PUBLIC SCHOOLS
Regular Public Meeting - Library/Media Center
Memorial Junior School
7:00 p.m. – June 17, 2025

ORDER OF MEETING

1. **CALL TO ORDER**
 - Announcement**
 - Flag Salute**
 - Roll Call**
 - Egb Joh Ski Mat McC Str Amo Cof Bom**
2. **MOTION TO CONVENE IN EXECUTIVE SESSION**
3. **SPECIAL PRESENTATIONS**
 - Student Recognitions:**
 - **Technology Student Association (TSA) Awards**
 - **North Jersey Area Band**
 - **North Jersey Region Band**
 - **Spelling Bee Winners**
 - **Championship Softball Team**
 - **Championship Baseball Team**
 - Retirees' Recognitions**
 - The Seeing Eye – Maria Ricupero**
4. **APPROVAL OF MINUTES**
 - Regular Public Meeting** **5/20/25**
 - Executive Session** **5/20/25**
5. **BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT**
6. **SUPERINTENDENT'S REPORT**
7. **DIRECTORS/ SUPERVISORS REPORTS**
8. **COMMITTEE REPORTS**
 - **Personnel**
 - **Curriculum, Technology & Student Achievement**
 - **Finance/Transportation/Physical Plant**
 - **Public Relations**
 - **Policy**
 - **Negotiations**
 - **Travel Report**
 - **Delegate Reports**
9. **PUBLIC COMMENTS (Agenda Items Only)**
10. **BOARD ACTIONS**
11. **PUBLIC COMMENTS**
12. **ITEMS FOR DISCUSSION**
13. **MOTION TO CONVENE IN EXECUTIVE SESSION**
14. **ADJOURNMENT**

BOARD ACTIONS

A. PERSONNEL

Upon recommendation of the Superintendent, move to:

1. Approve a leave of absence for Employee ID # 4359, effective 9/22/25 to 6/30/26.

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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2. Appoint Clara Espinal to the position of full time (1.0 FTE) Bus Driver, at a salary of Step 17, \$36,825, effective 9/1/25 to 6/30/26, in accordance with the Agreement between the Board of Education 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.

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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3. Amend the temporary FTE increase for Joseph Aquino, Special Education (Resource Center) Teacher, Memorial Junior School, from full time (1.0 FTE), to full time (1.2 FTE), effective 6/4/25 to 6/20/25.

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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4. Amend the temporary FTE increase for Michele Hingos, Special Education (Resource Center) Teacher, Memorial Junior School, from full time (1.0 FTE), to full time (1.2 FTE), effective 6/4/25 to 6/20/25.

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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5. Amend the temporary FTE increase for Aimee Niemysyk, Special Education (Resource Center) Teacher, Memorial Junior School, from full time (1.0 FTE), to full time (1.2 FTE), effective 6/4/25 to 6/20/25.

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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6. Amend the temporary FTE increase for Lyle Owens, Special Education (Resource Center) Teacher, Memorial Junior School, from full time (1.0 FTE), to full time (1.2 FTE), effective 6/4/25 to 6/20/25.

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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7. Amend the temporary FTE increase for Jennifer Pilchman, Special Education (Resource Center) Teacher, Memorial Junior School, from full time (1.0 FTE), to full time (1.2 FTE), effective 6/4/25 to 6/20/25.

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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8. Amend the 2025-2026 employment contract for Jose Santiago, full time (1.0 FTE) Custodian, Memorial Junior School, from Step 4, \$41,500, to Step 4, \$42,000 (to include \$500 for Black Seal License).

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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9. Authorize the following tuition reimbursement applications for the **2024-2025**

school year, in accordance with the Agreement between the Board and the HTEA:

<u>Teacher</u>	<u>Credits</u>
Jessica Sainato	15

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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10. Approve the following individuals to work in the district's Extended School Year program from June 27, 2025 to July 25, 2025. Salary will be based on the terms of the agreement between the HTEA and the Board.

<u>Substitute (Aide)</u>	<u>Hours Per Day</u>
Angela Hark	4
Stacy Millichap	4

<u>Bus Aide</u>	
Gigi Vaccaro	(not to exceed 2.5 per day)
Angela Kuhl	(not to exceed 2.5 per day)

<u>Substitute Nurses</u>	
Lisa Clarke	4.5
Elizabeth Gioia	4.5
Brianna Grasso	4.5
Rosanna Mead	4.5
Alena Kokoshka*	4.5
Jessica Laskaris*	4.5
Jennifer Gaymes*	4.5

* 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.

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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11. Approve Dana Lothian, Guidance Counselor, Memorial Junior School, to work in the guidance office for up to a maximum of 20 days during the summer, at a per diem rate in accordance with the Agreement between the Board and the HTEA (Article XIV, Section H).

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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12. Approve Renee Lopez, Guidance Counselor, Memorial Junior School, to work in the guidance office for up to a maximum of 20 days during the summer, at a per diem rate in accordance with the Agreement between the Board and the HTEA (Article XIV, Section H).

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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13. Approve Maribella Hamlin, Secretary to the Director of Curriculum, Instruction, and Professional Development, to work up to ten (10) additional days during the summer at her per diem salary.

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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14. Approve District Ed Tech Specialists to each work up to but not to exceed 4 days beyond the regular school year:

Debbie Balvin
Edward Cashen
Linda Peterson
Michele Pratola

Egb Joh Ski Mat McC Str Amo Cof Bom Action of the Board

15. Approve **2025-2026** extra-compensation assignment(s) as **Grade Level Chair(s)**, with payments in accordance with the Agreement between the Board and the HTEA as follows.
Kindergarten - Flora Manuzzi

Egb Joh Ski Mat McC Str Amo Cof Bom Action of the Board

16. Approve the following **2025-2026** student teaching assignment(s):
- | <u>Student/College</u> | <u>Purpose</u> | <u>Co-op Teacher</u> | <u>Dates</u> |
|------------------------|-----------------------------|------------------------|--------------------------|
| Alyssa Cahill/ | Student Teaching Clinical 1 | Nicole Gavin/Fall 2025 | (2 days/wk.) |
| Seton Hall University | Student Teaching Clinical 2 | SDS | Spring 2026 (5 days/wk.) |

Egb Joh Ski Mat McC Str Amo Cof Bom Action of the Board

17. Approve the following people for positions in the Hanover Township School Age Child Care program, Camp HTSACC, effective June 1, 2025 – June 30, 2025 and again from July 1, 2025 – August 22, 2025. 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. 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.

<u>Name</u>	<u>Position</u>	<u>Hourly Wage</u>
Bagley, Zoe	Substitute Camp Counselor	\$15.00
Gomez, Jonathon	Camp Counselor	\$17.00

Egb Joh Ski Mat McC Str Amo Cof Bom Action of the Board

18. Approve the following people for positions in the Hanover Township School Age Child Care program, Camp HTSACC, effective June 18, 2025 – June 30, 2025 and again from July 1, 2025 – August 22, 2025. 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. 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.

<u>Name</u>	<u>Position</u>	<u>Hourly Wage</u>
Mascolo, Nicolette	Substitute Camp Counselor	\$15.00
Quinn, Sean	Substitute Camp Counselor	\$15.00
Rodriguez, Daniella	Substitute Camp Counselor	\$15.00
Swartz, Kiera	Substitute Camp Counselor	\$15.00

Egb Joh Ski Mat McC Str Amo Cof Bom Action of the Board

19. Authorize the Superintendent to employ staff for the **2025-2026** school year, during the recess of the Board, for subsequent ratification by the Board.

Egb Joh Ski Mat McC Str Amo Cof Bom Action of the Board

20. Acknowledge the student suspensions as reported by the school principals for the month of May 2025, **Attachment “A”**.

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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21. Accept the Harassment, Intimidation and Bullying report and affirm the Superintendent’s decisions for the period of May 19, 2025 through June 13, 2025, **Attachments “B”**.

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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B. CURRICULUM, TECHNOLOGY & STUDENT ACHIEVEMENT

Upon recommendation of the Superintendent, move to:

1. Acknowledge the following fire drills, as reported by the school principals, for the month of May 2025:

<u>School</u>	<u>Date</u>
Memorial Junior School	5/27/25
Bee Meadow School	5/19/25
Mountview Road School	5/16/25
Salem Drive School	5/29/25

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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2. Acknowledge that crisis management drills were conducted, as reported by the school principals, for the month of May 2025:

<u>School</u>
Memorial Junior School
Bee Meadow School
Mountview Road School
Salem Drive School

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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3. Approval of Hanover Township Public Schools Emergency Virtual or Remote Instruction Plan for the 2025-2026 School Year.

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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4. Approve the Danielson Framework Evaluation System for Teachers using the Frontline Platform for the 2025-2026 school year.

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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5. Approve the Multidimensional Principal Performance Rubric (MPPR) Evaluation System for Administrators using the Frontline Platform for the 2025-2026 school year.

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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6. Approve the Hanover Township Public School 2025-2026 District Mentoring Plan: The district mentoring plan has been developed in accordance with all mentoring program regulations for non-tenured teachers in their first year of employment, as specified in N.J.A.C.

6A:9-8.4.

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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7. Authorize the submission of the proposed Comprehensive Equity Plan for school years 2025-2026 through 2027-2028.

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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8. Approve the tuition contract between Parsippany-Troy Hills Board of Education and Hanover Township Board of Education under McKinney Vento for Student CST # 11812, effective 3/26/25-6/20/25. Tuition per diem \$121.68, payable to Parsippany-Troy Hills Board of Education.

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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9. Approve the Director of Special Education's recommendation to approve the following tuition contracts for the 2025-2026 ESY/School Year:

Banyan School –Student #10638 (School Year) The total cost should not exceed \$64,312.20

Newmark School – Student #2905005 (ESY& School Year) The total cost shall not exceed \$72,747.18

P.G. Chambers – Student #10902 (ESY & School Year) \$104,953.80 (Extraordinary Aid) \$47,250.00 (The total cost shall not exceed \$152,203.80)

P.G. Chambers – Student #11779 (ESY & School Year) \$107,079.00 (Extraordinary Aid) &48,510.00 (The total cost shall not exceed \$155,589.00)

Windsor Learning Center – Student #11495 (ESY & School Year) \$77,070.00 (Extraordinary Aid \$56,700) The total cost shall not exceed \$133,770.00

Celebrate the Children – Student # 11001(ESY & School Year) \$94,598.00 (Extraordinary Aid) \$47,460.00 The total cost shall not exceed \$142,058.00

Summit Speech School – Student #11331 (ESY & School Year) \$82,215.00 (Extraordinary Aid) \$34,640.23 The total cost shall not exceed \$116,855.23

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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10. Approve the Director of Special Education's recommendation to contract with Bergen County Special Services to provide specialized staffing and oversight for the district's Autism class Program during the 2025-2026 School Year at a cost not to exceed \$382,775.00.

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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11. Approve the Director of Special Education's recommendation to contract with Bergen County Special Services to provide a Behaviorist – (ESY) The total cost shall not exceed \$9,000.00

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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12. Approve the Director of Special Education’s recommendation to contract with P.G. Chambers for Occupational Therapy - ESY at \$107.00 per hour, \$610.00 per evaluation.

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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13. Approve the Director of Special Education’s recommendation to contract with P.G. Chambers for Physical Therapy - ESY at \$107.00 per hour, \$610.00 per evaluation.

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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14. Approve the integration of a Seeing Eye Puppy at Memorial Junior School, under the supervision and handling of Maria Ricupero, for the 2025-2026 school year.

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C. FINANCE, TRANSPORTATION, PHYSICAL PLANT

I. FINANCE

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

1. Approve line item transfers in the 2024-25 Budget, **Attachment “C”**.

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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2. Accept the certification of the Business Administrator/Board Secretary that as of 5/31/25 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).

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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3. Certify that as of 5/31/25, 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. 6:20-2.10(b) and sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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4. Accept the reports of the Secretary A-148 and the reconciliation report A-149, for the month ended 5/31/25.

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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5. Authorize the following payments:

<u>Bills List Dated</u>	<u>Amount</u>
Payroll 5/30/25	\$ 992,242.79
Payroll 6/13/25	\$1,071,508.51
Bills & Voids – 5/21 – 6/17/25	\$1,019,524.76

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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6. Approve the CIT rate for Camp HTSACC 2025 to be \$250 per participant.

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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7. Authorize the School Business Administrator/Board Secretary to pay all remaining obligations and make necessary budget transfers to close the 2024-25 school year, and set up accounts payable and reserve for encumbrances to be paid after 7/1/25 as required under G.A.A.P., to be ratified by the Board of Education at the regular July meeting.

Egb Joh Ski Mat McC Str Amo Cof Bom Action of the Board

8. Authorize the School Business Administrator/Board Secretary to pay 2024-25 bills and issue payroll checks during the summer recess of the Board, subject to subsequent ratification by the Board.

Egb Joh Ski Mat McC Str Amo Cof Bom Action of the Board

9. Authorize the School Business Administrator/Board Secretary to cancel outstanding purchase orders from 2024-25.

Egb Joh Ski Mat McC Str Amo Cof Bom Action of the Board

10. Authorize a pre-audited Board Secretary and Reconciliation Report to be sent to the Department of Education for the period ending 6/30/25, as required by law.

Egb Joh Ski Mat McC Str Amo Cof Bom Action of the Board

11. Adopt the following resolution:

WHEREAS, N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Hanover Township Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

WHEREAS, the Hanover Township Board of Education has determined that an amount not to exceed \$300,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Hanover Township Board of Education that it hereby authorizes the district’s School Business Administrator to make this transfer consistent with all applicable laws and regulations.

Egb Joh Ski Mat McC Str Amo Cof Bom Action of the Board

II. TRANSPORTATION

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

1. Authorize providing transportation services for the Hanover Township Recreation Patriotic Celebration and Fireworks on 7/2/25, with a rain date of 7/3/25.

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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2. Approve the Parent Transportation Contract between the Noori Family and the Board of Education, which includes transportation insurance and mileage reimbursement for May and June 2025, at a total cost of \$380.55.

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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III. PHYSICAL PLANT

No Items for Board Consideration

D. PUBLIC RELATIONS

Upon recommendation of the Superintendent, move to:

1. Accept with appreciation the donation of a Bach Trombone USA Model, an Eastar Trombone stand, a Trombone Maintenance Kit, and a Trombone Slide Care Kit, valued at \$940, from Adrienne and Matt Weissman to Memorial Junior School.

[illegible]

E. POLICY

1. Conduct the first reading of the following Policies, and Regulations:
 - Policy and Regulation # 7510 Use of School Facilities.
 - Policy # 8500 Food Services.
 - Policy #8540 School Nutrition Programs.
 - Policy # 8550 Food Service Bill.
 - Policy # 9140 Citizens Advisory Committees.
 - Policy #9323 Notification of Juvenile Offender Case Disposition.

Egb	Joh	Ski	Mat	McC	Str	Amo	Cof	Bom	Action of the Board
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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 _____ 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)