

MINUTES
RE-ORGANIZATION MEETING
TO ALL MEMBERS OF THE BOARD OF EDUCATION:

A Re-Organization Meeting of the Board of Education of the Hanover Park Regional High School District, in the County of, New Jersey, was held at the Hanover Park Regional High School District, 75 Mt. Pleasant Avenue, East Hanover, New Jersey on Wednesday, January 3, 2023 at 7:30 p.m.

PRESENT: Donna Anello-Feldman, Deborah Davis, Tim Donohue, Gerard Freda, Michael Lomio,
, Kristine Peterson, Joanne Greene Tobias

ABSENT: Giuseppe Peluso, Michael Pombo

ALSO

PRESENT: Mrs. Maria Carrell, Superintendent
Mr. William F. Albert, Jr., Business Administrator/Board Secretary
Mrs. Noemi V. Cartaño Schlecht, Director of Curriculum and Instruction
Mr. Tom Callanan, Hanover Park High School Principal
Mr. Christopher Kelly, Whippany Park High School Principal
Ms. Jaclyn Morgese, Attorney

Mr. William Albert, serving as Presiding Officer pro tempore until election of Board President.

The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests in discussed or acted upon. In accordance with the provisions of this Act, due notice of this meeting was sent to the Morris County Daily Record, the Madison / Florham Park / Hanover Eagle and the town clerks of the constituent districts as well as posted at the Board of education Building on the Friday immediately preceding the meeting.

Mr. Albert called the meeting to order.

I. ELECTION OF MEMBERS

Mr. Albert announces the results of the November 7, 2023 election, certified by the Morris County Clerk.

1. East Hanover Township

For the election of one member for the Board of Education for a three-year term

Michael Lomio	1,352
Write-ins	11

2. Hanover Township

For the election of one member for the Board of Education for a three-year term

Michael C. Pombo	2,129
Write-ins	34

II. OATH OF OFFICE FOR NEWLY ELECTED BOARD MEMBERS

Mr. Albert issues the Oaths of Office to the newly elected Board members, Michael Lomio..

III. ELECTION OF OFFICERS FOR THE ENSUING YEAR

Nominations for President

Mr. Albert opened the floor to nominations for President.

Motioned by Mrs. Anello-Feldman, seconded by Mr. Lomio, to nominate Dr. Freda for the Office of President of the Board of Education for the ensuing year.

On the nomination of Dr. Freda as President of the Hanover Park Regional High School District Board of Education for the ensuing year.

Carried: 6 yea, 0 no, 2 absent, 1 abstain (Gerard Freda)

Mr. Albert, Presiding Officer pro tempore, shall turn the meeting over to the newly elected Board President, Dr. Freda.

Nominations for Vice President

Dr. Freda opened the floor to nominations for Vice President.

Motioned by Mrs. Davis, seconded by Mr. Lomio, to nominate Mr. Peluso for the Office of Vice President of the Board of Education for the ensuing year.

On the nomination of Mr. Peluso, as Vice President of the Hanover Park Regional High School District Board of Education for the ensuing year.

Carried: 7 yea, 0 no, 2 absent

IV. PUBLIC COMMENT

None.

V. RE-ORGANIZATION

Board Attorney will distribute and discuss the code of ethics with the Board. Each member signed a document stating receipt and understanding of the codes of ethics. The document will be on file in the administrative office.

24.314. Designation of Date and Location of Regular Meetings – Attachment No. 1

Motioned by Mrs. Tobias, seconded by Mr. Lomio, that the Board of Education, pursuant to Chapter 231, PAL (Open Public Meetings Act, Bylaw 0167), approve that regular meetings of the Board of Education of the Hanover Park Regional High School District, in the County of Morris, New Jersey, be held in the Board of Education Building, 75 Mt. Pleasant Avenue, East Hanover, New Jersey. All meetings will begin promptly at 7:30 p.m. prevailing time. Special Meetings shall be called by the President as needed. The purpose of the Regular Meetings shall be the normal conduct of business of the Board of Education and any other items brought to the Board's attention by the Board Members, Board Attorney, Superintendent and Business Administrator/Board Secretary (Attachment No. 1).

BE IT FURTHER RESOLVED that notices of meetings of the Board of Education will be posted in the Hanover Park Regional Board of Education Administration Office and posted on the District website.

BE IT FURTHER RESOLVED that the Board of Education reserves the right to adjourn or recess a meeting at any time to discuss such matters that may be considered in closed session. However, the Board will first adopt a resolution stating the general nature of the subject to be discussed, and, as precisely as possible, the time and circumstances under which disclosure to the public will be made; and

BE IT FURTHER RESOLVED that, in order to conduct its meetings properly and efficiently, the Board shall require the following procedures pertaining to public participation at Board meetings:

- Any individual desiring to speak shall give his or her name, address, and the group, if any, that is represented.
- The presentation shall be as brief as possible but no more than five (5) minutes per individual.
- The Board vests in its president, or other presiding officer, authority to terminate the remarks of any individual if he/she deems it in the best interest of those present to do so.

Carried: 7 yea, 0 no, 2 absent

24.315. Parliamentary Procedures

Motioned by Mrs. Tobias, seconded by Mr. Lomio, that the Board of Education adopt Roberts Rules of Order as the official parliamentary procedure manual in conducting all public meetings.

Carried: 7 yea, 0 no, 2 absent

24.316. Code of Ethics - The Board Attorney will discuss the Code of Ethics with the Board Members

Motioned by Mrs. Tobias, seconded by Mr. Lomio, that the Board of Education approve to adopt the Code of Ethics for Board Members as prepared by the New Jersey Schools Board Association.

Carried: 7 yea, 0 no, 2 absent

24.317. Adoption of Board Policy and Regulations

Motioned by Mrs. Tobias, seconded by Mr. Lomio, that the Board of Education approve all previously-adopted Board Policies and Regulations duly recorded in the minutes and the official Board Policy Manual be adopted as the official Board Policy and Regulations for the ensuing year.

Carried: 7 yea, 0 no, 2 absent

24.318. Appointment of Board Delegates to New Jersey School Boards' Association

Motioned by Mrs. Tobias, seconded by Mr. Lomio, that the Board of Education approve the appointments of the following delegates and alternates to represent the Hanover Park Regional High School District Board of Education:

New Jersey School
Boards Association

Morris County
School Boards

Giuseppe Peluso

Delegate

Donna Anella-Feldman

Tim Donohue

Alternate

Deborah Davis

Carried: 7 yea, 0 no, 2 absent

24.319. Appointment of Board Delegates to Educational Services Commission of Morris County

Motioned by Mrs. Tobias, seconded by Mr. Lomio, that the Board of Education approve the appointment of the following delegate and alternate to represent the Hanover Park Regional High School District Board of Education:

Educational Services Commission of Morris County

Delegate

Michael Lomio

Alternate

Kristine Peterson

Carried: 7 yea, 0 no, 2 absent

24.320. Designation of Bank Depository

Motioned by Mr. Lomio, seconded by Mrs. Peterson, that the Board of Education approve that the following banks be designated as depositories for school funds:

1. Valley National Bank, East Hanover Branch
2. TD Bank, East Hanover Branch

Be it further resolved, that the Business Administrator/Board Secretary be authorized to invest the Board's funds consistent with statutes and regulations.

Carried: 7 yea, 0 no, 2 absent

24.321. Designation of Authorized Bank Signatures

Motioned by Mr. Lomio, seconded by Mrs. Peterson, that the Board of Education approve that the following persons be authorized to sign Board of Education Operating Account checks and that facsimile signatures be authorized with use of Ms. Donna Anello-Feldman's signature until a new stamp has been obtained.

Dr. Gerard Freda, President or

Mr. Guiseppe Peluso, Vice President and

William F. Albert, Jr., Secretary and
Susan Young, Treasurer of School Monies

Carried: 7 yea, 0 no, 2 absent

24.322. Appointment of the following:

Motioned by Mr. Lomio, seconded by Mrs. Peterson, that it be resolved, that the Board of Education of the Hanover Park Regional High School District approves the following appointments for 2024:

- a. 504 Compliance Officer – Scott Maciag
- b. Appointment of Affirmative Action Officer/Title IX – Noemi V. Cartaño Schlecht
- c. Appointment of Board Secretary – William F. Albert, Jr.
- d. Appointment of Treasurer of School Monies – Susan Young
- e. Appointment of Public Agency Compliance Officer – William F. Albert, Jr.
- f. Appointment of Custodial Records – Maria C. Carrell and William F. Albert, Jr.
- g. Purchasing Agent – William F. Albert, Jr. as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A-2b, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Education
- h. Appointment of Homeless Liaison – Noemi V. Cartaño Schlecht
- i. Appointment of District Integrated Pest Management Coordinator – Peter Noonan; Thomas Callanan and Christopher Kelly as District Integrated Pest Management Coordinators
- j. Appointment of Asbestos/AHERA – Peter Noonan
- k. Appointment of Indoor Air Quality Coordinator – Peter Noonan
- l. Appointment of Right-to-Know Contact Person – Peter Noonan
- m. Appointment of Chemical Hygiene Officer – Peter Noonan
- n. Commercial Insurance Broker – Polaris Galaxy of Hasbrouck Heights, New Jersey
- o. Tax Sheltered Broker & Companies – Lincoln Investment Planning, Inc. and Security Benefit
- p. Appointment of Attorney – Cornell, Merlino, McKeever & Osborne, LLC
- q. Appointment of Auditor – Nisivoccia LLP
- r. Appointment of Medical Broker of Records – Brown and Brown Benefit Advisors
- s. Appointment of Dental Broker of Records – Brown and Brown, Benefit Advisors
- t. Appointment of District Educational Stability Liaison – Noemi V. Cartaño Schlecht. The individual will also serve as the local participant in the Children in Court Advisory Committee (CICAC).
- u. Appointment of District Wellness Policy Coordinator – Christopher Kelly, Principal Whippany Park High School
- v. Appointment of School Safety Specialist – Thomas Callanan, Principal Hanover Park High School

Carried: 7 yea, 0 no, 2 absent

24.323. Appointment of District Affirmative Action Committee

Motioned by Mr. Lomio, seconded by Mrs. Peterson, that the Board of Education appoint the following individuals to the District Affirmative Action Committee:

Sibila Dubac	Noemi V. Cartaño Schlecht
Stephanie Mitchell	Sergio Silva
Brian Palumbo	

Carried: 7 yea, 0 no, 2 absent

24.324. Authorization to Purchase by State Contract – Attachment No. 2

Motioned by Mr. Lomio, seconded by Mrs. Peterson, that the Board of Education authorize the Business Administrator/Board Secretary to make purchases as needed and appropriate by use of the contracts awarded by the Purchase Bureau of the Division of Purchase and Property, Department of

Treasury, State of New Jersey and in accordance with the Public Procurement Laws and the attached resolution as presented in Attachment No. 2.

Carried: 7 yea, 0 no, 2 absent

24.325. Authorization to Pay Claims

Motioned by Mr. Lomio, seconded by Mrs. Peterson, that the Board of Education establish that payment of claims against the Board shall occur at its regular monthly meeting as presented by the Business Administrator/Board Secretary, and further, authorizes the Business Administrator/Board Secretary to approve such intermittent payments as may be required for the effective conduct of school district affairs, and for said payments to be presented to the Board for approval at its next regular meeting.

Carried: 7 yea, 0 no, 2 absent

24.326. Authorization to Approve Chart of Accounts

Motioned by Mrs. Peterson, seconded by Mr. Lomio, that it be resolved, that the Hanover Park Regional School District Board of Education, in the County of Morris, New Jersey, designates the NJDOE Chart of Accounts as the minimum Chart of Accounts for use in the district; and

that it be further resolved, that the business office is authorized to add additional sub account designation (both within the existing sub accounts as well as additional sub positions), as the School Business Administrator deems necessary; and

that it be further resolved, that the Superintendent is authorized to make any necessary transfer below the level of the NJDOE Chart of Accounts.

Carried: 7 yea, 0 no, 2 absent

24.327. Approval of Facsimile Signatures

Motioned by Mrs. Peterson, seconded by Mr. Lomio, that it be resolved, that the Hanover Park Regional High School District Board of Education, in the County of Morris, New Jersey, approve the use of facsimile signatures for the Board President, Board Secretary, and Treasurer of School Monies on warrants, paychecks, and contracts for the ensuing term of the board.

Carried: 7 yea, 0 no, 2 absent

24.328. Establishment of Petty Cash Funds

Motioned by Mrs. Peterson, seconded by Mr. Lomio, that the Board of Education establish the following Petty Cash Accounts, rules for replenishment and regulations in accordance with (N.J.A.C. 6:20-2.10):

<u>Account Amount</u>	<u>Established</u>	<u>Maximum Expenditure</u>
Hanover Park High School	\$250.00	\$25.00
Whippany Park High School	\$250.00	\$25.00
Business Office	\$250.00	\$25.00

Carried: 7 yea, 0 no, 2 absent

24.329. Procurement of Goods and Services

Motioned by Mrs. Peterson, seconded by Mr. Lomio, that the Board of Education approve procurement of goods and services through State Contracts, Cooperative Purchasing Agencies and via shared services with other local government agencies.

Carried: 7 yea, 0 no, 2 absent

24.330. Award of Purchases, Contracts or Agreements

Motioned by Mrs. Peterson, seconded by Mr. Lomio, that the Board of Education approve, in accordance with Title 18A:18A-37c, the authorization of the Business Administrator to award contracts that are in the aggregate less than 15 percent of the bid threshold without soliciting competitive quotes.

Carried: 7 yea, 0 no, 2 absent

24.331. Designation of Official Newspapers

Motioned by Mrs. Anello-Feldman, seconded by Mrs. Peterson, that the Board of Education approve that the Hanover Eagle/Regional Weekly News, Madison, New Jersey; the Florham Park Eagle, Madison, New Jersey; and the Daily Record, Morristown, New Jersey, be designated as official newspapers of this district.

Carried: 7 yea, 0 no, 2 absent

24.332. Approval of Standard Operating Procedures

Motioned by Mrs. Anello-Feldman, seconded by Mrs. Peterson, that the Board of Education of the Hanover Park Regional High School District approve the Standard Operating Procedure Manual. Copies of this manual are available in the Board of Education office.

Carried: 7 yea, 0 no, 2 absent

24.333. Adoption of District Curricula

Motioned by Mrs. Anello-Feldman, seconded by Mrs. Peterson, that it be resolved that the Board approve the alignment of the district curricula with the State-Board adopted Standards for Implementation January 3, 2024 in the following content areas:

- | | |
|--|------|
| • English | 9-12 |
| • Math | 9-12 |
| • Visual and Performing Arts | 9-12 |
| • Comprehensive Health & Physical Education | 9-12 |
| • Computer Science and Design Thinking | 9-12 |
| • Career Readiness, Life Literacies and Key Skills | 9-12 |
| • World Languages | 9-12 |
| • Social Studies | 9-12 |
| • Science | 9-12 |

Carried: 7 yea, 0 no, 2 absent

24.334. 2024-2025 Textbook List – Attachment No. 3

Motioned by Mrs. Anello-Feldman, seconded by Mrs. Peterson, that the Board approve the 2024-2025 Textbook List for both Hanover Park and Whippany Park High Schools as presented in Attachment No. 3.

Carried: 7 yea, 0 no, 2 absent

24.335. 2024-2025 Evaluation Rubrics

Motioned by Mrs. Anello-Feldman, seconded by Mrs. Peterson, that the Board approve to accept the Multidimensional Principal Performance Rubric by Learner-Centered Initiatives, Ltd. This rubric will be administered by Frontline and will serve as the principal evaluation model to be used by the district.

Motioned by Mrs. Anello-Feldman, seconded by Mrs. Peterson, that the Board approve to accept the Danielson Rubric for teacher observations and evaluations. This rubric will be administered by Frontline.

Carried: 7 yea, 0 no, 2 absent

VI. ACTION ITEMS

A. Policy

24.336. Field Trip/Structured Learning Destination

Motioned by Mr. Donohue, seconded by Mrs. Anello-Feldman, that in accordance with N.J.A.C. 6A:5.8 the Board approve ASPIRE at One World Observatory in New York, NY as a field trip/structured learning destination.

Carried: 7 yea, 0 no, 2 absent

B. Other Items

Superintendent's report for Harassment, Intimidation and Bullying for the period of December 14, 2023 through January 3, 2024.

24.337. Harassment, Intimidation and Bullying Report – Attachment No. 4

Motioned by Mrs. Davis, seconded by Mrs. Peterson, that the Harassment, Intimidation and Bullying reports which occurred during the period of November 16, 2023 through December 13, 2023 presented in Attachment No. 4 be affirmed and accepted for Board approval.

Carried: 7 yea, 0 no, 2 absent

24.338. Affirmation of Police Agreement

School districts and local police authorities are required to maintain a "Uniform State Memorandum of Agreement between Education and Law Enforcement Officials." The Agreement mandates annual meetings between the Superintendent and the East Hanover and Hanover Township Chiefs of Police and annual affirmation of the Agreement by the Board of Education. Motioned by Mrs. Davis, seconded by Mrs. Peterson, that the Board approve the copy of the Agreement available in the

Superintendent's Office. The Hanover Township Police Chief met with the Superintendent on December 20, 2023 and the East Hanover Police Chief met with the Superintendent on December 21, 2023.

Carried: 7 yea, 0 no, 2 absent

XI. NEW ITEMS
(Items Not Known at Time Agenda was Prepared)

A. Personnel

24.339A. Separation of Service Agreement

WHEREAS, upon recommendation of the Superintendent of Schools, the Board hereby approves the Separation of Service Agreement between Employee No. 4531 and the Hanover Park Regional High School Board of Education, executed on January 3, 2024;

WHEREAS, Employee No. 4531 has submitted an irrevocable letter of resignation from all employment with the Hanover Park Regional High School Board of Education effective on May 31, 2024;

Motioned by Mrs. Tobias, seconded by Mr. Lomio, that IT BE RESOLVED, the Hanover Park Regional High School Board of Education, upon recommendation of the Superintendent, accepts the Separation of Service Agreement between the Board and Employee No. 4531; and

BE IT FURTHER RESOLVED, the Hanover Park Regional High School Board of Education, upon recommendation of the Superintendent, the Board hereby accepts the resignation of Employee No. 4531 effective on May 31, 2024.

Carried: 7 yea, 0 no, 2 absent

24.340A. Administrator Resignation

Motioned by Mrs. Tobias, seconded by Mr. Lomio, that the Board accept the resignation from Brian Palumbo, Whippany Park Assistant Principal, effective February 20, 2024.

Carried: 7 yea, 0 no, 2 absent

24.341A. Teacher Resignation for Retirement Purposes

Motioned by Mrs. Tobias, seconded by Mr. Lomio, that the Board accept the resignation for retirement purposes from Jeffrey Kleinbaum, Whippany Park Social Studies Teacher, effective July 1, 2024.

Carried: 7 yea, 0 no, 2 absent

VII. ADJOURNMENT

Motioned by Mr. Lomio, seconded by Mrs. Tobias, that the meeting be adjourned at this time.

Carried: 7 yea, 0 no, 2 absent

Adjournment 7:48 pm

Respectfully Submitted,

William F. Albert, Jr.
Business Administrator/Board Secretary