

**DOVER BOARD OF EDUCATION  
GRACE STREET  
DOVER, NEW JERSEY 07801**

**AGENDA**

**May 9, 2017**

**COMMITTEE OF THE WHOLE SESSION**

**I. CALL TO ORDER AND ANNOUNCEMENT**

This meeting, which is hereby called to order, is in compliance with the notice requirements of the law. Public notice was posted in the office of the Board of Education and communicated to the Municipal Clerk, the Daily Record, and the Star Ledger on January 9, 2017.

**EXECUTIVE SESSION RESOLUTION**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, **The Dover Board of Education resolves**, that the Board convenes an Executive Session at 7:30 PM to discuss exempt matters pertaining to:

- \_\_\_\_\_ 1. A matter rendered confidential by federal or state law
- \_\_\_\_\_ 2. A matter in which release of information would impair the right to receive government funds
- \_\_\_\_\_ 3. Material the disclosure of which constitutes an unwarranted invasion of individual privacy
- \_\_\_\_\_ 4. A collective bargaining agreement and/or negotiations related to it
- \_\_\_\_\_ 5. A matter involving the purchase, lease or acquisition of real property with public funds
- \_\_\_\_\_ 6. Protection of public safety and property and/or investigations of possible violations or violations of law
- X   7. Pending or anticipated litigation or contract negotiation and/or matters of attorney-client privilege
- X   8. Specific prospective or current employees unless all who could be adversely affected request an open session
- \_\_\_\_\_ 9. Deliberation after a public hearing that could result in a civil penalty or other loss

**Be it further resolved**, that it is anticipated that Executive Session will be for thirty (30) minutes in duration and that public action may/may not be taken:

**Be it further resolved**, that the minutes of the Executive Session will be made available upon a determination by the Board that the disclosure of the minutes will not detrimentally affect any right or interest of the Board and the need for confidentiality no longer exists.

Voice Vote:

**CLOSE EXECUTIVE SESSION**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board recommends adjourning Executive Session at \_\_\_\_\_ PM.

Voice Vote:

**RETURN TO REGULAR SESSION**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board returns to Regular Session at \_\_\_\_\_ PM.

Voice Vote:

## **CALL TO ORDER AND ANNOUNCEMENT**

This meeting, which is hereby called to order at \_\_\_\_\_ PM, is in compliance with the notice requirements of the law. Public notice was posted in the office of the Board of Education and communicated to the Municipal Clerk, the Daily Record, and the Star Ledger on January 9, 2017.

### **II. FLAG SALUTE**

### **III. ROLL CALL**

Mr. Bruseo \_\_\_\_\_, Ms. Dodd \_\_\_\_\_, Ms. Rosario \_\_\_\_\_, Mr. Miller \_\_\_\_\_, Mrs. Laurie \_\_\_\_\_,  
Mr. Scarneo \_\_\_\_\_, Mrs. Mullin \_\_\_\_\_, Ms. Philips \_\_\_\_\_, Ms. Ruiz \_\_\_\_\_, Mrs. Shauer \_\_\_\_\_.

### **IV. PUBLIC COMMENT (Agenda Items Only)**

The Board recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters. To insure a fair and orderly expression of such comment, each statement shall be held to a time period of 3 minutes. Public Comments, limited to items on this agenda, shall be entertained for approximately 30 minutes, upon the discretion of the presiding officer.

### **V. APPROVAL OF MINUTES**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board recommends approval of the Board Meeting minutes listed below:

Committee of the Whole Session	April 4, 2017
Executive Session	April 4, 2017
Regular Session	April 25, 2017

Voice Vote:

### **VI. COMMUNICATIONS**

### **VII. BOARD SECRETARY AND TREASURER REPORTS**

- A. On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board acknowledges receipt of the certification from the Business Administrator/Board Secretary that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A23-2.11(a), further that the Board of Education, after review of the Board Secretary's and Treasurer's monthly financial reports, upon consultation with the appropriate district officials, certifies that no major account or fund has been over expended in violation of N.J.A.C. 6A23-2.11(b), and that sufficient funds are available to meet the Board of Education's financial obligations for the remainder of the fiscal year. Therefore, it is recommended that the Secretary's and Treasurer's Reports be approved for the month ending March 31, 2017 with a cash balances of \$8,968,053.23.

#### **ROLL CALL VOTE**

Mr. Bruseo \_\_\_\_\_, Ms. Dodd \_\_\_\_\_, Ms. Rosario \_\_\_\_\_, Mr. Miller \_\_\_\_\_, Mrs. Laurie \_\_\_\_\_,  
Mr. Scarneo \_\_\_\_\_, Mrs. Mullin \_\_\_\_\_, Ms. Philips \_\_\_\_\_, Ms. Ruiz \_\_\_\_\_, Mrs. Shauer \_\_\_\_\_.

### **VIII. SUPERINTENDENT'S OFFICE REPORT**

- A. On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board recommends out-of-district placement and transportation for the **2016-2017** school year for the following Special Needs student(s): (Tuition charges subject to adjustment, based on approved **2016-2017** tuition charges to be made available by the State Department of Education.)

<b>ID</b>	<b>School</b>	<b>Cost</b>	<b>Effective Date</b>
71	Lincoln School, Rockaway	\$7,815.41	5/10/2017
72	El Primer Paso, Dover	\$ 960.00	5/27/2017

**ROLL CALL VOTE**

Mr. Bruseo \_\_\_\_, Ms. Dodd \_\_\_\_, Ms. Rosario \_\_\_\_, Mr. Miller \_\_\_\_, Mrs. Laurie \_\_\_\_,  
Mr. Scarneo \_\_\_\_, Mrs. Mullin \_\_\_\_, Ms. Philips \_\_\_\_, Ms. Ruiz \_\_\_\_, Mrs. Shauer \_\_\_\_.

- B. On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board recommends Field Trips and Travel authorization approval per the attached lists.

**ROLL CALL VOTE**

Mr. Bruseo \_\_\_\_, Ms. Dodd \_\_\_\_, Ms. Rosario \_\_\_\_, Mr. Miller \_\_\_\_, Mrs. Laurie \_\_\_\_,  
Mr. Scarneo \_\_\_\_, Mrs. Mullin \_\_\_\_, Ms. Philips \_\_\_\_, Ms. Ruiz \_\_\_\_, Mrs. Shauer \_\_\_\_.

- C. Statistical Attendance Report – April 2017

**IX. PERSONNEL**

- A. On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board approves Staff and Extra Services Appointments for the **2016-2017** school year as listed: (New personnel employment appointments are contingent upon the required state and federal criminal history background checks in accordance with N.J.S.A. CH 116, P.L. 1986).

1. Recommends approval of the following custodian for the night supervisor stipend for the 2016-2017 school year, effective May 10, 2017:

<b>Employee</b>	<b>School</b>	<b>Position</b>	<b>Stipend, above base salary</b>
Luis Blanco	East Dover	Night Supervisor	\$1,000. (pro-rated)

2. Recommends employment of the following staff member for the 2016-2017 school year upon completion of the required paperwork:

<b>Name</b>	<b>School</b>	<b>Position</b>	<b>Salary (pro-rated)</b>
Victor Betancur	East Dover	10 Month Custodian, 40 hours per week	\$27,505.

3. \*\* Recommends the employment of Stephanie Alfieri, Extended Maternity Leave, North Dover School, effective May 1, 2017 through June 23, 2017, BS, Step 4, \$53,477. (pro-rated).
4. \*\* Recommends extending the employment of Cristina Murphy, Teacher, East Dover School, BS+30, Step 6, \$56,747., through the end of the 2016-2017 school year.
5. Recommends accepting the following resignations:

<b>Name</b>	<b>School</b>	<b>Position</b>	<b>Effective Date</b>
Jason Lerner	District	Supervisor of Math & Science	End of 2016-2017 school year
Sharmina Jalil	Dover High	Social Studies Teacher	End of 2016-2017 school year

6. \*\* Recommends approval of the following field experience for the future educator listed below:

<b>Student</b>	<b>Institution</b>	<b>Program</b>	<b>Dates</b>	<b>Building</b>	<b>Cooperating Teacher</b>
Bianca Caruso	Caldwell University	Field Observation /Teacher Assistant	9/1/17 - 12/11/17	North Dover	Robin Kurbansade

7. Recommends approval for curriculum writing, 20 hours/guide at the negotiated rate:

<b>Writer</b>	<b>Guide</b>
Cheryl Starr	Honors World History Cultures
Michael Morgan	AP Seminar

8. Recommends deducting one (1) day without pay for Reginald Nonez, Custodian, Dover High School. (May 3, 2017)
9. \*\* Recommends approval of the following 2016–2017 Academy Street Elementary School Title I parental involvement facilitators at the contractual hourly rate of \$32.29, timesheet (17-20-235-100-100-03-TS):

Sara Barden
-------------

10. Recommends a salary adjustment for the 2016-2017 school year for the following staff member effective 9/1/2016:

<b>Name</b>	<b>Degree</b>	<b>Step</b>	<b>Base</b>	<b>New Degree</b>	<b>New Step</b>	<b>New Salary</b>
Julio Borgono	BS	1	\$51,367.	BS	5	\$53,477.

**\*\* Mine Hill representative ineligible to vote on this item**

**ROLL CALL VOTE**

Mr. Bruseo \_\_\_\_, Ms. Dodd \_\_\_\_, Ms. Rosario \_\_\_\_, Mr. Miller \_\_\_\_, Mrs. Laurie \_\_\_\_,  
Mr. Scarneo \_\_\_\_, Mrs. Mullin \_\_\_\_, Ms. Philips \_\_\_\_, Ms. Ruiz \_\_\_\_, Mrs. Shauer \_\_\_\_.

- B. On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board approves Staff and Extra Services Appointments for the **2017-2018** school year as listed: (New personnel employment appointments are contingent upon the required state and federal criminal history background checks in accordance with N.J.S.A. CH 116, P.L. 1986).

1. Recommends the following staff member for Extra Services at Dover High School for the 2017-2018 school year (pending enrollments):

<b>Service</b>	<b>Teacher</b>	<b>Stipend</b>
Band Color Guard Director	Melissa Andriac	\$862.50

2. Recommends employment of the following staff member effective 9/1/2017 upon completion of the required paperwork:

<b>Name</b>	<b>School</b>	<b>Grade/Subject</b>	<b>Current Step on Guide</b>	<b>Base Salary</b>
Veronica Cho	DHS	Chemistry	MA, Step 8	\$60,018.

3. Recommends appointment of the Certificated Staff for the 2017-2018 school year as per attached listing.
4. Recommends appointment of the Teacher Aides for the 2017-2018 school year as per the attached listing.
5. Recommends approval of the following 2017–2018 East Dover School (Grades 7 & 8) Title I supplemental summer program instructors at the contractual hourly rate, timesheet (18-20-235-100-100-06-TS):

Kaitlin Kirby	Mary Petersen
---------------	---------------

6. \*\* Recommends approval of the following 2017–2018 East Dover School (K – 6) Title I supplemental summer program instructors (as needed based on student enrollment) at the contractual hourly rate, timesheet (18-20-235-100-100-02-TS):

Mary Anderson	Liliana Ferraro	Victoria Jones
Samantha Barker	Kathy Gentile	Jessica Marantz
Kylie Eisensmith		Joanne Wasko

7. \*\* Recommends approval of the following 2017–2018 North Dover Elementary School (K-6) Title I supplemental summer program instructors (as needed based on student enrollment) at the contractual hourly rate, timesheet (18-20-235-100-100-04-TS):

Laurie Bullock	Melissa Itturalde	Madelyn Santiago
Michelle Civello	Andrew Lazar	Deborah Sowden
	Stephanie Mungo	

8. Recommends approval of the following 2017–2018 Title I supplemental summer program substitutes at the contractual hourly rate, timesheet:

Lisa Berg	Erin Viola
-----------	------------

**\*\* Mine Hill representative ineligible to vote on this item**

**ROLL CALL VOTE**

Mr. Bruseo \_\_\_\_, Ms. Dodd \_\_\_\_, Ms. Rosario \_\_\_\_, Mr. Miller \_\_\_\_, Mrs. Laurie \_\_\_\_,  
Mr. Scarneo \_\_\_\_, Mrs. Mullin \_\_\_\_, Ms. Philips \_\_\_\_, Ms. Ruiz \_\_\_\_, Mrs. Shauer \_\_\_\_.

**X. CURRICULUM AND CO-CURRICULAR ACTIVITIES**

- A. On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board recommends approval of the Dover High School Athletic Association Treasurer’s Report, compiled by Sean Bullock, Athletic Director, for the month of March 2017.

**ROLL CALL VOTE**

Mr. Bruseo \_\_\_\_, Ms. Dodd \_\_\_\_, Ms. Rosario \_\_\_\_, Mr. Miller \_\_\_\_, Mrs. Laurie \_\_\_\_,  
Mr. Scarneo \_\_\_\_, Mrs. Mullin \_\_\_\_, Ms. Philips \_\_\_\_, Ms. Ruiz \_\_\_\_, Mrs. Shauer \_\_\_\_.

**XI. COMMUNITY RELATIONS/POLICY**

- A. Menugrams
- B. On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board resolves that upon the recommendation of the Superintendent, the Dover Board of Education recognizes and accepts the Harassment, Intimidation and Bullying (HIB) incidences reported for the period March 31, 2017 through April 13, 2017. Be it further resolved, that the Dover Board of Education approves the remedial and disciplinary action taken for each valid case.

**ROLL CALL VOTE**

Mr. Bruseo \_\_\_\_, Ms. Dodd \_\_\_\_, Ms. Rosario \_\_\_\_, Mr. Miller \_\_\_\_, Mrs. Laurie \_\_\_\_,  
Mr. Scarneo \_\_\_\_, Mrs. Mullin \_\_\_\_, Ms. Philips \_\_\_\_, Ms. Ruiz \_\_\_\_, Mrs. Shauer \_\_\_\_.

- C. The Dover Education Association has resumed the process of selecting a Teacher of the Year for each building. We are proud to announce the following staff members who have been selected by their peers for this recognition:

North Dover Elementary School	Amie VanAntwerp
Academy Street School	Priscilla Welbourn
East Dover School	Joanne Wasko
East Dover School	Robert Ricadela
Dover High School	John Romano

## D. East Dover Forensics Results from 5/5/17:

1. Selah Mitchell was Dover's big winner as the Declamation Tournament Champion while also earning 4th place in improvisational acting.
2. Giulianna Mendez was the Tournament Champion in Poetry, with Edwardo Penafiel taking home 3rd place as well.
3. Maggie Cassano earned 3rd place in Improvisational Acting and 4th place in Prose Reading.
4. Ahmed El Sayyid earned 5th place in Declamation.

Our East Dover team continues to be fine representatives of the town and schools in Dover. Great Job!

**XII. BUILDINGS AND GROUNDS/RENTALS**

- A. On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board recommends approval of the use of Dover Public Schools facilities as follows:

<b>Organization</b>	<b>Facility Requested</b>	<b>Purpose/Event</b>	<b>Requested Date/Time</b>
* DHS Band Boosters Requests waiving of all fees.	Dover High School Cafeteria	Band Banquet	Monday June 12, 2017 3:30 PM – 9:00 PM
* Academy Street PTA	Academy Street Gymnasium	Tricky Tray	Friday May 12, 2017 2 PM – 10 PM No Charge
* Dover Education Association	Academy Street School	DEA Meeting	Thursday May 18, 2017 3:30 PM – 5:30 PM No charge

\* Subject to coordination with school staff

**ROLL CALL VOTE**

Mr. Bruseo \_\_\_\_, Ms. Dodd \_\_\_\_, Ms. Rosario \_\_\_\_, Mr. Miller \_\_\_\_, Mrs. Laurie \_\_\_\_,  
Mr. Scarneo \_\_\_\_, Mrs. Mullin \_\_\_\_, Ms. Philips \_\_\_\_, Ms. Ruiz \_\_\_\_, Mrs. Shauer \_\_\_\_.

**XIII. BUDGET/FINANCE**

- A. On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board approves and/or adopts the following resolutions:
1. The Board approves the May 9, 2017 payment of bills in the amount of \$1,070,911.16 as shown on the attached listing.
  2. The Board approves the attached 2016-2017 Budget Line Transfers for the period March 1, 2017 to March 31, 2017.
  3. The Board approves the Extra Services Report in the amount \$63,715.48 and the Payroll Registers all for the month of March 2017.
  4. The Board gratefully accepts the following contributions to the District Scholarship Account:

<b>Contributors</b>	<b>Scholarship Fund</b>	<b>Amount</b>
Howard & Roslyn Krosser	Class of '55	\$50.
Bonnie Lavoie	DHS 1970s	\$100.
James & Linda Mullin	DHS 1970s	\$100.

Linda Paulis	General Fund – Ed Daniels	\$50.
Flavia Brock	General Fund – Ed Daniels	\$25.
Joan Burdge	General Fund – Ed Daniels	\$25.
Richard Kesin	General Fund – Ed Daniels	\$50.
Helen DeBlaise, Dorothy Gall, Marlene Fescocoe & Deborah Polk	General Fund – Ed Daniels	\$100.
Eve Casey	General Fund- Ed Daniels	\$20.
Phyllis Casey	General Fund – Ed Daniels	\$20.

5. The Board recommends entering into an Agreement with Pomptonian Food Services, 3 Edison Place, Fairfield, New Jersey 07004 to provide Food Service Management for the **2017-2018** school year in accordance with the following guarantee.

The FSMC shall receive, in addition to the costs of operation, an administrative/management fee of \$0.1376 per reimbursable meal and meal equivalent to compensate the FSMC (Food Service Management Companies) for administrative and management costs. This fee shall be billed monthly as a cost of operation. The SFA (School Food Authorities) guarantees the payment of such costs and fee to the FSMC.

Total meals are calculated by adding reimbursable meal pattern meals (breakfast, lunch Program meals) served and meal equivalents. The number of reimbursable meals served to the children shall be determined by actual count. Cash receipts, other than from sales of reimbursable program meals served to the children, shall be divided by \$1.00 to arrive at an equivalent meal count.

The per meal administrative/management fee of \$.1376 will be multiplied by total meals.

The FSMC guarantees the SFA a minimum profit of forty thousand dollars (\$40,000.00) for school year **2017-2018**.

6. The Board recommends entering into an agreement dated May 8, 2017 with Verizon Business Network Services Inc. on behalf of MCI Communications Services, Inc. d/b/a Verizon Business Services to provide Verizon Internet dedicated services for the District at \$2,444.52 per month for a period of thirty-six (36) months beginning July 1, 2017. Internet/Data Transmission services were bid through E-Rate.
7. The Board recommends entering into an agreement dated May 9, 2017 with Verizon Business Network Services Inc. to provide Verizon Internet/Ethernet services for the District at \$5,825.00 per month for a period of thirty-six (36) months beginning July 1, 2017. Internet/Data Transmission services were bid through E-Rate.

#### **ROLL CALL VOTE**

Mr. Bruseo \_\_\_\_, Ms. Dodd \_\_\_\_, Ms. Rosario \_\_\_\_, Mr. Miller \_\_\_\_, Mrs. Laurie \_\_\_\_,

Mr. Scarneo \_\_\_\_, Mrs. Mullin \_\_\_\_, Ms. Philips \_\_\_\_, Ms. Ruiz \_\_\_\_, Mrs. Shauer \_\_\_\_.

#### **XIV. DOVER REPORT FROM MINE HILL REPRESENTATIVE**

#### **XV. OLD BUSINESS**

#### **XVI. NEW BUSINESS**

- A. The Rolling Calendar

1. Meeting Schedule

- a. Regular Session – May 30, 2017  
7:30 PM Executive Session, 8:00 PM Public Meeting
- b. Committee of the Whole Session – June 13, 2017  
7:30 PM Executive Session, 8:00 PM Public Meeting
- c. Regular Session – June 27, 2017  
7:30 PM Executive Session, 8:00 PM Public Meeting

- B. Annual Academic Achievement Recognition Dinner – June 7, 2017, 6:00 PM, Hanover Marriott, 1401 Route 10 East, Whippany, NJ – Mrs. Shauer, Mrs. Laurie, Mr. Becker, Ms. Schoonmaker and Mr. K. Bullock to attend.
- C. East Dover 8<sup>th</sup> Grade Awards Dinner – May 18, 2017, 6:00 PM, East Dover Cafeteria.

## **XVII. PUBLIC COMMENT**

The Board recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters. To insure a fair and orderly expression of such comment, each statement shall be held to a time period of 3 minutes. Public Comments shall be entertained for approximately 30 minutes, upon the discretion of the presiding officer.

## **XVIII. EXECUTIVE SESSION**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board resolves that the Regular Session of the Dover Board of Education adjourn to Executive Session at \_\_\_\_\_ PM for the purpose of discussing \_\_\_\_\_, some or all of which will be made public at a future Regular Meeting of the Board to the extent that such disclosure does not serve to prejudice the rights and interests of the parties involved.

Voice Vote:

## **XIX. ADJOURNMENT**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board recommends adjournment at \_\_\_\_\_ PM.

Voice Vote: