

NORTH HANOVER TOWNSHIP SCHOOLS  
BURLINGTON COUNTY, NEW JERSEY  
Upper Elementary School  
**BOARD OF EDUCATION AGENDA**  
**January 22, 2019**

1. **CALL TO ORDER:** Flag Salute and Moment of Silence

2. **PRESIDENT'S STATEMENT:**

This meeting has been advertised as a regular business meeting as follows:

- 1) Posting written notice on the official bulletin boards at Discovery School, Atlantis School, Joint Base (MDL), NJ; Upper Elementary School, Secretary of the Board's Office, Superintendent of Schools' Office, Wrightstown, NJ; Principal's Office, Clarence B. Lamb Elementary School, Jacobstown, NJ on January 9, 2019.
- 2) Electronically forwarded written notice to the Burlington County Times on January 9, 2019.
- 3) Filing written notice with the Clerk of North Hanover Township on January 9, 2019.
- 4) Filing written notice with the members and the secretary of this body.
- 5) Mailing written notice to each person who has requested copies of the Regular Meeting Schedule and who has prepaid any charge fixed for such service.

This is in compliance with the requirements of Chapter 231 of the "Open Public Meetings Law" of Public Laws of 1975.

3. **EXECUTIVE SESSION:**

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12(b), permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, the Board finds that such circumstances exist.

NOW, THEREFORE, BE IT RESOLVED, by the North Hanover Township Board of Education, in the County of Burlington, State of New Jersey, as follows:

1. The public shall be excluded from discussion of any actions upon the hereinafter-specified subject matter.
2. The general nature of the subject matter to be discussed is as follows: Personnel (18-19 appointments and personnel items) and legal (Negotiations with NHTEA).
3. The Board will take action following closed executive session.
4. It is anticipated that the closed executive session will last approximately thirty (30) minutes.
5. It is anticipated at this time the above stated subject matter will be made public when the need for confidentiality no longer exists.
6. This Resolution shall become effective immediately.

**4. CONSENT AGENDA APPROVAL – ITEMS –4.1- 4.6**

Motion to approve the following consent agenda items based on the recommendation of the Superintendent:

- 4.1 Approval of the Regular, Executive and Work Session Minutes for January 8, 2019.
- 4.2 Approval of the payment of bills for the 2018-2019 budget totaling \$.
- 4.3 Approval of the transfers to the 2018-2019 budget in the amount of \$2,871.60 for the month of December 2018 .
- 4.4 To approve the Budget Status Reports for December 2018 and the certification by the Board Secretary that there are no over expenditures in the major funds and accounts of the 2018-2019 budget; further, that sufficient funds are currently available to meet the district’s current financial obligations for the 2018-2019 school year.
- 4.5 For the North Hanover Township Board of Education to adopt the following resolution:

“RESOLVED, that Pursuant to N.J.A.C. 6A23A-16.10 (A), I, Amy S. Lerner, Board Secretary, certify that to the best of my knowledge and belief, that as of December 31, 2018 no budgetary line item account has encumbrances and expenditures (contracted orders) which in total exceed the amount appropriated by the District Board of Education which would be in violation of N.J.A.C. 6A:23A-16.10 (A). Pursuant to N.J.S.A. 18A:17-9 and 18A:17-36; that the district’s financial accounts have been reconciled and are in balance.”

Through the adoption of this resolution, we, the North Hanover Township Board of Education, pursuant to N.J.A.C. 6A:23A-16.10 (b), certify that as of December 31, 2018 and after review of the Secretary’s and Treasurer’s monthly financial reports (appropriation section) and upon consultation with the Business Administrator and other appropriate district officials, that to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C.6A:23A-16.10 (b), and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.
- 4.6 Approval of the Board Secretary and Treasurer reports for the month of December 2018.

**5. Public Comment on Agenda Items only.**

(The Board, pursuant to the Open Public Meetings Act, will not publicly discuss personnel items.)

**6. PERSONNEL**

Motion to approve the following personnel action(s), based on the recommendation of the Superintendent:

6.1 Employment 2018-2019 School Year

Motion to approve the following personnel for employment for the 2018-2019 school year(\*pending completion of paperwork, criminal history background check and receipt of all Sexual Misconduct/Child Abuse Disclosure Release Form(s):

(All members are appointed with salaries and steps as per the NHTEA Agreement 17-18 salary guide, salaries and/or steps to be adjusted upon settlement of NHTEA Contract):

6.1.1 \*Jeanne Hollopeter, Educational Assistant, Discovery School at a salary of \$18,238.00 (Step 1, FTE 1.0) to be prorated for period of employment effective on or about March 1, 2019.

6.1.2 \*Madison Comisky, substitute bus aide, District, @ \$11.75/hour effective on or about January 23, 2019.

6.1.3 Linda Wolfram, substitute bus aide, District @ \$11.75/hour effective February 1, 2019.

6.1.4 \*Devon Newman, bus aide, District @ \$11.75/hour ( Step 1) effective on or about February 1, 2019.

6.2 Para-Stipend

6.2.1 Jeanne Hollopeter, to be paid the Paraprofessional stipend for the 2018/2019 school year, effective on or about March 1, 2019 at the annual amount of \$2,000.00 (to be prorated and paid as per district policy).

6.3 Resignation

6.3.1 Linda Wolfram, bus aide, District, effective February 1, 2019.

6.3.2 Kelly Greene, Educational Assistant, Discovery School, effective March 1, 2019.

6.4 Retirement

6.4.1 Dorothy Adams, Cafeteria, effective May 1, 2019 for the purpose of retirement.

6.5 Family Medical Leave

6.5.1 L.D., family medical leave utilizing 11 sick days beginning April 8, 2019 through April 30, 2019; FMLA May 1, 2019 through June 30, 2019 with a return to work date of September 1, 2019.

6.6 Revised Family Medical Leave

6.6.1 B. G., extending FMLA from March 1, 2019 to March 4, 2019.

6.7 Extra Pay

6.7.1 PLC Meetings

Emily Green, Art Teacher, Atlantis School to attend PLC meetings on Wednesday mornings and as approved by the Superintendent at the rate of \$41.05, her contracted hourly rate, for no more than 10 hours.

6.7.2 Professional Book Study

6.7.2.1 The following staff for professional book study to be paid \$15/hour ( per Article XVIII E of the NHTEA Contract) for no more than 7 hours using Title II funds:

Lisa Castellani, Dawn Wojcik, Melissa Wood, Jena Bulvan, Diana Cartmill, Joy Blatherwick, Shannon Fazekas, Lauren Wood, Kelly finamore, Alexis Bruder, Taylor Kobran, Debby Wilson, Beth Misselhorn, Karen Hallman, Jason Danley, Lindsey McKinney, Fran Dutton, Gina Laureti, Brittany Burd, christine Rossi, Melaney Loose, Brenda Raylock

6.7.2.2 The following staff to facilitate the professional book study to be paid \$40/hour (per Article XVIII of the NHTEA Contract) for no more than 7 hours using Title II funds:

Jessica Procopio, Joann Case

7. **FINANCIAL**

Motion to approve the following financial action, based on the recommendation of the Superintendent:

**8. OTHER BUSINESS**

See Addendum

**9. TRAVEL**

Motion to approve the following travel action(s), based on the recommendation of the Superintendent:

9.1 The following staff for professional development:

<u>Name</u>	<u>Conference</u>	<u>Date</u>	<u>Total</u>
C. Fletcher	3rd Annual Childhood Summit, Monroe Twp., NJ	2/11/2019	\$145.00
K. Willever	Workshop Series for School Nurses	2/21/2019 4/9/2019 6/4/2019	\$171.00
R. Scranton	Primary Ed. Conference Camden County College	3/15/2019	\$166.00

**10. SUPERINTENDENT'S INFORMATIONAL ITEMS**10.1 Enrollment:

Grade	Students	Sections	Class Size
OOD	5		
3H/3F	55		
4F (SC)	10		
K4	123		
K5	138	7	19.7
1	144	7	20.5
2	132	7	18.8
3	120	6	20
4	132	6	22

5	134	6	22.3
6	129	7	18.4
Total	1122		

Non School Use

CB Lamb:

UES:

Atlantis:

CB Lamb:

- 11. **NEW BUSINESS**
- 12. **PUBLIC SESSION**
- 13. **MOTION TO ADJOURN**