

NORTH HANOVER TOWNSHIP SCHOOLS
BURLINGTON COUNTY, NEW JERSEY
Upper Elementary School
BOARD OF EDUCATION AGENDA
June 17, 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 May 29, 2019.
- 2) Electronically forwarded written notice to the Burlington County Times on May 29, 2019.
- 3) Filing written notice with the Clerk of North Hanover Township on May 29, 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 (appointments and personnel items).
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.**

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 May 28, 2019 and Regular and Executive Session minutes for June 3, 2019.
- 4.2 Approval of the transfers to the 2018-2019 budget in the amount of \$ for the month of April 2019.
- 4.3 To approve the Budget Status Reports for April 2019 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.
- 4.4 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 April 30, 2019 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 April 30, 2019 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.
- 4.5 Approval of the Board Secretary and Treasurer reports for the month of April 2019.
- 4.6 Approval of the payment of bills for the 2018-2019 budget totaling \$3,318,312.43.
- 4.7 Approval of the gross payroll for May 2019 \$1,253,806.59.
- 4.8 Approval of the Suspension Report to date.

5. PUBLIC COMMENT ON AGENDA ITEMS ONLY

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

6. RECOGNITION OF RETIREES

Rich Follmer
Maureen Kelly
Alice Major
Bill Glover
Maribeth Smith
Jacalyn Pigott
Dot Adams

7. PERSONNEL

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

7.1 Jennifer Jones, resignation as Project Director for the DoDEA grant project effective June 30, 2019.

7.2 Appoint Christina Fletcher to position of .5 DoDEA Grant Project Director, for the period of July 1, 2019 to June 30, 2020 at a salary of \$37,500. Portion of salary to be paid by funds from the DoDEA Project M3 Grant.

7.3 Joe Jacobowski, Interim Child Study Director for ESY 2019, from July 8-12, 2019 at a rate of \$250.00/day (.5 FTE).

7.4 Supervisor of Instruction Salary

7.4.1 Rob Scranton, Supervisor of Instruction, at a salary of \$125,600.00.

7.5 Revised Salary

7.5.1 Jeannette Stavrou, Teacher, from B Step 1 to B+15, Step 1, \$57,670.00 (18-19 salary guide); \$59,219.00 (19-20 Salary guide)

7.6 Revised FTE and Salary

7.6.1 Erin Potter, Preschool Intervention Referral Team,, from FTE .9 to FTE 1.0 effective September 1, 2019 at a salary of \$73,209.00.

7.7 Revised Family Medical Leave

7.7.1 A.P., Teacher, revising unpaid child leave from September 1, 2019 with a new return to work date of January 1, 2020.

7.8 FMLA/NJFLA

7.8.1 A. D., Teacher, family medical leave utilizing 25 sick days from September 16, 2019 through October 22, 2019. FMLA/NJFLA October 23, 2019 through March 31, 2020 with a tentative return to work date of April 1, 2020.

7.8.2 Y. R., Teacher, family medical leave utilizing 11 sick days from September 3 through September 17, 2019. FMLA/NJFLA from September 18, 2019 through January 15, 2020 with a tentative return to work date of January 16, 2020.

7.8.3 S. N., Teacher, family medical leave utilizing 33 sick days from October 1, 2019 through November 20, 2019, FMLA from November 21, 2019 through November 28, 2019. FMLA/NJFLA from November 29, 2019 through February 29, 2020 with a tentative return to work date of March 1, 2020.

7.9 Day(s) without Pay

7.9.1 A.G., Educational Assistant, June 7, 2019 day without pay.

7.9.2 M.B., Secretary, July 1, 2, 3, 5 and August 12 through 16, 2019 days without pay.

7.10 Extended School Year Program (ESY) 2019

7.10.1 Maddie Comisky, Paraprofessional, ESY program effective July 8, 2019 through August 8, 2019 at a rate of \$15.00/hour (pending completion of paperwork and criminal history background check).

7.10.2 Melanie Muller, Paraprofessional, ESY program effective July 8, 2019 through August 8, 2019 at a rate of \$15.00/hour.

7.11 Bus Drivers and Aides for ESY Program 2019

Dave Barnes (driver, \$21.00/hour), Brian Walter (driver, \$25.00/hour), John Giberson (sub driver, \$19.25/hour), Kristee Adwell (aide, \$17.75/hour), Kathy Boesch (aide, \$12.25/hour), Linda Wolfram (aide, \$14.75).

7.12 Rescind Approval for Extended School Year Program (ESY 2019)

7.12.1 Lisa Smylie, Paraprofessional, rescind approval for ESY 2019.

7.12.2 Sheila Mashaw, Paraprofessional, rescind approval for ESY 2019.

7.13 Summer Custodian

7.13.1 Samuel Irvin, summer custodian, @ a rate of \$12.00/hour.

7.14 Resignation/Retirement

7.14.1 Wayne Shupe, Custodian, effective September 1, 2019 for the purpose of retirement.

7.14.2 Cynthia Walton, transportation aide, resignation effective June 30, 2019.

7.15 Extra Pay

7.15.1 **Summer Curriculum Writers**

The following staff to write curriculum @\$35.00/hour (as per NHTEA Agreement Article XVIII):

Melissa Gaskins, Beth Misselhorn, Christine Brough, Dawn Wojcik, April Wawryk, Michelle Kuzel, Jessica Procopio

7.15.2 **Extended School Day**

Kimberly Manuguerra, part time educational assistant, to be paid the full day on June 18 for Professional Development to be paid at her hourly rate for the extra hours..

7.16 Medical Inspector

Columbus Family Physicians as the medical inspectors for a fee of \$8,000.00 for the 2019/2020 School year.

7.17 Treasurer

Peggy Ianoale as the Treasurer of School Monies for the 2019-2020 school year at the annual stipend of \$8,000.

7.18 Appointments

7.18.1 The following appointments for the 2019/2020 school year:

Superintendent	Helen Payne
School Business Administrator/Board Secretary	Amy Lerner

Affirmative Action Officer/Gender Equity Officer	Amy Lerner
Public Agency Compliance Officer	Amy Lerner
Right to Know Officer	Lee Hill
Attendance Officer	Helen Payne
Asbestos Management Officer	Lee Hill
Integrated Pest Management Officer	Lee Hill
Indoor Air Quality Coordinator	Lee Hill
Americans with Disabilities Act Officer	Jennifer Grenger
Safety Officer	Amy Lerner
Title IX Officer	Amy Lerner
Chemical Hygiene Officer	Lee Hill
Homeless Liaison	Jennifer Grenger
504 Officer	Jennifer Grenger; Jim Alvarez; Michelle Stecchini; Jason Danley, Dr. Gerald Paterson
State Testing Coordinator	Christina Fletcher
English as a Second Language Plan Coordinator	Christina Fletcher
Anti-bullying Coordinator & District School Safety Specialist	Jim Alvarez
Custodian of Government Records NJSA 47A:1A1	Amy Lerner
Custodian of School Records	Jim Alvarez; Dr. Gerald Paterson; Michelle Stecchini; Jason Danley

7.18.2 Appointment of District Evaluation Committee and School Improvement Panels for 2019/2020 as listed:

<u>District Evaluation Advisory Committee 2019/2020 (per NJDOE guidelines)</u>	
<u>Required Member Roles</u>	<u>19-20 representative</u>

Superintendent	H. Payne
Spec. Ed Admin	J. Grenger
Parent	TBD
BOE	TBD
One or more Central Office Admin who oversee eval	C. Fletcher
One or more Admins who conduct evals	M. Stecchini, J. Alvarez, Jason Danley, Dr. Gerald Paterson, R. Scranton
Teachers from each school level	Pk-K J. Gaulrapp; 1-2 T. Guidotti; 1-4 ???? ; 5-6 Dale Marshall
Association Reps	Cathy Miller, Melissa Wood
Teacher Leaders/Other Leaders	P. Bland

<u>School Improvement Panels 2019/2020</u>	
<u>Endeavour</u>	Michelle Stecchini, Jason Danley, Jen Grenger, Jen Gaulrapp
<u>CBL</u>	???? , C. Fletcher
<u>UES</u>	D. Marshall, J. Alvarez, C. Fletcher

8.

FINANCIAL

Motion to approve the following financial action(s), based on the recommendation of the superintendent:

8.1 Burlington County School Crisis Response Team

Participation in the Burlington County School Crisis Response Team (BCSCRT) for the 2019/2020 school year in the amount of \$895.00.

8.2 Approval of 2018-2019 Bills, Payroll and Transfers

To authorize the Board Secretary to pre-approve and pay any legitimate 2018-2019 school year bills, including payroll, received up to and including those received on June 30, 2019, prior to the close of the fiscal year and make any necessary transfers. All pre-approved paid bills and transfers will be presented for approval at the July 2019 Board Meeting and will be countersigned by the Superintendent.

8.3 Chart of Accounts

To authorize the Uniform Minimum Chart of Accounts for New Jersey Public Schools for the 2019-2020 school year.

8.4 Wastewater Treatment Plant Operator

Approval of Thomas Redwood, Jr. to provide Licensed Wastewater Treatment Plant Operator professional services for the 2019-2020 school year at a rate of \$15,456.

8.5 Federal Grants

To approve the application and acceptance of funds under the ESEA Act Consolidated Formula Sub-Grant Allocations for FY20 in the amount of \$238,625.

Title I	\$199,813
Title II Part A	\$ 16,600
Title III*	\$ 11,774
Title IV	\$ 10,438

*Includes Title III funds from the following other Local Education Agencies who needed to join in a consortium to avail themselves of their allocations:

Chesterfield	\$ 360
Mansfield	\$1,293
Delanco	\$4,605
Southampton	\$1,839

8.6 IDEA GRANT FY20

To approve the application and acceptance of funds under the Individuals with Disabilities Education Improvement Act for the FY20 in the amount of \$298,107.

Basic	\$282,559
Pre-school	\$ 15,548

8.7 Professional Consulting Services

8.7.1 PSYCHIATRISTS (Approx. \$325-\$600 per evaluation):
Dr. James Hewitt

8.7.2 NEUROLOGISTS (Approx. \$350-\$500 per evaluation;
“specialty evals \$700-\$1600):

The Neurological Center, Willingboro - Drs. Brait, Partnov,
Margolin, Sharets
Dr. Lyla Beyderman, Nemours. dePont Pediatrics
Cooper Pediatrics

8.7.3 OCCUPATIONAL & PHYSICAL THERAPY (Approx.
\$68-\$100 per hour; \$150-\$300 per evaluation):

Burlington County Educational Services Unit
Marla Kennedy
Invo Healthcare Associates (\$82-\$88/hr.)
Our Playground Therapy
Amy E Parker, OT/PT \$70 per session
Kaleidoscope Education Solutions - \$85 per hour OT/PT
Amazing Kids Therapeutic Services LLC OT/PT

8.7.4 SPEECH & AUDIOLOGY; CENTRAL AUDITORY
PROCESSING (Approx. \$68-\$125 per hour; \$225-\$425 per
evaluation):

Burlington County Educational Services Unit
Elizabeth Patterson – REM Audiology Associates
Garden State Hearing & Balance Center
Invo Healthcare associates (\$82-88)
Martha Gomez-Bryan – Spanish – Speech Evaluations \$450.00
Silvia DeLeon – Spanish – Speech Evaluation \$500.00
Kaleidoscope Education Solutions - \$85 per hour
EBS - \$78 per hour

8.7.5 EVALUATION SERVICES FOR DEAF AND HARD OF
HEARING:

The State of New Jersey’s Specialized CST (at Katzenbach;
approx. \$1500)
Burlington County Educational Services Unit

- 8.7.6 CHILD EVALUATION CENTERS (Fees vary depending upon evaluation; @ \$350 - \$900 per eval.):
 Burlington County Educational Services Unit – (rates specified in contract)
 Rowan University (@\$1050 + \$175 for observation = @\$1225)
 (Note: Independent Evals. – Any agency/person on the State Approved List of Clinics/Agencies)
 Bonita Blazer & Associates – Psychological \$850, Learning \$850 – per evaluation
 Roman Perez – LDTC – Bi-Lingual - \$500 per eval- \$150 per eval for translation
- 8.7.7 FOREIGN LANGUAGE INTERPRETERS (approx. \$75-\$95/hr.):
 Para-Plus, Inc.
 Martha Gomez-Bryan – Spanish- \$150.00 per evaluation translation
- 8.7.8 CST EVALUATIONS, REQUIRED MTGS AND IEP DEVELOPMENT FOR SUMMER MONTHS
 Burlington County Educational Services Unit
- 8.7.9 ASSISTIVE TECHNOLOGY & AUGMENTATIVE/ALTERNATIVE COMMUNICATION (evaluations, direct services, training, equipment loan, etc.)
 Advancing Opportunities – (@\$880/eval.; \$115/hr. for training; \$75/hr. job coaching; \$400 half-day workshop)
 Educational Services Unit - BCSSSD
- 8.7.10 NEURO-EDUCATIONAL EVALUATION
 Kathryn Arcari, Psy. D
 Brain Behavior – Sarah Levin Allen
 Dr. Barbara Leech @\$1100
- 8.7.11 NURSING SERVICES
 Delta-T Group – (RN – \$43.25/hr)
 Bayada – (LPN - \$45.00 – RN - \$55.00)
- 8.7.12 Autism Services – Functional Behavioral Assessments
 Amazing Transformations
 The Learning Well
 Exceptional Therapies
- 8.8 RESOLUTION OF THE NORTH HANOVER TOWNSHIP BOARD OF EDUCATION TO ACCEPT A BID AND AWARD A CONTRACT WITH HONEYWELL INTERNATIONAL FOR THE BUILDING

AUTOMATION, HVAC, MECHANICAL, VIDEO, AND SECURITY SYSTEMS MAINTENANCE

WHEREAS, the North Hanover Township Board of Education advertised for bids for Building Automation, HVAC, Mechanical, Video, and Security Systems Maintenance and one bid was received on June 12, 2019; and

WHEREAS, Honeywell International has submitted a bid in the amount of \$112,174 for the 2019-2020 school year (“the proposal”), a copy of which is on file in the office of the Board Secretary/ Business Administrator; and

WHEREAS, the bidder has submitted all required documents in accordance with the Local Public Contracts Law and the Board’s specifications; and

WHEREAS, the Board Secretary/ Business Administrator has certified that funding for this project is available,

NOW, THEREFORE, BE IT RESOLVED by the North Hanover Township Board of Education, County of Burlington, State of New Jersey that the bid in the amount of \$112,174.00 is accepted and that the contract for the Building Automation, HVAC, Mechanical, Video, and Security Systems Maintenance is awarded to Honeywell International.

8.9 RESOLUTION OF THE NORTH HANOVER TOWNSHIP BOARD OF EDUCATION TO ACCEPT A BID AND AWARD A CONTRACT WITH LANDTEK GROUP FOR THE SITE FENCE PROJECT AT THE NEW ENDEAVOUR ELEMENTARY SCHOOL

WHEREAS, the North Hanover Township Board of Education advertised for bids for a Site Fence Project at the new Endeavour Elementary School and three bids were received on June 12, 2019; and

WHEREAS, upon review of the bids, the Board’s Construction Manager, PW Moss and Associates, have recommended the awarding of the contract to LandTek Group; and

WHEREAS, LandTek Group has submitted the following:

Base Bid	\$166,775.00
Alternate #1	<u>\$ 5,600.00</u>
Total	\$172,375.00

(“the proposal”), a copy of which is on file in the office of the Board Secretary/ Business Administrator; and

WHEREAS, the bidder has submitted all required documents in accordance with the Local Public Contracts Law and the Board’s specifications; and

WHEREAS, the Board Secretary/ Business Administrator has certified that funding for this project is available,

NOW, THEREFORE, BE IT RESOLVED by the North Hanover Township Board of Education, County of Burlington, State of New Jersey that the total bid and alternate number 1 in the amount of \$172,375.00 are accepted and that the contract for the Site FENCE PRoject at the new Endeavour Elementary School is awarded to LandTek Group.

9. INSTRUCTIONAL

Motion to approve the following instructional action(s), based on the recommendation of the superintendent:

9.1 Tuition Contract-ESY-Chesterfield Township

To approve the contract with the Chesterfield Township Board of Education, Chesterfield, NJ for one Chesterfield Township resident student to attend the extended school year disabled program at the Upper Elementary School for the period of July 8- August 2, 2019 at a tuition rate of \$1,600.

9.2 Tuition Contract-ESY-New Hanover

To approve the contract with the New Hanover Township Board of Education, Wrightstown, NJ for one New Hanover Township resident student to attend the extended school year disabled program at the Upper Elementary School for the period of July 8- August 2, 2019 at a tuition rate of \$1,600.

10. TRAVEL

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

10.1 The following staff for professional development:

<u>Name</u>	<u>Conference</u>	<u>Date</u>	<u>Total</u>
C. Fletcher	School Law Year in Review Monroe Twp. NJ	6/26/2019	\$150.00
H. Payne	Military Child Educator Coalition, National Training Seminar, Washington DC	7/23-25/2019	\$1,500.00
M. Stecchini	Military Child Educator Coalition, National Training Seminar, Washington DC	7/23-25/2019	\$1,500.00

11. OTHER BUSINESS

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

11.1 Qualified Purchasing Agent

WHEREAS, 18A:18A2 provides that a board of education shall assign the authority, responsibility and accountability for the purchasing activity of the board of education to a person or persons who shall have the power to prepare advertisements,

to advertise for and receive bids and to award contracts as permitted by this chapter, and

WHEREAS 18A:18A3 provides that contracts, awarded by the purchasing agent that do not exceed in the aggregate in a contract year the bid threshold (*Currently \$40,000*), may be awarded by the purchasing agent without advertising for bids when so authorized by board resolution, and

WHEREAS 18A:18A37,c. provides that all contracts that are in the aggregate less than 15% of the bid threshold (*Currently \$6,000*) may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by board resolution

NOW, THEREFORE BE IT RESOLVED, that North Hanover Township Board of Education, pursuant to the statutes cited above hereby appoints Amy S. Lerner, as its duly authorized purchasing agent and is duly assigned the authority, responsibility and accountability for the purchasing activity of the North Hanover Township Board of Education, and

BE IT FURTHER RESOLVED that Amy S. Lerner is hereby authorized to award contracts on behalf of the North Hanover Township Board of Education that are in the aggregate less than 15% of the bid threshold (*Currently \$6,000*) without soliciting competitive quotations, and

BE IT FURTHER RESOLVED that Amy S. Lerner is hereby authorized to seek competitive quotations, when applicable and practicable and award contracts on behalf of the North Hanover Township Board of Education when contracts in the aggregate exceed 15% of the bid threshold (*Currently \$6,000*) but are less than the bid threshold of *\$40,000*.

11.2 State Contracting

WHEREAS, Title 18A:18A10 provides that “A board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and

WHEREAS, the North Hanover Township Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts, and

WHEREAS, the North Hanover Township Board of Education desires to authorize its purchasing agent for the 2019-2020 school year and to make any and all purchases necessary to meet the needs of the school district throughout the school year.

NOW, THEREFORE, BE IT RESOLVED that the North Hanover Township Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors that have State Contracts. The Purchasing Agent shall make known to the Board the Commodity/Service, Vendor and State Contract Number utilized.

11.3 Investment Institutions

WHEREAS, from time to time the Board of Education has funds available for short term investments, and

WHEREAS, the School Business Administrator/Board Secretary and/or the Treasurer of School Monies makes inquiries as to interest rates, and

WHEREAS, the Board of Education will only invest its funds with institutions who will provide the School Business Administrator/Board Secretary with a copy of that institution's "Notification of Eligibility" as required by the State of New Jersey, Department of Banking under the Governmental Unit Deposit Protection Act,

THEREFORE BE IT RESOLVED that the members of the North Hanover Township Board of Education that any Financial Institution approved and authorized by the State of New Jersey be designated as a Depository for investment of idle funds in an amount and for specified times as determined by the Treasurer of School Monies and the Business Administrator/Board Secretary as being money not needed by the Board for that period of time;

BE IT FURTHER RESOLVED that TD Bank shall be designated as the official depository.

BE IT FURTHER RESOLVED that the Treasurer of School Monies and the Business Administrator/Board Secretary have the authority to negotiate and sign for such investments.

11.4 Companies to Offer Tax Sheltered Annuity Plans

WHEREAS, the Board of Education desires to provide its employees with a number of financial institutions where its employees may enter into tax sheltered annuity plans, and

WHEREAS, the Board of Education's employees desire a wide market of plans,

THEREFORE BE IT RESOLVED THAT, the following companies may offer their tax shelter plans to the North Hanover Township employees:

1. Metlife
2. Lincoln Investment Planning, Inc.
3. AXA Equitable
4. AIG Valic

11.5 Companies to Offer Disability Insurance

WHEREAS, the Board of Education desires to provide its employees with companies to which they can purchase, at their expense, disability insurance,

THEREFORE BE IT RESOLVED that the following companies may offer their disability insurance to the North Hanover Township Board of Education employees:

1. Prudential Insurance Company of America
2. Aetna Life Insurance Company
3. AFLAC Insurance Company

11.6 Flexible Spending Account

To approve the agreement between Ameriflex Business Solutions, Mt.

Laurel, NJ and the North Hanover Township School District for Ameriflex Business Solutions to provide Third Party Administrator Services regarding the Flexible Spending Account Plan.

11.7 Policy Review Services

WHEREAS, there exists a need for policy review services of the North Hanover Township Board of Education for the 2019-2020 school year, and

WHEREAS, it has been determined that such policy review services are specialized in nature, require expertise in the field of policy review and can be provided only by someone with knowledge of policy and is not reasonably possible to describe the required services with written bid specifications, and

WHEREAS, funds are or will be available for this purpose in an amount not to exceed \$9,000.

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

1. The policy review services firm of Strauss Esmay Associates, Toms River, New Jersey is hereby retained to provide review services necessary.
2. This contract is awarded without competitive bidding as “Extraordinary Unspecifiable Services” in accordance with the Public Schools Contracts Law, N.J.S.A. 18A:18A(a)(1) because it is for services performed by persons that cannot be reasonably described and bid.
3. A copy of this resolution as well as the contract shall be placed on file with the Secretary of the Board.

11.8 Integrated Pest Management Services

Motion to approve the proposal from Alliance Commercial Pest Control, Inc. of Tinton Falls, NJ for Integrated Pest Management Services for the 2019-2020 school year at a rate of \$2,289.60 as per the Ed-Data Bid #8533 and Bid #7567.

11.9 Asbestos Management Services

WHEREAS, there exists a need for asbestos management services in connection with monitoring, and abatement training, as designated for the 2019-2020 school year.

WHEREAS, it has been determined that such asbestos management services are specialized in nature, require expertise in the field of asbestos management, can be provided only by a licensed professional and is not reasonably possible to describe the required services with written bid specifications, and

WHEREAS, funds in the amount of \$6,000 are or will be available for this purpose.

NOW, THEREFORE BE IT RESOLVED, BY THE NORTH HANOVER TOWNSHIP BOARD OF EDUCATION IN THE COUNTY OF BURLINGTON, AS FOLLOWS:

1. The environmental services firm of TTI Environmental, Moorestown, NJ is hereby retained to provide asbestos maintenance services necessary in conjunction with the laws of Asbestos Hazard Management.
2. This contract is awarded without competitive bidding as “Extraordinary Unspecifiable Services” in accordance with the Public School Contracts Law, N.J.S.A.18A:18A(a)(1) because it is for services performed by persons that cannot be reasonably described and bid.
3. A copy of this resolution as well as the contract shall be placed on file with the Secretary of the Board.

11.10 Investment Institution

To name and approve First Bank, NA, Lawrenceville, NJ as a depository for school investment funds for the 2019-2020 school year.

11.11 Renewal of Contract

To approve the following item:

RESOLUTION AUTHORIZING AN AGREEMENT FOR BOARD COUNSEL ADOPTED BY THE NORTH HANOVER TOWNSHIP BOARD OF EDUCATION IN THE COUNTY OF BURLINGTON

WHEREAS, there exists a need for board counsel services in connection with North Hanover Township Board of Education, for the 2019-2020 School Year, and

WHEREAS, such board counsel services can be provided only by a board counsel firm and the firm of Cleary, Giacobbe, Alfieri, Jacobs, LLC, located at 5 Ravine Drive, PO Box 533, Matawan, NJ 07747, is so recognized as such a firm; and

WHEREAS, any and all work performed beyond the board counsel services will be payable to Cleary, Giacobbe, Alfieri, Jacobs, LLC, located at 5 Ravine Drive, PO Box 533, Matawan, NJ 07747, upon the submission of a voucher setting forth the time expended, and based upon the rate of \$165.00 per hour.

NOW, THEREFORE, BE IT RESOLVED, BY THE NORTH HANOVER TOWNSHIP BOARD OF EDUCATION IN THE COUNTY OF BURLINGTON, AS FOLLOWS:

1. The board counsel firm of Cleary, Giacobbe, Alfieri, Jacobs, LLC is hereby retained to provide board counsel services necessary in conjunction with the North Hanover Township Board of Education.
2. The Contract is awarded without competitive bidding as a “Professional Service” in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession.
3. A copy of this resolution as well as the proposal shall be placed on file with the Secretary of the Board.
4. The approval of this resolution is based upon the approval of the Board Attorney.

11.12 Principal Evaluation Instrument

To approve the use of the Rhode Island Principal Evaluation Instrument for the 2019-2020 school year.

12. **SUPERINTENDENT'S INFORMATIONAL ITEMS**12.1 Enrollment:

Grade	Students	Sections	Class Size
OOD	6		
3H/3F	57		
4F (SC)	9		
K4	109	7	15.5
K5(SC)	5	1	5
K5	135	7	19.2
1	139	7	19.8
2	126	7	18
3	117	6	19.5
4	124	6	20.6
5	130	6	21.6
6	122	7	17.4
Total	1079		

12.2 Fire/Emergency Drills-May 2019

CB Lamb: 5/28 (emergency); 5/2 (fire)

Discovery: 5/2 (emergency); 5/30 (fire)

Atlantis: 5/2 (emergency); 5/30 (fire)

UES: 5/31 (emergency); 5/28 (fire)

12.3 Fire/Emergency Drills-June 2019

CB Lamb: 6/4 (emergency); 6/11 (fire)

Discovery: 6/14 (emergency); 6/5 (fire)

Atlantis: 6/14 (emergency); 6/17 (fire)

UES: 6/12 (emergency); 6/12 (fire)

13. **NEW BUSINESS**
14. **PUBLIC SESSION**
15. **MOTION TO ADJOURN**