

NORTH HANOVER TOWNSHIP SCHOOLS
BURLINGTON COUNTY, NEW JERSEY
Upper Elementary School
BOARD OF EDUCATION AGENDA
October 1, 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 Endeavour School, Joint Base (MDL), NJ; Upper Elementary School, Secretary of the Board’s Office, Superintendent of Schools’ Office, Principal’s Office, Clarence B. Lamb Elementary School, Wrightstown, NJ on August 27, 2019.
- 2) Electronically forwarded written notice to the Burlington County Times on August 27, 2019.
- 3) Filing written notice with the Clerk of North Hanover Township on August 27, 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) and legal.
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- 4.3**

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 September 10, 2019.
- 4.2 Approval of the payment of bills for the 2019-2020 budget totaling \$975,437.99.
- 4.3 Approval of the gross payroll for September 2019 \$1,383,050.46.

5. **PRINCIPAL’S PRESENTATIONS**

- 5.1 Violence and Vandalism Report
- 5.2 HIB Self Assessment
- 5.3 Looking ahead to 2019/2020

6. **PUBLIC COMMENT ON AGENDA ITEMS ONLY**

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

7. **PERSONNEL**

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

7.1 **Employment 2019-2020 School Year**

Motion to approve the following personnel for employment for the 2019-2020 school year(*pending completion of paperwork, criminal history background check and receipt of all Sexual Misconduct/Child Abuse Disclosure Release Form(s):

- 7.1.1 *Cindy Decker, Long Term leave sub replacement Music Teacher, Endeavour School at a salary of \$62,709 (FTE 1.0, Step 1, M) to be prorated for period of employment effective September 4, 2019.
- 7.1.2 *Shana Lohnes, hourly aide, CB Lamb School@ \$12.00/hour.
- 7.1.3 *Vernie Stanley, bus driver, District, @\$21.00/hour, Step 4, effective October 1, 2019.

7.1.4 *Vernie Stanley, custodian, Endeavour School, @ a salary of \$29,771 (FTE .50 Step 1) to be prorated for period of employment effective October 1, 2019.

7.2 Substitute Transportation Aide

7.2.1 Monica Atkinson, sub transportation aide, District, @14.00/hour.

7.2.2 *Jessica Little, sub transportation aide, District, @\$12.00/hour.

7.3 Rescind Employment

Noelia Vasquez, hourly aide, rescind contract for the 2019-2020 school year employment.

7.4 Extra Pay

7.4.1 Set Up Classrooms

The following staff to set up classrooms on November 11, 2019 to be paid at their per diem rate for one day:

- 7.4.1.1 Ellina Devanney
- 7.4.1.2 Kim Castle
- 7.4.1.3 Laura Loukides
- 7.4.1.4 Elizabeth Durr
- 7.4.1.5 Melanie Sytnik
- 7.4.1.6 Samantha Phelps
- 7.4.1.7 Lynn Perkins

7.4.2 Stipends for Musical

7.4.2.1 Musical Director, Jen Klaiss	\$1200.00
7.4.2.2 Set Design, Pat Carper Brown	\$1200.00
7.4.2.3 Drama Director, Lisa Evans	\$1000.00
7.4.2.4 Choreographer, Courtney Anthes	\$1000.00
7.4.2.5 Director of Props & costumes ,JoAnn Patterson	\$1000.00

7.4.3 Stipends for Student Government

7.4.3.1 Brenda Lynch, Grade 5	\$500.00
7.4.3.2 Tara Clancy, Grade 6	\$500.00

7.4.4 Stipend for Yearbook

Lisa Evans	\$750.00
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7.4.5 **Professional Book Study**

7.4.5.1 The following staff for Professional Book Study to be paid \$15/hour as per the NHTEA contract Article XVIII (E), for no more than 7 hours:

Brittany Burd, Jena Bulvin, Beth Misselhorn, Karen Hallman, Violet Ortega, Marcie Romano, Coleen Hatoff, Christine Rossi, Keri Enslin, Courtney Anthes, Debby Wilson, Judy Lynch, Fran Dutton, Beth Litus, Noelle Schappell, Kristen Mehlig

7.4.5.2 The following staff to *facilitate* the Professional Book Study to be paid \$27.50/hour as per the NHTEA contract Article XVIII (E), for no more than 7 hours:

Jess Procopio
Leighann Peter

7.4.6 **Paraprofessional Stipend**

The following staff to be paid the Paraprofessional stipend for the 2019/2020 school year, for a total of \$2,700.00 ea. to be paid in two equal payments on January 31, 2020 and the last pay in June, 2020:

Kathrin Colen, Suzanna DeGood, Lisa Evans, Lindsey Fernandez, Alexandra Gillen, Kirby Hogancamp, Sujatha Iyer, Cristina Mannino, Melanie Muller, Talitha Pankins, Carmen Quesada, Lisa Smylie, Suzanne Stokes, Dechanda Summers, Joni Wisniewski

7.4.7 **Teacher In Charge**

The following staff members to serve as the Teacher In Charge for their respective building for the 2019-2020 school year at the rate of \$40 for a full day or \$30 for a half day, as per Article XVIII of the NHTEA Agreement.

	<u>School</u>	<u>Teacher</u>	<u>Back-up</u>
7.4.7.1	UES	Robin Sandoval	Jaime Drew
7.4.7.2	CB Lamb	Noelle Schappell	
7.4.7.3	Endeavour	Sarah Humble	

7.4.8 **Unused sick/vacation days**

Wayne Shupe, to be paid for 231.5 accumulated sick days at the rate of \$50.00/day, as per Article XB2 of the agreement with the NHTEA, for a total of \$11,575.00 and 3.34 vacation days accrued (FY 19-20) @ \$197.95/day for a total of \$661.16 following retirement.

7.4.9 **Room Assignment Change**

Staff to be paid \$50.00 as per the NHTEA Agreement Article VIII, C for room assignment change in August.

Kristina Vandergrift, George Thorn

7.4.10 **Bus coverage at Dismissal**

Lindsey Fernandez, after school bus coverage, @ 12.50/hour.

7.4.11 **District Translator(s)**

On an as needed basis, after school, at the following rates (as per the agreement with NHTEA; Article XVIII):

Jeanette Stavrou	\$25.00/hr
Melissa Acosta	\$25.00/hr

7.5 **Leave/Days w/o Pay**

7.5.1 S. G., days without pay 9/30/2019; 10/1/2019; 10/9/2019; 10/15-18/2019; 10/21-22/2019.

7.5.2 W. S., days without pay 9/30/2019 and 10/9/2019.

7.5.3 J.G., leave without pay October 1, 2019 through March 28, 2020. (mandatory military training)

7.6 **Extended Unpaid Child Rear Leave**

J. G. extending unpaid child rear leave with a return to work date of January 2, 2020.

7.7 **FMLA**

C.M., family medical leave utilizing 4 sick days beginning January 21 through January 24, 2020; FMLA January 25, 2020 through March 20, 2020 with a return to work date of March 23, 2020.

7.8 **Assignment**

7.8.1 Cindy Walton from Special Ed, Ed. Assistant, CB Lamb School to Pre-School Ed Assistant, CB Lamb School.

7.8.2 Shelby Croshaw from Pre-School Ed. Assistant, CB Lamb School to Pre-School Floater, Endeavour School.

- 7.8.3 Dechanda Summers from Pre-School, Floater, Endeavour School to PSD 1:1, Endeavour School.

8. FINANCIAL

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

8.1 Tuition Contract-ESY-Florence Township

To approve the contract with the Florence Township Board of Education, Florence, NJ for one Florence Township resident student to attend the extended school year disabled program at the Upper Elementary School for the period of July 8-August 6, 2019 at a tuition rate of \$1,600.

8.2 Tuition Contracts-Receiving

8.2.1 To approve the contract with the Chesterfield Township Board of Education, Chesterfield, NJ for one Chesterfield Township resident student to attend the disabled program at the Upper Elementary School for the 2019-2020 school year at a tentative tuition rate of \$29,604.

8.2.2 To approve the contracts with the Florence Township Board of Education, Florence, NJ for one Florence Township resident student to attend the disabled program at the Upper Elementary School for the 2019-2020 school year at a tentative tuition rate of \$29,604

8.2.3 To approve the contracts with the New Hanover Township Board of Education, New Hanover, NJ for one New Hanover Township resident student to attend the disabled program at Endeavour Elementary School for the 2019-2020 school year at a tentative tuition rate of \$53,866.

8.3 Extraordinary Services Contracts-Receiving

8.3.1 To approve the contracts for extraordinary services with the Chesterfield Township Board of Education, Chesterfield, NJ for one Chesterfield Township resident student attending North Hanover Township Schools in the approximate amount of \$50,000.

8.3.2 To approve the contracts for extraordinary services with the Florence Township Board of Education, Florence, NJ for one Florence Township resident students attending North Hanover Township Schools in the approximate amount of \$4,000.

8.3.3 To approve the contracts for extraordinary services with the New Hanover Township Board of Education, New Hanover, NJ for one

New Hanover Township resident student attending North Hanover Township Schools in the approximate amount of \$27,000.

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>
M. Acosta	Developing Trauma Sensitive School Environments Westampton, NJ	10/22/2019	\$3.43
M. Acosta	Enabling Learning in 2020, Westampton, NJ	3/3/2020	\$3.43
M. Acosta	Mindfulness in the PreK-12 Classroom Westampton, NJ	3/25/2020	\$3.43
L. Peter	Rutgers Gifted Education Conference Rutgers, New Brunswick, NJ	11/22/2019	\$216.00
J. Procopio	Rutgers Gifted Education Conference Rutgers, New Brunswick, NJ	11/22/2019	\$222.00
G. Perkins	Tools of the Mind Two Core Certification Track, Mercerville, NJ (funded through Pre-K grant funds)	11/13/2019 3/25/2020	\$2,525.00
J. Gaulrapp	Tools of the Mind Two Core Certification Track, Mercerville, NJ (funded through Pre-K grant funds)	11/13/2019 3/25/2020	\$2,500.00
J. Bencivengo	Tools of the Mind Two Core Certification Track, Mercerville, NJ (funded through Pre-K grant funds)	11/13/2019 3/25/2020	\$2,500.00

D. Cartmill	Tools of the Mind Two Core Certification Track, Mercerville, NJ (funded through Pre-K grant funds)	11/13/2019 3/25/2020	\$2,500.00
S. Chiarello	Tools of the Mind Two Core Certification Track, Mercerville, NJ (funded through Pre-K grant funds)	11/13/2019 3/25/2020	\$2,500.00
S. Baskarin	Eden’s Training and Conference Center Hamilton, NJ	10/24-25/2019	\$250.00
B. Reading	NJSBA Conference Atlantic City, NJ	10/21-24/2019	\$1,200.00

10. TRANSPORTATION

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

Renewal of Transportation Contracts 2019-2020 School Year

Approval of the following transportation contracts reflecting a 1.45% increase in each, pursuant to NJSA 18A:39-3, which is the maximum negotiated consumer price index increase in transportation contracts for 2019-2020:

Wolfington Body, Company

Route #	Amount	
34	\$ 265.80Per Diem	\$47,843.82

11. INSTRUCTIONAL

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

11.1 Field Trips 2019/2020 School Year

<u>School</u>	<u>Date</u>	<u>Cost</u>	<u>Grade</u>
UES	10/21/2019	\$421.70	4
UES	10/25/2019	\$6,250.00	6

12. SUPERINTENDENT'S INFORMATIONAL ITEMS

12.1 Enrollment:

Grade	Students	Sections	Class Size
OOD	4		
3F	88	6	14.6
4F	136	10	13.6
K	162	9	18
1	144	7	20.4
2	144	7	20.4
3	131	6	21.6
4	117	6	19.5
5	123	6	20.5
6	146	6	24.3
Total	1195		

12.2 Non School Use

UES: PTO Vendor and Craft Fair; 11-22-2019; 6PM-9PM
NHTEA Meeting; 2/10/2020; 3:45PM-5:00PM

CB Lamb: PTO Monthly Meetings; 9/25;10/16;11/20;12/11/2019;
1/22;2/26;3/18;4/22;5/27;6/17/2020: 6PM-8PM
PTO Family Night; 10/10/2019; 4PM-9PM
PTO Book Fair; 10/3/2019 through 10/11/2019, daily;
10/10/2019 4PM-9PM

Endeavour: PTO Meeting; 9/24/2019; 6PM-7:30PM
PTO Fall Book Fair; set up; 10/3-5/2019, 10/7-11/2019, daily;
10/8/2019 5PM-7PM
NHTEA Meet and Greet New Members; 10/24/2019,
3PM-5:30PM
NHTEA Meetings; 10/21;11/18;12/16/ 2020; 1/13;
2/10;3/9;4/6;5/11;6/8/2020; 3:45PM-5PM

12.3 Semi-Annual Safety Bus Evacuation Drill

District wide October 2, 2019

13. **NEW BUSINESS**

14. **PUBLIC SESSION**

15. **MOTION TO ADJOURN**