

NORTH HANOVER TOWNSHIP SCHOOLS
BURLINGTON COUNTY, NEW JERSEY
Upper Elementary School
BOARD OF EDUCATION AGENDA
October 28, 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 September 17, 2019.
- 2) Electronically forwarded written notice to the Burlington County Times on September 17, 2019.
- 3) Filing written notice with the Clerk of North Hanover Township on September 17, 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. **FINANCIAL**

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

4.1 RESOLUTION OF THE NORTH HANOVER TOWNSHIP BOARD OF EDUCATION TO ACCEPT A BID AND AWARD A CONTRACT WITH DANDREA CONSTRUCTION COMPANY FOR THE RENOVATION PHASE II PROJECT AT THE CB LAMB ELEMENTARY SCHOOL

WHEREAS, the North Hanover Township Board of Education advertised for bids for Renovations - Phase II at the CB Lamb Elementary School and four bids were received on October 25, 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 Dandrea Construction Company.; and

WHEREAS, Dandrea Construction Company has submitted the following:

Base bid	\$5,696,000.00
Alternate #1	<u>\$ 27,500.00</u>
Total	\$5,723,500.00

(“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 in the amount of \$5,723,500.00 is accepted and that the contract for Renovations - Phase II at the CB Lamb Elementary School is awarded to Dandrea Construction Company.

4.2 RESOLUTION OF THE NORTH HANOVER TOWNSHIP BOARD OF EDUCATION TO ACCEPT A PROPOSAL AND AWARD A CONTRACT WITH ATLANTIC ENGINEERING LABORATORIES, INC. (AEL) FOR THE CB LAMB ELEMENTARY SCHOOL-ADDITION & ALTERATIONS MATERIALS TESTING & INSPECTION SERVICES

WHEREAS, the North Hanover Township Board of Education requested proposals for Addition & Alterations Materials Testing & Inspection Services for the CB Lamb Elementary School Renovations - Phase II Project and three proposals were received on October 28, 2019; and

WHEREAS, upon review of the proposals, the Board's Construction Manager, PW Moss and Associates, have recommended the awarding of the contract to Atlantic Engineering Laboratories, Inc.; and

WHEREAS, Atlantic Engineering Laboratories, Inc. has submitted a proposal with the hourly rates as attached ("the proposal"), a copy of which is on file in the office of the Board Secretary/ Business Administrator; and

WHEREAS, the contractor 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 proposal is accepted and that the contract for Addition & Alterations Materials Testing & Inspection Services is awarded to Atlantic Engineering Laboratories, Inc.

5. PERSONNEL

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

5.1 Set Up Classrooms

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

Joy Blatherwick

5.2 Level II Educational Assistant Stipend

The following staff to be paid the Level II Educational Assistant stipend for the 2019/2020 school year, for a total of \$2,000.00 (effective November 1, 2019) to be paid in two equal payments on January 31, 2020 and the last pay in June, 2020 (to be prorated for period of employment):

- 5.2.1 Elizabeth Durr
- 5.2.2 Melanie Sytnik
- 5.2.3 Linda Walters
- 5.2.4 Debra Kenney
- 5.2.5 Morgan Davis
- 5.2.6 Allison Lowry

6. FACILITIES AND TRANSPORTATION

Motion to approve the following facilities and /or transportation action(s), based on the recommendation of the Superintendent:

6.1 Comprehensive Maintenance Plan

WHEREAS, the Department of Education requires New Jersey School Districts to submit a three-year Comprehensive Maintenance Plan and M-1 form documenting “required” maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities as listed in the attached documents for the various school facilities of the North Hanover School District are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

NOW THEREFORE BE IT RESOLVED that the North Hanover School District hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan and M-1 form for the North Hanover School District in compliance with Department of Education requirements.

7. **INSTRUCTIONAL**

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

7.1 Pre-School Program Expansion Plan

Approve and adopt the Pre-School Program Expansion Plan for the 2020-2021 School Year and the funding of such from the State of NJ Department of Education.

8. **TRAVEL**

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

8.1 Superintendent of Schools to present at the following NIISA Conference:

<u>Name</u>	<u>Conference</u>	<u>Date</u>	<u>Total</u>
H. Payne	NIISA Conference Las Vegas, NV	12/7-10/2019	\$1500.00

8.2 The following staff for professional development:

<u>Name</u>	<u>Conference</u>	<u>Date</u>	<u>Total</u>
C. Bruner	Instructional Strategies Designed to Meet the Needs Of English Language Learners Camden County College	11/20/2019	\$164.00

9. NEW BUSINESS
10. PUBLIC SESSION
11. MOTION TO ADJOURN