

NORTH HANOVER TOWNSHIP SCHOOLS  
BURLINGTON COUNTY, NEW JERSEY  
Upper Elementary School  
**BOARD OF EDUCATION AGENDA**  
**December 10, 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 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 (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 –4.1-4.7**

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 November 19, 2019 and Regular and Executive Minutes for November 26, 2019.
- 4.2 Approval of the transfers to the 2019-2020 budget in the amount of \$33,581.00 for the month of October 2019.
- 4.3 To approve the Budget Status Report for October 2019 and the certification by the Board Secretary that there are no over expenditures in the major funds and accounts of the 2019-2020 budget; further, that sufficient funds are currently available to meet the district’s current financial obligations for the 2019-2020 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 October 31, 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 October 31, 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 October 2019.
- 4.6 Approval of the payment of bills for the 2019-2020 budget totaling \$1,551,823.45.
- 4.7 Approval of the gross payroll for November 2019 \$1,380,868.42.

5. **CONSTRUCTION UPDATE-Mr. Rick Takakjy, P.W. Moss & Assoc.**

**6. PERSONNEL**

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

6.1 Leaves of Absence Recommended for Approval

Employee	Type of Leave	Approx Full Term of Leave	Approx Dates of FMLA	Approx Dates of NJFLA	Anticipated Return to Work Date
J. G.	Unpaid/ Child Rearing	9/1/2019-8/31/2020	N/A	N/A	9/1/2020

6.2 Extra Pay6.2.1 Home Instruction 19/20 School Year

The following staff for home instruction to be paid \$25.00/hour as per the NHTEA Agreement Article XVIII:

Emily Green, Leigh Ann Peter, Paige Bender, Kerri Enslin, Tonya Jarvie

**7. FINANCIAL**

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

7.1 Change order-CB Lamb School

To approve change order # 3 to the contract with Netta Architects in the amount of \$18,800 for additional architecture/engineering support services for revised new entrance and corridor designs and an interior stair enclosure for the CB Lamb School project.

7.2 Change Orders - Endeavour7.2.1 Electrical Contract Change Order 3

The change order #3 for MJF Electrical, Inc. for the reconciliation of project allowances and extra work at Endeavour Elementary School in the amount of \$7,540.25 credit.

7.2.2 Fencing Contract Change Order 1

The change order #1 for Landtek, Inc. for the reconciliation of project allowances at Endeavour Elementary School in the amount of \$13,800 credit.

7.2.3 Change Order - General Contract Phase II

Change order # 3 for Circle A Construction, Inc.. for for the reconciliation of project allowances and additional work, including the installation of additional acoustical wall panels in both art rooms in the amount of \$51,115.55 at Endeavour Elementary School.

8. **TRAVEL**

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

<u>Name</u>	<u>Conference</u>	<u>Date</u>	<u>Total</u>
K. Srikanth	Practical Functional Assessment, Staten Island, NY	1/13&14/2020	\$500.00

9. **POLICIES-SECOND READING AND ADOPTION**

Motion to approve the following policies and regulations based on the recommendation of the Superintendent:

P 3159	Teaching Staff Member/School District Reporting Responsibilities (M) (Revised)
P & R 3218	Use, Possession, or Distribution of Substances (M) (Revised)
P & R 4218	Use, Possession, or Distribution of Substances (M) (Revised)
P & R 7440	School District Security (M) (Revised)
P 9210	Parent Organizations (Revised)
P 9400	Media Relations (Revised)

10. **DELEGATE REPORT**

Mr. Sullivan submitted the following report:

New Jersey School Boards Association Delegates Assembly  
 Mercer County College Conference Center, West Windsor, N.J.  
 November 23, 2019

The meeting began with the usual opening ceremonies. President Michael McClure reported on the status of the Association. This was followed by an extensive report from The Executive Director Dr. Leonard Feinsod. He reported the following –

1. The imbalance of School Funding – He said the schools should resolve their differences and work together. There should be full funding for schools short fall while supporting emergency aid as needed for those hurt by the balancing of funds.

2.He further stated there should an option to exceed the 2% cap if needed. Examples might be Special Education and improvement to health benefits.

Current NJSBA data

The Associations non School Tax revenue = 36.6% of the budget.

Corporate Funding for New Board Members Workshop is \$150,000.

Outside funding has been secured for County Associations Meetings for speakers and food.

9,000 people registered for the Annual Atlantic City Workshop. There were 304 training sessions and more students than ever at the workshop.

A Lee Group Coalition been formed consisting of NJSBA, NJEA, PTA, Business Officials, and Superintendent Coalition for the advancement of education.

The Cap adjustment , mentioned above, as well as extended time for Banked Cap, would be optional for each school District.

NJSBA has formed a partnership with Rutgers Continuing Studies for extended training for School Board Members.

NJSBA is forming a group for mental health studies. A film entitled “Building a Foundation for Hope” was shown pertaining to mental health in schools.

Only one Resolution was brought before the Assembly. It related to allowing Districts to exceed the 2% cap. It was brought forward by the Hillsborough Board of Education. It was approved with some alterations.

The final event of the morning was the introduction of State Senate President Stephen Sweeney. Senator Sweeney raised the following issues.

He will recommend raising the 2% cap. He believes School Funding issues should be reviewed every five years. In his Path to Progress report he states that there should be Administrative Law Judges for Special Education. He also wants a study of County Wide School Systems where reasonable. Finally he wants pension and health reform. There was a long question and answer session after his talk.

There were 160 Delegates from 21 counties present at The Assembly. Since the time of this meeting Governor Murphy has come out against raising the 2% cap. We shall see who will prevail.

**11. SUPERINTENDENT'S INFORMATIONAL ITEMS**

11.1 Enrollment:

Grade	Students	Sections	Class Size
OOD	4		

3F	88	6	14.6
4F	141	10	14.1
K	163	9	18.1
1	148	7	21.4
2	142	7	20.2
3	129	6	21.5
4	114	6	19
5	124	6	20.6
6	146	6	24.3
Total	1199		

#### 11.2 Fire/Safety Drills-November 2019

UES: 11/21 (fire); 11/04 (emergency)  
 CB Lamb: 11/25 (fire); 11/27 (emergency)  
 Endeavour: 11/21 (fire); 11/27 (emergency)

#### 12. NEW BUSINESS

UES Winter Concert--Monday, December 9 @ 6:30 PM  
 CB Lamb Winter Concert--Wednesday, December 18 @ 9AM

#### 13. PUBLIC SESSION

#### 14. MOTION TO ADJOURN