

NORTH HANOVER TOWNSHIP SCHOOLS  
BURLINGTON COUNTY, NEW JERSEY  
Upper Elementary School  
**BOARD OF EDUCATION AGENDA**  
**February 25, 2020**

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, Wrightstown, NJ; Principal’s Office, Clarence B. Lamb Elementary School, Jacobstown, NJ on January 9, 2020.
- 2) Electronically forwarded written notice to the Burlington County Times on January 9, 2020.
- 3) Filing written notice with the Clerk of North Hanover Township on January 9, 2020.
- 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 (19-20 appointments) 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 –4.1-4.6**

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

- 4.1 Approval of the Regular, Work Session and Executive Session Minutes for February 12, 2020.
- 4.2 Approval of the payment of bills for the 2019-2020 budget totaling \$635,741.60.
- 4.3 Approval of the transfers to the 2019-2020 budget in the amount of \$13,669.51 for the month of December 2019.
- 4.4 To approve the Budget Status Report for December 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.
- 4.5 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, 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 December 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.
- 4.6 Approval of the Board Secretary and Treasurer report for the month of December 2019.

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

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

6. **ENDEAVOUR STAFF PRESENTATION “RESPONSIVE CLASSROOM”**

7. **PERSONNEL**

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

7.1 Leaves of Absence Recommended for Approval

Employee	Type of Leave-use of sick days	Approx Dates of FMLA	Approx Dates of FMLA/ NJFLA	Approx Dates of NJFLA	Approx Dates of Unpaid Child Rear	Anticipated Return to Work Date
C.C.	N/A	N/A	October 1, 2020 through December 23, 2020	N/A	N/A	January 1, 2021
T.D.	May 26, 2020 through June 19, 2020.	N/A	September 1, 2020 through November 23, 2020	N/A	November 24, 2020 through November 30, 2020	December 1, 2020
A.D.	N/A	N/A	N/A	N/A	N/A	September 1, 2020 (revised)

7.2 Extra Pay

7.2.1 Family STEM Night

The following staff to participate in Family STEM Night for no more than 3 hours to be paid \$25/hour as per the NHTEA Agreement and utilizing DoDEA Grant Funds:

Melissa Gaskins, Michelle Kinsella, Beth Sadar, Sally Corbin, Hughette Green, Melissa Wood, Cathy Miller, Christine Rossi, Brittany Burd, Lori Gavrish, Susan Chiarello, Katherine Szatkowski, Diana Cartmill, Tiffani Dutton, Joann Case, Beth Litus, Jessica Procopio, Leigh Ann Peter, Noelle Schappell, Ray Zirilli, Alexa Gatarz, April Wawryk, Emily Anderson, Tammy Jensen, Chrissy Closson, Lisa Stratton, Karen Hallman, Emily Green, Kerri Enslin, Alexis Bruder, Violet Ortega

**8. FINANCIAL**

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

8.1 Impact Aid Reserve Transfer

To approve the transfer from Impact Aid Reserve account in the amount of \$1,200,000 to the general fund budget for costs associated with the renovation project CB Lamb Elementary School.

**9. TRAVEL**

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

9.1	<u>Name</u>	<u>Conference</u>	<u>Date</u>	<u>Total</u>
	R. Takakjy	NJ School Buildings & Grounds Assoc. Annual Expo Atlantic City, NJ	3/22-25/2020	\$544.40
	M. Loose	Trauma Informed Compassionate Classrooms Princeton, NJ	3/16/2020	\$315.00
	M. Thompson	Transgender & Nonbinary Students Workshop, Monroe Twp. NJ	3/18/2020	\$170.00
	C. Hatoff	Mental Health Issues In the K-5 Classroom Pt. Pleasant, NJ	4/20/2020	\$252.40

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

Grade	Students	Sections	Class Size
OOD	4		
3F	89	6	14.8
4F	134	10	13.4
K	165	9	18.3

1	149	7	21.2
2	144	7	20.5
3	132	6	22
4	115	6	19.1
5	126	6	21
6	145	6	24.1
Total	1203		

10.2 Non-School Use

Endeavour: PTO MultiCultural Night; April 3, 2020; 6PM-8PM

CB Lamb: Special Education Parent Advisory Group, Spring Meeting;  
March 12, 2020; 5:30 PM-8 PM

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