

NORTH HANOVER TOWNSHIP SCHOOLS
BURLINGTON COUNTY, NEW JERSEY
Upper Elementary School
BOARD OF EDUCATION AGENDA
November 10, 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 and April 7, 2020.
- 2) Electronically forwarded written notice to the Burlington County Times on January 9, 2020 and April 7, 2020.
- 3) Filing written notice with the Clerk of North Hanover Township on January 9, 2020 and April 7, 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 (20-21 appointments and contracts).
3. The Board will take action following closed executive session.
4. It is anticipated that the closed executive session will last approximately Twenty (20) 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 October 13, 2020.

4.2 Approval of the payment of bills for the 2020-2021 budget totaling \$433,044.27.

4.3 Approval of October 2020 payroll: \$1,442,369.79.

4.4 Approval of the transfers to the 2020-2021 budget in the amount of \$13,295.00 for the month of September 2020.

4.5 To approve the Budget Status Report for September 2020 and the certification by the Board Secretary that there are no over expenditures in the major funds and accounts of the 2020-2021 budget; further, that sufficient funds are currently available to meet the district's current financial obligations for the 2020-2021 school year.

4.6 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 September 30, 2020 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 September 30, 2020 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.

4.7 Approval of the Board Secretary and Treasurer report for the month of September 2020.

5. **PRINCIPAL'S PRESENTATIONS**

- 5.1 Violence and Vandalism Report
- 5.2 HIB Self Assessment
- 5.3 Looking ahead to 2020/2021

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 **Extra Pay**

7.1.1 **Math Leadership Team**

The following staff to serve on the Math Leadership Team for the 20-21 school year to be paid \$35.00/hour (as per the NHTEA Contract Article XVIII) using DODEA M3 Grant:

Jessica Procopio, Leigh Ann Peter, Kristen Mehlig, Tara Guidotti, Gina Laureti, Alyssa Barreto, Kristen Lynch, Karen Hallman, Anne Marie Sweeney, Christianne Closson, Alexa Gatarz, Lisa Stratton, Devon Skorochocki, Emily Anderson, Beth Misselhorn, Michelle Santos, Jacqueline Goodwillie

7.1.2 **Room Assignment Changes in August**

The following staff to receive \$50.00 each for a change of room assignment during the month of August as per the NHTEA Agreement:

7.1.2.1 *Endeavour School:*

K. Szatkowski, L. Richardson, C. Peroni, K. Baker, L. Castellani, K. Corvase, M. LeBeau, B. Sax, M. Gaskins, L. Peter, J. Goodwillie, C. Martin, J. Procopio, C. Szymanski, B. Litus, J. Crane, B. Burd, K. Hallman, C. McCann, J. Case

7.1.2.2 *CB Lamb:*

L. Cottone, K. Papa, J. Blatherwick, C. Lewis, J. Leip, A. Jenkins

7.1.2.3 UES:

C. Anthes, T. Clancy, J. Drew, T. Jarvie, C. Strayhorne, C. Closson, L. Taylor, K. Walters, R. Zirilli

7.1.3 I&RS Meetings

The following staff for I&RS meetings for the 2020-2021 school year to be paid \$30/hour as per the NHTEA Agreement:

N. Schappell, K. Willever, J. Leip, B. Misselhorn, V. Martinez, M. Accosta, C. Rossi

7.1.4 Teacher In Charge

The following staff to serve as the Teacher In Charge for their respective building for the 2020-2021 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>
UES	Megan Thompson	Robin Sandoval
CB Lamb	Noelle Schappell	
Endeavour	Alexa Gatarz	

7.2 Resignation

Andra Gerst, Teacher, Grade 2, C.B. Lamb School, resignation effective January 1, 2021.

7.3 QSAC Committee

Approve the following as members of the QSAC Committee:

Helen Payne	Superintendent
Amy Lerner	School Business Administrator
Jennifer Grenger	Central Office Administrator
Rachel Lella	Director of Curriculum and Instruction
Bryan Reading	Board of Education
Cathy Miller	NHTEA President
Lexi Gatarz	Teacher

7.4 Merit Goals

To approve the merit goals for the Superintendent for the 2020-2021 school year as per contract and discussed with the County Executive Superintendent.

7.5 ESEA GRANT FY21

To approve that the following 2020-2021 salary be paid using funds from the FY21 ESEA Title I grant funding:

L. Cottone \$92,150 (100%)

7.6 Leaves of Absence Recommended for Approval

Employee	Type of Leave-use of sick days/personal	Approx Dates of FMLA	Approx Dates of FMLA/ NJFLA	Approx Dates of NJFLA	Approx Dates of Unpaid Leave	Anticipated Return to Work Date
S.H.	N/A	N/A	September 1, 2020 through November 23, 2020	N/A	November 24, 2020 through January 1, 2021	January 4, 2021 (revised)

8. FINANCIAL

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

8.1 Impact Aid Capital Reserve Transfer

To approve the transfer from Impact Aid Capital Reserve account in the amount of \$275,000 to the general operating budget for costs associated with the Upper Elementary School Project.

8.2 Change Order-Upper Elementary School

Change order #1 to the contract with Netta Architects in the amount of \$162,000 for the addition to the scope of work to include additional roofing, HVAC, and fire alarm systems replacement at CB Lamb School.

8.3 Change Order-CB Lamb Elementary School

Change order #8 to the contract with Dandrea Construction Co in the amount of \$5,039 for painting of the monumental sign and additional evacuation signs.

8.4 Sale of SRECs

Authorization for the School Business Administrator to sell 43 SRECs (2019ey 6/2018-5/2019) in the Spot Market at \$223 each for \$9,589; 378 SRECs (2020ey 6/2019-5/2020) at \$223 each for \$84,294; and 132 SRECs (2021ey 6/2020-5/2021) at \$225 each for \$29,700 for a total of 553 SRECs for \$123,583.

8.5 Federal Grant Amendments

That the North Hanover Township Board of Education approves the submission of the amendments to the following FY21 federal grants due to FY20 carryover funds :

8.5.1 ESEA

Title I	\$24,174
Title IIA	\$ 4,122
Title III*	\$ 9,767
Title IV	\$ 3,087

*Includes \$1,279; \$559, \$360 and \$889 of Title III funds from North Hanover, Delanco, Chesterfield, and Southampton, respectively.

8.5.2 IDEA

Basic	\$53
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8.5.3 ESEA - Title III

To approve the return of \$11,180 of FY19 Title III funds to the State of NJ due to the funds remaining unspent. (New Hanover - \$10,986 and Cinnaminson - \$194).

9. INSTRUCTIONAL

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

9.1 Pre-School Program Expansion Plan

Approve and adopt the Pre-School Program Expansion Plan for the 2021-2022 School Year and the funding of such from the State of NJ Department of Education.

10. OTHER BUSINESS

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

10.1 Memorandum of Agreement

Approve the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials (North Hanover Board of Education-North

Hanover Township Police Department, Burlington County Executive County Superintendent and Burlington County Prosecutor’s Office) for 2020-2021.

10.2 Respiratory Protection Program

Approve the Respiratory Protection Program to comply with PEOSH Respiratory Protection Standard (29 CFR 1910.134).

11. **FACILITIES AND TRANSPORTATION**

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

11.1 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.

12. **SUPERINTENDENT'S INFORMATIONAL ITEMS**

12.1 Enrollment

Grade	Students	Sections
OOD	4	
3F	69	6
4F	112	9
K	149	7
1	164	8

2	137	8
3	148	7
4	127	6
5	109	5
6	121	6
Total	1141	

12.2 Non-School Use

C.B. Lamb: PTO Pie Fundraiser Pick Up, November 24, 2020,
10 AM-6 PM, (Tent in parking lot)

NEW BUSINESS

PUBLIC SESSION

MOTION TO ADJOURN