

NORTH HANOVER TOWNSHIP SCHOOLS
BURLINGTON COUNTY, NEW JERSEY
Upper Elementary School
BOARD OF EDUCATION AGENDA
March 23, 2021

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 6, 2021.
- 2) Electronically forwarded written notice to the Burlington County Times on January 6, 2021.
- 3) Filing written notice with the Clerk of North Hanover Township on January 6, 2021.
- 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 –4.1-4.6**

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

- 4.1 Approval of the Regular and Work Session Minutes for March 9, 2021.
- 4.2 Approval of the payment of bills for the 2020-2021 budget totaling \$309,026.36.
- 4.3 Approval of the transfers to the 2020-2021 budget in the amount of \$6,243.71 for the month of February 2021.
- 4.4 To approve the Budget Status Report for February 2021 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.
- 4.5 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 February 28, 2021 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 February 28, 2021 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 February 2021.

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

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

6. PERSONNEL

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

6.1 Transfer

6.1.1 Transfer Melanie Sytnik, Educational Assistant, CB Lamb School to Preschool Teacher, Endeavour School, for the remainder of the 2020-2021 school year at a revised salary of \$58,232.00 + \$100.00 longevity (FTE 1.0, Step 1, BA) effective April 1, 2021 and to be prorated for period of employment.

6.2 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
L.D.	6/7/2021 through 6/22/2021	N/A	N/A	11/24/2021 through 12/23/2021	N/A	1/3/2022
B.G.	N/A	N/A	N/A	N/A	3/29,30 31/2021, 4/1/2021	4/8/2021

6.3 Extra Pay

6.3.1 The following staff for Summer STEMKamp as camp nurse, July 26-30, 2021 to be paid at her daily rate of pay:

Tina Zack

6.3.2 The following staff for Making Number Talks Matter Session to be paid for no more than 6 hours at a rate of \$15/hour as per the NHTEA Agreement and utilizing DoDEA M3 Grant Funds:

Nicolette Colon

7.

FINANCIAL

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

7.1 2021-2022 Tentative Budget

BE IT RESOLVED that the tentative budget be approved for the 2021-2022 School Year and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>Budget</u>	<u>Tax Levy</u>
Total General Fund	\$23,775,510	\$3,213,780
Total Special Revenue Fund	<u>\$ 4,202,287</u>	<u>n/a</u>
Totals	\$27,977,797	\$ 3,213,780

And to advertise said tentative budget in the Burlington County Times in accordance with the form required by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing will be a virtual meeting held via zoom on April 27, 2021 at 6:00 PM for the purpose of conducting a public hearing on the budget for the 2021-2022 School Year.

7.2 Travel and Related Expense Reimbursement 2021-2022

WHEREAS, the North Hanover Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.2 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel as defined in NJAC 6A:23A-1.2, which includes attendance at regularly scheduled in-State county meetings, Department or Association sponsored events or in-State professional development activities for which the registration fee does not exceed \$150.00 per employee or board member, where prior Board approval shall not be required unless the annual threshold for a staff member exceeds \$1,500 in a given school year (July 1 through June 30); and

WHEREAS, the North Hanover Township Board of Education established \$85,000 as the maximum travel amount for the current school year and has expended \$41,223.79 as of this date; now

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A: 23A-7.3, to a maximum expenditure of \$85,000 for all staff and board members for the 2021-2022 school year.

7.3 Impact Aid Reserve Transfer

To approve the transfer from Impact Aid Reserve account in the amount of \$825,000 to the general fund budget for costs associated with the safety and security project at the Upper Elementary School.

8. **POLICIES/REGULATIONS SECOND READING**

Motion to approve the second reading and adoption of the following policies/regulations, based on the recommendation of the Superintendent:

General Policy and Regulation Guides

P 0145	Board Member Resignation and Removal (M) (Revised)
P 0164.6	Remote Public Board Meetings During A Declared Emergency (M) (New)
R 1642	Earned Sick Leave Law (M) (Revised)
P 1643	Family Leave (M) (New)
P 3431.1	Family Leave (M) (Abolished)
P 4431.1	Family Leave (M) (Abolished)
P 3431.3	New Jersey Family Leave Insurance Program (Abolished)
P 4431.3	New Jersey Family Leave Insurance Program (Abolished)
P & R 5330.01	Administration of Medical Cannabis (M) (Revised)
P 7425	Lead Testing of Water in Schools (M) (Revised)
R 7425	Lead Testing of Water in Schools (M) (New)
P & R 7430	School Safety (M) (Abolished)

No Child Left Behind Act (NCLB) to Every Student Succeeds Act (ESSA) Policy and Regulation Guides

P 2415	Every Student Succeeds Act (M) (Revised)
P 2415.01	Academic Standards, Academic Assessments, and Accountability (M) (Abolished)
P 2415.02	Title I – Fiscal Responsibilities (M) (Revised)
P 2415.03	Highly Qualified Teachers (M) (Abolished)
P 2415.05	Student Surveys, Analysis, and/or Evaluations (M) (Revised)
P & R 2415.20	Every Student Succeeds Act Complaints (M) (Revised)
P 4125	Employment of Support Staff Members (M) (Revised)
P 6360	Political Contributions (M) (Revised)
P 8330	Student Records (M) (Revised)
P 9713	Recruitment by Special Interest Groups (M) (Revised)

9. SUPERINTENDENT'S INFORMATIONAL ITEMS

9.1 Enrollment

Grade	Students	Sections
OOD	4	
3F	69	6
4F	115	9
K	155	7
1	175	9
2	134	9
3	154	7
4	128	6
5	113	5
6	127	6
Total	1174	

9.2 Non School Use

Baseball fields

NBIAA and North Hanover Rec.; March 20, 2021 through June 30, 2021; Baseball/softball season; 4 PM-dusk

10. NEW BUSINESS

11. PUBLIC SESSION

12. MOTION TO ADJOURN