

NORTH HANOVER TOWNSHIP SCHOOLS
BURLINGTON COUNTY, NEW JERSEY
Upper Elementary School
BOARD OF EDUCATION AGENDA
March 22, 2016

A. CALL TO ORDER : Flag Salute and Moment of Silence

B. PRESIDENT'S STATEMENT:

This meeting has been advertised as a regular business meeting as follows:

- a) Posting written notice on the official bulletin boards at Discovery School, Atlantis 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, 2016.
- b) Electronically forwarded written notice to the Burlington County Times on January 6, 2016.
- c) Filing written notice with the Clerk of North Hanover Township on January 6, 2016.
- d) Filing written notice with the members and the secretary of this body.
- e) 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.

C. 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:
3. The Board will take action following closed executive session.
4. It is anticipated that the closed executive session will last approximately fifteen 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.

D. CONSENT AGENDA APPROVAL – ITEMS – 1-9

1. Approval of the Regular, Executive and Work Session Minutes for March 8, 2016.
2. Acceptance of the Report on Harassment, Intimidation and Bullying to date (Incident #24245)
3. Approval of the North Hanover Township Schools Suspension Report to Date
4. Approval of the payment of bills for the 2015-2016 budget presented totaling \$1,035,409.40.
5. Approval of the gross payroll for March 2016 \$1,213,913.54.
6. Approval of the transfers to the 2015-2016 budget for the month of February 2016 in the amount of \$16,314.64.
7. To approve the Budget Status Report for February 2016 and the certification by the Board Secretary that there are no over expenditures in the major funds and accounts of the 2015-2016 budget; further, that sufficient funds are currently available to meet the district's current financial obligations for the 2015-2016 school year.
8. 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 29, 2016 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 29, 2016 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.

9. Approval of the Board Secretary and Treasurer reports for the month of February 2016.
10. Public Comment on Agenda Items only (The Board, pursuant to the Open Public Meetings Act, will not publicly discuss personnel items.)

E. PERSONNEL

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

1. Employment-- 2015-2016 School Year (*effective dates of employment are tentative upon completion of required paperwork and approvals)

*Karen Castaldo, Central Office Substitute, effective July 5, 2016 and on an as needed basis at a rate of \$12/hour.

2. Resignation/Retirement

- a. Karla Amburgey, Teacher, effective July 1, 2016 for the purpose of retirement.
- b. Linda Sexton Roveda, Certified Occupational Therapy Assistant, effective July 1, 2016 for the purpose of retirement.

3. Extra Pay

To approve Jose Rueda, Sound Technician, for the production of "Shrek The Musical, Jr.", for 27 hours at a rate of \$39.06/hour for a total of \$1,054.62.

4. Transfer

- a. Carmen Lewis, from MD, self contained CB Lamb School to Spanish Teacher, CB Lamb School and to be given the \$50.00 stipend as per the NHTEA contract agreement.
- b. Shirley Carter, Preschool MD, Discovery School to MD self contained CB Lamb School and to be given the \$50.00 stipend as per the NHTEA contract agreement.

5. Mentor

- a. Lindsey Walsh to mentor Kristen Murray, 10 weeks
- b. Katina Baker to mentor Shenbagavalli Baskaran, 10 weeks

6. Revised Salary

Gabriela Guillen, Custodian, UES, an additional \$500.00 (\$227.16 prorated effective 1/19/2016) for obtaining Boiler's License as per the agreement with NHTEA

7. Teacher Academy

To approve the following staff to participate in Teacher Academy up to 6 hours at the rate of \$15.00/hour (as per the agreement with the NHTEA) and using Title II funds:

Lindsey McKenney Francesca Stanko

8. FIT Parent Night

To approve the following staff participant in FIT parent night up to one hour at the rate of \$25.00/hour (as per the Agreement with the NHTEA) and using Title II funds:

Sheila Higgins

9. Curriculum Writing

To approve the following staff for curriculum writing at a rate of \$25.00/hour for 4.5 hours (as per the agreement with the NHTEA) and using Title II funds.

Emily Green

10. FMLA

To approve the following FMLA request:

C.C., Teacher, UES, requesting maternity/sick leave effective September 1, 2016 through October 3, 2016 followed by FMLA/NJFLA effective October 4, 2016 through November 14, 2016, and November 15, 2016 through December 4, using NJFLA with a return to work date of December 5, 2016.

F. FINANCIAL

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

1. Service Contracts

- a. To approve a contract with Educational Based Services to provide a Speech Language Services at the rate of \$78/hour.
- b. To approve a contract with Kaleidoscope Family Solutions to provide Occupational Therapy, Physical Therapy, and Speech Language Services on an as needed basis at the rate of \$85/hour.

2. Field Trips 2015/2016 School Year

<u>School:</u>	<u>Date:</u>	<u>Cost:</u>
CB Lamb (Grade 3)	5/4/2016	\$1,290.00
CB Lamb (Grade 3)	5/5/2016	\$1,290.00

3. 2016-2017 Tentative Budget

BE IT RESOLVED that the tentative budget be approved for the 2016-2017 School Year using the 2016-2017 state aid figures 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	\$27,812,646	\$2,759,436
Total Special Revenue Fund	<u>\$ 409,688</u>	<u>n/a</u>
Totals	\$28,222,334	\$2,759,436

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 be held in the Media Center of the Upper Elementary School, 331 Monmouth Road, Wrightstown, New Jersey on April 26, 2016 at 7:00 PM for the purpose of conducting a public hearing on the budget for the 2016-2017 School Year.

4. Travel and Related Expense Reimbursement 2016-2017

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 \$40,304.20 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 2016-2017 school year.

G. INSTRUCTIONAL

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

Michelle Stecchini as an administrative mentor for Captain Michael Vastola through Wilmington University for up to 300 hours during the 2016-2017 school year.

H. TRAVEL

Motion to approve, based on the recommendation of the Superintendent, that the following travel for professional development be approved:

<u>Name</u>	<u>Conference</u>	<u>Date</u>	<u>Total</u>
K. Courtney	Developing Effective Sensory Diets, Princeton, NJ	4/15/2016	\$199.00
K. Carman	Developing Effective Sensory Diets, Princeton, NJ	4/15/2016	\$199.00

K. Carman	Early Intervention for Autism Caldwell, NJ	4/22/2016	\$160.00
F. Mulryne	LEGAL ONE-School Law Workshop, Monroe Twp., NJ	4/27/2016	\$122.36
D. Marshall	EIRC & McRel International Workshop, Mullica Hill, NJ	4/4/2016	\$23.80
K. Papa	The Quest Institute, Weather And Climate, Princeton, NJ	6/11-15/2016	\$320.00
T. Guidotti	McRrel Workshop Mullica Hill, NJ	4/4/2016	\$2.73
A. Danley	McRel Workshop Mullica Hill, NJ	4/4/2016	\$22.32

I. BOARD OF EDUCATION COMMITTEE REPORTS

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|-----------------------------|---------------------------------------|
| 1. Financial Committee | 5. Buildings and Grounds Committee |
| 2. Personnel Committee | 6. Curriculum/Instructional Committee |
| 3. Transportation Committee | 7. Legislative Update |
| 4. Cafeteria Committee | |

Mr. Sullivan reported the following:

Legislative Committee Meeting, March 19, 2016

The Meeting was opened at 9:00 AM with the usual opening formalities which includes reading the Mission Statement of the NJSBA and the roll call of attendees.

The Meeting moved forward with remarks by Christopher Jones, Legislative Advocate for NJSBA. He spoke of the fact that there is a 36.5 million dollar increase in State Aid to public schools. There were no cuts but the increases were very small. Further, he discussed Assembly Bill A3420 introduced March 7th which would make adjustments to the School Funding Formula to make it fairer. Both the Senate President and the Assembly Leader had been in discussion on this matter. It is seen as a possible pre-up to the upcoming Governor's race. Another subject he discussed was Pension Reform. Underfunding is being approached by making full funding seven years out. The Governor's budget makes full funding ten years out. It was stated that the legislature has no intention of transferring the pension payment over to the schools to fund. There will be a Constitutional Amendment on the ballot this year to have the State gradually increasing its funding to a full pension payment by the year 2022. The NJSBA is taking no position in this matter. However, there is some concern that if this

amendment was approved that it might affect School Funding as the Pension money would have to be paid first.

Next, there was a very long presentation by Brown & Brown Benefit Advisors pertaining to the Cadillac Tax on health benefits. First and foremost was the fact that the implementation of the tax has been delayed until 2020. The Cadillac Tax is a permanent annual tax on employers that provide high cost benefits through an employer sponsored plan. The tax is 40% of the amounts that exceed predetermined threshold amounts. The cost includes the total premiums paid by the employer and the employee. The base threshold amounts for high cost plan are \$10,200 for individual coverage and \$27,500 for family coverage. The discussion went onto a far more detailed explanation of the plan too long to be detailed here. But this gives you a basic idea of the subject. A group called “Alliance of the 40” is seeking a repeal of the Cadillac Tax.

Following this presentation the meeting was opened for New Business and Committee Sharing. One of the interesting subjects brought up was the Superintendent's Salary Cap. Informed sources say that the cap will not be done away with; but there could be a revision and increase in the cap figure.

J. SUPERINTENDENT’S INFORMATIONAL ITEMS

a. **Enrollment:**

Grade	Students	Sections	Class Size
OOD	6		
3H/3F	21	2	
4F (SC)	8	1	
K- SC	5	1	5
K4	124	7	17.7
K5	146	7	20.8
1	154	8	19.2
2	155	8	19.3
3	171	8	21.3
4	142	7	20.2
5	146	7	20.8

6	143	6	23.8
Total	1221		

b. **Non-school use:**

CB Lamb: NHT Recreation--Baseball Pictures--April 8, 2016--4:30-7:30 PM

UES: NH Spring Basketball--Practices only--April 11,18,25: May 2,16,23: June 6, 13, 2016--7PM-8:30 PM

K. CORRESPONDENCE

Thank you from the directors of "Shrek, The Musical, Jr."