

NORTH HANOVER TOWNSHIP SCHOOLS  
BURLINGTON COUNTY, NEW JERSEY  
Upper Elementary School  
**BOARD OF EDUCATION AGENDA**  
**July 28, 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 and July 6, 2016.
- b) Electronically forwarded written notice to the Burlington County Times on January 6, 2016 and July 6, 2016.
- c) Filing written notice with the Clerk of North Hanover Township on January 6, 2016 and July 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: Personnel and Negotiations.
- 3. The Board will take action following closed executive session.
- 4. It is anticipated that the closed executive session will last approximately thirty 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 – 1-8**

1. Approval of the Regular, Executive and Work Session Minutes for June 28, 2016.
2. Approval of the North Hanover Township Schools Suspension Report to Date.
3. Approval of the payment of bills for the 2015-2016 budget presented totaling \$34,999.54 and for the 2016-2017 budget totaling \$1,011,949.85.
4. Approval of the gross payroll for July 2016 \$247,305.97.
5. Approval of the transfers to the 2015-2016 budget for the month of May 2016 in the amount of \$103,306.36 .
6. To approve the Budget Status Report for May 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.
7. 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 May 31, 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 May 31, 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.

8. Approval of the Board Secretary and Treasurer reports for the month of May 2016.
9. Public Comment on Agenda Items only (The Board, pursuant to the Open Public Meetings Act, will not publicly discuss personnel items.)
10. Public Hearing: Semi-Annual HIB and Violence and Vandalism Reporting (Mr. Alvarez, District Anti-Bullying Coordinator and Mr. Scranton, Principal, Discovery School)

**E. PERSONNEL**

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

1. Employment-- 2016-2017 School Year (\*effective dates of employment are tentative upon completion of required paperwork and approvals)(\*\*salary to be adjusted pending settlement of agreement with NHTEA)

Sub Bus Aides

To approve the following sub bus aides:

Alexandra Gillen

Lisa Evans

Hourly Lunch Aides

To approve the following for hourly lunch aides for the 2016/2017 school year:

\*Alyssa Scott, CB Lamb School, effective September 6, 2016 @ a rate of \$11.50/hour.

\*Stephanie McCain, CB Lamb School, effective September 6, 2016 @ a rate of \$11.50/hour.

2. Extended School Year (ESY) 2016-Staff Recommendations

To approve the following staff members for the Extended School Year Program as listed below:

Bus Aides:

Lisa Smylie and Karagh Milton, at \$11.50/hour

3. Extra Pay

To approve the payment of unused sick days following retirement:

K. Amburgey--66.5 accumulated sick days @\$35.00/day for a total of \$2,327.50.

D. Dunkelberger--192.5 accumulated sick days @\$35.00/day for a total of \$6,737.50.

S. Malloy--113 accumulated sick days @\$35.00/day for a total of \$3,955.00.

P. Pitonyak--58 accumulated sick days @\$35.00/day for a total of \$2,030.00.

L. Sexton--73 accumulated sick days @\$35.00/day for a total of \$2,555.00.

J. Papp--88 accumulated sick days @\$35.00/day for a total of \$2,640.00.

4. Resignation

To accept the resignation of the following staff:

Mary Sharpe, bus driver, effective July 3, 2016.

5. Family Leave

To approve J.L., unpaid child rear leave effective September 1, 2016 through January 2, 2017 with a return to work date of January 3, 2017.

6. IDEA GRANT FY17 Personnel

To approve that the following 2016-2017 salaries be paid using funds from the FY17 IDEA grant:

C. Milke	\$16,721
L. Fletcher	\$23,371
L. Evans	\$19,771
M. Sytnik	\$16,621

**F. FINANCIAL**

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

1. HVAC Service Contract

Authorization to award a contract to Honeywell International, Inc. in the amounts so indicated: The contract price effective July 1, 2016 through June 30, 2017 of \$155,764 which includes a 2% increase from the 2015-2016 school year. As per NJSIA 18A:-42 which permits the Board of Education to renew its contract with Honeywell for one additional year under the following conditions: (i) the Company's services were performed in an effective and efficient manner, (ii) any price change cannot exceed the change in the index rate for the 12 months preceding the most recent quarterly calculation at the time that the contract is renewed (2.3%), and (iii) the terms and conditions of the contract remain substantially the same.

2. Services Contracts

To approve two (2) contracts with the New Jersey Commission of the Blind and Visually Impaired to provide (1) Level 1 educational services for the 2016-2017 school year at a rate of \$1,900 annually and (1) Level 3 educational services for the 2016-2017 school year at a rate of \$12,600 annually.

3. Services Agreement

To approve the attached agreement with Atlantic Tomorrow's Office for managed print services for the 2016-2017 school year.

4. IDEA GRANT FY17

To approve the application and acceptance of funds under the Individuals with Disabilities Education Improvement Act for the FY 2017 in the amount of \$308,463.

Basic	\$293,087
Pre-school	\$ 15,376

5. CST Bi-Lingual Services

To approve Roman Perez for Bi-Lingual learning evaluations @ \$500.00 per evaluation and \$150.00 for translation for the 2016/2017 school year.

**6. Professional Services Agreement**

To approve the agreement with Invo HealthCare Associates, Jamison, PA for licensed practical nurse services for the 2016-2017 school year, beginning September 6, 2016 at a rate of \$35 per hour.

**G. INSTRUCTIONAL**

Motion to approve, based on the recommendation of the Superintendent, that the following instructional resolutions be approved:

**1. Tuition Contract**

To approve the contract with the Larc School, Bellmawr, NJ for one North Hanover Township resident student placed out of district for for the 2016-2017 school year, beginning September 8, 2016 at a rate of \$241.33 per diem or \$43,439.40 annually.

**2. Extraordinary Services Contract**

To approve the contract for extraordinary services with the Larc School, Bellmawr, NJ for one North Hanover Township resident student placed out of district for an extended school year program for the 2016-2017 school year, beginning July 6, 2016 at a rate of \$165 per diem or \$34,650 annually.

**H. TRANSPORTATION**

Motion to approve, based on the recommendation of the Superintendent, that the following resolutions be approved:

1. **Renewal of Transportation Contracts 2016-2017 School Year**  
 The following reflects a 0.57% increase in each, pursuant to NJSA 18A:39-3, which is the maximum negotiated consumer price index increase in transportation contracts for 2016-2017:

**GST TRANSPORT, CORP.**

Route #	Amount		
2A	\$ 238.87	Per Diem	\$42,997.30
9A	\$ 238.87	Per Diem	\$42,997.30
6	\$ 256.60	Per Diem	\$46,188.78
12	\$ 197.42	Per Diem	\$35,535.40
22/20/23	310.83	Per Diem	\$55,949.33
32			\$40,594.17
33			\$40,594.17
34			\$40,594.17
36	\$ 180.02	Per Diem	\$32,403.65
40	\$ 295.12	Per Diem	\$53,122.08
41	\$ 302.13	Per Diem	\$54,383.83
44	\$ 228.80	Per Diem	\$41,183.42

E02/24	\$243.13	Per Diem	\$43,763.85
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Wolfington Body, Company

Route	Amount		
38	\$261.30	Per Diem	\$47,034.18
42	\$288.12	Per Diem	\$51,862.14
4/30	\$286.54	Per Diem	\$51,577.93
16/30PM	\$242.77	Per Diem	\$43,697.87
5/7	\$248.74	Per Diem	\$44,773.16
17/8	\$233.81	Per Diem	\$42,084.92
29	\$245.75	Per Diem	\$44,235.51
31	\$245.75	Per Diem	\$44,235.51
21	\$284.98	Per Diem	\$51,296.25

2. Joint Transportation Agreement – New Hanover Township B.O.E.

To approve a joint transportation agreement with New Hanover Township Board of Education whereby North Hanover will transport students to the New Hanover Township School for the 2016-2017 school year on routes 2A and 9A at rate of \$21,498.65 per route.

3. Joint Transportation Agreement – Plumsted Township B.O.E.

To approve a Joint Transportation Agreement with Plumsted Township Board of Education whereby North Hanover will transport students to the Plumsted Township School District for the 2016-2017 school year on routes 32, 33 and 34 at a rate of \$20,297.09 per route.

**I. OTHER BUSINESS**

Motion to approve, based on the recommendation of the Superintendent, that the following resolutions be approved:

1. Food Services

Cafeteria Prices- 2016-2017

Student Lunch	\$2.70	
Student reduced lunch	.40	
Student A-La-Carte	1.75	
Extra Fruit	.40	
Extra Vegetable		.40
Extra Juice	.45	
Canned 8 oz. Juice	.75	

Cookie	.40	
Fries (UES only)	1.00	
Ice Cream	1.00	
Pretzel	.75	
Snack/Chips	.75	
Extra Milk	.40	
Student Water	.75	
Student Breakfast	1.30	
Student Breakfast Reduced	.30	
Adult Student Lunch	3.70	
Adult Student Breakfast		2.10
Adult Staff Menu	4.00	
Adult Water	1.00	
Adult Add'l Component	.75	
Adult Soup	2.00	

2. Lunch Program

To approve Ms. Fran Mulryne as Program Administrator and Determining Official for free and reduced price meals in the North Hanover Township School Lunch Program and to approve Mrs. Amy Lerner as Hearing Officer in cases of disputed determinations.

J. TRAVEL

1. 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>
R. Scranton	Achieve NJ Implementation Workshop, Gloucester, NJ	7/19/2016	\$16.74
J. Case \$397.19	Rutgers K-12 Maker Education Conference, Rutgers University	8/18 & 19/2016	
C. Frati	Development and Innovation For Values Educators Lawrenceville, NJ	8/23,24,25/2016	\$250.00
J. Alvarez	Attendance & Residency Issues Monroe, NJ	8/2/2016	\$75.00
S. Baskaran	Tools of the Mind Workshop Piscataway, NJ (revised from 6-28-16 agenda)	8/ 8&9 /2016	\$1738.00

2. Motion to approve, based on the recommendation of the Superintendent, that the following travel for regular district business be approved:

<u>Name</u>	<u>Conference</u>	<u>Date</u>	<u>Total</u>
W. Sullivan	School Funding Roundtable with Senate President Sweeney West Windsor, NJ	7/20/2016	\$12.00
W. Sullivan	NJSBA Legislative Comm. with Assemblyman Dancer Jackson, NJ	8/02/2016	\$15.00

3. Motion to approve, based on the recommendation of the Superintendent, that the following travel for the NAFIS Conference be approved:

<u>Name</u>	<u>Conference</u>	<u>Date</u>	<u>Total</u>
H. Payne \$2300.00	NAFIS Meeting Washington, DC	9/24-9/28/2016	
A. Lerner \$2300.00	NAFIS Meeting Washington, DC	9/24-9/28/2016	
C. Schroeder \$2300.00	NAFIS Meeting	9/24-9/28/2016	

**K. BOARD OF EDUCATION COMMITTEE REPORTS**

- |                             |                                       |
|-----------------------------|---------------------------------------|
| 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 attended the Legislative Committee meeting and reported the following:

School Funding Roundtable Forum with N.J. Senate President Steve Sweeney  
Sponsored by N.J. S.B.A. for Members of The N.J.S.B.A. Legislative Committee  
July 20, 2016 at Mercer County College



The meeting was opened by an introduction to a School Funding Proposal by Senator Sweeney known as "Formula4Success." The program has been initiated by Senator Sweeney, Assemblywoman Joann Downey, and Assemblyman Eric Houghtaling. The goal of the proposal is to ensure that it provides sufficient aid to districts that are underfunded, but also to allow other districts the ability to adjust to the existing State School Funding Formula when properly implemented. Senator Sweeney said he expects the plan to include increased State Funding over a five year time frame. The parameters appear to have been somewhat established, but under the proposed legislation a four member "State School Funding Fairness Commission" would be established and given one year to develop a plan that would bring every School District in the State to adequacy School Funding within five years. The Governor would appoint two commissioners, and the State Senate President and The Assembly Speaker one each. Sweeney's idea is when the Commission gives its report there would be a vote up or down in the Senate and Assembly similar to BRAC System. No changes or adjustments to the Report could be made. Michael Vrancik, the NJSBA Governmental Relations Director told me afterwards that main part of the Commission's job would be the implementation of the plan as the guidelines have already been set. He said The N.J.S. B. A. would wait to see what those implementation plans were before taking a position on the proposal. A discussion followed the speaker's introduction of the plan. Different Legislative Committee Board members discussed funding problems at their schools. The total time of the program was one hour and fifteen minutes.

**L. SUPERINTENDENT'S INFORMATIONAL ITEMS**

a. **Enrollment:**

Grade	Students	Sections	Class Size
OOD	4		
3H/3F	19	3	6.3
4F (SC)	6	2	3
K- SC	4	1	4
K4	69	4	17.2
K5	122	6	20.3
1	127	8	15.8
2	135	8	16.8
3	134	7	19.1

4	159	7	22.7
5	121	7	17.2
6	128	6	21.3
Total	1028		

b. **Non-school Use:**

UES: NHTEA Executive Committee Meetings; 9/13/16, 10/11/16 and 2/13/17; 3:45 PM-6:00PM

Northern Burlington Regional High School Basketball practices: 11/28/2016 through 2/1/2017, 2:45 PM -5:00PM (various days requested)