

NORTH HANOVER TOWNSHIP SCHOOLS  
BURLINGTON COUNTY, NEW JERSEY  
Upper Elementary School  
**BOARD OF EDUCATION AGENDA**  
**November 1, 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: Negotiations update.
- 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 – 1-3**

1. Approval of the Regular, Executive and Work Session Minutes for October 11, 2016.
2. Approval of the payment of bills for the 2016-2017 budget totaling \$593,873.38.
3. Approval of the gross payroll for October 2016 \$1,161,203.48.
4. 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. Resignation

To approve the following:

- Michelle Benwitz, hourly aide, CB Lamb School, effective November 4, 2016.  
Samantha Saldana, hourly aide, CB Lamb School, effective December 24,  
2016.  
Michele Fekete, Occupational Therapist, District, effective December 24,  
2016  
Jamie Pickard, Special Education Teacher, Atlantis School, effective  
December 3, 2016.

2. REVISED-Intermittent Family Leave

To approve M.S. for an FMLA/NJFLA Intermittent Family leave effective September 1, 2016.

**F. FINANCIAL**

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

1. Change order:

To approve change order # 3 to the contract with Netta Architects in the amount of \$44,000 for providing additional and amended architectural/engineering services for the Pre-K and Kindergarten wing classrooms and expansion of the library.

**G. INSTRUCTIONAL**

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

1. Revised Curricula

To approve and adopt the following revised curricula:

- English Language Arts

- Mathematics
- Science

2. Student Teacher(s)

To approve the following:

Emily Vuyovich, Stockton University, to student teach in Tammy Jensen’s classroom at Atlantis School for the Spring 2017 Semester, from January 3, 2017 through May 8, 2017.

3. District Pupil Personnel Forms

To approve the following pupil personnel forms:

Case Manager Observation	Case Manager Rubric	
PT/OT Observation	PT/OT Rubric	PT/OT Summative
Nurse Observation	Nurse Summative	
School Counselor Observation	School Counselor Rubric	School Counselor Summative
Speech Observation	Speech Rubric	Speech Summative

**H. OTHER BUSINESS**

Motion to approve, as recommended by the Superintendent, the following resolution(s):

1. School Name:

To approve the name for the new PreK-4 grade Elementary School, NJ State Project # 3650-NO2-15-1000, located at 2 School Road, Joint Base MDL, NJ and block 802, lot 2 be named “Endeavour School”.

2. Meeting Date Change:

To change the date of the January Reorganization BOE meeting from Tuesday, January 10, 2017 to Wednesday, January 4, 2017.

3. Statement of Assurances

WHEREAS, the North Hanover Board of Education in the County of Burlington is not undergoing evaluation under NJ QSAC for the 2016-2017 school year, and

WHEREAS, N.J.A.C 6A:30-3.2 (f) requires participating school districts to hold a public meeting to discuss and approve the submission of the district’s Statement of Assurance annually regardless of NJQSAC evaluation timelines, and

WHEREAS, the North Hanover Board of Education in the County of Burlington has reviewed the district's Statement of Assurance and hereby approves this document.

NOW THEREFORE BE IT RESOLVED, that the North Hanover Board of Education does hereby authorize the Superintendent of Schools to submit the attached Statement of Assurance to the Commissioner of Education in compliance with the provisions of N.J.A.C. 6A:30-3.2 (f).

4. 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.

I. TRAVEL

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

1. Travel for MISA and NAFIS conference's be approved:

<u>Name</u>	<u>Conference</u>	<u>Date</u>	<u>Total</u>
H. Payne	NAFIS Winter Meeting Austin, Texas	1/10-14/2017	\$684.00
H. Payne	MISA Meeting Jacksonville, FL	6/24-28/2017	\$2853.00
A.Lerner	MISA Meeting Jacksonville, FL	6/24-28/2017	\$2,853.00

2. Travel for Professional development be approved:

<u>Name</u>	<u>Conference</u>	<u>Date</u>	<u>Total</u>
M. Thompson	Healthy Interventions for Autism, Sensory & ADHD In children and adolescents Cherry Hill, NJ	12/13/2016	\$199.99

D. Bune	LDTC Consortium Millstone Middle School	11/3/2016	\$13.33
E. Hudak	Legally Compliant IEP Workshop, Westampton, NJ	1/25/2017	\$9.30
B. Sadar	Strategies for ESL Students In Content Area, Blackwood, NJ	11/22/2016	\$149.00
A. Lerner	ASBO Int'l Exec. Leadership Forum Miami, FL	2/16-18/2017	\$1,000.00

**J. 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      |                                       |

**K. SUPERINTENDENT'S INFORMATIONAL ITEMS**

a. **Enrollment:**

Grade	Students	Sections	Class Size
OOD	4		
3H/3F	18		
4F (SC)	8		
K- SC	4	1	4
K4	113	6	18.8
K5	163	8	20.3
1	141	7	20.1
2	157	8	19.6
3	145	7	20.7
4	174	8	21.7
5	133	6	22.1

6	149	6	24.8
Total	1198		

**b. Non-School Use**

- UES: Executive and General Membership NHTEA Meetings- 11/15 & 12/13, 2016; 1/10, 2/13, 3/14, 4/11 & 5/9, 2017; 3:45 PM-5 PM  
North Hanover Township Recreation Basketball; Monday through Friday, 6 PM -9:30 PM, November 14, 2016 through March 17, 2017. (Saturday schedule to be approved at a later date.)  
UES PTO Meetings: 11/16/2016; 1/11/2017; 2/15/2017; 4/12/2017; 5/10/2017; 6:30 PM-7:30 PM
  
- Discovery: PTO Book Fair, 10/24-28/2016, 8:15 AM-3PM (10/28 6PM-8:30PM)  
PTO Halloween Party, 10/28/2016, 6PM-8:30PM.  
PTO Holiday Party, 12/16/2016, 6PM-8:30PM.  
PTO Family Fitness Night, 1/20/2017, 6PM-8:30PM.  
PTO Movie Nights, 2/17/2017 and 4/7/2017, 6PM-8:30PM.
  
- Atlantis: Joint Base MDL Youth Sports: Basketball Monday through Friday 5:30 PM-8:30 PM December 2016 through March 2017 (Saturday schedule to be approved at a later date)
  
- CB Lamb: CB Lamb PTO Holiday Cheer: 12/12 & 13/2016; 6:30 PM

**c. Emergency/Fire Drills-October 2016**

- C.B. Lamb: October 21 (fire); October 4 (emergency)
- Discovery: October 6 (fire); October 13 (emergency)
- Atlantis: October 26 (fire); October 20 (emergency)
- UES: October 4 (fire); October 12 (emergency)

**d. Discussion**

December 13 meeting conflicting with Winter Concert