

NORTH HANOVER TOWNSHIP SCHOOLS
BURLINGTON COUNTY, NEW JERSEY
Upper Elementary School
BOARD OF EDUCATION AGENDA
March 20, 2017

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 March 8, 2017.
- b) Electronically forwarded written notice to the Burlington County Times on March 8, 2017.
- c) Filing written notice with the Clerk of North Hanover Township on March 8, 2017.
- 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
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 – 1-4

1. Approval of the Regular, Executive and Work Session Minutes for March 7, 2017.
2. Approval of the payment of bills for the 2016-2017 budget totaling \$999,482.84.

- 3. Approval of the report on Harassment, Intimidation and Bullying for the period March 8, 2017 through March 20, 2017. None
- 4. Approval of the Suspension report to date. None
- 5. 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/Retirement

Francesca Stanko, Teacher, CB Lamb, resignation effective June 30, 2017.

F. FINANCIAL

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

- 1. To renew the food service management contract with Nutri-Serve Food Management, Inc. at the flat fee of \$33,312.50 for the 2017/2018 school year.

2. 2017-2018 Tentative Budget

BE IT RESOLVED that the tentative budget be approved for the 2017-2018 School Year using the 2017-2018 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 | \$21,898,600 | \$2,814,625 |
| Total Special Revenue Fund | <u>\$ 390,608</u> | <u>n/a</u> |
| Totals | \$22,289,208 | \$2,814,625 |

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 May 2, 2017 at 7:00 PM for the purpose of conducting a public hearing on the budget for the 2017-2018 School Year.

3. Travel and Related Expense Reimbursement 2017-2018

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 \$35,461.70 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 2017-2018 school year.

- 4. To approve the professional services agreement as attached between Educational Services Unit and the North Hanover Township Board of Education for the 2017-2018 school year.
- 5. To approve the contract with Bayada Nurses for in school nursing services for a student in Discovery School for the period March 6, 2017 through June 30, 2017 at the rate of \$55/hour for RN services and \$45/hour for LPN services.
- 6. Accept the proposal from Lee Distributors, Inc. through the Educational Services Commission of New Jersey (ESCNJ) purchasing consortium contract #15/16-09 for (15) Mitchell RD-08-14-2810S-AE recessed pocket cafeteria table and bench systems for CB Lamb School for a total price of \$60,303.75.

G. INSTRUCTIONAL

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

1. Field Trips 2016-2017 School Year

| <u>School</u> | <u>Date</u> | <u>Cost</u> |
|--------------------|---------------|-------------|
| CB Lamb:(Grade 3) | April 4, 2017 | \$1,250.00 |
| CB Lamb: (Grade 3) | April 6, 2017 | \$1,140.00 |

H. BOARD POLICIES AND REGULATIONS-- FIRST READING

- P & R 1240 Evaluation of Superintendent (M) (Revised)
- P & R 3221 Evaluation of Teachers (M) (Revised)
- P & R 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)
- P & R 3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised)
- P & R 3224 Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revised)
- P 3431.1 Family Leave (M) (Revised)
- P 4431.1 Family Leave (M) (Revised)
- P 5337 Service Animals (New)
- P 5516 Use of Electronic Communication and Recording Devices (ECRD) (M) (Revised)

I. BOARD POLICIES AND REGULATIONS--SECOND READING

Motion to approve, based on the recommendation of the Superintendent, that the following policy (ies) be approved:

- P & R 1510 Americans with Disabilities Act(M) (Revised)
- P 2415.30 Title I-Educational Stability for Children in Foster Care (M) (New)
- P & R 2418 Section 504 of the Rehabilitation Act 1973-Students (M) (New)
- P & R 5116 Education of Homeless Children (Revised)
- P & R 8330 Student Records (M) (Revised)
- P 8454 Management of Pediculosis

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 | 22 | | |

| | | | |
|---------|------|---|------|
| 4F (SC) | 9 | | |
| K- SC | 4 | 1 | 4 |
| K4 | 114 | 6 | 19 |
| K5 | 156 | 8 | 19.5 |
| 1 | 139 | 7 | 19.8 |
| 2 | 147 | 8 | 18.3 |
| 3 | 140 | 7 | 20 |
| 4 | 170 | 8 | 21.2 |
| 5 | 132 | 6 | 22 |
| 6 | 145 | 6 | 24.1 |
| Total | 1182 | | |

b. **Non-School Use**

CB Lamb: North Hanover Twp. Recreation Committee “Monday Healthy Hanover Nights”, 3/27, 4/3, 4/10, 4/24, 5/1, 5/8, 5/15, 5/22, 5/29, 2017; 7 PM-8 PM
 North Hanover Recreation Committee Baseball & Softball pictures; 4/27/2017; 5 PM-7:30 PM

UES: “Lion King, Jr.” 3/30 & 31/2017, 9 AM-9 PM
 “Lion King, Jr.” Cast & Crew Party, 3/31/2017, 9 PM-9:30 PM (after the performance)
 Philly Soul Town Takeover ; 5/17/2017; 6 PM-7:30 PM
 Evening of the Arts; 5/23/2017; 6 PM-9 PM

MEMO

Request to change Board Meeting from Tuesday, April 25 to Tuesday, May 2, 2017.
 Conduct public hearing on budget as well as award for bid opening on April 19th.