

NORTH HANOVER TOWNSHIP SCHOOLS
BURLINGTON COUNTY, NEW JERSEY
Upper Elementary School
BOARD OF EDUCATION AGENDA
April 21, 2026

The Meeting of the North Hanover Township Board of Education was held in the Media Center located in the Upper Elementary School at 351 Monmouth Road in North Hanover Township.

The Following Members Were Present: Bryan Reading
Nancy Morrow
Ross Greene
Melissa Wood
Dr. Michael Maschi, Superintendent
Amy Lerner, Business Administrator/Board Secretary

Also Present: Approximately eleven (11) visitors
Deniese Guinan, Director of Curriculum and Instruction
Jason Danley, Principal
April Wawryk, Principal
Rick Takakjy, Director of Facilities & Security
Justin Wright, NJSBA
Bruce Padula, Board Attorney
Danielle Panizzi, Board Attorney

1. CALL TO ORDER Flag Salute and Moment of Silence

The President opened the meeting at 6:00 PM. The Open Public Meetings Act was read along with the 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, Superintendent of Schools' Office, and Clarence B. Lamb Elementary School, Wrightstown, NJ on January 8, 2026 and is posted on the district's website.
- 2) Electronically forwarded written notice to the Burlington County Times on January 8, 2026 and The Times of Trenton on January 8, 2026.
- 3) Filing written notice with the Clerk of North Hanover Township on January 8, 2026.
- 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. **ROLL CALL:** Greene, Morrow, Reading, Wood

4. **PRESENTATIONS**

4.1. Anchored4Life student award presentation

Karen Hallman thanked the administration and staff for their support and assistance with the program. Additionally, she reviewed the program and the services they provide. The military families were thanked for their service.

All students were recognized.

5. **EXECUTIVE SESSION**

It was moved by Mr. Reading and seconded by Mrs. Wood to approve the following resolution:

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 (2025-2026 and 2026-2027 Appointments).
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.

Voice vote was all in favor, the meeting adjourned to executive session at 6:34 PM.

On a motion by Mr. Reading and seconded by Mrs. Wood and approved by unanimous voice vote, the executive session was adjourned, and the meeting was reconvened at 6:45 PM.

6. **COMMUNICATIONS**

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

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

This meeting will now be open to the public, referencing agenda items only. Please note that the board is here to listen. The public comment period is not designed to be a discussion. Accordingly, please do not expect the board to respond to your concerns and questions this evening. We take your concerns and questions very seriously and want to have sufficient time to allow our administration to process and research issues if need be. We will, however, respond to your questions and concerns at a future meeting or have the proper staff member get back to you at the appropriate time.

Also, please note that if your questions or comments pertain to litigation, students, personnel, or negotiations, we would ask that you see the Superintendent after the meeting, since we do not discuss these items in public.

Please keep in mind that the public comment session is an opportunity for you to share your opinions and remarks with the Board, and it is not a question-and-answer session. We also recognize that our community may be polarized on some issues. We want our school board meeting to serve as an example to our students that each

member of the board and community can deal with controversial issues in a civil manner and demonstrate mutual respect for everyone's views. In that spirit, we ask that all speakers please address their comments to the board directly, rather than the audience, and all speakers and members of the public show respect for others' views and maintain civility during the meeting.

Please state your name, municipality of residence, and group affiliation, if applicable. Comments will be limited to 3 minutes per person, and the total comment period will be 30 minutes. The individual time limits will be enforced so that as many members of the public who wish to speak may be allowed to do so.

Mr. Padula reviewed item 8.4

8. **PERSONNEL**

On a motion by Mr. Reading and seconded by Mr. Greene to approve the following personnel action(s), based on the recommendation of the Superintendent

8.1. **Employment 2025-2026 School Year**

Approve the following personnel for employment for the 2025-2026 school year(*pending completion of paperwork, criminal history background check, and receipt of all Sexual Misconduct/Child Abuse Disclosure Release Form(s):

- 8.1.1. Helen Sprague, Cafeteria/Playground Aide, UES, at a rate of \$17.75/hr (step 1), effective on or about May 1, 2026.
- 8.1.2. Mary Horner, Maintenance Secretary, District, at a salary of \$47,720.00 (step 7, 1.0 FTE), effective on April 22, 2026, shared time with the UES office until June 2026, to be prorated for period of employment.
- 8.1.3. Carolyn Noga, Educational Assistant, END, at a salary of \$24,346.00 (step 4, +\$400 60 college credits, 1.0 FTE), effective on or about May 1, 2026, to be prorated for period of employment.

8.2. **Employment 2026-2027 School Year**

Approve the following personnel for employment for the 2026-2027 school year(*pending completion of paperwork, criminal history background check, and receipt of all Sexual Misconduct/Child Abuse Disclosure Release Form(s):

- 8.2.1. Alyssa Linke, MD Teacher, CB Lamb, at a salary of \$69,569.00 (Step 3 B, 1.0 FTE), effective July 1, 2026.

8.3. **Resignations**

- 8.3.1. Mary Horner, Clerk, UES, resignation effective April 22, 2026.
- 8.3.2. Alisha Weal, Hourly Aide, UES, resignation effective April 24, 2026.
- 8.3.3. Megan Phillips, Teacher, END, resignation effective July 1, 2026.
- 8.3.4. Amber Taft, Educational Assistant, resignation effective May 21, 2026.

8.4. **Termination**

- 8.4.1. Termination of employee SMID #78901857, effective April 22, 2026.

8.5. **Educational Assistant Stipend (Tier II)**

The following staff to be paid the Educational Assistant stipend (Tier II) for the 2025-2026 school year, for a total of \$2,000.00 ea. to be paid in two equal payments on January 31, 2026, and the last pay in June 2026 (as per district policy) to be prorated for period of employment:

Carolyn Noga

8.6. Salary Guide 2026-2029

8.6.1. The following salary guide for hourly staff and aides:

Step	2026-2027	2027-2028	2028-2029
1	18.25	19.25	20.25
2	18.50	19.50	20.50
3	18.75	19.75	20.75
4	19.00	20.00	21.00
5	19.25	20.25	21.25
6	19.50	20.50	21.50
7	20.00	21.00	22.00
8	20.75	21.75	22.75
9	21.00	22.00	23.00
10	21.50	22.50	23.50
11	22.00	23.00	24.00
12	22.75	23.75	24.75
13	23.25	24.25	25.25

8.6.2. The following salary guide for bus drivers:

Step	2026-2027	2027-2028	2028-2029
1	20.00	20.25	20.50
2	21.50	21.75	22.00
3	22.75	23.00	23.25
4	24.50	24.75	25.00
5	26.25	26.50	26.75
6	27.75	28.00	28.25
7	31.75	32.00	32.25

Roll Call Vote:

Ayes: Greene, Morrow, Wood, Reading

Noes: None

Motion Carried

9. INSTRUCTIONAL

On a motion by Mr. Reading and seconded by Mrs. Morrow to approve the following instructional item(s) based on the recommendation of the Superintendent:

9.1. Tuition Contracts

To accept (1) student (ID #386320) to attend Endeavour School for the remainder of the 2025-2026 school year, at a tuition rate of \$10.00 per student as per Board Policy 5111.

9.2. Implementation of the Costco Reading Buddy Program at Endeavour School. To allow the following Costco employees to pair with students to read together.

- 9.2.1. Anthony Reyes
- 9.2.2. Jessica Posey
- 9.2.3. Ann Corsini
- 9.2.4. Kennedia Stewart
- 9.2.5. Rob Pykish
- 9.2.6. Skip Horton

9.3. NJQSAC DESIGNATION AS A HIGH PERFORMING DISTRICT

WHEREAS, the New Jersey Department of Education conducted a New Jersey Quality Single Accountability Continuum (NJQSAC) evaluation of the North Hanover Township School District and issued a placement letter on November 1, 2024; and

WHEREAS, the District's initial NJQSAC scores identified areas below the required 80% threshold in Instruction and Program (71%) ; and

WHEREAS, the District developed and submitted a District Improvement Plan (DIP), which was approved on January 13, 2025, to address all identified areas of need; and

WHEREAS, the Burlington County Office of Education conducted interim reviews to assess the District's progress toward meeting NJQSAC standards; and

WHEREAS, the District has demonstrated significant improvement and has achieved the following final NJQSAC scores:

- Instruction and Program: 84%
- Fiscal Management: 100%
- Governance: 94%
- Operations: 93%
- Personnel: 100%

WHEREAS, the District has satisfied at least 80% of the weighted indicators in each of the five NJQSAC performance areas and has been designated as a "High Performing" district by the New Jersey Department of Education; and

WHEREAS, NJQSAC regulations (N.J.A.C. 6A:30-4.1) require that the Board of Education be informed of these placement results at the next regularly scheduled meeting;

NOW, THEREFORE, BE IT RESOLVED, that the North Hanover Township Board of Education hereby acknowledges receipt of the NJQSAC placement results and the designation of the District as a High Performing District; and

BE IT FURTHER RESOLVED, that the Board of Education commends the administration, faculty, and staff for their efforts in achieving this distinction and for their continued commitment to excellence.

9.4. Field Trips 2025/2026 School Year

<u>School</u>	<u>Date</u>	<u>Cost</u>
Anchored4Life/CBL	4/24/26	\$177.60

Roll Call Vote:

Ayes: Morrow, Wood, Greene, Reading
Noes: None

Motion Carried

10. FINANCIAL

On a motion by Mr. Reading and seconded by Mrs. Wood to approve the following financial item(s) based on the recommendation of the Superintendent:

- 10.1. The payment of bills for the 2025-2026 budget totaling \$2,078,651.63.
- 10.2. Payroll for March in the amount of \$2,031,494.45.
- 10.3. The transfers to the 2025-2026 budget in the amount of \$37,609.34 for the month of February 2026.
- 10.4. The Budget Status Report for February 2026 and the certification by the Board Secretary that there are no over expenditures in the major funds and accounts of the 2025-2026 budget; further, that sufficient funds are currently available to meet the district's current financial obligations for the 2025-2026 school year.
- 10.5. For the North Hanover Township Board of Education to adopt the following resolution:
"RESOLVED, that Pursuant to N.J.A.C. 6A:23A-16.10 (A), I, Amy S. Lerner, Board Secretary, certify that to the best of my knowledge and belief, that as of February 28, 2026 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, 2026 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.
- 10.6. The Board Secretary and Treasurer reports for the month of February 2026.
- 10.7. Professional Development
WHEREAS, the North Hanover Township Board of Education has need for staff to engage in the national professional learning community cohort for professional development and learning services to enhance collective efficacy during the 2026-2027 School Year, and
WHEREAS, it has been determined that the required services are specialized in nature, require expertise in the field of computers and software, and is not reasonably possible to describe the required services with written bid specifications; and
NOW, THEREFORE, be it resolved that the North Hanover Township Board of Education shall award a contract in the amount of \$49,550.00 (to be funded with the US-MIL Grant) for these services during the 2026-2027 school year as an extraordinary unspecifiable service to Solution Tree, Bloomington, IN.
BE IT FURTHER RESOLVED that the details of the professional development services will be covered by a mutually agreed upon quote and contract filed in the Business Administrator/Board Secretary's Office.

10.8. Health Insurance Fund

WHEREAS, a number of school boards in the State of New Jersey have joined together to form the SCHOOLS HEALTH INSURANCE FUND hereafter referred to as "SHIF", as permitted N.J.S.A. 18A:18B-1 et seq., and;

WHEREAS, the SHIF has received approval by the Commissioner of the Department of Banking and Insurance on August 10, 2015;

WHEREAS, the statutes and regulations governing the creation and operation of a joint insurance fund, contain certain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a school board joint insurance fund;

WHEREAS, the governing body of North Hanover Township Board of Education, hereinafter referred to as "SCHOOL BOARD" has determined that membership in the SHIF is in the best interest of said SCHOOL BOARD.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the SCHOOL BOARD hereby agrees as follows:

- i. SCHOOL BOARD shall become a member of the SHIF for the period outlined in the SCHOOL BOARD's Indemnity and Trust Agreement.
- ii. SCHOOL BOARD will participate in the following type (s) of coverage (s):
 - a.) Health Insurance as defined pursuant to N.J.S.A. 17B:17-4, the SHIF's Bylaws, and the SHIF's Plan of Risk Management.
- iii. SCHOOL BOARD accepts and approves the SHIF's Bylaws and agrees to be bound by the terms thereof.
- iv. SCHOOL BOARD shall execute an application for membership and any accompanying certifications.
- v. SCHOOL BOARD agrees to commit to the four principles of the SHIF which are:
 - a.) A long term philosophy on rates.
 - b.) A willingness to work with bargaining units to achieve plan design changes.
 - c.) Professional management with stability and commitment.
 - d.) Rating structure based on actuarial numbers.

BE IT FURTHER RESOLVED that the governing body of the SCHOOL BOARD is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the SHIF as required by the SHIF's Bylaws, and to deliver these documents to the SHIF's Executive Director with the express reservation that these documents shall become effective only upon:

- i. Approval of the SCHOOL BOARD by the SHIF.
- ii. Receipt by the SHIF of a Resolution from the SCHOOL BOARD accepting SCHOOL BOARD's SHIF assessment.
- iii. Approval by the Commissioner of the New Jersey Department of Banking and Insurance of SCHOOL BOARD as a member of the SHIF.

10.9. Health Insurance Fund Commissioner

BE IT RESOLVED by the North Hanover Township Board of Education that Amy Lerner, School Business Administrator, and is hereby appointed as Fund Commissioner to the Schools Health Insurance Fund, effective July 1, 2026, to represent North Hanover Township Board of Education; and

BE IT FURTHER RESOLVED that Dr. Michael Maschi, Superintendent, be and is appointed as Alternate Fund Commissioner to the Schools Health Insurance Fund effective July 1, 2026.

10.10. 2026-2027 Food Service Management Contract

To renew the food service management contract with Nutri-Serve Food Management, Inc. for the 2026-2027 school year at the flat FSMC fee of \$54,680.00; \$751,325.11 in total cost (expenses) with no guarantee.

10.11. Accept ESCNJ Cooperative Contract Quote

WHEREAS, the North Hanover Township Board of Education received a quote for classroom furniture for the CB Lamb Elementary School under the Educational Data Services; and

WHEREAS, VS America, Inc. has submitted a quote in the amount of \$140,181.60, a copy of which is on file in the office of the Board Secretary/ Business Administrator; and

WHEREAS, the vendor has been awarded a contract by the Educational Data Services,, number VSA13340; and

WHEREAS, the Board Secretary/ Business Administrator has certified that funding is available,

NOW, THEREFORE, BE IT RESOLVED by the North Hanover Township Board of Education, County of Burlington, State of New Jersey that the quote in the amount of \$140,181.60 is accepted and that a contract for the school classroom furniture is awarded to VS America, Inc. as per N.J.S.A. 18A:18A-10.

10.12. The quote from Business Relocation Services, Inc. in the amount of \$26,598.88 for the rental of crates and dollies for the CB Lamb and Upper Elementary School projects.

10.13. Impact Aid Reserve Transfer

The transfer from Impact Aid Reserve account in the amount of \$500,000 to the general fund budget for costs associated with the Upper Elementary and CB Lamb School projects.

Roll Call Vote:

Ayes: Wood, Greene, Morrow, Reading

Noes: None

Motion Carried

11. TRAVEL

On a motion by Mr. Reading and seconded by Mrs. Morrow to approve the following travel item(s) based on the recommendation of the Superintendent:

11.1.1.

Staff	Conference	Location	Dates Travel	Total Approved
April Wawryk	DODEA Northeast Region Meeting	Clayton, NY	5/18/26-5/21/26	\$2,500.00 (To be funded with HELLO Grant)

Roll Call Vote:

Ayes: Greene, Morrow, Wood, Reading

Noes: None

Motion Carried

12. OTHER BUSINESS

On a motion by Mr. Reading and seconded by Mrs. Wood to approve the following other business item(s) based on the recommendation of the Superintendent:

- 12.1. Approval of the Regular and Executive Session Minutes for March 24, 2026.
- 12.2. Approval of the Suspension Report to date.
- 12.3. Approval of HIB reports to date.
 - 12.3.1. Incident 12477 - confirmed
 - 12.3.2. Incident 12497 - not confirmed
 - 12.3.3. Incident 12506 - confirmed
 - 12.3.4. Incident 12510 - not confirmed
 - 12.3.5. Incident 12514 - not confirmed
 - 12.3.6. Incident 12452 - not confirmed
 - 12.3.7. Incident 12487 - confirmed
 - 12.3.8. Incident 12518 - not confirmed
 - 12.3.9. Incident 12540 - not confirmed
- 12.4. Christopher Mazzella, North Hanover Township Board of Education member, resignation effective April 15, 2026.
- 12.5. Non-School Use

<u>School</u>	<u>Organization</u>	<u>Event</u>	<u>Date</u>
END	END PTO	Color Run	6/13/26
UES	UES PTO	Scholastic Book Fair	4/17/26 - 4/24/26
UES	UES PTO	Spring Dance	5/1/26

12.6. Fire/Safety Drills

School	Security Drill	Fire Drill
UES	3/26/26	3/11/26
END	3/30/26	3/11/26
CBL	3/23/26	3/6/26

Roll Call Vote:

Ayes: Morrow, Wood, Greene, Reading

Noes: None

Motion Carried

13. SUPERINTENDENT'S INFORMATIONAL ITEMS

- 13.1. Superintendent's Report
 - Thanked Mrs. Hallman for her presentation and leadership of the program. He appreciates all she does for the district.

- Item 9.3 - District recent QSAC results - District is now a High Performing School District. Thanked everyone for their hardwork in achieving this.
- The Month of the Military Child was celebrated with a lot of activities and events.
- March 31st, CB Lamb celebrated Author Day - Thank you 3rd-grade teachers.
- The CBL PTO Apex fundraiser was very successful.
- Reviewed testing in May and the schedule.

13.2. Enrollment

Grade	Students	Sections
OOD	19	
Pre K 3/4	294	22
K	177	9
1	179	8
2	147	8
3	154	9
4	165	8
5	158	6
6	152	6
Total	1426	

* The number of sections is not inclusive of special education self-contained classrooms

14. **OLD BUSINESS**

15. **NEW BUSINESS**

Board Vacancy - Legal Notice posted on the district website.

Mr. Reading reviewed the matter and Mrs. Lerner reviewed the deadline.

Mrs. Morrow inquired about other candidates who ran in November being able to fill the position. Mr. Reading and Mr. Padula responded that they would need to apply.

16. **PUBLIC SESSION**

Ms. Kensinger reviewed her concerns with the district and her termination. She is an exceptional employee and overqualified.

Mr. Padula thanked her for her comments.

17. **BOARD OF EDUCATION TRAINING PRESENTATION**

17.1. CSA and Board Self Evaluations - Justin Wright, NJSBA Field Service Representative

The following items were reviewed

- Process & deadlines
- Tools to be used

- The legal guidelines
- A sample evaluation calendar
- The district goal assessment and scoring
- The professional standards for educational leaders
- The annual performance report & steps to the final outcome
- The annual summary conference

The Board discussed the evaluation.

18. ADJOURNMENT

Hearing no business, on a motion by Mr. Reading and seconded by Mrs. Morrow, and approved by a unanimous voice vote the work session was adjourned at 7:39 PM.

Signed: _____

Amy Lerner

Business Administrator/School Board Secretary