

NORTH HANOVER TOWNSHIP SCHOOLS
BURLINGTON COUNTY, NEW JERSEY
Upper Elementary School
BOARD OF EDUCATION MINUTES
December 16, 2025

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

The Following Members Were Present: Bryan Reading
Ross Greene
Nancy Morrow
Anthony Grindlinger
Dr. James Sarruda, Interim Superintendent
Amy Lerner, Business Administrator/Board Secretary

Absent: Adam Knighten

Also Present: Approximately 6 (six) visitors
Bruce Padula, Board Attorney
Chris Fasolino
Chuck Romanoli
Olivia Cashman

1. CALL TO ORDER Flag Salute and Moment of Silence

The President opened the meeting at 6:02 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 4, 2025 and is posted on the district's website.
- 2) Electronically forwarded written notice to the Burlington County Times on January 4, 2025 and The Times of Trenton on January 14, 2025.
- 3) Filing written notice with the Clerk of North Hanover Township on January 14, 2025.
- 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, Grindlinger, Morrow, Reading

ABSENT: Knighten

4. EXECUTIVE SESSION

It was moved by Mr. Reading and seconded by Mr. Grindlinger 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: Legal (potential construction contract issue).
3. The Board will take action following closed executive session.
4. It is anticipated that the closed executive session will last approximately ten (10) 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 6:03 PM.

On a motion by Mr. Reading and seconded by Mr. Grindlinger and approved by unanimous voice vote, the executive session was adjourned, and the meeting was reconvened at 6:09 PM.

5. COMMUNICATIONS - None

6. PRESENTATIONS

6.1. CB Lamb Construction Project Update

Chris Fasolino and Chuck Romanoli of New Road Construction and Olivia Cashman, Spiegle Architectural Group, reviewed, in summary, the CBL construction project. The status of the project was reviewed.

Wynter Scammell inquired about the construction schedule and the delay in the project that was discussed during the presentation. The matter was discussed.

Nancy Morrow inquired about additional delays due to the weather. The matter was reviewed.

6.2. QSAC Update

Dr. Sarruda provided an update on the North Hanover improvement plan. The plan was approved and is being implemented. Data and testing were discussed.

7. PUBLIC COMMENT ON AGENDA ITEMS ONLY

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

8. PERSONNEL

On a motion by Mr. Reading and seconded by Mr. Grindlinger 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. Kyanna Smith, Endeavour, hourly aide, at an hourly rate of \$18.00, (step 2), effective on or about January 16, 2026.
- 8.1.2. Lauren Mikula, Endeavour, hourly aide substitute, at an hourly rate of \$18.00, (step 2), effective on or about January 16, 2026.
- 8.1.3. Madison Fraas, Endeavour, hourly aide substitute, at an hourly rate of \$17.75 (step 1), effective on or about January 16, 2026.
- 8.1.4. Lindsey Wynn, Starbase JBMDL, office manager, at a salary of \$47,529.00 effective on or about January 16, 2026 to be prorated for period of employment and funded with Starbase grant funds.
- 8.1.5. Gabrielle Nikolica, Endeavour, educational assistant, at a salary of \$24,196 (step 3, + \$400 college credits, 1.0 FTE), effective on December 1, 2025, to be prorated for period of employment.
- 8.1.6. Jillyan Bechtold, District, custodian, at a salary of \$35,152.00 (step 1, 1.0 FTE), effective on or about January 16, 2026, to be prorated for period of employment.
- 8.2. Resignations
Serinah Gomez Bugcayo, hourly aide, resignation effective January 14, 2026.
- 8.3. Extra Pay
 - 8.3.1. Passport Club
Approve Vivian Martinez as a substitute for Passport Club for the 2025-26 school year at a rate of \$45 per hour not to exceed 10 hours, to be paid from HELLO fund.
 - 8.3.2. Preschool Parent Learning Session
The following staff members to be approved for the Preschool Parent Learning Session on March 19, 2026, to be paid for no more than 2 hours at the rate of \$45 per hour, under the NHTEA Agreement. This will be funded through Preschool Expansion Aide funds.

Karen Hallman, Tierney McKenney-Eifert, Erin Potter
- 8.4. Transfer/Change of Assignment
 - 8.4.1. Mariam Khella, educational assistant, transfer from CBL to UES effective on November 24, 2025.
 - 8.4.2. Diane Matey, educational assistant, transfer from CBL to END effective on November 24, 2025.
- 8.5. Revised Salary/Lateral Movement
 - 8.5.1. Jennifer LaVance, District, instructional coach, from a salary of \$89,774.00 (step 15, MA, 1.0 FTE) to a salary of \$91,519.00 (step 15, MA+15, 1.0 FTE) effective February 1, 2026.
- 8.6. Paraprofessional-Stipend
The following staff to be paid the Paraprofessional stipend for the 2025-2026 school year, for a total of \$2,700.00 ea. to be paid in two equal payments on January 31, 2026, and the last pay in June 2026, to be prorated for period of employment (as per district policy):

Gabrielle Nikolica

8.7. Leaves of Absence Recommended for Approval

Employee	Type of Leave-use of sick days/personal	Approx Dates of FMLA	Approx Dates of FMLA/ NJFLA	Approx Dates of NJFLA	Approx Dates of Unpaid Leave	Anticipated Return to Work Date
C.A.		3/13/26-6/30/26				9/1/26
DS Revised		9/23/25 - 1/31/26 intermittent				2/2/26

Roll Call Vote:

Ayes: Morrow, Grindlinger, Greene, Reading

Noes: None

Absent: Knighten

Motion Carried

9. **INSTRUCTIONAL**

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

9.1. Field Trips 2025/2026 School Year

<u>School</u>	<u>Date</u>	<u>Cost</u>
END	5/19/26	\$1,124.00
END	5/26/26	\$1,124.00

- 9.2. Agreement with the Brookfield Schools for the provision of instruction for homebound students with the Brookfield Educational Services Program on an as needed basis for the 2025-2026 school year at the rate of \$45/hr.

9.3. Adopt-A School Program MOU

The 87th Air Base Wing Commander's intent that the Adopt-A-School (AAS) Program establishes a cooperative effort between the military and an educational institution to enhance the education of students to nurture the intellectual, emotional, social, and physical growth of children on the Joint Base McGuire-Dix-Lakehurst (JBMDL) area.

Roll Call Vote:

Ayes: Grindlinger, Greene, Morrow, Reading

Noes: None

Absent: Knighten

Motion Carried

10. FINANCIAL

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

- 10.1. Approval of the payment of bills for the 2025-2026 budget totaling \$1,414,420.76
- 10.2. Approval of payroll for November in the amount of \$2,008,911.97.
- 10.3. Approval of the transfers to the 2025-2026 budget in the amount of \$22,393.45 for the month of October 2025.
- 10.4. To approve the Budget Status Report for October 2025 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 October 31, 2025 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 October 31, 2025 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. Approval of the Board Secretary and Treasurer report for the month of October 2025
- 10.7. Services Contracts
 The employee health services agreement with Carbon Health to provide occupational medicine services described in the applicable fee schedule for the 2025-2026 school year.

Roll Call Vote:

Ayes: Greene, Morrow, Grindlinger, Reading

Noes: None

Absent: Knighten

Motion Carried

11. TRAVEL

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

Staff	Conference	Location	Dates Travel	Total Approved
Noelle Schappell	Restorative Justice	Virtual	12/9/25	\$0.00
Marisela Millerline	Northeast Conference 2026	New York City,	02/26-28/2026	\$1,200.00

		NY		
Vivian Martinez	Northeast Conference 2027	New York City, NY	02/26-28/2026	\$1,200.00
Richard Takakjy	NJSBGA Conference	Atlantic City, NJ	3/22-3/25/26	\$600.00
Erica Gross	Fix the System	Westampton, NJ	01/06/26	\$14.00

Roll Call Vote:

Ayes: Morrow, Grindlinger, Greene, Reading

Noes: None

Absent: Knighten

Motion Carried

12. TRANSPORTATION

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

12.1. MOESC

The transportation jointure with the Monmouth-Ocean Educational Services Commission (MOESC) for one North Hanover resident student attending YALE School @ Marlton SE - Trio Trans - per diem cost is \$376.64 (Route: \$297.00; Aide: \$60.00; plus MOESC's 5.5% fee: \$19.64) effective December 1, 2025.

Roll Call Vote:

Ayes: Grindlinger, Greene, Morrow, Reading

Noes: None

Absent: Knighten

Motion Carried

13. OTHER BUSINESS

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

13.1. Approval of the Regular and Executive Session Minutes for November 20, 2025.

13.2. Approval of the Suspension Report to date.

13.3. Non-School Use

<u>School</u>	<u>Organization</u>	<u>Event</u>	<u>Date</u>
UES	NHT Recreation	Rec Volleyball	Wednesdays - 4/1/26 - 6/17/26
END	NHT Recreation	Rec Volleyball	Fridays - 1/2/26 - 3/27/26
END	END PTO	Movie Night	5/15/26
END	END PTO	Purple Up Dance	4/17/26

END	END PTO	Spring Book Fair	5/13/26
END	END PTO	Harlem Wizards	2/12/26

13.4. Fire/Safety Drills

School	Security Drill	Fire Drill
UES	11/17/25	11/5/25
END	11/25/25	11/5/25
CBL	11/14/25	11/04/25

Roll Call Vote:

Ayes: Greene, Morrow, Grindlinger, Reading

Noes: None

Absent: Knighten

Motion Carried

14. **SUPERINTENDENT'S INFORMATIONAL ITEMS**

14.1. Superintendent's Report - Dr. Sarruda reviewed the following items and his last Superintendent's report:

- Congratulated Mrs. Klaiss for the great job on the Winter Concert.
- Dr. Maschi begins on Monday. They will work together to transition. Excited for Dr. Maschi and the district.
- Provided LBC updates and what they are working on.
- Thanked Mrs. Lerner for the new BOE member orientation, reviewed the meeting.
- Reviewed experience at North Hanover. Thanked the BOE for the opportunity.

The Board thanked Dr. Sarruda.

14.2. Enrollment

Grade	Students	Sections
OOD	19	
Pre K 3/4	291	22
K	179	9
1	185	8
2	147	8
3	154	9
4	172	8

5	163	6
6	149	6
Total	1459	

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

15. OLD BUSINESS

16. NEW BUSINESS

17. PUBLIC SESSION

18. EXECUTIVE SESSION

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

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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: Legal (Grievance Hearing).
3. The Board will not take action following closed executive session.
4. It is anticipated that the closed executive session will last approximately fifty (50) 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 6:32 PM.

On a motion by Mr. Reading and seconded by Mr. Grindlinger and approved by unanimous voice vote, the executive session was adjourned, and the meeting was reconvened at 7:35 PM.

President Reading, on behalf of the Board, thanked Anthony Grindlinger for his time on the Board. He also thanked Dr. Sarruda for his time in the district.

19. ADJOURNMENT

Hearing no business, on a motion by Mr. Reading and seconded by Mr. Grindlinger, and approved by a unanimous voice vote, the meeting was adjourned at 7:36 PM.

Signed: _____

Amy Lerner

Business Administrator/School Board Secretary