

# HOPE TOWNSHIP BOARD OF EDUCATION

## REGULAR SESSION MINUTES

**TUESDAY**

**OCTOBER 23, 2018**

**6:30 PM**

Mrs. Ritchie called the meeting to order at 6:30 p.m., and proper notice of postings was given. Mrs. Ritchie read the Sunshine Statement and Mr. Tighe read the Mission Statement and led the pledge of allegiance. Board members present at the roll call were Mrs. Ritchie, President, Mr. Tighe, Vice President, Mrs. Beatty, Mr. Corona and Mrs. Chamberlain. Mrs. Huff, Business Administrator, Dr. McCartney, Interim Superintendent and Mr. Newman, Principal were also in attendance as well as 25 members of the public. Mr. Lucas and Mr. Leary were unable to attend.

### **MONTHLY STUDENT RECOGNITION/PRINCIPAL'S REPORT**

Mr. Newman recognized students and presented them with Panther Pride Awards. Mr. Newman reported on activities during the Week of Respect, Grandparent's Day, a popular visit from the Hope Township Fire Department and the 7<sup>th</sup> & 8<sup>th</sup> grade soccer game. Mr. Newman also noted we're looking forward to many upcoming events including the Halloween parade, picture retake day and parent/teacher conferences.

### **SUPERINTENDENT'S REPORT**

Dr. McCartney reported on the district's responsibility to assess the implementation of the Anti-Bullying Bill of Rights Act for the 2017-2018 school year. Dr. McCartney noted the School Safety Team met to measure performance in various items from last year and then completed a self-assessment and graded the district on how well we are doing with each of the many indicators. Every category reviewed met or exceeded the requirements. Dr. McCartney noted the school's efforts with HIB are moving in the right direction and we continue to strive.

### **PUBLIC HEARING & PETITION**

None

### **CORRESPONDENCE & ANNOUNCEMENTS**

Mrs. Huff noted that the district qualified for the 2017-2018 Tier 1 Safety Incentive Program award and will be credited with \$3,500 towards our 2018-2019 insurance assessment. Mrs. Huff commended the efforts of Mrs. Watters for her work to help the district attain the incentive once again.

### **APPROVE MEETING MINUTES**

A motion was made by Mr. Tighe and seconded by Mrs. Chamberlain to approve the minutes as submitted from the September 25, 2018 Regular Session Meeting. Motion carried unanimously, all yes.

### **BUILDINGS & GROUNDS / TRANSPORTATION**

Mr. Tighe noted the Committee met and discussed mold remediation costs to date and preventive measures moving forward, an update on safety measures, plans for an asbestos remediation in the summer, the Long Range Facility project list and the Comprehensive Maintenance Plan.

#### **Block Motion – Buildings & Grounds/Transportation**

A motion was made by Mr. Corona and seconded by Mr. Tighe to approve the following agenda items #1 through #7. Motion carried unanimously, all yes.

#### 1. Approve a Use of Facility Request

To approve a request from the Hope Township Environmental Commission for use of the all-purpose room on April 13, 2019 for a Green Fair.

**HOPE TOWNSHIP BOARD OF EDUCATION**

**Regular Session Minutes**

**October 23, 2018**

**Page 2**

**Block Motion – Buildings & Grounds/Transportation - continued**

2. Approve a Use of Facility Request

To approve a request from Kathleen Siino for use of the all-purpose room on March 26, 2019 for a Science Fair.

3. Approve a Use of Facility Request

To approve a request from Eighth Grade Advisors for use of the kitchen, during the Hope Christmas Craft Market, December 1-2, 2018.

4. Approve a Proposal for Snow Removal for the 2018-2019 Year

To approve a proposal from Joe’s Landscaping to provide snow removal services at the school for the 2018-2019 school year at the following rates:

Removal 0 – 3”	\$125.00
Removal 3”- 6”	\$190.00
Removal 6”- 12”	\$370.00
Removal 12”- 18”	\$550.00
Removal 18”- 24”	\$730.00
Salt Application	\$220.00

5. Approve the Comprehensive Maintenance Plan and the M1 Form

To approve submission of the Comprehensive Maintenance Plan and the M1 Form for the 2018-2019 year.

6. Approve a Use of Facility Request

To approve a request from Student Government for use of the all-purpose room on October 26, 2018 for a dance.

7. Approve a Use of Facility Request

To approve a request from Hope Township Recreation for use of the all-purpose room for basketball practice and games November 1, 2018 – March 31, 2019.

**COMMUNITY & PUBLIC RELATIONS**

Mrs. Chamberlain thanked Mrs. Green and other faculty that assisted at the Hope Township picnic this year.

**Motion – Community & Public Relations**

A motion was made by Mr. Tighe and seconded by Mrs. Chamberlain to approve the following agenda item #1. Motion carried unanimously, all yes.

1. Approve a Fundraiser

To approve a request from Eighth Grade Advisors to sell food at the Hope Christmas Craft Market, December 1-2, 2018 to raise funds to offset the cost of an awards dinner dance.

## HOPE TOWNSHIP BOARD OF EDUCATION

### Regular Session Minutes

October 23, 2018

Page 3

### CURRICULUM / INSTRUCTION / TECHNOLOGY

Mrs. Chamberlain noted she's thankful to hear how well the teachers are doing with the new reading series.

#### **Block Motion – Curriculum / Instruction / Technology**

A motion was made by Mr. Corona and seconded by Mrs. Ritchie to approve the following agenda items #1 through #3. Motion carried unanimously, all yes.

1. Approve a Field Trip

To approve a field trip for approximately 26 grade 4&5 students to Quiet Valley Historical Farm, Stroudsburg, PA on November 2, 2018. The cost of the bus transportation is \$375.

2. Approve a Field Trip

To approve a field trip for approximately 5 grade 8 students to Warren County Technical School, Washington, NJ on November 28, 2018. The bus transportation will be provided by WC Technical School.

3. Approve a Field Trip

To approve a field trip to approximately 11 Honor Society members to Radio City Music Hall, New York, NY on December 6, 2018. The cost of the bus transportation is \$537.13 and will be paid with PPHS funds.

### FINANCE

#### **Block Motion – Finance**

A motion was made by Mrs. Chamberlain and seconded by Mrs. Beatty to approve the following agenda items #1 through #4. Motion carried unanimously, by roll call vote, all yes.

1. Approve September 2018 Board Secretary's Report and Treasurer's Report

To approve the September 2018 Board Secretary's Report and Treasurer's Report. After review of the School Business Administrator's monthly financial reports and upon consultation with the Business Administrator and Superintendent, this Board of Education does hereby certify that as of September 30, 2018, no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-16.10(a), and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

2. Approve October 2018 Bills & Claims List

To approve the October 2018 Bills & Claims List in the total amount of \$452,367.92 for all funds.

3. Approve Budget Transfers for September 2018

To approve budget transfers for September 2018 in the amount of \$24,860.

4. Approve a Tuition Contract with Belvidere Board of Education

To approve a tuition contract with Belvidere Board of Education for one student to attend their regular education program at a tuition cost of \$14,901 for the 2018-2019 school year.

5. Approve Staff Travel

To approve the following staff travel:

## **HOPE TOWNSHIP BOARD OF EDUCATION**

### **Regular Session Minutes**

**October 23, 2018**

**Page 4**

#### **Block Motion – Finance - continued**

- Sharon Byers-Rockenfeller and Nancy Arnot to The Art of History: Triumph & Tragedy, Philadelphia, PA on November 3, 2018. The cost of the workshop is \$25 per attendee and mileage reimbursement not to exceed \$65.

#### **PERSONNEL**

##### **Motion – Personnel**

A motion was made by Mrs. Chamberlain and seconded by Mrs. Beatty to approve the following agenda item #1. Motion carried unanimously, all yes.

1. Approve an Additional Substitute Teacher

To approve Nicolle Siebens as an additional substitute teacher for the 2018-2019 school year.

#### **POLICY**

##### **Motion – Policy**

A motion was made by Mr. Corona and seconded by Mrs. Chamberlain to approve the following agenda item #1. Motion carried unanimously, all yes.

1. Approve the Nursing Services Plan

To approve the Nursing Services Plan for the 2018-2019 school year.

#### **SPECIAL EDUCATION AD-HOC COMMITTEE**

No updates.

#### **LEGISLATIVE UPDATE**

No updates.

#### **BELVIDERE UPDATE**

No updates.

#### **ACKNOWLEDGE RECEIPT OF HIB INCIDENTS**

A motion was made by Mr. Tighe and seconded by Mrs. Chamberlain to acknowledge receipt of no HIB investigations deemed HIB incidents, since last meeting. Motion carried unanimously, all yes.

#### **APPROVE THE HIB SELF ASSESSMENT FOR 2017-2018**

A motion was made by Mr. Corona and seconded by Mrs. Beatty to approve the New Jersey Department of Education School Self-Assessment for Determining Grades Under the Anti-Bullying Bill of Rights Act submission for July 1, 2017 – June 30, 2018. Motion carried unanimously, all yes.

#### **APPROVE THE 2018-2019 SCHOOL SAFETY AND SECURITY PLAN**

A motion was made by Mrs. Chamberlain and seconded by Mr. Tighe to approve the 2018-2019 School Safety and Security Plan for the Hope Township School District. Motion carried unanimously, all yes.

## **HOPE TOWNSHIP BOARD OF EDUCATION**

### **Regular Session Minutes**

**October 23, 2018**

**Page 5**

#### **OLD BUSINESS**

Mrs. Ritchie noted that she, Mrs. Beatty, Mrs. Chamberlain and Mr. Tighe, attended a recent meeting of Warren County School Boards Association and it was very informative.

#### **NEW BUSINESS**

None

#### **PUBLIC HEARING & PETITION**

Mrs. Green noted she loves to see the students receiving their Panther Pride awards. The students and their families seem very happy to be here. Mrs. Green also applauded Mr. Newman for announcing Kindness awards in the morning and afternoons. Mrs. Green thanked the Hope Township PTA for once again running a very successful Book Fair.

#### **EXECUTIVE SESSION**

A motion was made by Mrs. Beatty and seconded by Mr. Tighe to convene to Executive Session at 7:09 p.m. to discuss the Board self-evaluation. Motion carried unanimously, all yes.

Be it resolved by the Hope Township Board of Education that it shall meet in closed session this evening to discuss the Board self-evaluation.

The Board will publicly disclose information pertaining to the topics discussed as soon thereafter and once the reasons for non-disclosure no longer exists.

The topics to be discussed are within the exemptions that are permitted to be discussed in private session pursuant to P.L. 1975c chapter 321.

A motion was made by Mr. Tighe and seconded by Mrs. Beatty to adjourn the Executive Session at 7:32 p.m. Motion carried unanimously, all yes.

#### **ADJOURNMENT**

A motion was made by Mr. Tighe and seconded by Mrs. Beatty to adjourn the meeting at 7:33 p.m. Motion carried unanimously, all yes.

Respectfully Submitted,

Dawn Huff  
Business Administrator  
Board Secretary