

HOPE TOWNSHIP BOARD OF EDUCATION

REGULAR SESSION MINUTES

TUESDAY

NOVEMBER 27, 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, Mr. Lucas, Mrs. Beatty, Mr. Corona, Mr. Leary and Mrs. Chamberlain. Mrs. Huff, Business Administrator, Dr. McCartney, Interim Superintendent and Mr. Newman, Principal were also in attendance as well as 20 members of the public.

MONTHLY STUDENT RECOGNITION/PRINCIPAL'S REPORT

Mr. Newman recognized students and presented them with Panther Pride Awards. Mr. Newman reported on many events going on in the district including an author visit, the Halloween Parade, the BMX assembly and our Veteran's Day observation. Mr. Newman thanked all who assisted with the events. Mr. Newman also noted a cluster-wide RTI meeting held at the school and thanked Mrs. Green for organizing the event.

SUPERINTENDENT'S REPORT

Dr. McCartney reported that he and Mr. Newman are very busy with classroom observations. Dr. McCartney noted how pleased he is with the quality of instruction presented by our teaching staff. Dr. McCartney further reported on a recent Shared Services Committee meeting held with representatives from Hope and White Townships. The group is pleased with the arrangement between the districts for shared Business Administrator services, and the work of Mrs. Huff, and will look to approve a three year agreement as the current one will expire at the end of the school year. The group is also exploring other opportunities for sharing services within the cluster.

PUBLIC HEARING & PETITION

None

CORRESPONDENCE & ANNOUNCEMENTS

Tina Ritchie and Joe Ciccarelli were elected for three year terms and Jeffrey Skow was elected to fill an unexpired one year term.

APPROVE MEETING MINUTES

A motion was made by Mr. Corona and seconded by Mrs. Ritchie to approve the minutes as submitted from the October 23, 2018 Regular Session Meeting and Executive Session. Motion carried unanimously, all yes, with Mr. Lucas abstaining.

BUILDINGS & GROUNDS / TRANSPORTATION

Block Motion – Buildings & Grounds/Transportation

A motion was made by Mrs. Chamberlain and seconded by Mrs. Ritchie to approve the following agenda items #1 through #5. Motion carried unanimously, by roll call vote, all yes.

1. Approve an Update to the District Five Year Long Range Facility Plan

2018-2019	LRFP Amend	Power-wash/Paint Exterior of school building	\$ 25,000
2018-2019	LRFP Amend	Upgrade Exhaust System – Fans, etc.	\$ 10,000
2018-2019	LRFP Amend	Asbestos Removal upstairs classrooms/hallway/wall	\$ 75,000
2018-2019	LRFP Amend	Replace carpet in upstairs hallway	\$ 20,000
2018-2019	LRFP Amend	Replace tile floor in 7 classrooms upstairs	\$ 25,000

HOPE TOWNSHIP BOARD OF EDUCATION

Regular Session Minutes

November 27, 2018

Page 2

Block Motion – Buildings & Grounds/Transportation - continued

2018-2019	LRFP Amend	Upgrade Hallway Walls/partial upstairs	\$ 20,000
2019-2020	LRFP Amend	Classroom Door/Handle/Closure Replacement	\$ 90,000
2019-2020	LRFP Amend	Add ceiling fans to all-purpose room	\$ 12,500
2019-2020	LRFP Amend	Roof Replacement APR & Elevator	\$130,000
2019-2020	LRFP Repair	Drainage in Boiler Room Area	\$ 25,000
2019-2020	LRFP Amend	Safety/Security Upgrades	\$ 20,000
2019-2020	LRFP Amend	Landscaping/Tree Trimming	\$ 5,000
2020-2021	LRFP Amend	Roof Replacement 1920 section	\$140,000
2020-2021	LRFP Amend	Upgrade/Remodel Boys/Girls Bathrooms-by Bd Office	\$ 50,000
2020-2021	LRFP Amend	Refinish Flooring – Rooms 30-34-closet areas	\$ 7,500
2020-2021	LRFP Amend	Safety/Security Upgrades	\$ 20,000
2020-2021	LRFP Amend	Landscaping/Tree Trimming	\$ 5,000
2021-2022	LRFP Amend	Upgrade/Remodel Boys/Girls Bathroom-upstairs	\$ 50,000
2021-2022	LRFP Amend	Seal and repaint upper parking lot	\$ 7,500
2021-2022	LRFP Amend	Roof Replacement Media Center & 1970 section	\$115,000
2021-2022	LRFP Amend	Install Air Conditioning in All-Purpose Room	\$ 50,000
2021-2022	LRFP Amend	Install Air Conditioning in Classrooms	\$ 50,000
2021-2022	LRFP Amend	Safety/Security Upgrades	\$ 20,000
2021-2022	LRFP Amend	Landscaping/Tree Trimming	\$ 5,000
2022-2023	LRFP Amend	Remove Asbestos (piping, etc.)	\$ 50,000
2022-2023	LRFP Amend	Redesign Media Center/Tech Lab	\$ 50,000
2022-2023	LRFP Amend	Safety/Security Upgrades	\$ 20,000
2022-2023	LRFP Amend	Landscaping/Tree Trimming	<u>\$ 5,000</u>

Total Estimated Projects \$1,102,500

2. Approve the Maximum Capital Reserve Allowance

To approve the maximum capital reserve amount of \$1,102,500 based on a September 30, 2018 analysis of the District's five year Long Range Facility Plan as amended. Hope Township Board of Education has identified 28 projects in the amended five year Long Range Facility Plan that have an estimated local cost of \$1,102,500. The maximum capital reserve amount of \$1,102,500 is equal to the current estimated local share of the projects. The Capital Reserve account balance was \$899,821 as of September 30, 2018.

3. Approve a School Bus Emergency Evacuation Drill Report

To approve receipt of a school bus emergency evacuation drill report for the drill on October 25, 2018.

4. Approve a Use of the Facility Request

To approve a request from Hope Township for use of the all-purpose room December 1-2, 2018, for the Christmas Craft Market.

5. Authorize Submission of the Plans for the Floor Abatement and Replacement, State Project #2250-050-19-1000

To authorize the Superintendent, Business Administrator and Parette Somjen Architects to submit all necessary plans and paperwork to the Department of Education concerning the Hope Township School Floor Abatement and Replacement, State Project #2250-050-19-1000 to serve as an application to the Office of School Facilities and an amendment to the District's Long Range Facility Plan.

HOPE TOWNSHIP BOARD OF EDUCATION

Regular Session Minutes

November 27, 2018

Page 3

COMMUNITY & PUBLIC RELATIONS

Block Motion – Community & Public Relations

A motion was made by Mr. Lucas and seconded by Mr. Corona to approve the following agenda items #1 through #2. Motion carried unanimously, all yes.

1. Approve a Fundraiser

To approve a request from the grade 6-8 health classes to hold a “Holiday Attire for a Cause” fundraiser on December 21, 2018. Proceeds to benefit the Leukemia & Lymphoma Society.

2. Approve a Fundraiser

To approve a request from the Junior National Honor Society to hold a “hot chocolate sale” on December 19, 2018, during the holiday concert. Proceeds to benefit Honor Society events.

CURRICULUM / INSTRUCTION / TECHNOLOGY

Motion – Curriculum/Instruction/Technology

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

1. Approve a Field Trip

To approve a request for approximately 40 grades 3-5 students to go caroling in Hope “Town Center” on December 18, 2018. There are no costs associated with this workshop, students will be walking.

FINANCE

Block Motion – Finance

A motion was made by Mr. Corona and seconded by Mr. Lucas to approve the following agenda items #1 through #5. Motion carried unanimously, by roll call vote, all yes.

1. Approve October 2018 Board Secretary’s Report and Treasurer’s Report

To approve the October 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 October 31, 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 November 2018 Bills & Claims List

To approve the November 2018 Bills & Claims List in the total amount of \$458,909.23 for all funds.

3. Approve Budget Transfers for October 2018

To approve budget transfers for October 2018 in the amount of \$112,170.

4. Approve an Inter-local Service Agreement

To approve an inter-local services agreement with Harmony Township Board of Education for the services of a Counselor (.2 time) at the cost of \$12,323 for the 2018-2019 school year.

HOPE TOWNSHIP BOARD OF EDUCATION

Regular Session Minutes

November 27, 2018

Page 4

Block Motion – Finance - continued

5. Approve Staff Travel

To approve the following staff travel:

- Tammy Green, Cathy Trotter, Jessica Luke and Lindsay Williams to attend the Centenary Annual Literacy Conference, Hackettstown, NJ on January 10, 2019. There is no cost for the conference.
- Tammy Green to a workshop “Reviewing Response to Intervention” in Byram Township, NJ on November 29, 2018. There is no cost for the workshop and mileage reimbursement not to exceed \$20.

PERSONNEL

Dr. McCartney discussed the challenges of engaging qualified long term substitutes and noted how pleased he and Mr. Newman were to find Mrs. Karoly to fill Mrs. Rockenfeller’s schedule during her absence. Mrs. Chamberlain commended the efforts of the Administration to fill this position with a well-qualified teacher.

Block Motion – Personnel

A motion was made by Mrs. Beatty and seconded by Mrs. Ritchie to approve the following agenda item #1 through #2. Motion carried unanimously, all yes, with Mr. Lucas abstaining.

1. Approve Additional Substitute Teachers

To approve Hannah Lucas and Rebecca Camejo as additional substitute teachers for the 2018-2019 school year.

2. Approve a Leave Replacement Teacher

To approve Patricia Karoly as a leave replacement teacher from November 26, 2018 through January 30, 2019 at the rate of \$125 per day.

POLICY

No update.

LEGISLATIVE UPDATE

Mrs. Beatty reviewed education bills sent to the Governor recently including a bill that would require school students to carry identification cards at school sponsored, off campus activities, one concerning safety education for school bus drivers and school bus aides, legislation that would require the removal of school bus drivers with suspended or revoked licenses, one ensuring the physical fitness of school bus drivers and one concerning temperature controls in schools.

BELVIDERE UPDATE

Mr. Lucas reported on exciting events at Belvidere including a junior that was awarded “Athlete of the Year, a senior wrestler committed to wrestle for the Air Force, excelling field hockey and soccer teams and a Veteran’s Day celebration.

ACKNOWLEDGE RECEIPT OF HIB INCIDENTS

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

HOPE TOWNSHIP BOARD OF EDUCATION

Regular Session Minutes

November 27, 2018

Page 5

OLD BUSINESS

Mrs. Beatty reported on a recent meeting of the School Wellness Committee. The group, which included administration, teachers and a parent/board member, who all play a key role in the health and wellness of our students here in Hope, came together to assess the current School Nutrition policy. The Committee measured the effectiveness of the current school lunch program, promotions, nutrition education and physical activity, and discussed ideas to further enhance a healthier school environment.

NEW BUSINESS

The Board discussed a possible change to the current school photographer and asked the Administration to consider a local vendor.

PUBLIC HEARING & PETITION

Mrs. Maza noted she did some research on the use of a POS system for the cafeteria and noted the PTA was considering funding it. Mrs. Maza discussed assigned seating on school busses for safety reasons in the event of an emergency during school sponsored trips. Mrs. Maza noted upcoming PTA events including the Tricky Tray, the Cash Raffle, Kids Night Out – Parents Night off, the Adopt a Teacher event and the holiday breakfast for teachers.

ADJOURNMENT

A motion was made by Mr. Lucas and seconded by Mr. Corona to adjourn the meeting at 7:40 p.m. Motion carried unanimously, all yes.

Respectfully Submitted,



Dawn Huff
Business Administrator
Board Secretary