HOPE TOWNSHIP BOARD OF EDUCATION

REGULAR SESSION MINUTES

TUESDAY **NOVEMBER 22, 2022** **6:30 PM**

Mrs. Ritchie called the meeting to order at 6:30 p.m. Mrs. Ritchie read the Sunshine Statement and noted that adequate notice of this meeting was provided by sending notice of the time, date, and location, to the NJ Herald and Express Times and posted same in the Hope Township School, Municipal Building, and Post Office. Mrs. Beatty read the Mission Statement and led the pledge of allegiance. Board members present at the roll call were Mrs. Ritchie, President, Mrs. Beatty, Vice President, Mr. Lucas, Mr. Tighe and Mrs. Skow. Mr. Newman, Chief School Administrator and Mr. Italiano, Business Administrator were also in attendance as well as 33 members of the public. Mr. Ciccarelli and Mrs. Chamberlain were unable to attend the meeting.

PANTHER PAWSITIVITY AWARDS

Mr. Newman recognized students and presented them with Panther Pawsitivity awards.

CSA REPORT

Mr. Newman applauded the students for their performance in the play, Annie.
Mr. Newman recognized the following staff members:

- **Governor's Educator of the Year Recognition** – Ms. Nicola Hall
- **Educational Service Professional of the Year Recognition** – Ms. Kathryn Wilk

PUBLIC HEARING & PETITION

None

APPROVE MEETING MINUTES

A motion was made by Mr. Lucas and seconded by Mrs. Skow to approve the minutes as submitted from the October 25, 2022 Regular Session Meeting. Motion carried as follows: Ayes – 5, Nays – 0, Abstentions – 0.

CORRESPONDENCE & ANNOUNCEMENTS

Mr. Italiano congratulated Mrs. Chamberlain and Mrs. Skow for being reelected to the Board in the recent general election.

BUILDINGS & GROUNDS / TRANSPORTATION

Mr. Lucas stated that the committee wanted to thank the custodial department for the excellent job they are going and said the school looks great.

Block Motion – Buildings & Grounds/Transportation

A motion was made by Mr. Tighe and seconded by Mr. Lucas to approve the following agenda items #1 through #3. Motion carried as follows: Mrs. Ritchie – yes, Mrs. Beatty – yes, Mr. Lucas – yes, Mr. Tighe – yes, and Mrs. Skow – yes.

Block Motion – Buildings & Grounds/Transportation – Continued

1. Approve a Use of Facility Request
To approve a request from Hope Township for use of the school gymnasium and parking lot on December 1, 2022, through December 4, 2022 for the annual Hope Christmas Craft Market.

2. Approve a Use of Facility Request
To approve a request from the Inn at Millrace Pond for use of the school parking lot November 4, 2022, November 5, 2022, November 6, 2022, November 10, 2022, November 11, 2022, November 12, 2022 and November 19, 2022 for weddings.

3. Approve a Use of Facility Request
To approve a request from the Hope Township School Winter Concert Choir for use of the gymnasium, classrooms and school parking lot on December 7, 2022, for the winter concert.

COMMUNITY & PUBLIC RELATIONS

Block Motion – Community & Public Relations
A motion was made by Mr. Tighe and seconded by Mr. Lucas to approve the following agenda items #1 through #3. Motion carried as follows: Mrs. Ritchie – yes, Mrs. Beatty – yes, Mr. Lucas – yes, Mr. Tighe – yes, and Mrs. Skow – yes.

1. Approve a Fundraiser
To approve the following Hope Township School 8th grade fundraiser:
- Gertrude Hawk Candy Sale: December 1, 2022 – January 3, 2022

2. Approve a Fundraiser
To approve the following Hope Township School Honor Society fundraiser:
- Hot Chocolate Sale at the Winter Concert : December 7th

3. Approve a Fundraiser
To approve the following Hope Township School Yearbook Club fundraiser:
- Wacky Wednesday student dress : November 29th

CURRICULUM / INSTRUCTION / TECHNOLOGY

Block Motion – Curriculum/Instruction/Technology
A motion was made by Mr. Tighe and seconded by Mr. Lucas to approve the following agenda items #1 and #2. Motion carried as follows: Mrs. Ritchie – yes, Mrs. Beatty – yes, Mr. Lucas – yes, Mr. Tighe – yes, and Mrs. Skow – yes.

Block Motion – Curriculum/Instruction/Technology – Continued

1. Approve a Field Trip
To approve a request for approximately 52 grades pre-K, first and second grade students to Field Station Dinosaur on May 10, 2023. The transportation cost is $1,030.

2. Approve a Field Trip
To approve a request for the 7th and 8th grade students to Belvidere High School on December 9, 2022 for the Belvidere High School Winter Concert. The transportation cost is $300.

FINANCE

Block Motion –Finance
A motion was made by Mr. Tighe and seconded by Mr. Lucas to approve the following agenda items #1 through #8. Motion carried as follows: Mrs. Ritchie – yes, Mrs. Beatty – yes, Mr. Lucas – yes, Mr. Tighe – yes, and Mrs. Skow – yes.

1. Approve October 2022 Board Secretary's Report and Treasurer's Report
To approve, on the recommendation of the Superintendent, the acceptance of the monthly financial reports of the Board Secretary for the month of October 2022 and further that, in compliance with N.J.A.C. 6A:23A-16-10(c)4, the Board of Education certifies that as of October 31, 2022, after review of the secretary's monthly financial reports and upon consultation with the appropriate district officials, 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. As required by N.J.A.C 6A:23A-16-10(c) 3, I, Dawn Huff, Board Secretary, hereby certify that no line account has been over expended as of October 31, 2022.

2. Approve November 2022 Bills & Claims List
To approve the November 2022 Bills & Claims List for all funds.

3. Approve Budget Transfers for October 2022
To approve budget transfers for October 2022.

4. Approve and agreement with the School Health Insurance Fund
To approve an agreement between the Hope Township Board of Education and the School Alliance Insurance Fund to renew their membership for the 2022-2023 school year.

5. Approve Staff Travel/Professional Development
To approve the following staff travel:
- Tammy Green to attend a digital webinar during the 2022-2023 school year on HIB. The cost for the training is $19.99.

Block Motion –Finance - Continued

6. Approve Staff Travel/Professional Development
To approve the following staff travel:
- Tammy Green to attend a digital webinar during the 2022-2023 school year on NJ I&RS. The cost for the training is $4.99.

7. Approve Staff Travel/Professional Development
To approve the following staff travel:
- Tammy Green to attend a digital webinar during the 2022-2023 school year on 504 training. The cost for the training is $9.99.

8. Approve Staff Travel/Professional Development
To approve the following staff travel:
- Tammy Green to attend a digital webinar on December 8, 2022 on The Role of the School Climate Team. There is no cost for the training.

PERSONNEL

Block Motion – Personnel
A motion was made by Mr. Tighe and seconded by Mr. Lucas to approve the following agenda items #1 through #3. Motion carried as follows: Mrs. Ritchie – yes, Mrs. Beatty – yes, Mr. Lucas – yes, Mr. Tighe – yes, and Mrs. Skow – yes.

1. Approve Staff for Home Instruction
To approve Shealee Auletta to perform home instruction retroactive to November 14, 2022 at the rate of $40 per hour. Home instruction will be up to 5 hours per week. Two hours of prep time will be afforded between November 9, 2022 through November 14, 2022.

2. Approve Substitute Nurse Pay
To approve an increase in substitute nurse pay from $150 per day to $200 per day effective November 22, 2022 through June 30, 2023.

3. Approve an Internship
To approve an internship for Margaret Saalfield from Centenary University effective January 2023 through December 2023 for clinical field experience.

POLICY
No updates.

LEGISLATIVE UPDATE
No updates.

BELVIDERE UPDATE
None.

ACKNOWLEDGE RECEIPT OF HIB INCIDENTS
A motion was made by Mr. Lucas and seconded by Mrs. Skow to acknowledge receipt of no HIB investigations deemed HIB incidents, since last meeting. Motion carried as follows: Ayes – 5, Nays – 0, Abstentions – 0.

OLD BUSINESS

Mr. Italiano provide the Board with an update on the state of the food service program.

Mr. Newman stated he would invite Mrs. Bigelli, CST Director from BHS to the next meeting to provide the Board an update.

Mrs. Ritchie provided an update on the feasibility meeting with the White Twp. School and the interest to have joint school clubs and activities as a small step towards a local partnership between the two schools.

GOOD OF THE ORDER

NEW BUSINESS
None

PUBLIC HEARING & PETITION

Mrs. Green, Teacher HTSD: Mrs. Green gave kudos to Mrs. Ritchie and the students for an outstanding job with the play. Mrs. Green also congratulated Mrs. Chamberlain and Mrs. Skow for being reelected to the Board.

EXECUTIVE SESSION
None.

ADJOURNMENT
A motion was made by Mr. Tighe and seconded by Mr. Lucas to adjourn the meeting at 7:45 p.m. Motion carried as follows: Ayes – 5, Nays – 0, Abstentions – 0.

Respectfully Submitted,

Andrew Italiano
Business Administrator/
Board Secretary