

**HOPE TOWNSHIP BOARD OF EDUCATION
320 JOHNSONBURG ROAD, P.O. BOX 293
HOPE, NEW JERSEY 07844
908-459-4242**



**REGULAR MEETING AGENDA
OCTOBER 20, 2026**

For the Regular Meeting of the Hope Township Board of Education
Tuesday, October 20, 2026 at 6:30 p.m. in the Hope Township School Media Center.

Hope Township School, in cooperation with our community, values the importance of a supportive, challenging education for all students delivered through an effective, contemporary curriculum that meets or exceeds the New Jersey Student Learning Standards. By fostering communication and respect in a positive educational environment, all children can realize their potential.

I. CALL TO ORDER

II. STATEMENT OF ADEQUATE NOTICE

The New Jersey Open Public Meetings Act was enacted to ensure the right of the public to have advance notice of and to attend the meeting of public bodies at which any business affecting their interest is either discussed or acted upon. In accordance with this provision of the act, the Hope Township Board of Education has sent notice of this meeting, stating the date, and place, to the Star Gazette and the New Jersey Herald, and posted the same in the Hope Township School, Municipal Building, and Post Office.

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

Mrs. Linda Chamberlain	_____	Mr. Mathew Leitner	_____	Mrs. Desiree Whitbeck	_____
Mr. Joseph Ciccarelli	_____	Mr. John Lucas	_____		
Mrs. Diane Kasharian	_____	Mrs. Tina Ritchie	_____		

Also present,

V. SUPERINTENDENT REPORT

Hope School Happenings

Presentation of Panther Staff Award -Curious Minds

Presentation of Paw Awards - Curious Cat Award - Preschool to 5th grade

Presentation of New Jersey Student Learning Assessment Results from the Spring 2026 Test Administration

VI. ADMINISTRATIVE REPORTS

MOTION by _____, seconded by _____ to approve Administrative Report A through C.

A. HIB Self Assessment for 2025-2026

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, 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, 2025 - June 30, 2026. The District scored a 76 out of a possible 78.

B. Local Teacher Mentor/New Staff Handbook for Quality Induction 2026-2027

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve the Local Teacher Mentor/New Staff Handbook for Quality Induction 2026-2027.

C. Security Plan/Emergency Response Team for 2026-2027

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve the Security Plan/Emergency Response Team for 2026-2027.

Voice Vote:

Yes	No	Abstain	Absent
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VII. PUBLIC HEARING & PETITION

As per Board Policy 0167, public comments are welcome on educational issues. All comments should be directed to the board president. Those wishing to share comments are asked to state their name and address before speaking. Please respect the five minute speaking rule so that the business of the Board may proceed in a timely manner.

VIII. MINUTES

MOTION by _____, seconded by _____ to approve the following minutes.

BE IT RESOLVED that the minutes of the Board of Education meeting, held on the dates indicated as transcribed, be approved and filed.

September 22, 2026 - Regular Meeting Minutes
September 22, 2026 - Executive Meeting Minutes

Voice Vote:

Yes	No	Abstain	Absent
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IX. BUILDINGS & GROUNDS/TRANSPORTATION - Mr. Lucas, Mr. Ciccarelli

Committee update

MOTION by _____, seconded by _____ to approve Buildings & Grounds/Transportation item A through E.

A. Approve the Comprehensive Maintenance Plan and the M1 Form

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve the Comprehensive Maintenance Plan and the M1 Form for the 2026-2027 school year.

B. Approve an update to the District Five-Year Long Range Facility Plan (LRFP)

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve an update to the District five year LRFP to include the following 2027-2032 anticipated capital improvements/projects:

2027-2028	LRFP Amend	Gym HVAC/Heat Upgrades	\$150,000.00	
2027-2028	LRFP Amend	Phone System Upgrade	75,000.00	
				\$ 225,000.00
2028-2029	LRFP Amend	Safety/Security Upgrades	\$50,000.00	
2028-2029	LRFP Amend	Replace Boiler	140,000.00	
				\$ 190,000.00
2029-2030	LRFP Amend	Roof Phase 1	\$500,000.00	
2029-2030	LRFP Amend	Bathroom Upgrades	150,000.00	
				\$ 550,000.00
2030-2031	LRFP Amend	Multi-Purpose Room Wall Padding	\$ 25,000.00	
2030-2031	LRFP Amend	Parking Lot Refinishing and Restriping	100,000.00	
				\$ 125,000.00
2031-2032	LRFP Amend	Roof Phase 2	\$950,000.00	
2031-2032	LRFP Amend	Building Foundation Repairs	100,000.00	
2031-2032	LRFP Amend	Remove Asbestos	75,000.00	
				\$1,125,000.00
Total Estimated Projects				\$2,215,000.00

C. Approve the maximum Capital Reserve account Amount

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve the maximum Capital Reserve amount of \$2,215,000 based on an October 14, 2026 analysis of the District's Five-Year Long Range Facility Plan project listing as amended. Hope Township Board of Education has identified 11 projects in the amended five year Long Range Facility Plan that have an estimated local cost of \$2,215,000. The maximum Capital Reserve amount of \$2,215,000 is equal to the current estimated local share of the projects. The Hope Township Board of Education Capital Reserve account balance is \$310,499.71 as of October 14, 2026.

D. Approve the School Bus Emergency Evacuation Report

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve the School Bus Emergency Evacuation Drill Report for September 18, 2026.

E. Approve the Use of Facilities

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve the use of the Upper Parking Lot and the Lower Parking Lot facilities by Kaleidoscope Productions for their production of “Mean Girls” on Friday, November 6, 2026 through Sunday, November 8, 2026 and on Friday, November 13, 2026 through Sunday, November 15, 2026. for parking.

Discussion:

Name	Yes	No	Abstain	Absent
Mrs. Chamberlain				
Mr. Ciccarelli				
Mrs. Kasharian				
Mr. Leitner				
Mr. Lucas				
Mrs. Whitbeck				
Mrs. Ritchie				
Totals				

X. COMMUNITY & PUBLIC RELATIONS - Mr. Leitner, Mrs. Kasharian
Committee update

XI. CURRICULUM/INSTRUCTION/TECHNOLOGY - Mrs. Chamberlain, Mrs. Kasharian
Committee update

MOTION by_____, seconded by_____ to approve Curriculum/Instruction/Technology item A.

A. Approve Field Trip

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve a field trip to Mansfield Elementary School, Port Murray, NJ for the fourth grade students in G&T to participate in a G & T Event “Mind Nastics” on October 27, 2026. There is no cost to the district and transportation will be provided by parents.

Discussion:

Name	Yes	No	Abstain	Absent
Mrs. Chamberlain				
Mr. Ciccarelli				
Mrs. Kasharian				
Mr. Leitner				
Mr. Lucas				
Mrs. Whitbeck				
Mrs. Ritchie				
Totals				

XII. FINANCE - Mr. Ciccarelli, Mrs. Chamberlain
Committee update

MOTION by _____, seconded by _____ to approve Finance items A through D.

A. Acceptance of the Financial Report September 2026

WHEREAS, N.J.A.C. 6A:23A-16.10 requires the Board Secretary and the Hope Township Board of Education to certify that no budgetary line-item account has been over-expended and that the sufficient funds are available to meet the district's financial obligation, and

WHEREAS, N.J.A.C.6A:23A-16.10 further requires the Hope Township Board of Education receive and accept the monthly financial statements, the Board Secretary's, and Treasurer's reports; and

WHEREAS, the Board Secretary's and Treasurer's reports for the month ending September 30, 2026 are presented for the Board to accept and are on file in the Office of the School Business Administrator;

NOW, THEREFORE BE IT RESOLVED, the Hope Township Board of Education acknowledges receipt of and accepts the Board Secretary's and Treasurer's Report for the month ending September 30, 2026; and

BE IT FURTHER RESOLVED, that the Board Secretary and Hope Township Board of Education certify that no budgetary line-item account has been over-expended and that there are sufficient funds available to meet the district's financial obligation.

B. Approval of Budget Transfers for September 2026

WHEREAS, N.J.A.C.6A:23A-16.10-(c)1 states that a report shall be presented to the Board showing all transfers between line-item accounts for each line-item account shown on the budget prepared in accordance with N.J.S.A.18A:22-8; and

WHEREAS, transfers in the report "Budget Transfers" for the time period of September 2026 were necessary to maintain the needs of the district and are on file in the Office of the School Business Administrator,

NOW, THEREFORE BE IT RESOLVED, upon the recommendation of the Chief School Administrator, that Hope Township Board of Education ratifies and approves the transfers in the report "Budget Transfers" for September 30, 2026 in fiscal year 2026-2027, approved by the Chief School Administrator, so that no budgetary line-item account has been over-expended and that sufficient funds would be available to meet the district's financial obligations.

C. Approval of August 2026 and September 2026 Claims

WHEREAS, N.J.S.A. 18A:19, Expenditure of Funds; Audit and Payment of Claims, provides Boards of Education to make payments on claims for goods received and services rendered payable to the order of the person entitled to receive the amount after approval by the board; or in accordance with payrolls duly certified; or debt service or when provided by resolution approval by a person designated by the board; and

WHEREAS, a list of bills for the months of August 2026 and September 2026 are being presented to the board with the recommendation that they be ratified, approved and paid; and

WHEREAS, each claim or demand has been fully itemized, verified and audited as required by law in accordance with N.J.S.A. 18A:19-2;

NOW, THEREFORE BE IT RESOLVED, that the Hope Township Board of Education, upon the recommendation of the Superintendent, ratifies and approves the list of bills for payment in the grand sum of \$111,331.05 for September 19, 2026 through September 30, 2026 and \$589,392.03 for October 1, 2026 through October 16, 2026.

BE IT FURTHER RESOLVED, the list of bills is on file in the Office of the School Business Administrator, and

BE IT FURTHER RESOLVED, that the Hope Township Board of Education authorizes the School Business Administrator to pay bills if it is determined that a need arises prior to the next board meeting.

D. Approve Snow Removal Contractor for the 2026-2027 School Year

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve Drakes Landscaping, Blairstown, NJ for snow removal for the 2026-2027 school year at the following rates.

Inches	Price per time
0-3"	\$185.00
3"-6"	\$185.00
6"-12"	\$370.00
12"-18"	\$555.00
18"-24"	\$740.00
Salt/Grit Application	\$175.00

Discussion:

Name	Yes	No	Abstain	Absent
Mrs. Chamberlain				
Mr. Ciccarelli				
Mrs. Kasharian				
Mr. Leitner				
Mr. Lucas				
Mrs. Whitbeck				
Mrs. Ritchie				
Totals				

XII. PERSONNEL - Mrs. Ritchie, Mr. Leitner, Mr. Lucas

Committee update

MOTION by_____, seconded by_____ to approve Personnel items A and B..

A. Accept Resignation

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, accept with regret the resignation of Joe Ciccarelli, Board Member from the Board of Education effective December 31, 2026.

B. Approve Substitute

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve Matthew Marciano as a teaching substitute at a rate of \$120.00 daily for the 2026-2027 school year, pending background check.

C. Approve Substitute

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve Jannifer Encin to provide an hour and 40 minutes of Multisensory Reading a week at a rate of \$46.00 per hour.

Discussion:

Name	Yes	No	Abstain	Absent
Mrs. Chamberlain				
Mr. Ciccarelli				
Mrs. Kasharian				
Mr. Leitner				
Mr. Lucas				
Mrs. Whitbeck				
Mrs. Ritchie				
Totals				

XIV. POLICY - Mr. Lucas, Mrs. Chamberlain
Committee update

XV. LEGISLATIVE UPDATE - Mrs. Kasharian
Committee update

XVI. BHS BOARD MEMBER UPDATE - Mr. Ciccarelli
Committee update

XVII. WHITE BOARD MEMBER UPDATE - Mrs. Chamberlain
Committee update

XVIII. GOOD OF THE ORDER

XIX. PUBLIC HEARING AND PETITION

As per Board Policy 0167, public comments are welcome on educational issues. All comments should be directed to the board president. Those wishing to share comments are asked to state their name and address before speaking. Please respect the five minute speaking rule so that the business of the Board may proceed in a timely manner.

XX. EXECUTIVE SESSION

MOTION by _____, seconded by _____ for the Board to enter into Executive Session at _____ p.m.

Voice Vote:

Yes	No	Abstain	Absent
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WHEREAS, the New Jersey Open Public Meetings Act authorizes a public body to exclude the public from that portion of a meeting at which the Board of Education discusses topics falling within certain specified exceptions to the requirement for public meetings;(N.J.S.A. 10:4-13) and

WHEREAS, the Board of Education wishes to discuss matters that fall within statutory exceptions to open public meetings

BE IT RESOLVED pursuant to Section 7 of the Open Public Meetings Act(N.J.S.A. 10:4-12), that the Board adjourn from public session and enter into executive session at this time to discuss confidential matters pertaining to legal matters and personnel.

BE IT FURTHER RESOLVED that the matters discussed in executive session should be made public as soon as the need for confidentiality no longer exists, but it is not known at this time when that may be. The Board expects to reconvene into public session in approximately ____ minutes. Action will be taken.

BE IT RESOLVED to return to Open Public Session at _____ p.m.

MOTION by _____, seconded by _____ for the Board to reconvene public session.

Voice Vote:

Yes	No	Abstain	Absent
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XXI. ACKNOWLEDGE RECEIPT OF HIB INCIDENTS

MOTION by _____, seconded by _____ to acknowledge receipt of no HIB investigations.

Voice Vote:

Yes	No	Abstain	Absent
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XXII. ADJOURNMENT

MOTION TO ADJOURN by _____, seconded by _____.

On a voice vote, all present were in favor. The meeting adjourned at _____ p.m.

Voice Vote:

Yes	No	Abstain	Absent
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