HOPE TOWNSHIP BOARD OF EDUCATION

REGULAR SESSION MINUTES

TUESDAY APRIL 24, 2018 6:30 PM

Mrs. Ritchie called the meeting to order at 6:32 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. Leary and Mrs. Chamberlain. Mr. Slattery, Superintendent, Mrs. Huff, Business Administrator and Mr. Caccese, Board Attorney were also in attendance as well as 34 members of the public. Mrs. Maguire was unable to attend.

Mr. Newman commended the PTA for some wonderful events going on in the district including the Talent Show, the Robotics assembly, treats provided for PARCC testing. Mr. Newman also noted that the Green Fair, held at the school last weekend, was a really nice event.

MONTHLY STUDENT RECOGNITION
Mr. Newman recognized students and presented them with Panther Pride Awards.

"GARDEN PROJECT" PRESENTATION
Miss Page, and her grade 3 students, presented an overview of their garden project that they are hoping to get Board approval to proceed with. Mrs. Ritchie asked Mr. Slattery and the Buildings and Grounds Committee to review the project and get back to the group.

"RTI PROGRAM" PRESENTATION
Mrs. Green provided an extensive overview of the school's RTI (Response to Intervention) program.

PUBLIC HEARING & PETITION
Mrs. Costa expressed concern with the programs that the school may be using to address student needs. Mrs. Costa thanked Mr. Newman for facilitating the 8th grade parent meeting and reassuring parents that plans are in place for 8th grade activities.
Mrs. Green thanked the PTA for providing books for classroom programs from the Book Fair. Mrs. Green also noted that the Talent Show was a lot of fun.
Mrs. Marotta provided an overview of PTA activities including an update to the amount of funds raised at the recent Tricky Tray fundraiser, upcoming PTA elections and sponsorship of a camper to attend Camp *Invention*. Mrs. Marotta thanked all who supported the Talent Show and noted that the PTA will be providing treats for Teacher Appreciation Week. Mrs. Marotta also noted that the PTA is moving forward with plans for an outdoor classroom and asked if she could be on the next Buildings & Grounds agenda to discuss the project.

EXECUTIVE SESSION
A motion was made by Mrs. Beatty and seconded by Mr. Lucas to convene to Executive Session at 7:24 p.m. to discuss a HIB issue. Motion carried unanimously, all yes. Mr. Tighe recused himself.
Be it resolved by the Hope Township Board of Education that it shall meet in closed session this evening to discuss a HIB issue.
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. Lucas and seconded by Mr. Leary to adjourn the Executive Session at 7:47 p.m. Motion carried unanimously, all yes.

HIB INCIDENT REVIEW
A motion was made by Mr. Lucas and seconded by Mrs. Beatty to accept the HIB finding in Case#103, received at the meeting March 20, 2018. Motion carried unanimously, all yes, with Mr. Tighe abstaining.

CORRESPONDENCE & ANNOUNCEMENTS
None

APPROVE MEETING MINUTES
A motion was made by Mr. Tighe and seconded by Mr. Lucas to approve the minutes as submitted from the March 20, 2018 Regular Session Meeting and Executive Session. Motion carried unanimously, all yes.

BUILDINGS & GROUNDS / TRANSPORTATION
Mr. Tighe noted the Committee met to address security concerns and consider a possible change of venue for meetings.

COMMUNITY & PUBLIC RELATIONS
No updates.

CURRICULUM / INSTRUCTION / TECHNOLOGY

Block Motion – Curriculum/Instruction/Technology
A motion was made by Mr. Lucas and seconded by Mr. Tighe to approve the following agenda items #1 through #6. Motion carried unanimously, all yes.

1. Approve a Revision to the 2017-2018 School Calendar
To approve revisions to the 2017-2018 school calendar to allow for an early dismissal on June 5, 2018 and Panther Pride Day on June 13, 2018.

2. Approve a School Calendar for the 2018-2019 School Year
To approve a school calendar for the 2018-2019 school year.

3. Approve an Inclusive Preschool Program
To approve an inclusive preschool program at a tuition rate of $2,600 for the 2018-2019 school year.

4. Approve a Bus Trip for Kindergarten Orientation
To approve a bus trip around town for incoming Kindergarten students on June 4, 2018. The cost for the bus transportation is $95.

5. Approve a Field Trip for Grade 3
To approve a field trip for approximately 16 grade 3 students to First Hope Bank on May 15, 2018.

Block Motion – Curriculum/Instruction/Technology

6. Approve a Field Trip for Solar Car Club

To approve a field trip for approximately 20 Solar Car Club members to attend Junior Solar Car Sprints in Independence Township on May 14, 2018. The cost for the bus transportation is $425.

PUBLIC BUDGET HEARING

Mrs. Huff provided an overview of the 2018-2019 school budget. Mrs. Huff reviewed anticipated enrollments for next school year and detailed revenue sources and needed expenditures. Mrs. Huff noted that the district will receive a slight increase in state aid revenue and there will be no increase to the local tax levy for the 2018-2019 school year.

Approve the 2018-2019 School Budget

A motion was made by Mr. Tighe and seconded by Mr. Lucas to approve the 2018-2019 school budget. This budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A. Motion carried unanimously, by roll call vote, all yes.

Expenditures		Revenue	
General Current Expense	$ 4,935,571	General Fund	
Capital Outlay	$ 143,463	Budgeted Fund Balance	$ 274,757
Charter School Tuition	$ 99,684	Local Tax Levy	$ 3,647,197
Special Revenue Fund	$ 53,000	Tuition Reserve	$ 104,834
Repayment of Debt	$ 154,520	Emergency Reserve	$ 15,000
		Capital Reserve	$ 125,000
		Misc. Revenue	$ 22,500
		State Aid	$ 989,430
TOTAL EXPENDITURES	$ 5,386,238	Special Revenue Fund	
		Federal Aid	$ 53,000
		Debt Service Fund	
		Local Tax Levy	$ 154,520
		TOTAL REVENUE	$ 5,386,238

As per N.J.A.C. 6A:23 A-7.3(a), the proposed budget provides for a maximum expenditure amount that may be allotted for travel and expense reimbursement. The 2018-2019 tentative budget includes a maximum travel appropriation of $9,000. The School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded. Included in the 2018-2019 proposed budget is a maximum regular business travel amount of $1000 per employee.

A motion was made by Mr. Lucas and seconded by Mrs. Chamberlain to approve a $125,000 withdrawal from the Capital Reserve Account to fund an asbestos remediation and floor replacement project and a $15,000 withdrawal from the Emergency Reserve Account to supplement the increase in health insurance costs for staff. Motion carried unanimously, by roll call vote, all yes.

FINANCE

Mr. Leary noted that the Committee had a very productive meeting with the district's Insurance broker, George Morville. Mr. Morville provided an overview of the all of the district's insurance policies and the coverages and deductibles specific to each insurance category.

Block Motion – Finance
A motion was made by Mr. Lucas 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 March 2018 Board Secretary's and Treasurer's Report
To approve the March 2018 Board Secretary's and Treasurers 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 March 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 April 2018 Bills & Claims List
To approve the April 2018 Bills & Claims List in the total amount of $340,302.85 for all funds.

3. Approve Budget Transfers for March 2018
To approve budget transfers for March 2018 in the amount of $51,308.23.

4. Approve Continued Participation in the ACES Program (Alliance for Competitive Energy Services)
To approve participation in the ACES Program (Alliance for Competitive Energy Services) bid cooperative pricing system for the purchase of electric generation services effective now through May 2023.

5. Approve Staff Travel
To approve the following staff travel:

- Michael Slattery to attend the NJASA Spring Conference in Atlantic City, NJ on May 16-18, 2018. The registration fees, tolls and lodging expenses not to exceed $850.
- Tammy Green, Lindsay Williams and Mary Henry to view a live video broadcast on Dyslexia on June 7, 2018. The cost of the broadcast is $199 and staff will view it at the school.
- Dawn Huff to attend the 2018 NJASBO Annual Conference in Atlantic City on June 6-8, 2018. The registration fees, mileage and lodging expenses not to exceed $553.
- Nicola Hall to MD Professional Development with Warren/Sussex MD teachers and case managers in Ogdensburg, NJ on May 17, 2018. There is no cost for the workshop and mileage reimbursement not to exceed $20.

EXECUTIVE SESSION
A motion was made by Mr. Lucas and seconded by Mrs. Beatty to convene to Executive Session at 8:10 p.m. to discuss personnel. 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 personnel.
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. Lucas and seconded by Mrs. Beatty to adjourn the Executive Session at 8:36 p.m. Motion carried unanimously, all yes.

PERSONNEL

Block Motion – Personnel
A motion was made by Mr. Tighe and seconded by Mrs. Beatty to approve the following agenda items #1 through #5. Motion carried unanimously, by roll call vote, all yes.

1. Approve Tenured Staff for the 2018-2019 School Year
To approve letters of intent to hire the following Instructional Tenured Staff Members for the 2018-2019 School Year as recommended by the Superintendent:

Staff Member	Degree	Step	FTE	Salary
Arnot, Nancy	BA	U	.5 (2.5 days/wk)	$39,749 + $1,500 = $41,249
Byers-Rockenfeller, Sharon	BA	Q	1.00	$70,415 + $ 600 = $71,015
Caputo, Amy	BA	H	.5	$29,220
Encin, Jennifer	BA	S	1.00	$75,170 + $ 600 = $75,770
Gecek, Meghan	BA	P	1.00	$68,285
Green, Tammy	MA	U	1.00	$82,998 + $2,600 = $85,598
Grennan, Brian	BA	U	1.00	$79,498 + $ 600 = $80,098
Henry, Mary	MA+15	U	.8 (4 days/wk)	$67,798 + $1,500 = $69,298
Luke, Jessica	MA	P	1.00	$71,785
Markus, Lianne	BA	L	1.00	$62,865
Martino, Susan	BA+15	O	1.00	$67,190
Page, Anita	BA	L	1.00	$62,865
Perez, Rosa	MA	U	1.00	$82,998 + $1,500 = $84,498
Siino, Kathleen	BA	L	1.00	$62,865
Sisto, Tonya	BA+15	O	1.00	$67,190
Trotter, Catherine	BA+15	MN	1.00	$65,385
Weigly, Mary Jane	BA	U	1.00	$79,498 + $1,500 = $80,998

2. Approve Non-Tenure Staff for the 2018-2019 School Year
To approve and offer contracts to the following Instructional Non-Tenure Staff Members for the 2018-2019 school year as recommended by the Superintendent:

Staff Member	Degree	Step	FTE	Salary
Cagnassola, Jennifer	MA	I	.6 (3 days/wk)	$38,049
Sassaman, Garrett	BA	BC	.74	$39,701
Williams, Lindsay	BA	F	1.00	$55,510

3. Approve ESY 2018 Staff
To approve Sharon Roof as a Nurse for the ESY 2018 program at White Township School at the rate of $105/day.

4. Approve a Substitute Teacher
To approve Glenn Roedel as a substitute teacher for the remainder of the 2017-2018 school year.

5. Approve a Principal
To approve Kevin Newman as the Principal for the 2018-2019 school year at a salary of $87,720.

POLICY
No updates.

SPECIAL EDUCATION AD-HOC COMMITTEE
No updates.

LEGISLATIVE UPDATE
Mrs. Beatty noted recent legislation which requires districts to ask job applicants and all former employers if the individual was ever disciplined, had a contract non-renewed or were asked to resign during a child abuse or sexual misconduct investigation. School administrators will be required to share information about investigations into alleged sexual misconduct or child abuse unless those allegations were proven false or unsubstantiated.

BELVIDERE UPDATE
Mr. Lucas noted that the spring play was very nice and well attended. Mr. Lucas also discussed the district's collaborative work with Centenary College on a program which could allow students to attain college credits while working through their high school schedule.

APPROVE SUPERINTENDENT'S REPORT
A motion was made by Mr. Lucas and seconded by Mr. Tighe to approve the Superintendent's Report for March 2018. Motion carried unanimously, all yes.

ACKNOWLEDGE RECEIPT OF HIB INCIDENTS
A motion was made by Mr. Tighe and seconded by Mr. Lucas to acknowledge receipt of two HIB investigations, not deemed HIB incidents since last meeting. Motion carried unanimously, all yes, with Mrs. Chamberlain abstaining.

OLD BUSINESS
Mrs. Ritchie noted that Mr. Slattery is confirming fundraiser balances, but believes that 8th grade funds are available for the historical field trip, as well as graduation activities.
Mrs. Ritchie reminded members to send questions or inquiries to Mr. Slattery and refrain from reaching out directly to Mr. Newman.

NEW BUSINESS
None

PUBLIC HEARING & PETITION
None

ADJOURNMENT
A motion was made by Mr. Lucas and seconded by Mr. Tighe to adjourn the meeting at 8:47 p.m. Motion carried unanimously, all yes.

Respectfully Submitted,

Dawn Huff
Business Administrator
Board Secretary