

# HOPE TOWNSHIP BOARD OF EDUCATION

## REGULAR SESSION MINUTES

**TUESDAY**

**JANUARY 26, 2010**

**7:00 PM**

Mr. Merle called the meeting to order at 7:00 p.m. by reading the Sunshine Statement and proper notice of postings was given. Mrs. Wallace read the Mission Statement and led the pledge of allegiance. Board members present at the roll call were Mr. Merle, President, Mrs. Kahler, Mr. Lucas, Mrs. Mauriello, Ms. Wallace and Mr. Young. Mr. Annunziata, Superintendent/Principal and Mrs. Huff, Business Admin/ Board Secretary were also in attendance as well as Mrs. Milita, AP/CCI, Ms. Koeppen, Administrative Intern and Mrs. Markus, BSI Teacher and her family. Mrs. Ostrzyzek was unable to attend.

### **PUBLIC HEARING & PETITION**

Mr. Merle congratulated and thanked Mrs. Markus for her exceptional contributions to the district and presented her with the Quarterly Staff Recognition award. Staff members are nominated for this award by their colleagues and chosen by the Administrative Team. Mrs. Markus was chosen for her outstanding contributions to her students in the BSI program.

### **CORRESPONDENCE & ANNOUNCEMENTS**

Mr. Annunziata distributed copies of an article that appeared in the Star Gazette and Warren Reporter written by Mrs. Markus about the Math Unlimited program. Mr. Annunziata noted that Mrs. Markus volunteered to write articles for publication about different events and happenings in the district.

### **APPROVE MEETING MINUTES**

A motion was made by Mr. Lucas and seconded by Mrs. Mauriello to approve the minutes as submitted from the January 12, 2010 Regular Work Session Meeting and Executive Session. Motion carried unanimously, all yes.

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

Mrs. Huff updated the Board on various building maintenance issues. Mrs. Huff reported that the installation of the boiler shut off switches will be complete tomorrow. The contractor for the window replacement project returned and completed most of the punch list items. The remainder of the items and the window shades in the one section will be complete in about three weeks. Mr. Annunziata noted that he spoke to the owner of the property next to the school parking lot to obtain permission to trim a few of her trees that are hanging over the portions of the school property. Mr. Annunziata also sent her a confirmation letter. The tree trimming and cabling will be completed next week.

### **COMMUNITY & PUBLIC RELATIONS**

There were no Committee updates at this time.

### **CURRICULUM / INSTRUCTION / TECHNOLOGY**

There were no Committee updates at this time.

## HOPE TOWNSHIP BOARD OF EDUCATION

### Regular Session Minutes

January 26, 2010

Page 2

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

A motion was made by Mrs. Mauriello and seconded by Mrs. Wallace to approve the following agenda items #2 through #4. Motion carried unanimously, all yes.

2. Approve Grade 6 Art Field Trip

To approve a field trip for Grade 6 art students to Grounds for Sculpture on May 19, 2010 from 9:00 a.m. – 3:00 p.m. There is no cost to students and the bus transportation cost is approximately \$390.00.

3. Approve a Fundraising Activity Request from Haven of Hope for Kids

To approve a request from the Haven of Hope for Kids to hold an Easter Bunny Breakfast in the Hope School APR on March 27, 2010 to raise funds for the Haven of Hope for Kids organization.

4. Approve a Fundraising Activity Request from Haven of Hope for Kids

To approve a request from the Haven of Hope for Kids to hold a Basket Bingo/Tricky Tray event in the Hope School APR on September 24, 2010 to raise funds for the Haven of Hope for Kids organization.

#### **FINANCE**

Mrs. Huff noted that there has been no further word regarding state funding. The Board discussed at length the benefits and potential risks to the districts of sharing Administration with White Township. The Board agreed to table motions #6 and #7 until more definitive budget information is discussed. The Board's Finance Committee will meet prior to the February 9<sup>th</sup> Board meeting to review a first draft of the 2010-2011 budget.

#### **Block Motion - Finance**

A motion was made by Mrs. Mauriello and seconded by Mr. Lucas to approve the following agenda items #2 through #5. Motion carried unanimously, by roll call vote, all yes.

2. Approve December 2009 Board Secretary's Report and Treasurer's Report

To approve the December 2009 Board Secretary's Report and Treasurer's Report in agreement. 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 December 31, 2009, no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11, and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

3. Approve January 2010 Bills & Claims List

To approve the January 2010 Bills & Claims List, detailing activity from 12/23/09 through 1/26/10, in the total amount of \$673,821.55 for all funds.

4. Approve Budget Transfers for December 2009

To approve budget transfers for December 2009 for Fund 10 in the amount of \$110,801.60.

5. Approve an Interlocal Agreement with White Township for SBA Services

To approve an Interlocal Agreement with White Township Board of Education to provide the services of a School Business Administrator to White Township at a cost of \$17,210.00 from March 15 - June 30, 2010.

## **HOPE TOWNSHIP BOARD OF EDUCATION**

### **Regular Session Minutes**

**January 26, 2010**

**Page 3**

#### **PERSONNEL**

Mr. Annunziata noted that it will be necessary to table motion #3 to amend the contract for the Business Administrator in order to advertise the intent to amend the contract, hold a public hearing and allow time for public comment on the amendment.

#### **Motion - Personnel**

A motion was made by Mrs. Mauriello and seconded by Mrs. Wallace to approve the following agenda item #2. Motion carried unanimously, all yes.

#### **2. Approve Substitute Teachers/Teacher Aide**

To approve the hiring of Caryn Trautz as a substitute teacher/teacher aide and Brian Catanzaro as a substitute teacher for the 2009-2010 school year, as recommended by the Superintendent.

#### **POLICY**

Mr. Annunziata reviewed the following policies from Strauss Esmay Policy Alert #187: #2415.03 – Highly Qualified Teachers; #2423 – Bilingual and ESL Education; #2560 – Live Animals in Schools; #3126 – Induction Program for Provisional Teachers; #3240 – Professional Development; #3281/4281 – Inappropriate Staff Conduct; #3431.3/4431/3 – New Jersey’s Family Leave Insurance Program. There will be a first reading of these policies and regulations at the February 9, 2010 Board meeting.

#### **APPROVE SUPERINTENDENT’S REPORT**

A motion was made by Mrs. Mauriello and seconded by Mrs. Wallace to approve the Superintendent’s Report for December 2009. Motion carried unanimously, all yes.

#### **LEGISLATIVE UPDATE**

Mr. Merle discussed a report that was issued by Governor Christie’s transition team that highlights the direction his Administration will take. Mr. Annunziata mentioned he has read the report and shared it with the Administration. Mr. Annunziata noted that beginning in September 2010 school districts will be required to hold one fire drill and one other safety drill per month. Guidelines and procedures for these drills will be coming out soon.

#### **BELVIDERE UPDATE**

Mr. Lucas noted that Belvidere High School was the only high school district in the County to meet AYP standards. Mr. Lucas reported that there is expected to be a \$1000 increase in the projected 2010-2011 High School tuition. Mrs. Huff noted that this increase, coupled with new regulations which require districts to pay the 07-08 and the 08-09 tuition reconciliations in the 2010-2011 school year will be very challenging when building a 2010-2011 budget for the district. Mrs. Huff noted that this will result in budgeting an additional \$69,000. in the high school tuition budget line item that we were not aware of previously.

## **HOPE TOWNSHIP BOARD OF EDUCATION**

### **Regular Session Minutes**

**January 26, 2010**

**Page 4**

#### **OLD BUSINESS**

Mr. Merle commended Mrs. Kahler and Mr. Young for the work they did preparing voter supporter lists for Board members. Mrs. Huff will keep past BOE member recognition on the agenda to be discussed next meeting.

#### **NEW BUSINESS**

There was no new business discussed at this time.

#### **EXECUTIVE SESSION**

A motion was made by Mrs. Mauriello and seconded by Mrs. Wallace to convene to Executive Session at 8:23 PM to discuss a personnel issue.

Be it resolved by the Hope Township Board of Education that it shall meet in closed session this evening to discuss a personnel issue. The board will publicly disclose information pertaining to the topics discussed as soon thereafter and once the reasons for non-disclosure no longer exist.

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 Mrs. Wallace and seconded by Mr. Lucas to adjourn the Executive Session at 9:01 PM.

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

None

#### **ADJOURNMENT**

A motion was made by Mrs. Mauriello seconded by Mr. Lucas to adjourn the meeting at 9:02 P.M.

Respectfully submitted,

Dawn Huff  
Business Administrator  
Board Secretary