

HOPE TOWNSHIP BOARD OF EDUCATION

WORKING SESSION MINUTES

TUESDAY

NOVEMBER 10, 2009

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, Mrs. Kahler, Mr. Lucas, Mrs. Mauriello, Mrs. Wallace and Mr. Young. Mr. Annunziata-Superintendent and Mrs. Huff, Business Administrator/ Board Secretary were also in attendance.

PUBLIC HEARING & PETITION

None

CORRESPONDENCE AND ANNOUNCEMENTS

Mrs. Huff distributed revised cover pages for the Board policy manuals.

Mrs. Ostrzyzek arrived at 7:05.

APPROVE MEETING MINUTES

A motion was made by Mrs. Kahler and seconded by Mr. Young to approve the minutes as submitted from the September 22, 2009 Regular Session Meeting and Executive Session. Motion carried unanimously, all yes.

WORKING SESSION – REVIEW OF COMMITTEE AGENDA ITEMS

BUILDINGS & GROUNDS / TRANSPORTATION

Mrs. Huff reviewed and discussed several building maintenance issues. Mrs. Huff indicated that one of our septic pumps that is not working and the control panel that regulates both pumps for the system is also not functioning properly. Mr. Bair and Mrs. Huff are working with a contractor to replace the pumps and the control panel. Mrs. Huff also noted an issue Mr. Bair is experiencing with the expansion tank that regulates the boiler pressures on the boilers in the new section of the building. Mr. Bair is working with a contractor to determine if the bladder in the expansion tank is ruptured. Mr. Bair is also getting quotes for the replacement of the water heater. Mrs. Huff also noted that she is getting quotes to have a few trees in the upper parking lot area trimmed that have large branches hanging over the basketball court area and parking area. In conjunction with this, Mrs. Huff will ask those contractors for a quote to thin and cable the large maple trees between the parking area and the school building. Mrs. Huff reported that Mr. Bair scheduled a water test for VOC's, as a precaution, in response to notification from the Health Department that a well in the area of Hope Great Meadows Road and Sandy Lane was contaminated.

HOPE TOWNSHIP BOARD OF EDUCATION
Working Session Minutes
November 10, 2009
Page 2

COMMUNITY & PUBLIC RELATIONS

Mrs. Ostrzyzek reminded Board members of the importance of submitting articles for submission in the Panther Prints.

CURRICULUM/INSTRUCTION/SPECIAL EDUCATION/TECHNOLOGY

Mrs. Kahler noted a field trip approval on the agenda this evening.

FINANCE

There were no updates at this time.

PERSONNEL

Mr. Annunziata discussed approval of an Administrative intern to work in the district at no cost.

POLICY

Mr. Lucas discussed the contents of the October 2009 Strauss Esmay School Digest.

II. REGULAR PUBLIC SESSION MEETING AGENDA

CURRICULUM / INSTRUCTION / SPECIAL EDUCATION / TECHNOLOGY

Motion – Curriculum/Instruction/Special Education/Technology

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

1. Approve the Grade 8 Field Trip to Washington, D.C. and Gettysburg, PA

To approve a field trip for Grade 8 students to Washington, D.C. and Gettysburg, PA on June 2- 4, 2010. The cost per pupil is \$659.00 which is covered by fundraising efforts.

FINANCE

Motion – Finance

A motion was made by Mrs. Ostrzyzek and seconded by Mrs. Kahler to approve the following agenda item #1. Motion carried unanimously, by roll call vote, all yes.

1. Approve the Staff/Board Member Travel and Related Expense Reimbursement Form

To approve the Staff/Board Member Travel and Related Expense Reimbursement Form for the following Staff/Board Member Travel:

HOPE TOWNSHIP BOARD OF EDUCATION

Working Session Minutes

November 10, 2009

Page 3

Motion – Finance - continued

- Bernie Mattes to attend a workshop, “Strengthening Your Effectiveness as a Special Education Teacher” on December 19, 2009 in Edison, NJ from 8:30 a.m. – 3:15 p.m. The fee for the workshop is \$199.00 and mileage reimbursement not to exceed \$20.00.

PERSONNEL

Block Motion – Personnel

A motion was made by Mrs. Ostrzyzek and seconded by Mrs. Mauriello to approve the following agenda items #1 through #3. Motion carried unanimously, all yes.

1. Approve Public Agency Compliance Officer

To approve the Business Administrator, Dawn Huff, as the Public Agency Compliance Officer to be the liaison official and to have the authority to recommend the appropriate corrections to the district’s contracting procedures as required by the NJ Division of Contract Compliance and Equal Opportunity Office.

2. Approve Substitute Teacher/Teacher Aides

To approve the hiring of Nicole Panella as substitute teacher and Holly Moyna as a substitute teacher aide for the 2009-2010 school year, as recommended by the Superintendent.

3. Approve an Administrative Intern

To approve Sherry Koeppen as an Administrative Intern for the Hope Township School District from January 10 – May 10, 2010.

LEGISLATIVE UPDATE

There were no updates at this time.

BELVIDERE UPDATE

Mr. Lucas reported that Belvidere’s football team will be in the states this Friday against Rutherford. Mr. Lucas noted that the Choral concert will be held on December 2nd and the Instrumental one will be December 9th. Mr. Lucas also noted that Belvidere is working on instituting three AP classes at the High School for the 2010-2011 school year.

OLD BUSINESS

Mrs. Huff noted that she scheduled Diane Morris from NJSBA to attend the December 8 Board meeting to discuss and review the Board Self Evaluation that was completed.

The Board further discussed plans to get out the vote and pass the budget. Mr. Annunziata will send out a list of room parents to the Board to assist them in reaching out to parents for support.

HOPE TOWNSHIP BOARD OF EDUCATION
Working Session Minutes
November 10, 2009
Page 4

OLD BUSINESS - continued

Mrs. Ostrzyzek will contact Mrs. Woodworth and ask her what she would prefer in terms of recognition for her many years of service on the Board.

NEW BUSINESS

None

PUBLIC HEARING & PETITION

None

ADJOURNMENT

A motion was made by Mrs. Ostrzyzek and seconded by Mr. Lucas to adjourn the meeting at 7:39 P.M. Motion carried unanimously, all yes.

Respectfully submitted,

Dawn Huff
Business Administrator
Board Secretary