

HOPEWELL VALLEY REGIONAL SCHOOL DISTRICT

Pennington, New Jersey

To: Members of the Future Planning Committee (FPC)
From: Liz Gutierrez, Administrative Assistant to Superintendent
Date: March 6, 2014
Re: Meeting Notes of March 5, 2014

The FPC meeting was convened at 10:00 am in the Board Meeting Room and adjourned at 12:00 noon.

Discussion/Action Items:

1. Dr. Smith opened the meeting by clarifying the role of the Future Planning Committee.
 - a. The FPC is an ad hoc committee that has been called by the Superintendent of Schools – not the Board of Education. It is an advisory committee to the Superintendent – not to individual Board members allowing the meetings to be open/closed to the public at the discretion of the Superintendent/Committee.
2. The minutes from the February 19, 2014, meeting were reviewed and approved by the Committee. The minutes and Power Point will be posted on the district website along with the PowerPoint.
3. A draft of the Committee Charter was reviewed and discussed:
 - a. Name of Committee
 - b. Purpose of the Committee and what members may not do
 - c. Guiding Beliefs
 - d. Relationship of the Committee to the BOE
 - e. Membership
 - f. Organizational Structure
 - g. Procedural Rules

Dr. Smith expressed his hope that Committee members would be flexible in the planning process and remain a part of the Committee until the process was completed. He stressed the importance of attendance at meetings and reminded Committee members to be respectful of the viewpoints expressed by other members when in public.

4. The decision-making process and meeting rules were discussed using the results of the FPC Survey. The Committee approved the following:
 - a. A minimum quorum (3/4 of the members - 2/3 majority) will be required to make a decision based on 33 voting members
 - b. Administrators and teachers will be voting members of the Committee (add 7 more members to Committee – also include D. Umstead - Committee now has 40 voting members)
 - c. No voting by proxy
 - d. Allow WebX access to meetings. 24-hour notice required if a member would like to participate electronically. (Dr. Smith reiterated the importance of “in-person” meeting attendance.)
 - e. Dismissal from Committee after three consecutive missed meetings.
 - f. The FPC will meet for two evenings (start time 7:00 pm) followed by a morning meeting (start time 9:00 am) on an every other week basis. Schedule to follow.
5. Several ideas for presenters at future meetings were proposed:
 - a. Real Estate Agents
 - b. Tax Assessor (zoning, district and house values-tax base presentation)
 - c. Demographer
 - d. Other school districts (also possible field trips to other districts)

The following data was shared with the committee: Building maps (**add building capacities**), location of bathrooms (required by State law), district policy on class sizes, enrollment summary reports submitted to the State each month, district map of sending areas, enrollment history.

Committee members expressed an interest in HVRSD’s Magnet Programs (STEM and Performing Arts). Dr. Smith will present information on how Magnet Programs came about and why at a future meeting.

6. Issues facing HVRSD as well as preliminary options were reviewed by Dr. Smith who stated “There is time to investigate options, plan and implement changes over the course of several years”.
 - a. Problem 1 – District is losing students (50 – 70 per year), schools with decreasing enrollment will be functioning under capacity; other schools have limited space. This creates imbalance and impacts class sizes and possibly programs.
 - b. Problem 2 – 2 % Budget Cap, increasing fiscal constraints, district exceeds per pupil cost. (Decreased enrollment vs. increasing fiscal constraints.) Options include: moving to full time Kindergarten, adjusting school/grade structure, move

classes out of trailers. Questions: Should HVRSD remain at status quo? Should district close one elementary school and redistrict?

Student populations at Central High School and Timberlane and current Kindergarten enrollment were briefly discussed.

To Do: The Committee requested information regarding the number of students in the modular units.

Agenda for next meeting to include: Fiscal Structure. Breakdown of how schools are funded. District budget, State aid.