

# HOPATCONG BOARD OF EDUCATION

Regular Meeting – Board Meeting Room

November 28, 2016

7:00 p.m.

1. **CALL TO ORDER**

Time: \_\_\_\_\_pm

2. **FLAG SALUTE**

3. **OPENING STATEMENT**

In accordance with Section 5 of the Open Public Meetings Act, Chapter 231, P.L. 1975, this public body, the Hopatcong Board of Education hereby announces that The New Jersey Herald has been notified by mail that this Board of Education Regular meeting will take place in the Board Meeting room at the Administration Office of the Board of Education, Hopatcong, NJ, at 7:00 p.m. November 28, 2016.

4. **ROLL CALL**

|   |   |   |
|---|---|---|
| <input type="checkbox"/> Philip DiStefano | <input type="checkbox"/> Frank Farruggia      | <input type="checkbox"/> Anthony Fasano   |
| <input type="checkbox"/> Peter Karpiak    | <input type="checkbox"/> Robert Nicholson     | <input type="checkbox"/> Michele Perrotti |
| <input type="checkbox"/> Candice Smith    | <input type="checkbox"/> Dr. Sarah Schindelar | <input type="checkbox"/> Carol Trumppore  |
| <input type="checkbox"/> Cynthia Randina  | <input type="checkbox"/> Carolyn B. Joseph    | # of Public _____ Quorum <b>YES NO</b>    |

5. **EXECUTIVE SESSION**

A motion will be made that the Hopatcong Board of Education will enter Executive Session to discuss personnel and attorney/client privilege, which are exempt from public participation pursuant to New Jersey Public Law 1975, Chapter 231, Open Public Meetings Act. Any discussions held by the Board which need not remain confidential will be made public when appropriate. Minutes of the Executive Session will not be disclosed until the need for confidentiality no longer exists. The Board will reconvene in public session at 7:00 p.m.

**Motion to Return to Public Session**

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_

All in favor \_\_\_\_\_ Time: \_\_\_\_\_pm

6. **RECONVENE**

**Motion to Reconvene**

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_

All in favor \_\_\_\_\_ Time: \_\_\_\_\_pm

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**7. APPROVAL OF MINUTES**

Approval of the minutes of the following meetings, as reported by the Board Secretary and reviewed by the Board President and members of the Board:

- a. October 19, 2016 - Executive Session
- b. October 19, 2016 - Regular Meeting
- c. November 16, 2016 – Special Meeting

**Motion to approve 7a – 7c:**

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
DISCUSSION

**Roll Call Vote**

|                 |                  |              |                 |                 |
|-----------------|------------------|--------------|-----------------|-----------------|
| __ P. DiStefano | __ F. Farruggia  | __ A. Fasano | __ P. Karpiak   | __ R. Nicholson |
| __ M. Perrotti  | __ S. Schindelar | __ C. Smith  | __ C. Trumppore |                 |

**8. ACKNOWLEDGMENTS/CORRESPONDENCE**

- a. The following students were chosen as **Hopatcong High School's *Students of the Month*** for their outstanding performance in **October 2016**:

|                                   |                                |
|-----------------------------------|--------------------------------|
| <b>Priscilla Ocasio, Junior</b>   | Scholastics (Spanish 4 Honors) |
| <b>Anthony Christiana, Junior</b> | Scholastics (Spanish 3 Honors) |
| <b>Fernando Leyva, Freshman</b>   | Scholastics (French 2)         |
| <b>Nicole Schwarz, Senior</b>     | Specialty Area (Drama)         |
| <b>Amy Neidel, Senior</b>         | Athletics (Cross Country)      |
| <b>Andrea Fattorusso, Junior</b>  | Athletics (Tennis)             |

- b. **Hopatcong High School, Middle School and Durban Avenue Honor Roll Students** for the first marking period, as attached.
- c. **Amanda Corujo, Amanda Sutton, Jennifer Coulman, Anthony Christiana and Teresa Turnage** performed in the **Sussex County Honors Band** on November 16<sup>th</sup> to a sold out auditorium at Sparta High School. This is the first time in a very long time that 5 students from our district were accepted to the honors ensemble.
- d. Special recognition to **Amanda Corujo and Anthony Christiana** for placing first in their respective instruments. **Amanda for 1<sup>st</sup> Chair Flute, and Anthony for 1<sup>st</sup> Chair Trombone, receiving top chairs in the county.**
- e. **Anthony Christiana** was selected to participate in the Group 1 Cross country Championships due to his outstanding success throughout the Fall season. He finished 38<sup>th</sup> in the State for our Group placement. Both **Anthony and Claudia Luca** were selected to the 1<sup>st</sup> team All Colonial Division for Cross Country.

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**8. ACKNOWLEDGMENTS/CORRESPONDENCE (continued)**

- f. **Natan Savage** was nominated to the 1<sup>st</sup> team All Colonial Division for Boys Soccer, and **Sierra Simon and Jessica Alvarez** were nominated to the 1<sup>st</sup> team All Colonial Division for Girls Soccer.
- g. Congratulations and special thanks to **Stephanie Martinez** (High School) for being selected as a recipient of a **FirstEnergy STEM Classroom Grant of \$675** which will be used for enhancing our students' education.

**9. SUPERINTENDENT'S REPORT AND HIB REPORT**

- a. Superintendent's Report.
- b. N.A.S.A. Trip, Goddard Space Center – Presentation by **Kurt Zimmerman and students Mile Umholtz, Jennifer Coulman, Shannon O'Sullivan and Alyssa Alvarez.**
- c. Presentation of each school's activities:
  - 1) High School –Liaisons: **Michael Umholtz, Dontese Cocchio, Kelly Maegerlein, Sierra Simon**
  - 2) Middle School – Liaisons: **Alex McLean, Shannon O'Sullivan**
  - 3) Durban Avenue- **Tracey Hensz, Principal**
  - 4) Tulsa Trail – **Brian Byrne, Principal**
  - 5) Hudson Maxim – **Katherine McFadden, Principal**
- d. A second reading and approval of the Superintendent's HIB Report for October, 2016 as presented to the Board at the Regular Meeting on October 19, 2016. Approval of the HIB report for November, 2016 for first reading and review.

**Motion to approve Superintendent's HIB report 9d:**  
 (ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
 DISCUSSION

**Roll Call Vote**

|                 |                  |              |                |                 |
|-----------------|------------------|--------------|----------------|-----------------|
| __ P. DiStefano | __ F. Farruggia  | __ A. Fasano | __ P. Karpiak  | __ R. Nicholson |
| __ M. Perrotti  | __ S. Schindelar | __ C. Smith  | __ C. Trumpore |                 |

**10. COMMITTEE REPORTS**

- a. Curriculum, Technology, Special Education – **Chairperson, Candice Smith**
- b. Community Relations – **Chairperson, Sarah Schindelar**
- c. Finance, Facilities, Transportation - **Chairperson, Phil DiStefano**
- d. Policy and Legislation – **Chairperson, Carol Trumpore**
- e. Negotiations – **Chairperson, Rob Nicholson**
- f. Personnel – **Chairperson, Peter Karpiak**
- g. HEPTO Liaison – **Jennifer Caban**
- h. Middle School PTO – **Kelly Csengeto, President**

All in favor \_\_\_\_\_

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## 11. PUBLIC COMMENT – AGENDA ITEMS ONLY

## 12. FINANCE

Approval of the following finance items, **12a-12j**, as recommended by the Superintendent of Schools and the Finance Committee of the Board:

- a. Approval of bills for the General Fund and Special Revenue (Grants) account , October 20, 2016 through November 28, 2016, in the following amount:

General Fund and Special Revenue (Grants) account - \$2,910,555.30

Cafeteria account - \$59,915.97

- b. Approval of bills for the Sussex County Regional Cooperative Operating account for October 20, 2016 through November 28, 2016, in the amount of : \$3,062,833.54
- c. Approval of the Transfer Report for the month of September 2016.
- d. Approval of the Board Secretary's Report for the month of September 2016.
- e. Approval of the Treasurer's Report for the month of September 2016.
- f. Approval of the certification by the Board Secretary pursuant to N.J.A.C. that no budgetary line item has been overexpended in the 2016-2017 budget in violation of N.J.A.C. 6:202.12(a).
- g. Approval to amend earlier authorization to proceed with conversion of Middle School lighting to LED using services of SODARO Global Services at a cost of \$16,500 for materials and utilization of short term seasonal help for labor. Estimated total cost \$26,000.
- h. Approval to purchase used Terex Model TX760B backhoe from Ultra Equipment along with a 14' snow pusher for the sum of \$26,800, delivered to Hopatcong.
- i. Authorization to upgrade the main switch gear at the Durban Avenue School at a cost of \$20,500. Two quotes were received.
- j. Approval to accept the proposal from Anthony Gianforcaro, architect, to complete analysis of the hilltop roadway and provide recommended course of action as to repair. Fee \$3,000. Two quotes were received.

**Motion to approve Finance 12a-12j:**

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
DISCUSSION

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**12. FINANCE (continued)**

|                 |                  |              |                |  |
|-----------------|------------------|--------------|----------------|--|
| __ P. DiStefano | __ F. Farruggia  | __ A. Fasano | __ P. Karpiak  | <b>Roll Call Vote</b><br>__ R. Nicholson |
| __ M. Perrotti  | __ S. Schindelar | __ C. Smith  | __ C. Trumpore |  |

**13. PERSONNEL**

Approval of the following personnel items **13a – 13**, as recommended by the Superintendent of Schools and the Personnel Committee of the Board:

Approval of **substitute teachers, aides, custodians and van driver lists.**

**Motion to approve Personnel 13a-13:**

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
DISCUSSION

|                 |                  |              |                |  |
|-----------------|------------------|--------------|----------------|--|
| __ P. DiStefano | __ F. Farruggia  | __ A. Fasano | __ P. Karpiak  | <b>Roll Call Vote</b><br>__ R. Nicholson |
| __ M. Perrotti  | __ S. Schindelar | __ C. Smith  | __ C. Trumpore |  |

**14. STUDENTS & SERVICES**

- a. Approval to use the services of **J & B Agency** (we currently use for OT services in our district) for district physical therapy services due to the anticipated absences of our district physical therapist. The services will be up to 13.5 hours per week at a rate of \$90.50 per hour for approximately 8 to 10 weeks. Effective date: November 21, 2016.
- b. Approval for educational instruction services for **Student No. 10411**, a ninth grade student under medical supervision at Saint Clare’s Hospital, Boonton, NJ. Tutoring services are arranged through Saint Clare’s Hospital at the rate of \$55.00 per hour for a maximum of five hours per week. The effective date is October 26, 2016.
- c. Approval for home instruction for **Student No. 10163**, a twelfth grade student under the care of Dr. Sandy P. Warah, NJ, who is requesting home instruction due to student’s absences. Instruction will be five hours per week at the Board approved rate of \$35.00. The effective date is November 18, 2016.
- d. Approval for home instruction for **Student No. 10200**, a twelfth grade student under the care of Dr. Steven Stecker, Dover, NJ. The doctor is requesting home instruction to assist with academic progression due to absences. Five hours of instruction will be provided at the Board approved rate of \$35.00 per hour. Effective date: 11/18/16.
- e. Approval of the attached field trip requests, as required by the New Jersey Department of Education.

**Motion to approve Students and Services 14a- 14e:**

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
DISCUSSION

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**14. STUDENTS & SERVICES (continued)**

**Roll Call Vote**

|                 |                  |              |                |                 |
|-----------------|------------------|--------------|----------------|-----------------|
| __ P. DiStefano | __ F. Farruggia  | __ A. Fasano | __ P. Karpiak  | __ R. Nicholson |
| __ M. Perrotti  | __ S. Schindelar | __ C. Smith  | __ C. Trumpore |                 |

**15. CURRICULUM**

Approval of the following items, **15a – 15c**, as recommended by the Superintendent of Schools and the Curriculum Committee of the Board:

- a. Approval of the following curriculum revisions as requested by the Curriculum Committee in the following subject areas:
  - Child Development 1
  - Child Development 2
  - Health, K-5
  
- b. Approval to create a **Middle School Literary Magazine Club** as recommended by the Curriculum Committee.
  
- c. Approval to have students, with parental permission, participate in an interview as part of the “**NJ K-3 Research and Professional Development Study**” being conducted by Rutgers University and The National Institute for Early Education Research (NIEER.)

**Motion to approve Curriculum 15a – 15c:**

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
DISCUSSION

**Roll Call Vote**

|                 |                  |              |                |                 |
|-----------------|------------------|--------------|----------------|-----------------|
| __ P. DiStefano | __ F. Farruggia  | __ A. Fasano | __ P. Karpiak  | __ R. Nicholson |
| __ M. Perrotti  | __ S. Schindelar | __ C. Smith  | __ C. Trumpore |                 |

**16. TRAVEL**

Resolved, that the Hopatcong Board of Education approve travel costs as related in this resolution, which are educationally necessary and fiscally prudent and are related to and within the scope of the employee’s current responsibilities and promotes the delivery of instruction or furthers the efficient operation of the school district. The reimbursements listed in this resolution are in compliance with the state travel reimbursement guidelines as established by the Department of the Treasury and Board of Education policy in accordance with N.J.A.C. 6A:23B-1.1. seq.

**Motion to approve Travel:**

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
DISCUSSION

**Roll Call Vote**

|                 |                  |              |                |                 |
|-----------------|------------------|--------------|----------------|-----------------|
| __ P. DiStefano | __ F. Farruggia  | __ A. Fasano | __ P. Karpiak  | __ R. Nicholson |
| __ M. Perrotti  | __ S. Schindelar | __ C. Smith  | __ C. Trumpore |                 |

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## 17. POLICIES & REGULATIONS

- a. Approval of modifications and additions to the policies and regulations of the Hopatcong Board of Education in accordance with statutory and regulatory changes for approval, as revised, for **FIRST READING**:

| <u>Policy#</u> | <u>Title</u>                            |
|----------------|---|
| P 5750         | Equal Educational Opportunity (Rev) (M) |
| P 8454         | Management of Pediculosis (New) (Rec)   |

- b. Approval of modifications and additions to the policies and regulations of the Hopatcong Board of Education in accordance with statutory and regulatory changes for approval, as revised, for **SECOND READING**:

| <u>Policy#</u> | <u>Title</u>  |
|----------------|---|
| P 5339         | Screening for Dyslexia (Rev) (M)                      |
| P 5755         | Equity in Educational Programs and Services (Rev) (M) |

**Motion to approve Policies and Regulations 17a – 17b:**

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
DISCUSSION

**Roll Call Vote**

|                 |                  |              |                |                 |
|-----------------|------------------|--------------|----------------|-----------------|
| __ P. DiStefano | __ F. Farruggia  | __ A. Fasano | __ P. Karpiak  | __ R. Nicholson |
| __ M. Perrotti  | __ S. Schindelar | __ C. Smith  | __ C. Trumpore |                 |

## 18. RESOLUTIONS –

- a. Approval of the **Nursing Services Plans for the 2016/2017 School Year**, as required by NJQSAC and as attached, and assignment plan for certified nurses assigned to the school respectively during those hours when school is in session to complete duties outlined in N.J.A.A. 6A:16-2.1 (e) 1, as follows:

| Certified Nurse      | School              |
|----------------------|---------------------|
| Lillian MacRae       | High School         |
| Jacqueline Henderson | Middle School       |
| Pamela Cavallo       | Durban Ave.         |
| Angela Meyer-Pflug   | Tulsa Trail School  |
| Nancy Pascarella     | Hudson Maxim School |

**Motion to approve Resolution 18a:**

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
DISCUSSION

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## 18. RESOLUTIONS (continued)

|                         |                          |                      |                        | Roll Call Vote          |
|-------------------------|--------------------------|----------------------|------------------------|-------------------------|
| <u>   </u> P. DiStefano | <u>   </u> F. Farruggia  | <u>   </u> A. Fasano | <u>   </u> P. Karpiak  | <u>   </u> R. Nicholson |
| <u>   </u> M. Perrotti  | <u>   </u> S. Schindelar | <u>   </u> C. Smith  | <u>   </u> C. Trumpore |                         |

## 19. SUSSEX COUNTY REGIONAL COOPERATIVE

Approval of the following items, **19a–19n**, at the recommendation of the Superintendent:

- a. The Superintendent recommends approval of new members to the Co-Op: Hamilton, Kearny, Sandyston and Walpack.
- b. The Superintendent recommends approval of the acceptance of quotations for the 2016-17 school year.
- c. The Superintendent recommends approval of the award of quoted routes to the lowest company quotes for the 2016-17 school year.
- d. The Superintendent recommends approval of the acceptance of school related activities/trip quotations for the 2016-17 school year.
- e. The Superintendent recommends the award of school related activities/trip quotations to the lowest company quotes for the 2016-17 school year.
- f. The Superintendent recommends approval of the jointure routes for the 2016-17 school year.
- g. The Superintendent recommends approval of corrections to a quotation and bid as listed for the 2016-17 school year.
- h. The Superintendent recommends approval of the renewal corrections to quotations awards as listed for the 2016-17 school year.
- i. The Superintendent recommends approval of corrections to award of route to lowest quotations for the 2016-2017 School year.
- j. The Superintendent recommends approval of the re-listing of the items awarded at the April 25, 2016 Board Meeting to better present the list as per county office request.
- k. The Superintendent recommends approval of the re-listing of the items awarded at the June 27, 2016 Board Meeting to better present the list as per county office request.



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## 19. SUSSEX COUNTY REGIONAL COOPERATIVE (continued)

- I. The Superintendent recommends approval of the corrected bid awards from the April 14, 2016 bid opening.
  
- m. The Superintendent recommends the approval of the following resolution for joint student transportation:

WHEREAS the Hopatcong Board of Education, dba: Sussex County Regional Transportation Cooperative, wishes to enter into a transportation jointure agreement with the Sparta Board of Education for the purpose of transporting students in accordance with Chapter 53, P.L. 1997 for the 2016-17 school year and

WHEREAS the service to be provided is for the coordinated transportation is for non-public students to be transported to Pope John from Hardyston and Jefferson townships, now, therefore

BE IT RESOLVED that the Hopatcong Board of Education, dba: Sussex County Regional Transportation Cooperative, approves the transportation jointure agreement with the Sparta Board of Education for the 2016-17 school year.

- n. The Superintendent recommends, based on the agreement of the Director of Transportation, that **Ms. Dana Jones**, the Non-Public Transportation Coordinator, be awarded a \$5,000 stipend, to be pro-rated from August 11, 2016 to June 30, 2017, for administering all facets of the North Caldwell Subscription Bussing Program. (This dollar amount will be reimbursed by North Caldwell.)

**Motion to approve items 19a-19n:**

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
DISCUSSION

### Roll Call Vote

|                                       |  |                                    |                                      |                                       |
|---------------------------------------|--|------------------------------------|--------------------------------------|---------------------------------------|
| <input type="checkbox"/> P. DiStefano | <input type="checkbox"/> F. Farruggia  | <input type="checkbox"/> A. Fasano | <input type="checkbox"/> P. Karpiak  | <input type="checkbox"/> R. Nicholson |
| <input type="checkbox"/> M. Perrotti  | <input type="checkbox"/> S. Schindelar | <input type="checkbox"/> C. Smith  | <input type="checkbox"/> C. Trumpore |                                       |

## 20. PUBLIC COMMENT - GENERAL DISCUSSION

## 21. BOARD OF EDUCATION - MEMBER COMMENTS

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## 22. ADJOURNMENT

**Motion adjourn:**

(ACTION) Motion by \_\_\_\_\_, seconded by \_\_\_\_\_

All in favor \_\_\_\_\_ Time: \_\_\_\_\_ pm