

**HOPATCONG BOARD OF EDUCATION**  
**Regular Meeting Minutes – Board Meeting Room**  
October 19, 2016

A Regular meeting of the Board of Education of the Hopatcong Borough School District was held on Monday, October 19, 2016 in the Board Meeting Room, 2 Windsor Ave., Hopatcong, New Jersey.

1. The meeting was called to order at 7:06 p.m.  
Mr. Fasano, President, read the New Jersey Open Public Meetings Act Statement:
2. FLAG SALUTE
3. 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. on October 19, 2016.
4. MEMBERS PRESENT: Mr. Anthony Fasano, President  
Mrs. Carol Trumpore, Vice President  
Mr. Philip DiStefano  
Mr. Frank Farruggia  
Mr. Robert Nicholson (arrives 7:07 p.m.)  
Mrs. Michele Perrotti  
Dr. Sarah Schindelar  
Mrs. Candice Smith

MEMBERS ABSENT: Mr. Peter Karpiak

Also Present: Mrs. Cynthia Randina, Superintendent, Ms. Carolyn B. Joseph, Interim Business Administrator/  
Board Secretary, Ms. Kerri Wright, Legal Counsel

5. **EXECUTIVE SESSION**  
A motion was made by Mrs. Smith, seconded by Mrs. Trumpore to commence Public Session.  
The motion carried with all in favor. Time 6:49 p.m.
6. **RECONVENE**  
A motion was made by Mrs. Trumpore, seconded by Mrs. Perrotti to reconvene in Public Session. The motion carried with all in favor. Time: 7:08 p.m.
7. **APPROVAL OF MINUTES**  
Approval of the minutes, as attached, of the following meetings, as reported by the Board Secretary and reviewed by the Board President and members of the Board:
  - a. September 26, 2016 - Executive Session
  - b. September 26,, 2016 - Regular Meeting

Approval of items **7a & 7b**:

**Motion by Mrs. Smith, seconded by Mrs. Perrotti**

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**Roll Call Vote**

Mrs. Candice Smith	Yes	Frank Farruggia	Yes	Anthony Fasano	Yes
Peter Karpiak		Philip DiStefano	Yes	Mrs. Carol Trumpore	Yes
Robert Nicholson	Yes	Dr. S. Schindelar	Yes	Mrs. M. Perrotti	Yes

Motion **7a & 7b** carried with a roll call vote.

**8. ACKNOWLEDGMENTS/CORRESPONDENCE**

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

<b>Natan Savage, Senior</b>	Athletics (Boys Soccer)
<b>Jessica Alvarez, Junior</b>	Athletics (Girls Soccer)

b. Many thanks and congratulations to **Jaime Walker, Director of Guidance** and her team, **Elena Melekos, Stacey Yanko**, and all the staff volunteers who assisted, for the success of the first Family Appreciation night held September 30, 2016.

All in favor Yes

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

a. Superintendent's Report – Mrs. Randina reports that there was 1 HIB incident at the High School; Open House in November: 11/14 at HS – 8<sup>th</sup> grade students and parents invited to HS. Last month's complaint about calendar being addressed. Family Appreciation Night was a wonderful event. Our Marching Band won Silver Rating at NJEA Wayne Hills HS and a representative from Wagner College invited them to perform at a game. Week of Respect, Anti-Violence Awareness Week, Red Ribbon Week. Arts integration is keeping our students engaged in learning; Emil Binotto, Joanne Mullane, Dr. Olga Edgerton, and Cindy to present at NJSBA School Boards in Atlantic City because Hopatcong has been recognized for our Arts integration.

b. District Assessment Presentation – **Jeff Hallenbeck, Director of Curriculum and Instruction** PARCC scores – Presentation on Website and attached

c. Presentation of each school's activities:

- 1) High School – Liaisons: **Michael Umholtz, Dontese Cocchio, Kelly Maegerlein, Sierra Simon** discussed:  
 Music an Arts; 10/1 Band marched in Sussex County Firemens Parade; Won 2<sup>nd</sup> place in the Randolph Under the Stars Competition; Tri M had their 2<sup>nd</sup> Induction Ceremony and brought in 11 underclassmen; 10/22 Marching Chiefs performed at the West Point Halftime show for the 2<sup>nd</sup> time; 10/14 FIT trip to Dorney Park; Anthony Christiana Track – 8<sup>th</sup> in state
- 2) Middle School – **Emil Binotto, Principal** reported:  
 9/29 STEAM trip to Goddard Space Center in Maryland with 78 students- they were treated like gold; 10/3 Week of Respect, Book Fair, Parent Conferences; 10/17 Violence Awareness; 10/19 27 students went to Anti-Bullying Summit, Movie on outside of Middle School Building
- 3) Durban Avenue - **Tracey Hensz, Principal** reported: Week of Respect; 5<sup>th</sup> Grade Field Trip, Think Outside Day; Mrs. Amelio- Outdoor activities; Beautification Day- mums; Mrs. Amelio coordinating Costume Drive; Kids suggesting things – Every Friday 4<sup>th</sup> grade clean-up; Mrs. Munoz organizing maker space; 10/20 Jesse Reuben at DA- 7pm at HS
- 4) Tulsa Trail – **Brian Byrne, Principal**

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5) Hudson Maxim – **Katherine McFadden, Principal** reported:  
10/18 – 2 assemblies; Dedication of Buddy Bench for Alex- Alex’s parents were there, Jesse Reuben’s “I Can/We Can”

d. A second reading of the Superintendent’s HIB Report for September 2016 was not required as there were no HIB reports for that month. Approval of the HIB report for October, 2016 for first reading and review.

Mrs. Smith makes a motion to accept reports; Dr. Schindelar seconds the motion.  
All in favor.

**10. COMMITTEE REPORTS**

- a. Curriculum, Technology, Special Education – **Chairperson, Candice Smith** reported:  
Committee did not meet this month
- b. Community Relations – **Chairperson, Sarah Schindelar** – Very short meeting regarding Family Appreciation Night, additional branding efforts, merchandise to purchase with logo, community theatre – not for profit.
- c. Finance, Facilities, Transportation - **Chairperson, Phil DiStefano** – Transportation Co-op raising expected revenue from \$25-\$30 million. Asbestos letter; IPM Comp Maint Plan; don’t want to approve comp maint plan; amendments 5 & 7 LRFP, Completion of HMX Env. Study
- d. Policy and Legislation – **Chairperson, Carol Trumpore** – Revisions, 1<sup>st</sup> reading; Screening for Dyslexia – not just K-6, even if they come in after 6<sup>th</sup> grade, they will be screened; abolishment of In-Service training which is now Professional Development
- e. Negotiations – **Chairperson, Rob Nicholson** – 12:30am they reached a tentative agreement with HOPA. Proud that they settled 4 contracts in 6 meetings.
- f. Personnel – **Chairperson, Peter Karpiak** – **No report**
- g. HEPTO Liaison – **Jennifer Caban** – Fall fundraisers due Oct. 7; send back KIDSTUFF books; November 3 – Meet the Candidates, Durban Avenue school All Purpose Room – 7pm

Mr. Nichoson makes a motion to accept **10a-10g**, Mrs. Perrotti seconds the motion.  
All in favor

**11. PUBLIC COMMENT – AGENDA ITEMS ONLY**

Kim Mott – Regarding Community Relations branding- don’t step on sports team’s toes for fundraising.  
J. Buongiorno – District Goals, Comprehensive Maintenance Plan, 2c – continued achievement  
Ruth Fouda – Environmental study at HMX? Attorney Client matter – each building must meet criteria that it is safe etc. Have experts come in to facilitate study? Should be standard protocol for all the buildings. Study should take 6-12 weeks  
Steve Renaud (Democratic Club) – Congratulations to Football team and Cindy, Jaime Walker, Mary Anne Roe, and Jeff for presentation.  
Jackie Turkington – if PARCC scores don’t count at some grades, should we tell kids?  
Warren Gallagher – Resolution 18. 2. “Board will develop”? does that mean there was not a plan

**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 ,  
September 27, 2016 through October 19, 2016, in the following amount:

General Fund and Special Revenue (Grants) account	-	\$1,021,916.90
Cafeteria account	-	\$81,292.73

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**12. FINANCE (continued)**

- b. Approval of bills for the Sussex County Regional Cooperative Operating account for August 30, 2016 through September 26, 2016, in the amount of : \$2,545,843.34
- c. Approval of the Transfer Report for the month of August 2016.
- d. Approval of the Board Secretary's Report for the month of August 2016.
- e. Approval of the Treasurer's Report for the month of August 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 of the Comprehensive Maintenance Plan, which includes Form M-1, the Annual Required Maintenance Budget Amount Worksheet and Detailed Actual Expenditures by Year by Building Worksheet, and authorization to submit as per N.J.A.C. 6:24.
- h. Approval of the 2016/2017 Asbestos Notification Letter in compliance with 40CFR part 763.93(g) (4).
- i. Approval of the 2016/2017 Integrated Pest Management (IPM) Plan, Notification Letter and Report.
- j. Approval of the following Amendments to the Long Range Facility Plan:
  - Installation of 300KW Emergency Generator and Transfer Switch at Hopatcong High School and Middle School capable of powering each building.
  - Creation of an Early Childhood Learning Center at the Hopatcong High school to supplement the childcare program already underway at the High School including a playground and Handicapped ramp. The creation of this program at the High School will serve to relieve overcrowding conditions at the Hudson Maxim School.
  - Install a scoreboard at Competition Softball field.

**Motion to approve Finance 12a-12j: Discussion ensued regarding 12 j: Creation of a plan for Early Childhood Learning Center at High School – Item 12k was added to the agenda:**

**12k. Approval of the authorization for Business Administrator to seek proposals from engineers regarding development of plan for Early Childhood Learning Center.**

**Motion by Mrs. Smith, seconded by Dr. Schindelar**

Mrs. Candice Smith	Yes	Frank Farruggia	Yes	Anthony Fasano	Yes
Peter Karpiak		Philip DiStefano	Yes	Mrs. Carol Trumpore	Yes
Robert Nicholson	Yes	Dr. S. Schindelar	Yes	Mrs. M. Perrotti	Yes

**Motion to approve Finance 12k carries.**

**Motion to approve 12a – 12b made by Mrs. Smith, seconded by Mrs. Perrotti**

Mrs. Candice Smith	Yes	Frank Farruggia	Yes	Anthony Fasano	Yes
Peter Karpiak		Philip DiStefano	Yes	Mrs. Carol Trumpore	Yes
Robert Nicholson	Yes	Dr. S. Schindelar	Yes	Mrs. M. Perrotti	Yes

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Much discussion about Item **12c: Dr. Schindelar wants to table 12c or amend transfer report.**  
**Mrs. Perrotti moves to table, motion is seconded by Mrs. Smith**

Mrs. Candice Smith	Yes	Frank Farruggia	No	Anthony Fasano	Yes
Peter Karpiak		Philip DiStefano	Yes	Mrs. Carol Trumpore	Yes
Robert Nicholson	Yes	Dr. S. Schindelar	Yes	Mrs. M. Perrotti	Yes

Another discussion ensues regarding **12c tabling**: Maybe transfer report should just be amended and lines 43, 44 ,45 removed. Why money for supplies for professional development – C. Joseph responds it was an accounting error due to changes in Business Administrators.

**Mrs. Smith makes motion to amend transfer report, seconded by Mrs. Perrotti**

Mrs. Candice Smith	No	Frank Farruggia	No	Anthony Fasano	Yes
Peter Karpiak		Philip DiStefano	Yes	Mrs. Carol Trumpore	Yes
Robert Nicholson	Yes	Dr. S. Schindelar	Yes	Mrs. M. Perrotti	Yes

**Anthony Fasano says to table 12c to be discussed at next Finance Committee meeting.**

**Motion to approve items 12d, 12e, 12f:**

**Motion made by Mr. Nicholson, seconded by Mr. DiStefano**

Mrs. Candice Smith	Yes	Frank Farruggia	Yes	Anthony Fasano	Yes
Peter Karpiak		Philip DiStefano	Yes	Mrs. Carol Trumpore	Yes
Robert Nicholson	Yes	Dr. S. Schindelar	Yes	Mrs. M. Perrotti	not present

**Items 12d, 12e, 12f carried.**

**Motion to approve 12g:**

**Motion made by Mr. DiStefano, seconded by Mrs. Smith**

Mrs. Candice Smith	Yes	Frank Farruggia	Yes	Anthony Fasano	Yes
Peter Karpiak		Philip DiStefano	Yes	Mrs. Carol Trumpore	Yes
Robert Nicholson	Yes	Dr. S. Schindelar	not present	Mrs. M. Perrotti	not present

**Item 12g. passed.**

**Motion to approve items 12h and 12i:**

**Motion made by Mr. DiStefano, seconded by Mrs. Smith**

Mrs. Candice Smith	Yes	Frank Farruggia	Yes	Anthony Fasano	Yes
Peter Karpiak		Philip DiStefano	Yes	Mrs. Carol Trumpore	Yes
Robert Nicholson	Yes	Dr. S. Schindelar	not present	Mrs. M. Perrotti	not present

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Items 12h and 12i passed.

Motion to approve item 12j:

Motion made by Mr. Nicholson, seconded by Mrs. Smith

Mrs. Candice Smith	Yes	Frank Farruggia	Yes	Anthony Fasano	Yes
Peter Karpiak		Philip DiStefano	Yes	Mrs. Carol Trumpore	Yes
Robert Nicholson	Yes	Dr. S. Schindelar	Yes	Mrs. M. Perrotti	Yes

Item 12j. passed

**13. PERSONNEL**

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

- a. Approval of the employment of **Michelle Hermann** as Middle School Language Arts Teacher at a salary of \$56,310 based upon the 2016/2017 Salary Guide Level BA/Step 10, effective November 21, 2016. Ms. Hermann is replacing Pam Brennan whose salary is \$84,535.
- b. Approval of the employment of **Scott Smith** as a part time Custodian at a salary of \$18,704 based upon .5 of the 2016/2017 Salary Guide Step 1, effective October 24, 2016.
- c. Acceptance of the resignation of **Maribel Aponte** from her position as paraprofessional at Hudson Maxim School, at a salary of \$12,910, effective October 8, 2016.
- d. Approval of the employment of **Jolene Camoia** as a paraprofessional in the Hopatcong School District, at a rate of \$11.00 per hour, plus \$1.00 differential for toileting if applicable, for not more than 29.25 hours per week, effective October 20, 2016. Ms. Camoia is replacing Maribel Aponte whose salary is \$12,910.
- e. Approval of the following 2016-2017 Coaches for the Hopatcong High School:

Name	Nature of Action	Position	Class	Level	Salary	Date Effective	Date Terminated
Toby Richards	Appoint	Head Bowling Coach	B	4	\$4,794	11/1/2016	6/30/17
Julianne Brennan	Appoint	Assistant Girls Basketball Coach	A	1	\$3,035	11/1/2016	6/30/17

- f. Approval of the following 2016-2017 Advisors for the Hopatcong High School:

Name	Nature of Action	Position	Class	Level	Salary	Date Effective	Date Terminated
John Canzone	Appoint	Varsity Club	C	4	\$2,858	9/1/16	6/30/17
Kurt Zimmermann	Resign	Fall Music Director	D	4	\$1,782	9/1/16	
Sandra DeRose	Appoint	Literary Magazine Advisor	C	4	\$2,858	9/1/16	6/30/17

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**g.** Approval of the following 2016-2017 Advisors for the Hopatcong Middle School:

Name	Nature of Action	Position	Class	Level	Salary	Date Effective	Date Terminated
Mary Burns	Appoint	Science League Advisor	E	1	\$614	9/1/16	6/30/17
Richard Anderson	Salary Adjustment	Academic Bowl Advisor	E	3	\$1,224	9/1/16	6/30/17
Cathy Giugliano	Resign	Ski Club Advisor (volunteer)	-	-	--	9/1/16	6/30/17
Richard Anderson	Appoint	Lego Robotics Advisor	E	1	\$614	10/20/16	6/30/17
Barbara Sanders	Appoint	Lego Robotics Advisor	E	1	\$614	10/20/16	6/30/17

**h.** Approval of following Facilitator for the 2016-2017 school year, to be paid at the facilitator stipend as outlined in the 2014-2018 HEA Teacher Contract.

Child Development Associate Facilitator – **Michele Culcasi**

**i.** Approval of **McKenzie Norris** as Technology Center Monitor, for the 2016/2017 school year, at the rate of \$16.00 per hour on an as needed basis.

**j.** Approval of the employment of the following **Day Plus** employees for the 2016/2017 school year.

Name	Nature of Action	Position	Rate
Stephanie Martinez	Appoint	Site Supervisor	25.00/hr
Kimberly Seck	Appoint	Instructor	11.25/hr
Tatiana Karram	Appoint	Instructor	\$9.50/hr
Nicole Pantelleria	Appoint	Instructor	\$11.25/hr
Kathryn Ryder	Appoint	Instructor	\$11.25/hr
Jennifer Dowling	Resignation	Instructor	
Theresa Giordano	Resignation	Instructor	
Kimberly Zeier	Salary Adjustment	Instructor	\$15.00/hr
Kathy LaRosa	Appoint	Sub Supervisor	

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

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

**Motion made by Mrs. Perrotti, seconded by Dr. Schindelar**

Mrs. Candice Smith	Yes	Frank Farruggia	Yes	Anthony Fasano	Yes
Peter Karpiak		Philip DiStefano	Yes	Mrs. Carol Trumpore	Yes
Robert Nicholson	Yes	Dr. S. Schindelar	Yes	Mrs. M. Perrotti	Yes

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Personnel items 13a-13k passed.

**14. STUDENTS & SERVICES**

- a. Upon the recommendation of the Superintendent, the approval of the settlement agreement in the matter pending before the Office of Special Education Services and bearing Agency Reference Number 2017-25145.
- b. Approval of the attached field trip requests, as required by the New Jersey Department of Education.

**Motion to approve Students and Services 14a and 14b:  
 Motion made by Mrs. Smith, seconded by Mrs. Perrotti**

Mrs. Candice Smith	Yes	Frank Farruggia	Yes	Anthony Fasano	Yes
Peter Karpiak		Philip DiStefano	Yes	Mrs. Carol Trumpore	Yes
Robert Nicholson	Yes	Dr. S. Schindelar	Yes	Mrs. M. Perrotti	Yes

Items 14a – 14b passed.

**15. CURRICULUM**

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

- a. Approval to submit NJQSAC Statement of Assurance as recommended by the Curriculum Committee and prepared by the Superintendent of Schools for submission to the New Jersey Department of Education.

**Motion to approve Curriculum 15a:  
 Motion by Mrs. Perrotti, seconded by Mrs. Smith**

Mrs. Candice Smith	Yes	Frank Farruggia	Yes	Anthony Fasano	Yes
Peter Karpiak		Philip DiStefano	Yes	Mrs. Carol Trumpore	Yes
Robert Nicholson	Yes	Dr. S. Schindelar	Yes	Mrs. M. Perrotti	Yes

Items 15a passed.

**16. TRAVEL**

Resolved, that the Hopatcong Board of Education approve travel costs as related in this resolution and attached, 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 item 16:  
 Motion by Mrs. Trumpore, seconded by Mrs. Perrotti**

Mrs. Candice Smith	Yes	Frank Farruggia	Yes	Anthony Fasano *	Yes
Peter Karpiak		Philip DiStefano *	Yes	Mrs. Carol Trumpore	Yes
Robert Nicholson *	Yes	Dr. S. Schindelar	Yes	Mrs. M. Perrotti *	Yes



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\* Abstained from voting on their own reimbursement for attending the NJSBA Workshop 2016 in Atlantic City in October.

**Motion 16 carried with a roll call vote.**

**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 5339	Screening for Dyslexia (Rev) (M)
P 5755	Equity in Educational Programs and Services (Rev) (M)

- 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 3126	District Mentoring Program (Rev) (Rec)
P 1530	Equal Employment Opportunities (Rev) (M)
P 2200	Curriculum Content (Rev) (M)
P 2610	Educational Program Evaluation (Rev) (M)
P 2622	Student Assessment (Rev) (M)

<u>Regulation#</u>	<u>Title</u>
R 3126	District Mentoring Program (Rev) (Rec)
R 1530	Equal Employment Opportunity Complaint Procedure (Rev) (M)
R 2200	Curriculum Content (Rev) (M)

- c. Approval to abolish the following policy and regulation due to the adoption of Policy and Regulation 3240 which provides the professional development requirements for teachers and administrators.:

<u>Policy#</u>	<u>Title</u>
P 3244	In-Service Training

<u>Regulation#</u>	<u>Title</u>
R 3244	In-Service Training

**Motion to approve Policies and Regulations 17a – 17c:**  
 (ACTION) Motion by Mrs. Trumpore, seconded by Mrs. Smith

Mrs. Candice Smith	Yes	Frank Farruggia	Yes	Anthony Fasano	Yes
Peter Karpiak		Philip DiStefano	Yes	Mrs. Carol Trumpore	Yes
Robert Nicholson	Yes	Dr. S. Schindelar	Yes	Mrs. M. Perrotti	Yes

**Motion 17a – 17c passed with a roll call vote.**

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**18. RESOLUTIONS**

a. Approval of the adoption of the following **Board Goals** established August 31, 2016 and revised September 26, 2016:

1. The Hopatcong Board will work collaboratively and cohesively to provide all the necessary resources, technology and support to optimize ongoing academic student achievement for all students in compliance with all state mandates and will be reported quarterly by the superintendent.
2. The Hopatcong Board will develop an internal facilities and asset management plan aligned with the Budget and Long Range Facilities Plan to ensure a safe and secure learning environment for all students and staff.
3. The Hopatcong Board will ensure complete financial responsibility and transparency through planning, projecting, funding and reporting as allowed by law.
4. The Hopatcong Board will work collaboratively and cohesively to strengthen and build positive relationships with recognized community and municipal organizations.

b. Approval of the adoption of the following 2016/2017 **District Goals**:

1. **The District will provide resources to support and optimize ongoing student achievement in academic, career and life skills:**

**MATHEMATICS:**

To improve academic achievement in Mathematics of students in all socio-economic categories through the implementation of dynamic, rigorous, technology-infused curricula, supported by problem-based learning, and arts integration.

- A. A 40 point scale score district-wide average increase for total student population in all socio-economic categories in Elementary grade band 2-5 in Mathematics scores, over the period from September 2016 to March 2017, as measured by STAR Math Renaissance Test scale scores.
- B. A 20 point scale score district-wide average increase for total student population in all socio-economic categories in Middle School grade band 6-8 in Mathematics scores, over the period from September 2016 to March 2017, as measured by STAR Math Renaissance Test scale scores.

Evaluation: For the purposes of progress monitoring and data analysis, the district will utilize Star Math Renaissance assessments. Evidence of completion will include STAR Renaissance Math data reports. Renaissance testing window is shortened because of PARCC testing window.

Responsible person(s): STEAM Director, Principals, grade-level Math teachers

**LANGUAGE ARTS:**

So as to close the achievement gap with state averages we will implement a dynamic, rigorous curricula supported by resources and ideals such as Writer's Workshop, problem-based learning, and art-integration. For the purposes of progress monitoring and data analysis, the district will utilize multiple measures and assessments, including, but not limited to, Star Renaissance, Continuum Writing rubrics and PARCC assessments.

The Language Arts goal will specifically be supported by the following stakeholders...

- District and Building Administration
  - Lead Professional Development (Faculty Meetings, PLCs, Common Planning, etc.), vet curriculum revisions, analyze benchmark assessments, etc.

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**18. RESOLUTIONS (continued)**

- Literacy Coaches
  - Support professional development, teach model lessons, analyze benchmark assessments and plan for next steps, disaggregate PARCC data, create building-to-building connections, lead common planning and PLCs, etc.
- Literacy Facilitators
  - Support professional development, assist with curriculum revisions, lead common planning and PLCs, etc.
- Teaching and Support Staff
  - Deliver approved curriculum, analyze benchmark assessments, participate in PLCsThe following sampling of initiatives and programs will be utilized by the stakeholders to support this goal...
- 1-1 Technology Initiative
- Curriculum Revisions per NJSLs
- Defined STEM, Achieve3000, myOn, Standards Solution, etc.
- Writer's Workshop (K-8) and Reader's Workshop Pilot
- Transition Classes

This goal will be assessed using the Accepted Growth Model as developed and nationally normed by Renaissance Learning.

**TECHNOLOGY:**

In support of the District's ELA and Mathematics academic goals the Technology Department will support student engagement and growth through the following means:

- A. During the 2016-2017 school year all students in grades 3-12 will be provided with access to individual Chromebooks for the purpose of in class engagement, guided practice, and literacy enhancement.
    - When: September/October 2016
    - Who: Technology Department
    - Evaluation: Technology Asset Management
  - B. Students will be provided with regular exposure to online assessment tools to help diagnose instructional strengths and weaknesses as a means of targeting classroom instructional goals.
    - When: 2016-2017 School Year
    - Who: Principals/Directors
    - Evaluation: Lesson Plans/Assessment Reports
  - C. Students will leverage high speed data connections throughout district facilities to experience collaborative learning opportunities in-class, in-district, in-state, and throughout the world via virtual field trips and virtual classrooms.
    - When: 2016-2017 School Year
    - Who: Teachers/Principals/Directors
    - Evaluation: Lesson Plans/Walk Throughs/Classroom Observations
  - D. Provide technological support to ensure vital access to both hardware and software platforms at all levels through a fully staffed technology department.
    - When: 2016-2017 School Year
    - Who: Director of Curriculum and Technology
    - Evaluation: Fresh Desk Support System Analysis/Staff Meetings/Asset Management System
- 2. The Hopatcong Board has identified a s one of the district goals to develop an internal facilities and asset management plan. The Plan will be aligned with the Budget and Long Range Facilities Plans, to ensure a safe and secure learning environment for all students and staff.**

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**18. RESOLUTIONS (continued)**

The plan will involve three major elements:

**A. The Long Range Facilities Plan**

- Will encompass the major projects needed to accomplish the goal

When: October 2016

Who: Supervisor of Buildings and Grounds/Business Administrator

**B. Comprehensive Maintenance Plan**

- Provide the schedule of maintenance activities to insure the continued progress as to the asset management aspects of this goal

When: October 2016

Who: Supervisor of Buildings & Grounds/Business Administrator

**C. Appropriate Budget Allocations**

- Support the continued achievement of the elements required to reach the goal objectives, of the Long Range Facilities Plan and Comprehensive Maintenance Plan.
- Support the continued advancement of upgrades to the physical space and equipment and the ongoing maintenance of the District's existing assets as indicated in plan.
- Installation of new of new heating equipment and new windows and the start of air conditioning systems in the schools will address some aspects of this goal.
- Provide ongoing progress reports on both plans to the board Facilities Committee monthly as outlined in excel spread sheet.

**3. The Hopatcong Board will ensure complete financial responsibility and transparency through planning, projecting, funding and reporting as allowed by law.**

**A.** The Business Administrator will provide to the Superintendent and to the Finance Committee at each Finance/Building & Grounds Committee meetings an up to date of the financial status of the approved budget and include copies of the latest monthly Board Secretary Report and Transfer Report, Budget Status Report along with any other reports or back up deemed suitable at that time.

**B.** Throughout the month, the Business Administrator will review the financial information provided by Systems 3000 as to the accuracy of budget accounts, purchase order requests, cash receipts, revenue status and bills presented to be paid.

**C.** During the proposed budget process the Business Administrator will provide the Superintendent and the Board up to date information to access the current and proposed budget by utilizing Systems 3000 and other materials received from the State Department of Education via attendance at County and State Association Meetings or emails forwarded.

**D.** The Business Administrator will work collaboratively with the Superintendent and administrative staff throughout the current budget year, as well as the proposed budget process. During the year, the Business Administrator will discuss items/issues with the Superintendent and administration which may arise. In the proposed budget process the Business Administrator will meet with the administrators to review their budget needs/wishes and make comparisons with their current budget. The administrators will be kept informed as the process continues of any proposed budget reductions or adjustments. In collaboration with the Superintendent, the 2017-18 budget will be established with input from the administration and the board.

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18. **RESOLUTIONS (continued)**

4. **The Hopatcong Borough School District will continue to expand parental and community outreach by enhancing and disseminating school publications, offering evening workshops and increasing social media blasts and electronic communication.**

- A.** The public relations staff will work with the District Branding Coordinator on all outgoing publications to create professional literature. District publications will be posted on the website and hard copies will be mailed to select community agencies to expand readership and promote the school district.  
Evaluation: Outgoing messages and mailings may be tallied to obtain the total number of each format distributed.
- B.** The district will continue to offer evening workshops on various topics for members of the community to become familiar with educational and social-emotional programs/practices implemented in the classroom.  
Evaluation: Attendance at each workshop will be monitored by the hosting administrator.
- C.** Important dates and notifications will continue to be shared with families via Blackboard Connect communications and through our various social media accounts.  
Evaluation: Outgoing messages and social media posts can be monitored and tallied by the public relations staff.

- c. WHEREAS**, the Hopatcong Board of Education recognizes that the New Jersey Administrative Code, N.J.A.C. 6:22, now provides school districts the option to provide toilet rooms adjacent to or outside of early intervention, pre-kindergarten and kindergarten classrooms,

**AND WHEREAS**, pre-kindergarten and kindergarten students at Hudson Maxim School and in the Little Chiefs preschool program at the High School in some cases are scheduled into classrooms without toilet facilities, then

**BE IT RESOLVED** that the Hopatcong Board of Education will assure that early intervention, pre-kindergarten and kindergarten students who use lavatories outside of the regular classroom will only do so when accompanied by an adult, and let it

**BE FURTHER RESOLVED** that in most cases, the adult designated shall be the regular classroom teacher and/or a classroom aide that has been provided for the teacher in support of their educational endeavors.

**I HEREBY CERTIFY** that this resolution was adopted by the Hopatcong Board of Education at their Regular Meeting of January 21, 1991, and I further certify at their Regular Meeting of October 19, 2016, the Hopatcong Board of education authorized the resubmission of this alternate method to be utilized for the 2016/2017 school year which is the same method as was used from the 1991/1992 school year through the 2015/2016 school year.

- d.** Approval for the school district to continue to be entered into a cooperative **Memorandum of Agreement** with the Borough of Hopatcong Police department, as per the following and as attached:

It is understood that Francis A. Koch (*Sussex County Prosecutor*), working in conjunction with the Dr. Rosalie S. Lamonte (*Executive County Superintendent*), pursuant to N.J.A.C. 6A:16-6.2(b)15, shall not less than once each calendar year, organize and conduct a meeting of representatives from the law enforcement and educational communities to discuss the implementation of and compliance with the provisions of this Agreement, pursuant to N.J.A.C. 6A:16-6.2(b)13, throughout the county, to discuss any other matters of mutual concern, and to recommend revisions to this Agreement, insofar as , pursuant to N.J.A.C. 6A:16-6.2(b)15ii, the revisions are in addition to and do not conflict with the format and content established by the Attorney General and the Commissioner of Education and that are in addition to and do not conflict with the policies and procedures established pursuant to N.J.A.C. 6A:16-6.

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**18. RESOLUTIONS (18d. continued)**

It is understood that every chief of police, school building principal and local chief school administrator shall be invited to attend, along with any other persons or representatives of organization who could contribute to or benefit from the proceedings. Following each conference, the Sussex County Prosecutor shall provide a copy of the revised MOA or the revised section of the MOA, to all participants.

- e. Approval of the School Bus Emergency Evacuation Drill Report, as required by New Jersey Administrative Code, N.J.A.C. 6A:27-11.2

**Carol Trumpore discusses making a Motion to table Board Goals 18a and District Goals 18b till there is a Special meeting to discuss in more detail:**

**Motion by Mrs. Smith to table 18a and 18b, seconded by Mrs. Trumpore**

Mrs. Candice Smith	Yes	Frank Farruggia	Yes	Anthony Fasano	Yes
Peter Karpiak		Philip DiStefano	Yes	Mrs. Carol Trumpore	Yes
Robert Nicholson	Yes	Dr. S. Schindelar	Yes	Mrs. M. Perrotti	Yes

**Motion to table 18a and 18b, Board and District Goals, till after Special meeting passed.**

**Motion to approve Resolutions 18c, 18d, and 18e:**

**Motion made by Mrs. Perrotti, seconded by Mrs. Trumpore**

Mrs. Candice Smith	Yes	Frank Farruggia	Yes	Anthony Fasano	Yes
Peter Karpiak		Philip DiStefano	Yes	Mrs. Carol Trumpore	Yes
Robert Nicholson	Yes	Dr. S. Schindelar	Yes	Mrs. M. Perrotti	Yes

**Motion to approve 18c, 18d, and 18e passed.**

**19. SUSSEX COUNTY REGIONAL COOPERATIVE**

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

- a. The Superintendent recommends approval of the acceptance of quotations for the 2016-17 school year.
- b. The Superintendent recommends approval of the award of quoted routes to the lowest company quotes for the 2016-17 school year.
- c. The Superintendent recommends approval of the acceptance of school related activities/trip quotations for the 2016-17 school year.
- d. The Superintendent recommends the award of school related activities/trip quotations to the lowest company quotes for the 2016-17 school year.
- e. The Superintendent recommends approval of corrections to the renewed routes for the 2016-17 school year.

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**19. SUSSEX COUNTY REGIONAL COOPERATIVE (continued)**

- f. The Superintendent recommends approval of new members to the Co-Op.
- g. The Superintendent recommends approval of the trip jointure routes for the 2016-17 school year.
- h. The Superintendent recommends approval of corrections to quotations as listed for the 2016-17 school year.
- i. The Superintendent recommends approval of the corrections to quotations awards as listed for the 2016-17 school year.
- j. The Superintendent recommends approval of the parental transportation contracts as listed for the 2016-17 school year.
- k. The Superintendent recommends approval of the route jointure agreements as listed for the 2016-17 school year.
- l. The Superintendent recommends acceptance of the bids as listed for the 2016-17 school year.
- m. The Superintendent recommends award of the bids as listed for the 2016-17 school year.
- n. The Superintendent recommends the approval of the employment of William Stepka as full time Business Services Coordinator to commence September 23, 2016 at an annual salary of \$105,000 (pro-rated) with benefits.
- o. Approval of the job description for Business Services Coordinator.
- p. The Superintendent recommends the disposal, in accordance with Policy #7300 (Disposition of Property), of vehicle: 2009 Honda Odyssey SL (VIN#:5FNRL 38259 B0283 78), due to it reaching the end of its useful life and repair costs far exceeding current market value.
- q. The Superintendent recommends the approval of the following resolution for joint student transportation:

**BE IT RESOLVED** that the Sussex County Regional Transportation Cooperative does hereby approve an agreement with the Region 1/Mahwah Board of Education, a Coordinated Transportation Services Agency, for the purpose of transporting students in accordance with Chapter 53, P.L. 1997 for the 2016-17 school year. The services to be provided include, but are not limited to, the coordinated transportation of public, non-public, and special education students, and

**BE IT FURTHER RESOLVED**, that the Sussex County Regional Transportation Cooperative agrees to abide by the Transportation Services Agreement as published by the Region 1/Mahwah Board of Education.

**Motion to approve items 19a-19q:  
 Motion by Mrs. Perrotti, seconded by Mrs. Smith**

Mrs. Candice Smith	Yes	Frank Farruggia	Yes	Anthony Fasano	Yes
Peter Karpiak		Philip DiStefano	Yes	Mrs. Carol Trumpore	Yes
Robert Nicholson	Yes	Dr. S. Schindelar	Yes	Mrs. M. Perrotti	Yes

**Motion to approve 19a 19q passed.**

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**20. PUBLIC COMMENT - GENERAL DISCUSSION**

Kim Mott – Meeting scheduled for tonight conflicts with parents conferences at HS. Why is agenda not posted? It was posted. \*Post Minutes. Discussed Forensic class cancellation – Mrs. Randina responds that class will run. Also responded to question about Chorus – not enough student signed up so it will be offered as a club after school. Spec Ed Audit – attorney client privilege- it is a study to ensure that our spec ed program is in compliance with NJ state law and Federal Law.

Ruth Fouda – Special Education audit might show we are going above and beyond; does not want to see any cuts

Mr. McLean – Discussed removal of lines 43, 44, and 45 from transfer report.

Mr. Bongiorno– gave documents to Board; tax rates for last 10 years, breakdown for education. In 10 years, taxes that were paid for education increased by only \$300. 53% of taxes in Hopatcong paid to education compared to Sparta, Chester, Chatham etc. which spend 57- over 60%.

Sue Hill- Daily Record had article about HMX Buddy Bench.

**21. BOARD MEMBER COMMENTS**

- Frank Farruggia - Thank you. Get home safely
- Rob Nicholson – Echo Frank’s comment. Thank you to Katherine, Jesse Reuben had wonderful things to say about HMX and TT. He encouraged everyone to go to the Jesse Reuben concert.
- Michele Perrotti - Thank you. Special thanks to all the candidates running.
- Candice Smith – Thank you. Thank you to Jeff Hallenbeck and for supporting Fire Prevention Day. Please go out & vote. Take care of ChromeBooks. Safe night.
- Carol Trumpore – Thank you. Please get out and vote. Save and submit soda can tabs, box tops.
- Phil DiStefano – Hope that budget for next year looks promising. Go out and vote.
- Dr. Schindelar- Big thanks to Jaime, Elena and everyone who helped with Family Appreciation Night. Worked so hard to get it done.
- Anthony Fasano- We do have work to do. Slipping a little. October 21 is the Chief 5k- Jesse Reuben concert is tomorrow night, October 20<sup>th</sup> at the High School. Go out and vote. Thank you.

**22. ADJOURNMENT**

**Motion to adjourn:**

(ACTION)Motion by Mr. Nicholson, seconded by Mrs. Perrotti

All in favor

Time: 9:40 pm

Respectfully submitted,

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Carolyn B. Joseph, Board Secretary