

HOPATCONG BOARD OF EDUCATION

Regular Meeting Minutes – Board Meeting Room
December 19, 2016

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

1. The meeting was called to order at 7:15 p.m.
Mr. Fasano, President, read the New Jersey Open Public Meetings Act Statement:

2. FLAG SALUTE

Mr. Fasano called for a moment of silence to honor the passing of Board Vice President, Carol Trumpore's husband.

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. on December 19, 2016.

4. MEMBERS PRESENT: Mr. Anthony Fasano, President
Mr. Philip DiStefano
Mr. Frank Farruggia
Mr. Peter Karpiak
Mr. Robert Nicholson
Mrs. Michele Perrotti
Dr. Sarah Schindelar
Mrs. Candice Smith

MEMBERS ABSENT: Mrs. Carol Trumpore, Vice President

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

Approximately 55 staff and/or community members in attendance.

5. **EXECUTIVE SESSION**

A motion was made by Mr. Nicholson, seconded by Mrs. Smith to commence Public Session.
The motion carried with all in favor. Time 7:14 p.m.

6. **RECONVENE**

A motion was made by Mr. Nicholson, seconded by Mrs. Smith to reconvene in Public Session.
The motion carried with all in favor. Time: 7:18 p.m.

7. **PRESENTATION**

- a. **ADDENDUM TO AGENDA** – *Girl Scout Brownie Troop 96241 addressed the Hopatcong Board of Education as a final step in earning their Global Action Award. The second graders focused on the issue of "Increasing Girls' Access to Education." They were a big hit!*

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- b. **Synopsis of Audit for the Year Ended June 30, 2016 – Mr. Ralph Piccone, Lerch, Vinci & Higgins, LLP**

Mr. Piccone reviewed the findings of the 2015/2016 year Audit.

8. 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. **October 19, 2016 – Executive Session**
- b. **October 19, 2016 – Regular Meeting**
- c. **November 16, 2016 – Special Meeting, Board Goals**
- d. **November 28, 2016 – Executive Session**
- e. **November 28, 2016 – Regular Meeting**

Mrs. Smith makes a motion to approve Minutes 8a-8e which is seconded by Mrs. Perrotti.

Mr. DiStefano approved all but d. November 28, 2016 – Executive Session and e. November 28, 2016 – Regular Meeting

Dr. Schindelar approved all but c. November 16, 2016 Special Meeting, Board Goals

**Mr. Nicholson approved all but c. d. e. – c. November 16, 2016 Special Meeting, Board Goals
d. November 28, 2016 – Executive Session and e. November 28, 2016 – Regular Meeting**

Mr. Karpiak abstained from 8a-8e.

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

Motion to approve Minutes 8a-8e passed.

9. ACKNOWLEDGMENTS/CORRESPONDENCE

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

Olivia Mastroeni, Freshman	Scholastics (Global English 1 CP)
Daniel Anastasia, Junior	Scholastics (English 3)
Marissa Fattorusso, Freshman	Scholastics (Global English 1 Honors)
Angel Holmes, Senior	Scholastics (English 4 AP)
Brooke Taylor, Sophomore	Specialty Area (Concert Band)

Olivia Mastroeni and Brooke Taylor were in attendance and received their certificates.

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- b. **Revised list of Durban Avenue Honor Roll Students** for the first marking period.
- c. The following students were chosen as **Hopatcong High School’s Scholar Athletes of the Month** for their outstanding performance in **November 2016**:

Madison Garret, Junior Athletics (Cheerleading)

Anthony Mastroeni, Junior Athletics (Football)

- d. Special thanks to our **Michael Juskus**, who was asked by Mayor Sylvia Petillo of Hopatcong to make 300 wooden snowmen for the community to decorate and display at “Snowman Park,” by the Borough Hall.

Mrs. Smith commented that Kai Crimando, a Junior at the High School assisted Mr. Juskus on his lunch breaks and was devoted many hours to the project.

- e. **The Hopatcong Student Council** held a very successful blood drive on November 17, 2016. Many thanks to **Jim MacDonald** and **Joanne Carr** for organizing the blood drive and for the students, staff and community members who donated.
- f. **The Hopatcong High School Honor Society’s** annual food drive collected 30 turkeys and made 35 baskets. This annual food drive would not be possible without the continued hard work and dedication of our **NHS advisor, Lisa Kenny** and the students of the National Honor Society.
- g. Congratulations to the **High School Drama program** and their production of “**Little Women**,” which was presented to the community on December 8, 9, 10, 11. The play, with the direction of Mr. Joseph Ross and the technical guidance of Mr. Mike Batche was a resounding success!

All in favor Yes

10. SUPERINTENDENT’S REPORT AND HIB REPORT

- a. Superintendent’s Report - **Cynthia M. Randina** – One HIB incident at High School and one at the Middle School were discussed in Executive Session. “Little Women”, the HS play put everyone in the holiday spirit. DOE grant proposal was accepted. Our Camp Innovate teacher team was asked to share experiences; 1 of 4 groups chosen in the state. We are awaiting news that we will win a \$100,000 grant for arts integration. Thanked Mr. Frank Farruggia and Mrs. Michele Perrotti for their years of service on the Board. Wished everyone peace, happiness, health and a wonderful holiday. Schools re-open on Jan. 03, 2017.

Mr. Fasano gave gifts to Mrs. Perrotti and Mr. Farruggia.

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- b. Presentation – **Institute for Holocaust and Genocide Studies at Raritan Valley Community College** –Staff: **Ken Doolittle, Jason Mulvihill, Dave Campagna** Students: **Jillian Ammiano, Jack Certo, Jack Hadowanetz, Kevonnah Hayes, Bradley Jarrett, Olivia Mastroeni, Leeann Olson, Charlotte Whritenour**

All students presenting were given certificates by Mr. Fasano.

- c. Presentation of each school’s activities:
- 1) High School –Liaisons: **Michael Umholtz, Dontese Cocchio, Kelly Maegerlein, Sierra Simon** – *The 300 snowmen project was used in Mr. Juskus’ class to illustrate how mass production actually works. Student Council run blood drive collected 45 units of blood. Band performing at Lake Mohawk German Market and on WSUS on 12/19. Anthony Christiana was top chair out of 27 trombonists. Open house with CCM 12/8 and 12/14 SCCC. Spirit week is this week.*
 - 2) Middle School – Liaisons: **Alex McLean, Shannon O’Sullivan - Tammy Miller, Director of Special Services reads reports for MS, DA, TT and HMX.**
 - 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 November, 2016 as presented to the Board at the Regular Meeting on November 28, 2016. Approval of the HIB report for December, 2016 for first reading and review.

**Motion to approve Superintendent’s HIB report 10d:
Motion by Mrs. Smith, seconded by Mrs. Perrotti**

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

11. **COMMITTEE REPORTS**

- a. Curriculum, Technology, Special Education – **Chairperson, Candice Smith** – *They approved what is on the agenda.*
- b. Community Relations – **Chairperson, Sarah Schindelar** – *Discussed SCCC classes, alumni survey update, United Way survey, District magazine published twice a year, and the savings accounts proposed for incoming students at HMX.*
- c. Finance, Facilities, Transportation - **Chairperson, Phil DiStefano** – *The audit and everything in section #13 was discussed.*
- d. Policy and Legislation – **Chairperson, Carol Trumpore** – *Anthony Fasano reported for Carol and stated that policy and reg committee was preparing for new board so nothing new was discussed.*
- e. Negotiations – **Chairperson, Rob Nicholson** – *Meeting scheduled with Warriors 12/20/16.*

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- f. Personnel – **Chairperson, Peter Karpiak** – *Everything on agenda under Personnel was discussed.*
- g. High School HHSPTSO – **Karen Solimando, President** – *Planning for Tricky Tray March 24, 2017.*
- h. Middle School PTO – **Kelly Csengeto, President** – *Dance Friday night was awesome.*
- i. Elementary PTO – **Jennifer Caban** – *Tulsa Trail Book Fair in January. Movie night – “Dori” in January.*

Mr. Nicholson makes a motion to accept 11a-11i, Mrs. Perrotti seconds the motion.
All in favor

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

Joe Bongiorno – Section 15...what are school choice students. Mrs. Randina says you now have a choice regarding the school you wish to attend. We were at 30, now we are at 12; the numbers are growing smaller.

13. **FINANCE**

Approval of the following finance items, **13a-13k**, as recommended by the Superintendent of Schools and the Finance Committee of the Board:

- j. Approval of bills for the General Fund and Special Revenue (Grants) account , November 29, 2016 through December 19, 2016, in the following amount:

General Fund and Special Revenue (Grants) account	-	\$757,401.37
Cafeteria account	-	\$47,363.01

- k. Approval of bills for the Sussex County Regional Cooperative Operating account for November 29, 2016 through December 19, 2016, in the amount of : \$2,877,400.35
- l. Approval of the Transfer Report for the month of October 2016.
- m. Approval of the Board Secretary’s Report for the month of October 2016.
- n. Approval of the Treasurer’s Report for the month of October 2016.
- o. 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 acceptance of the 2017 TIArtsComp grant award of \$100,000.
- h. Approval to add SEMI – FY14 Cost Settlement of \$27,383 to the 2016-17 Budget.

13. **FINANCE (continued)**

- i. Acceptance of the Comprehensive Annual Financial Report (CAFR) for the fiscal year ending June 30, 2016 and the Auditors’ Management Report as recommended by the Administration and as reviewed by the Finance Committee.

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- j. Acceptance of the proposal by Lerch, Vinci & Higgins, and LLP for a quarterly review of the status of the implementation of the corrective action plan related to the recommendations from the June 30, 2016 audit.

Fees for the services will be based on standard hourly billing rates for 2016/2017:

Partners	\$140 - \$170 per hour
Managers	\$110 - \$130 per hour
Senior Accountants/Supervisors	\$ 85 - \$105 per hour
Staff Accountants	\$ 75 - \$ 80 per hour
Other Personnel	\$ 45 per hour

- k. Approval of the following **Corrective Action Plan** in response to the Fiscal Audit findings for the period July 1, 2015 to June 30, 2016 as recommended by the Administration and as reviewed by the Finance Committee:

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13k.

NEW JERSEY DEPARTMENT OF EDUCATION CORRECTIVE ACTION PLAN

NAME OF SCHOOL DISTRICT Hopatcong BOE

COUNTY Sussex

TYPE OF AUDIT Comprehensive Annual Financial Report (CAFR)

DATE OF BOARD MEETING 12/19/2016

CONTACT PERSON Carolyn B. Joseph/Interim SBA

TELEPHONE NUMBER (973) 770-8844

Recommendation	Corrective Action Approved By the Board	Method of Implementation	Person Responsible For Implementation	Completion Date of Implementation
<u>II. FINANCIAL PLANNING, ACCOUNTING AND REPORTING</u>				
1.	All purchase orders contain a receipt of good/services Certification prior to payment.*	Checking all purchase orders to ensure all necessary documents attached.	SBA	9/30/16
2.	Internal controls over travel and expense reimbursements be reviewed and enhanced to ensure a travel maximum is properly approved by Board resolution and post travel reports are obtained and attached to a reimbursement request.*	Procedure made no reimbursement until post-conference paperwork received.	SBA	10/31/16

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Recommendation	Corrective Action Approved By the Board	Method of Implementation	Person Responsible For Implementation	Completion Date of Implementation
3.	Year end closing procedures be reviewed and enhanced to ensure open purchase orders are complete and properly classified as accounts payable or encumbrances.	Carefully review all purchases orders for the receipts of goods/services verses not in receipt of them	SBA	6/25/17
4.	The monthly and year to date 10% transfer reports be prepared and remitted to the Executive County Superintendent, and specific approval be sought for transfers exceeding the maximum allowable amount.	Review the monthly report provide by Systems 3000 for 10% accounts	SBA	9/30/16

Recommendation	Corrective Action Approved By the Board	Method of Implementation	Person Responsible For Implementation	Completion Date of Implementation
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III. SCHOOL PURCHASING PROGRAM

1.	Bids and/or quotations be obtained whenever a purchase exceeds the limit set forth by the Public School Contracts Law.*	Mechanism in Systems 3000 has been set to warn when the bid threshold is approaching/ review vendors for their status	SBA	9/30/16
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Recommendation	Corrective Action Approved By the Board	Method of Implementation	Person Responsible For Implementation	Completion Date of Implementation
2.	Business Registration and Political Contribution Disclosure forms be on file when required.*	Before a requisition is approved a BRC must be on file or given at time of request.	SBA	9/30/16
3.	All contracts/purchases in excess of the bid threshold made under cooperative purchasing contracts be approved by Board resolution.	Review that all purchase orders will have printed on them the state/cooperative number and attached their backup to this purchase.	SBA/Facilities Supv.	9/30/16
4.	All bid documents be available for audit.	All bid documents will be kept in a separate file.	SBA/ Facilities Supv.	9/30/16
5.	All professional service contracts be advertised when awarded.	Upon Board approval of professional services an ad will be placed.	SBA	12/1/16
6.	State contract and cooperative agreements vendor files be maintained, supporting and documenting information related to the applicable cooperative purchases and state contracts utilized by the District.	Separate files will be maintained for state and cooperative agreements	SBA	12/1/16

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Recommendation	Corrective Action Approved By the Board	Method of Implementation	Person Responsible For Implementation	Completion Date of Implementation
7.	Notification be provided to the Office of State Comptroller of all contracts awarded by the District for Sussex Regional Cooperative Transportation Services which exceed \$2 million in accordance with N.J.S.A.52:15C-10.	Clarification was made and there is a review of all contracts exceeding \$2 million	SBA/SRCT Director	12/15/16

Recommendation	Corrective Action Approved By the Board	Method of Implementation	Person Responsible For Implementation	Completion Date of Implementation
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VI. STUDENT BODY ACTIVITIES

1.	Proper supporting documents for all student activity receipts and disbursements be maintained and available for audit.*	Review of all considered transactions will have the backup attached before a check is written.	Principals/SBA	12/30/16
2.	Pre-numbered receipts should be utilized for all accounts and include the proper composition of the deposit (checks vs. cash).*	Purchasing of pre-numbered receipt book and review that cash and checks are properly recorded for deposit.	Principals/SBA	12/30/16

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3.	Expenses should only be for student activity or athletic related expenses.*	Review that all expenses for reimbursement are only student related.	Principals/SBA	12/30/16
4.	All checks should contain at least two authorization signatures.*	Review that all checks will have two authorized signatures.	Principals/SBA	12/30/16

Recommendation	Corrective Action Approved By the Board	Method of Implementation	Person Responsible For Implementation	Completion Date of Implementation
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VI. STUDENT BODY ACTIVITIES

5.	Outstanding checks should be reviewed and cleared of record/*	Review of all outstanding checks to decide on their status.	Principals/SBA	12/30/16
6.	Bank reconciliations contain only valid reconciling items.	Review each month that a reconciling Item is not a transfer.	Principals/SBA	12/30/16

*Prior Year Audit Recommendations

Chief School Administrator _____ Date _____

Interim Business Administrator/Board Secretary _____ Date _____

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13. FINANCE (continued)

Motion to approve Finance 13a-13k:
Motion made by Mr. Farruggia, seconded by Mrs. Smith

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

Dr. Schindelar recuses from voting on P.O. # 170682
Finance 13a – 13k passes

14. PERSONNEL

Approval of the following personnel items **14a – 14h**, as recommended by the Superintendent of Schools and the Personnel Committee of the Board:

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

Name	Nature of Action	Position	Class	Level	Salary	Date Effective	Date Terminated
Kurt Zimmermann	Appoint	Tri-M Advisor	D	2	\$1,175	9/1/16	6/30/17
Luis Mendez	Adjustment	Pop Bend Advisor	D	2	\$1,175	9/1/16	6/30/17
Edric Debos	Adjustment	Art Club	E	2	\$936	9/1/16	6/30/17

b. Approval of the following 2016-2017 Technology Leaders for the Hopatcong School District:

Name	Nature of Action	School	Rate per hour	Hours not to exceed	Date Effective	Date Terminated
Richard Anderson	Appoint	Middle School	\$28	100	12/20/2016	5/30/2017
Dominic Schiavone	Appoint	High School	\$28	100	12/20/2016	5/30/2017

c. Approval for the following Education students to conduct a field experience in the Hopatcong School District during the 2016-2017 school year:

Student Name	Semester	University	Experience	School	Cooperating Staff Member
Barbara Beere	Spring 2017	Rowan Univ.	Health Internship	Middle School	Mr. Richards/ Mr. Collins
Jake Mayer	Winter 2016/17	Montclair State Univ.	Observation	High School	Mrs. Wilson

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

Name	Nature of Action	Position	Rate
Naomi Kuren	Appoint	Instructor	\$8.38/hr
Ronald Schult	Appoint	Instructor	\$8.38/hr
Tracey Talmadge	Appoint	A/R Bank Depostis	\$200/month
Rachel Stuart	Appoint	Instructor	\$8.38/hr

- e. Approval of the following for the November 9, 2016 5th Grade Open House at the Hopatcong Middle School.

Name	Rate per hour	Hours not to exceed
Nancy Marinaro	\$28	4
Jacqueline Tillson	\$28	4
Barbara Sanders	\$28	4
Edric Debos	\$28	4
Craig Vallaro	\$28	4
Joanne Canizaro	\$28	4
Diane Veres	\$28	4
Mary Burns	\$28	4
Cathy Giugliano	\$28	4

- f. Approval of **Melanie Rowbotham** as Blended Learning Grant Position “Media Designer” at a rate of \$28.00 per hour for a total of 20 hours, or \$560 total, effective 12/20/2016.
- g. Acceptance of the resignation of **Pam Brennan** from her position of Middle School ELA Facilitator, effective 11/21/2016.
- h. Approval of **substitute teachers, aides, custodians and van driver lists**.

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Motion to approve Personnel 14a-14h:
Motion made by Mr. Nicholson, seconded by Mrs. Perrotti

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

Personnel items 14a-14h passed.

15. STUDENTS & SERVICES

- a. Approval for educational instruction services for **Student No. 13585**, a ninth grade student under medical supervision at St. Clare’s Hospital. Tutoring services are arranged through St. Clare’s at the rate of \$55.00 per hours for a maximum of five hours per week. The effective date is December 5, 2016.
- b. Approval for home instruction for **Student No. 10635**, an eleventh grade student under the care of Dr. Michael P Gentile, MD. Five hours per week of tutoring services will be provided by High School teachers at the Board approved rate of \$35.00 per hour. The effective date is December 5, 2016.
- c. Approval for three months of home instruction for **Student No. 413098**, a first grade student under the care of Dr. Efrem Greenfield, MD. Tutoring will be provided by a Hopatcong Borough Schools teacher at the Board approved rate of \$35.00 per hour for five hours of instruction per week. The effective date is December 12, 2016.
- d. Approval of the request by the parent of **Student No. 11253**, currently a 9th grade High School student, to allow the student to participate in the Interdistrict Public School Choice Program at the Lenape Valley Regional School District, Stanhope, New Jersey for September 2017, if accepted into their program.
- e. Approval of the request by the parent of **Student No. 11279**, currently a ninth grade Lenape Valley High School student, to allow the student to participate in the Interdistrict Public School Choice Program at the Lenape Valley Regional School District, Stanhope, New Jersey for September 2017, if accepted into their program.

This item was questioned regarding its need to be on agenda.

- f. Approval of the request by the parent of **Student No. 11471**, currently an eighth grade Middle School student, to allow the student to participate in the Interdistrict Public School Choice Program at the Lenape Valley Regional School District, Stanhope, New Jersey for September 2017, if accepted into their program.
- g. Approval of the request by the parent of **Student No. 11494**, currently an eighth grade Byram Intermediate School student, to allow the student to participate in the Interdistrict Public School Choice Program at the Lenape Valley Regional School District, Stanhope, New Jersey for September 2017, if accepted into their program.

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- h. Approval of the request by the parent of **Student No. 12091**, currently a Sussex County Charter School student, to allow the student to participate in the Interdistrict Public School Choice Program at the Lenape Valley Regional School District, Stanhope, New Jersey for September 2017, if accepted into their program.
- i. Approval of the request by the parent of **Student No. 11328**, currently a ninth grade Sussex Tech School student, to allow the student to participate in the Interdistrict Public School Choice Program at the Roxbury High School, Succassunna, New Jersey for September 2017, if accepted into their program.

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

- j. Approval of the request by the parent of **Student No. 11888**, currently an eighth grade Hopatcong Middle School student, to allow the student to participate in the Interdistrict Public School Choice Program at the Lenape Valley Regional School District, Stanhope, New Jersey for September 2017, if accepted into their program.
- k. Approval of the request by the parent of **Student No. 11563**, currently an eighth grade Hopatcong Middle School student, to allow the student to participate in the Interdistrict Public School Choice Program at the Lenape Valley Regional School District, Stanhope, New Jersey for September 2017, if accepted into their program.
- l. Approval of the request by the parent of **Student No. 12310**, currently a ninth grade Hopatcong High School student, to allow the student to participate in the Interdistrict Public School Choice Program at the Lenape Valley Regional School District, Stanhope, New Jersey for September 2017, if accepted into their program.
- m. Approval of the request by the parent of **Student No. 11865**, currently an eighth grade Sussex County Charter School student, to allow the student to participate in the Interdistrict Public School Choice Program at the Lenape Valley Regional School District, Stanhope, New Jersey for September 2017, if accepted into their program.
- n. Approval of the request by the parent of **Student No. 11589**, currently an eighth grade Hopatcong Middle School student, to allow the student to participate in the Interdistrict Public School Choice Program at the Lenape Valley Regional School District, Stanhope, New Jersey for September 2017, if accepted into their program.
- o. Approval of the request by the parent of **Student No. 11475**, currently an eighth grade Sussex County Charter School student, to allow the student to participate in the Interdistrict Public School Choice Program at the Lenape Valley Regional School District, Stanhope, New Jersey for September 2017, if accepted into their program.
- p. Approval of the request by the parent of **Student No. 13288**, currently an eighth grade Hopatcong Middle School student, to allow the student to participate in the Interdistrict Public School Choice Program at the Lenape Valley Regional School District, Stanhope, New Jersey for September 2017, if accepted into their program.
- q. Approval of the attached field trip requests, as required by the New Jersey Department of Education.

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Motion to approve Students and Services 15a- 15q:
Motion made by Mrs. Perrotti, seconded by Mrs. Smith.

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

Items 15a – 15q passed.

16. CURRICULUM

Approval of the following items, **16a**, as recommended by the Superintendent of Schools and the Curriculum Committee of the Board:

- a.** Approval of the following new course descriptions for 2017/18 school year:

Jaime Walker reported that the courses are in line with the STEAM initiative:

- 1)** Introduction to Computer Science (CP)
- 2)** Rock, Rap and Poetry - 2) and 3) are 2 semester English Course offerings
- 3)** Literature and Film
- 4)** History of Lake Hopatcong – 1 semester History elective
- 5)** Earth & Space Science – *Still up for discussion, to include recent partnership with N.A.S.A.*

Motion to approve Curriculum 16a:
Motion by Mrs. Smith, seconded by Mrs. Perrotti

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

Curriculum item 16a passed.

17. 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 17:
Motion by Mr. Nicholson, seconded by Mrs. Perrotti.

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

Motion 17 carried with a roll call vote.

18. 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 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 5750	Equal Educational Opportunity (Rev) (M)

**Motion to approve Policies and Regulations 18a - 18b:
 Motion by Mr. Farruggia, seconded by Mrs. Smith.**

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

Items 18a – 18b passed with a roll call vote.

19. SUSSEX COUNTY REGIONAL COOPERATIVE

Approval of the following items, **19a–19f**, 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.

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- 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 a quotation and bid as listed for the 2016-17 school year.
- f. Approval of the request of Marisa Broesder for a Maternity Leave of Absence from her position as a Trip Planner of 20 Sick Days during the period December 14, 2016 to January 19, 2017, followed by New Jersey Family Leave of Absence/Federal Leave of Absence for the period of January 20, 2017 to April 20, 2017.

Motion to approve items 19a-19f:
Motion by Mrs. Smith, seconded by Mr. Nicholson

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

Motion to approve 19a through 19f passed.

20. PUBLIC COMMENT - GENERAL DISCUSSION

Joe Bongiorno – Has a document for Phil Distefano and the Board published by a Financial Institution showing the top 10 municipalities out of 560 in the state that are most affordable; last year Hopatcong was #5; this year we are rated #4; our state scores are improving – we need to get the negative rhetoric to stop.

Ruth Fouda – MS split in Math and LA, but only one teacher on report card, and loss of continuity with teachers. Thanked everyone that attended the Special Needs Parent meeting. Met Kathleen Gorski, liked her, she was delightful, but not sure she trusts her.

Henry Schmit – Seniors loved the holiday ensemble and band performance. Mr. Schmit wants to keep the seniors involved. In February he wants teachers to come and speak about the STEAM program. There are 225 seniors in the group.

Warren Gallagher – Thank you to Michele and Frank.

Pete ? – Indicated that our financial reports seem to be manipulated and not taken directly from our accounting software – he works in the business.

21. BOARD MEMBER COMMENTS

- Dr. Schindelar – Thanks to everyone for coming and putting up with us. Happy Holidays and remember life can change in a minute.
- Pete Karpiak- Thanks to the remaining members of the public. We listen to your comments. Thanks Mrs. Perrotti and Mr. Farruggia for years of service and welcome to the new Board members.
- Candice Smith– Thank you for the wonderful presentations. Thank you to Frank for 14 years and Michele for 7 years of service to the district and for helping her learn her job as a board member. Happy Holidays.
- Rob Nicholson – Merry Christmas. Friends, family, life can change in the blink of an eye. Thanks to Michele and Frank for everything you have done for our district throughout your years of service. There are a lot of good things coming to Hopatcong i.e., Community Theatre project. Welcome to Warren and Alex, looking forward to working with them.
- Anthony Fasano – 2016 has been an eventful year, things can change quickly. January 3rd is the Re-org meeting. Thank you to Frank and Michele.

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- Michele Perrotti – *Thanks to everyone for support. She joined the board when she was out of work. She made decisions as if all the students were her own children. Welcome to Alex and Warren.*
- Frank Farruggia – *After 14 years, thank you for all the support. He was a graduate of Hopatcong HS and has lived here for 47 years. He became involved when daughters were 15 and 11 years old. He is an advocate for the best education for our students. He served in every subcommittee and was able to hand both of his daughters their HS diplomas. Thank you to Anthony and welcome to Warren and Alex.*

22. **ADJOURNMENT**

Motion to adjourn:

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

All in favor

Time: 8:58 pm

Respectfully submitted,

Carolyn B. Joseph, Board Secretary