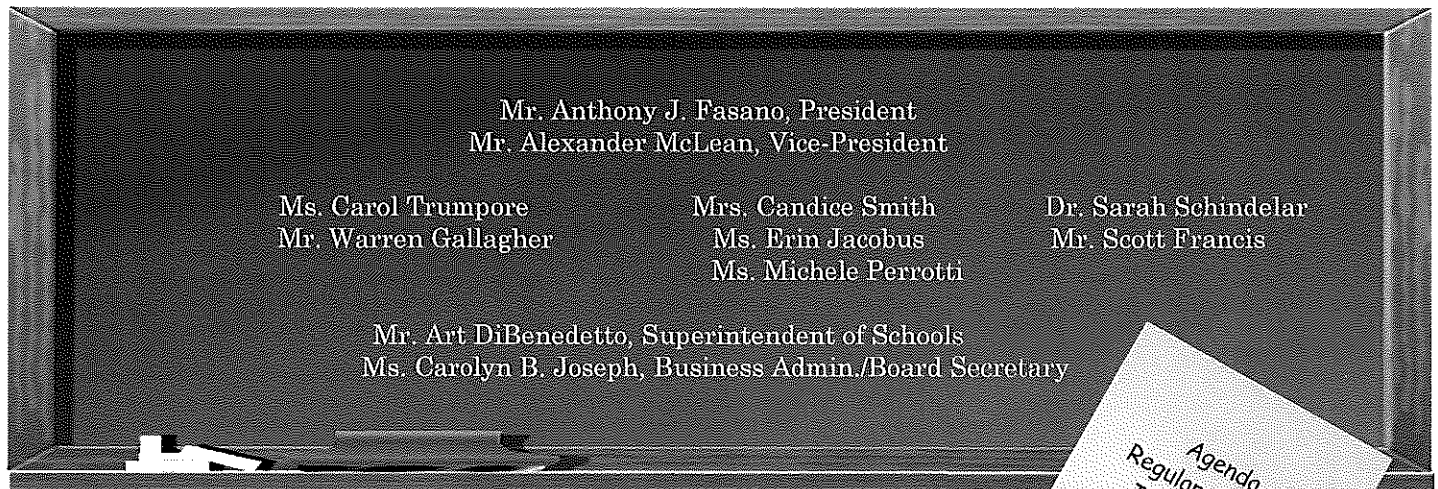


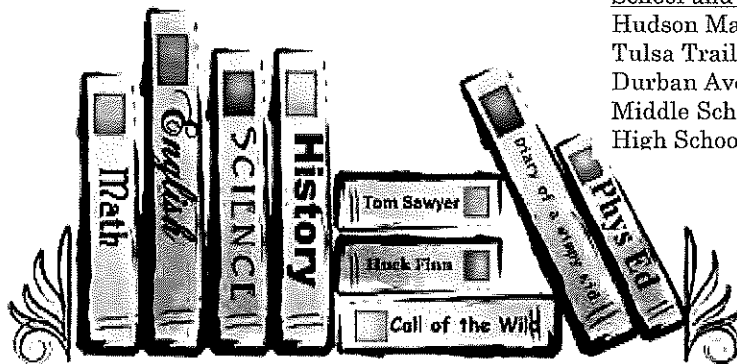
# HOPATCONG BOARD OF EDUCATION



New Jersey School Board Association Delegate – Anthony Fasano  
Sussex County Ed. Services Commission – Erin Jacobus  
Liaisons to Borough Council – Alex McLean, Sarah Schindelar, Candice Smith  
School Wide Alliance Team – Carol Trumpore  
Sussex County Regional Cooperative Liaison – Alex McLean, Michele Perrotti  
Municipal Alliance – Erin Jacobus

## School and Parent Organization Liaisons:

Hudson Maxim – Candice Smith  
Tulsa Trail – Michele Perrotti  
Durban Avenue – Candice Smith  
Middle School – Candice Smith, Scott Francis  
High School – Candice Smith, Warren Gallagher



## STUDENT ACHIEVEMENT

Community Service, Curriculum, Personnel,  
Special Education  
Candice Smith\*  
Carol Trumpore\*\*  
Erin Jacobus  
Michele Perrotti

## OPERATIONS

Finance, Facilities, Security & Transportation  
Alexander McLean\*  
Scott Francis\*\*  
Warren Gallagher  
Sarah Schindelar

## NEGOTIATIONS

Sarah Schindelar\*  
Carol Trumpore  
Michele Perrotti  
Anthony Fasano (Ex Officio)

\* Chairperson

\*\*Vice Chairperson

Visit us at [www.hopatcongschools.org](http://www.hopatcongschools.org)

# HOPATCONG BOARD OF EDUCATION

## REGULAR MEETING

July 29, 2019

5:30 pm. (Administration building Room 41 – Open the meeting and enter Executive Session)

7:00 p.m. (Board Meeting Room – Administration Building)

### 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 and the Daily Record have been notified by email that this Board of Education Special meeting – will take place in the Hopatcong BOE Office, Hopatcong, NJ, at 7:00 p.m. July 29, 2019.

### 4. ROLL CALL

__Anthony Fasano	__Scott Francis	__Warren Gallagher
__Erin Jacobus	__Alex McLean	__Michele Perrotti
__Dr. Sarah Schindelar	__Candice Smith	__Carol Trumpore

### 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 enter executive session:

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

Francis	Gallagher	Jacobus	McLean	Perrotti
Schindelar	Smith	Trumpore	Fasano	

### 6. RECONVENE

Motion to Reconvene

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

Francis	Gallagher	Jacobus	McLean	Perrotti
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# HOPATCONG BOARD OF EDUCATION

## REGULAR MEETING

July 29, 2019

5:30 pm. (Administration building Room 41 – Open the meeting and enter Executive Session)

7:00 p.m. (Board Meeting Room – Administration Building)

___ Schindelar	___ Smith	___ Trumpore	___ Fasano	
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### 7. APPROVAL OF MINUTES

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

- a. June 24, 2019 – Executive Session
- b. June 24, 2019 – Regular Meeting

Motion to approve 7a – 7b:

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

___ Francis	___ Gallagher	___ Jacobus	___ McLean	___ Perrotti
___ Schindelar	___ Smith	___ Trumpore	___ Fasano	

### 8. ACKNOWLEDGEMENTS/CORRESPONDENCE

- a. Hopatcong High School and Middle School Honor Roll Students for the fourth marking period.

Motion to approve 8a:

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

___ Francis	___ Gallagher	___ Jacobus	___ McLean	___ Perrotti
___ Schindelar	___ Smith	___ Trumpore	___ Fasano	

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

- a. Superintendent's Report – **Art DiBenedetto, Superintendent of Schools**
  1. Report on High School initiatives
  2. Scheduling of August Single-Issue Meeting
  3. Report on test results of special education students
- b. A second reading and approval of the Superintendent's HIB Report for June 2019 as presented to the Board at the May meeting on June 24, 2019.

Motion to approve 9a – 9b:

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

___ Francis	___ Gallagher	___ Jacobus	___ McLean	___ Perrotti
___ Schindelar	___ Smith	___ Trumpore	___ Fasano	

### 10. COMMITTEE REPORTS

- a. Student Achievement: Community Relations, Curriculum, Personnel, Special Education: **Chair – Candice Smith, Vice Chair – Carol Trumpore**
- b. Operations: Finance, Facilities, Security and Transportation: **Chair – Alex McLean, Vice Chair – Scott Francis**
- c. Negotiations: **Chair – Sarah Schindelar**
- d. Parent/Teacher Organization Representatives

# HOPATCONG BOARD OF EDUCATION

## REGULAR MEETING

July 29, 2019

5:30 pm. (Administration building Room 41 – Open the meeting and enter Executive Session)

7:00 p.m. (Board Meeting Room – Administration Building)

Motion to approve 10a – 10d:

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

Francis	Gallagher	Jacobus	McLean	Perrotti
Schindelar	Smith	Trumpore	Fasano	

### 11. PUBLIC COMMENT – GENERAL DISCUSSION

### 12. FINANCE – JUNE 30, 2019

Approval of the following finance items, **12a – 12g**, as recommended by the Superintendent of Schools and the Operations Committee of the Board:

- a. Approval of bills for the General Fund and Special Revenues (Grants) account, June 24, 2019 through June 30, 2019 in the following amounts:  
General Fund and Special Revenue (Grants) account - \$768,755.45  
Cafeteria account - \$105,781.18
- b. Approval of the Transfer Report for the month of May 2019.
- c. Approval of the Board Secretary's Report for May 2019.
- d. Approval of the Treasurer's Report for the month of May 2019.
- e. Approval to transfer back into Maintenance Reserve the amount of \$9,050 for unused monies originally needed for repair of underground storage tanks.
- f. Approval of petty cash accounts for the following locations and amounts:

<u>Location</u>	<u>\$ Amount</u>
Superintendent Office	\$150
Business Office	\$150
High School (9 – 12)	\$300
High School (8)	\$150
Middle School (6/7)	\$150
Middle School (4/5)	\$150
Durban Ave. School	\$150
Tulsa Trail School	\$150

- g. Approval of the following **school lunch prices for the 2019/2020 school year.**

<b>School</b>	<b>Student Paid</b>	<b>Student Reduced</b>	<b>Adult</b>	<b>Milk</b>
Durban Ave.	\$3.00	\$0.40	\$4.25	\$0.40
Tulsa Trail	\$3.00	\$0.40	\$4.25	\$0.40
Middle School Grades 4-5	\$3.00	\$0.40	\$4.25	\$0.40
Middle School Grades 6-7	\$3.25	\$0.40	\$4.25	\$0.40
High School	\$3.50	\$0.40	\$4.25	\$0.40

Motion to approve 12a – 12g:

# HOPATCONG BOARD OF EDUCATION

## REGULAR MEETING

July 29, 2019

5:30 pm. (Administration building Room 41 – Open the meeting and enter Executive Session)

7:00 p.m. (Board Meeting Room – Administration Building)

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

Francis	Gallagher	Jacobus	McLean	Perrotti
Schindelar	Smith	Trumpore	Fasano	

### 13. FINANCE- JULY 29, 2019

Approval of the following finance items, **13a – 13b**, as recommended by the Superintendent of Schools and the Operations Committee of the Board:

- a. Approval of bills for the General Fund and Special Revenues (Grants) account, July 1, 2019 through July 29, 2019 in the following amounts:  
General Fund and Special Revenue (Grants) account - \$1,360,802.92  
Cafeteria account - \$ 0.00
- b. **BE IT RESOLVED**, that the Board approves the following resolution authorizing Contracts with Approved State Contract Vendors for Boards of Education pursuant to N.J.S.A. 18A:18A-10a effective July 1, 2019 through June 30, 2020 School Year as follows:

**WHEREAS**, the Hopatcong Board of Education, pursuant to N.J.S.A. 18A:18A-10a and N.J.A.C. 5:34-7.29 (c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

**WHEREAS**, the Hopatcong Board of Education, has the need on a timely basis to purchase goods or services utilizing State contracts; and

**WHEREAS**, the Hopatcong Board of Education, intends to enter into contracts with the Referenced State Contract vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts; now, therefore, be it

**RESOLVED**, that the Hopatcong Board of Education School Business Administrator shall certify to the availability of sufficient funds prior to the expenditure of funds for such goods or services; and be it further

**RESOLVED**, that the duration of the contracts between the Hopatcong Board of Education and the Referenced State Contract Vendor shall be effective July 1, 2019 through June 30, 2020 (school year).

Motion to approve 13a – 13b:

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

Francis	Gallagher	Jacobus	McLean	Perrotti
Schindelar	Smith	Trumpore	Fasano	

# HOPATCONG BOARD OF EDUCATION

## REGULAR MEETING

July 29, 2019

5:30 pm. (Administration building Room 41 – Open the meeting and enter Executive Session)

7:00 p.m. (Board Meeting Room – Administration Building)

### 14. PERSONNEL

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

- a. Approval of the employment of **Linda Blazier**, as half-time Music Teacher and half-time Basic Skills Teacher at Hopatcong Middle School, at an annual salary of \$64,933 based upon the Salary Guide Level MA+15/Step 9, effective September 1, 2019. This salary is based upon the 2017-2018 HEA Salary Guide and may change based upon the outcome of negotiations.
- b. Acceptance of the resignation of **Susan Rikkola** from her position as Librarian in the Hopatcong School District, effective August 24, 2019.
- c. Acceptance of the resignation of **Amie Robertson** from her position as a Paraprofessional in the Hopatcong School District, effective June 30, 2019.
- d. Acceptance of the resignation of **Candace Baldwin** from her position as Paraprofessional in the Hopatcong School District, effective July 9, 2019.
- e. Approval of the request of **Anna Voloshin** for a New Jersey Family Leave of Absence/Federal Medical Leave of Absence from her position as School Nurse at Hopatcong High School for the period of September 6, 2019 to November 29, 2019.
- f. Approval of the request of **Alison Ibaceta** for a Maternity Leave of Absence from her position as Teacher at Tulsa Trail School of 35 Sick Days during the period of October 14, 2019 to December 5, 2019, followed by New Jersey Family Leave of Absence/Federal Medical Leave of Absence for the period of December 6, 2019 to February 27, 2020.
- g. Approval of **Joseph Juliano** as Volunteer Football Coach for the 2019 – 2020 school year.
- h. Approval of Jon Rischawy for 20 hours of summer curriculum writing for the new course Design Process at \$28/hour.
- i. Approval of the following as Technology Center Monitors, for the 2019 – 2020 school year, at the rate of \$18.00 per hour on an as needed basis:

Pamela Brennan	Joanne Canizaro
Kyle Bisignani	Brittany Juskus
Enrico Fattorusso	Jill Vicedomini
Diane Scanlon	Mary Anne Roe

- j. Approval of the following as Athletic Event Staff Members for 2018-2019 athletic events, to be paid at the Board Approved rate of pay per position:

Kathy LaRosa	Linda Tappen	Stacy Yanko	Kathy Ward	Doug Merkler	Julie Wilson
Stephanie Martinez	Ken Olsen	Craig Vallaro	Jim McDonald	Heather DelBagno	Lisa Kenny
Kevin Malkin	Anna Marrazzo	Brittney Juskus	Hank Fattorusso	Todd Jensen	Wilson Cusano
Dominic Spuckes	Donna Annett	Mike Moschella	Katarina Visha	Dave Campagna	Chris Buglovsky

# HOPATCONG BOARD OF EDUCATION

## REGULAR MEETING

July 29, 2019

**5:30 pm.** (Administration building Room 41 – Open the meeting and enter Executive Session)

**7:00 p.m.** (Board Meeting Room – Administration Building)

Julie Brennan	Matt McKowen	Mike Farrell	Toby Richards	Paul Miller	Hilary Martin
Eric Fajerman	Pete Oesen	Jamie Douglas	Jason Mulvihill	Gary Andolena	Toby Richards
Rocco Passerini	Tabitha Kestenholz				

- k. Approval of the following teachers for Summer Phonics Curriculum Writing at a rate of \$28 per hour for no more than 30 hours to be reimbursed by the NJTSS-ER Grant upon completion:

**Jamie Gambuzza**

**Stacey Christiano**

- l. Acceptance of the resignation of **John Marx** as Assistant Football Coach for the 2019 – 2020 school year for personal reasons.
- m. Acceptance of the resignation of **Karen Lovelock** from her position as Paraprofessional in the Hopatcong School District, effective July 16, 2019.
- n. Approval of merit pay for the 2018 – 2019 school year for the following Confidential staff members, based upon successful evaluations:

Name	Department	Merit Pay
Kyle Bisignani	Technology	\$2,000
Dawn DeBoer	Superintendent's Office	\$2,000
Amanda Marcazo	Business Office	\$1,000
John Paul Mulholland	Technology	\$1,500
Ronald Reyes	Technology	\$1,500
Mary Anne Roe	Transportation	\$1,000
Katie Schwab	Superintendent's Office	\$2,000
Tracey Talmadge	Business Office	\$2,000
Kathleen Ward	Business Office	\$2,000

- o. Approval of the following paraprofessionals for the 2019 – 2020 school year:

Employee#	Last Name	First Name	Location
80448	Tobin	Judith Ann	Middle School
80517	Smith	Connie	Durban
80143	Ferrante	Doloretta	Durban
80060	Byron	Ann	High School
80087	Cooper	Barbara	High School
80040	Bombardieri	Barbara	Middle School
80460	Vaughan	Robin	Durban
80272	Masterson	Lynn	High School
80467	Walsh	Karen	Tulsa Trail
80264	Mannion	Cecira	Durban

# HOPATCONG BOARD OF EDUCATION

## REGULAR MEETING

July 29, 2019

5:30 pm. (Administration building Room 41 – Open the meeting and enter Executive Session)

7:00 p.m. (Board Meeting Room – Administration Building)

80312	Nadrowski	Gina	Durban
80088	Cooper	Margaret	Tulsa Trail
80585	Hancock	Anna	High School
80196	Hemmerich	Cheryl	Tulsa Trail
80099	Cuttone	Josephine	High School
80245	Lees	Catherine	Durban
80283	McMullen	Rosemarie	High School
80464	Volpe	Marilyn	High School
80098	Cutchis	Joan	Tulsa Trail
80002	Acquavella	Cara	Durban Avenue
80501	Hillyard	Florence	Middle School
80412	Solberg	Laurie	High School
80438	Terminello	Patricia	Middle School
80250	Grillo	Judy	Durban Avenue
80512	Prior	Lorie	Durban Avenue
80193	Harrison	Carmela	High School
80374	Robertson	Lana	MS/HS
80544	Nelson	Patricia	High School
80525	Egbert	Christine	Middle School
80548	Maitland	Judith	Tulsa Trail
80572	Grochulski	Tracey	Tulsa Trail
80574	Taesler	Victoria	Middle School
80582	Aufiero	Mary	Middle School
80971	Kressman	Marissa	High School
80999	Forrester	Melissa	Middle School
81020	Engber	Paula	Durban Avenue
81048	Duckles	Patricia	Middle School
81133	Kennedy	Dolores	Tulsa Trail
81141	Kowal	Nicole	Tulsa Trail
81194	Segura	Carolyn	Tulsa Trail
81195	Murray	Mikel	Tulsa Trail
81199	Cramer	Rosary	TT/MS
81207	Ferrer	Melissa	Middle School
81235	Hardman	Gretchen	Durban Avenue
81299	Colina	Yesenia	Tulsa Trail
81296	Lai	Lien	High School
81297	Mueller	Kirk	High School
81309	McCaul	Linette	Durban Avenue
81344	Miller	Alison	Durban Avenue
81343	Zammito	Michelle	Durban Avenue
81355	Gates	Jennifer	Middle School
81361	Giordano	Theresa	Durban Avenue
81373	Weber	Theresa	Durban Avenue
81381	George	Patricia	Durban Avenue
81417	Quartucci	Jennifer	Tulsa Trail



# HOPATCONG BOARD OF EDUCATION

## REGULAR MEETING

July 29, 2019

5:30 pm. (Administration building Room 41 – Open the meeting and enter Executive Session)

7:00 p.m. (Board Meeting Room – Administration Building)

81162	Gleason	Jill	Middle School
81140	Kestenholz	Tabitha	High School
81433	Beach	Kelly	Durban Avenue
81242	Grasso	Francesca	Durban Avenue
81453	Lios	Jamie	Middle School
81456	Davenport	Margaret	High School
81461	McMillan	Heather	Middle School
81467	Brown	Dolores	Middle School
81468	Robles	Amy	Durban Avenue
81464	Gerena	Nicole	Middle School
81481	Shaw	Matthew	High School
81472	Engle	Dawn	Durban Avenue

- p. Approval of the following revised salaries for the 2019 – 2020 school year effective July 1, 2019:

Name	Position	Salary
Matthew Geary	Facilities Manager	\$87,210
Katie Schwab*	Administrative Assistant to District Office Administrators	\$51,000
Kyle Bisignani	Lead Technologist	\$66,565
John Paul Mulholland	Technologist	\$61,376
Ronald Reyes	Technologist	\$73,943

\*See attached revised job description, item 14p

- q. Approval of the employment of **Cindy Treiber**, as Art Teacher at the Hopatcong Middle School, at an annual salary of \$66,565 based up on the Salary Guide Level BA/Step 13, effective September 1, 2019, pending the outcome of criminal history background check and certification. This salary is based upon the 2017-2018 HEA Salary Guide and may change based upon the outcome of negotiations.
- r. Acceptance of the resignation of **Adrienne Bleibdrey** from her position as a Paraprofessional in the Hopatcong School District, effective July 16, 2019.
- s. Approval of the following High School Child Study Team Members to work 1 day during the month of August 2019 in order to complete necessary legally mandated IEPs/IEP amendments. Each of the Child Study Team Members will be paid 1/200<sup>th</sup> of their salary as indicated in the Hopatcong Education Association (HEA) Contract.

**Leticia Anthes**  
**Nancy Stephens**

**Susan Pallotta**

- t. Acceptance of the resignation of **Shelton Bryant** from his position as Custodian in the Hopatcong Borough School District effective July 19, 2019.

# HOPATCONG BOARD OF EDUCATION

## REGULAR MEETING

July 29, 2019

**5:30 pm.** (Administration building Room 41 – Open the meeting and enter Executive Session)

**7:00 p.m.** (Board Meeting Room – Administration Building)

- u. **WHEREAS**, there have been changes in personnel in the custodial/maintenance department; it is recommended by the Superintendent that the Board approve restoring the following positions:

Name	Current Position	Restored Position	Salary
Josh Aiello	.5	1.0 FTE	\$39,537
Christine Amella	RIF	.625	\$24,760

- v. **WHEREAS**, the High School schedule for 2019 – 2020 school year has not been completed and whereas this needs to be completed as soon as possible; it is recommended by the Superintendent that the Board approve additional days of work, not to exceed 6 per person, at the per diem rate of 1/200<sup>th</sup> of their salary during the summer for the following High School Guidance Counselors:

**Linda Padula**  
**Lisa Dunmyer**

**Chelsea Trump**

- w. Approval of **substitutes, teachers, paraprofessionals, custodians and van drivers.**

**Motion to approve 14a – 14w:**

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

Francis	Gallagher	Jacobus	McLean	Perrotti
Schindelar	Smith	Trumpore	Fasano	

### 15. **STUDENTS AND SERVICES**

Approval of the following items, **15a – 15b**, as recommended by the Superintendent of Schools and Student Achievement Committee of the Board:

- a. Approval for the following three students from the Hopatcong Borough School District to receive educational services provided by the New Jersey Commission for the Blind and Visually Impaired for the 2019/2020 school year, effective September 1, 2019. Services will be based upon the student's previous assessment, functional vision, educational needs and skill development. Reimbursement shall be in accordance with the Memorandum of Understanding signed by the Department of Human Services and the Department of Education.

Student No. 412016	\$1,900	Level 1
Student No. 408019	\$1,900	Level 1
Student No. 14201	\$1,900	Level 1

- b. Approval of field trip requests, as required by the New Jersey Department of Education.

# HOPATCONG BOARD OF EDUCATION

## REGULAR MEETING

July 29, 2019

5:30 pm. (Administration building Room 41 – Open the meeting and enter Executive Session)

7:00 p.m. (Board Meeting Room – Administration Building)

Motion to approve 15a – 15b:

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

Francis	Gallagher	Jacobus	McLean	Perrotti
Schindelar	Smith	Trumpore	Fasano	

### 16. CURRICULUM

Approval of the following items, **NONE**, as recommended by the Superintendent of Schools and the Student Achievement Committee of the Board.

### 17. 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 reimbursement listed in this resolution are in compliance with the state travel reimbursement guidelines as established by the Department of Treasury and Board of Education policy in accordance with N.J.A.C. 6A:23B-1.1. seq.

Motion to approve Travel in the amount of \$2,383.56:

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

Francis	Gallagher	Jacobus	McLean	Perrotti
Schindelar	Smith	Trumpore	Fasano	

### 18. POLICIES AND 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:

**Policy #**

P 5460

**Title**

*High School Graduation (M) (Revised)*

- 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 revise, for SECOND READING:

**NONE**

Motion to approve 18a:

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

Francis	Gallagher	Jacobus	McLean	Perrotti
Schindelar	Smith	Trumpore	Fasano	

# HOPATCONG BOARD OF EDUCATION

## REGULAR MEETING

July 29, 2019

5:30 pm. (Administration building Room 41 – Open the meeting and enter Executive Session)

7:00 p.m. (Board Meeting Room – Administration Building)

### 19. SUSSEX COUNTY REGIONAL COOPERATIVE

Approval of the following items, **19a – 19d14**, as recommended by the Superintendent of Schools and the Operatives committee of the Board:

- a. **BE IT RESOLVED** that the Sussex County Regional Transportation Cooperative/Hopatcong Board of Education, approve to exclude Smart Union, Inc and A-1 Elegant Tours from bidding on student transportation routes for the Belleville Public Schools due to prior negative experience.
- b. **BE IT RESOLVED** that the Sussex County Regional Transportation Cooperative/Hopatcong Board of Education, approve to exclude Door To Door Transportation Company, from bidding on student transportation routes for the Irvington Public Schools due to prior negative experience.
- c. The Superintendent and the Director of Transportation recommend the approval of bills for the Sussex County Regional Cooperative Operating account for June 24, 2019 through June 30, 2019, in the amount of \$12,179.73 for Regular Bills and for July 1, 2019 through July 29, 2019, in the amount of \$4,610,694.63 for Bus Contractors and \$11,013.58 for Regular bills.
- d.
  1. The Superintendent and the Director of Transportation recommend the **acceptance** of student transportation **quotations** for **Special Education Routes** for the 2019 Extended School Year as listed on Exhibit A.
  2. The Superintendent and the Director of Transportation recommend the **award** of student transportation **quotations** for **Special Education Routes** for the 2019 Extended School Year as listed on Exhibit A.
  3. The Superintendent and the Director of Transportation recommend the **acceptance** of **contract addendums for 2019 Extended School Year Routes** as listed on Exhibit A.
  4. The Superintendent and the Director of Transportation recommend the **acceptance of corrections** to previously approved contract addendums and bids as listed on Exhibit A. (All bids and addendums were responsive and compliant in accordance with the specifications however; the corrections are necessary due to minor clerical/typographical errors to correct the board minutes for county approval of the contracts.)
  5. The Superintendent and the Director of Transportation recommend the **acceptance** of **student transportation bids** submitted on June 11, 2019 for the 2019 Extended School Year as listed on Exhibit A.
  6. The Superintendent and the Director of Transportation recommend the **award** of **student transportation contracts** to the lowest, responsible and responsive bus contractor company bidders for the June 11, 2019 bid for Routes for the 2019 Extended School Year as listed on Exhibit A.

# HOPATCONG BOARD OF EDUCATION

## REGULAR MEETING

July 29, 2019

5:30 pm. (Administration building Room 41 – Open the meeting and enter Executive Session)

7:00 p.m. (Board Meeting Room – Administration Building)

7. The Superintendent and the Director of Transportation recommend the **rejection of student transportation bids** for non-compliance issues or route terminations submitted on June 11, 2019 for Routes for the 2019 Extended School Year as listed on Exhibit A.
8. The Superintendent and the Director of Transportation recommend the **acceptance of student transportation Athletic and Field trip bids** submitted on June 20, 2019 for the 2019-20 School Year as listed on Exhibit A.
9. The Superintendent and the Director of Transportation recommend the **award of student transportation contracts for Athletic and Field Trips** to the lowest, responsible and responsive bus contractor company bidders for the June 20, 2019 bid for Routes for the 2019-20 School Year as listed on Exhibit A.
10. The Superintendent and the Director of Transportation recommend the **acceptance of student transportation bids** submitted on June 24, 2019 for the 2019-20 School Year as listed on Exhibit A.
11. The Superintendent and the Director of Transportation recommend the **award of student transportation contracts** to the lowest, responsible and responsive bus contractor company bidders for the June 24, 2019 bid for Routes for the 2019-20 School Year as listed on Exhibit A.
12. The Superintendent and the Director of Transportation recommend the **rejection of student transportation bids** for non-compliance issues or route terminations submitted on June 24, 2019 for Routes for the 2019-20 School Year as listed on Exhibit A.
13. The Superintendent and the Director of Transportation recommend the **acceptance of student transportation quotations for Athletic/Class/Field Trips** for the 2019-20 School Year as listed on Exhibit A.
14. The Superintendent and the Director of Transportation recommend the **award of student transportation contracts for quoted Athletic/Class/Field Trips** to the lowest, responsible and responsive bus contractor companies for the 2019-20 School Year as listed on Exhibit A.

Motion to approve 19a – 19d14:

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

Francis	Gallagher	Jacobus	McLean	Perrotti
Schindelar	Smith	Trumpore	Fasano	

## 20. BOARD OF EDUCATION – MEMBER COMMENTS

## 21. ADJOURNMENT

Motion to adjourn:

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

# HOPATCONG BOARD OF EDUCATION

## REGULAR MEETING

July 29, 2019

**5:30 pm.** (Administration building Room 41 – Open the meeting and enter Executive Session)

**7:00 p.m.** (Board Meeting Room – Administration Building)

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

8a

## Hopatcong High School 4<sup>th</sup> Marking Period High Honor Roll & Honor Roll

### High Honor Roll

#### Grade 12

Rachel Baez, Benjamin Bibeault, Jazmine Boge, Megan Bolger, Isabel Campos, Nicholas Chey, Jennifer Coulman, Kaitlyn Donnelly, Heriberto Feliciano, Taylor Filipponi, Timothy Forst, Nour Fostok, Talia Fulton, Adrian Garcia, Catalina Garcia, Ryan Garrison, Jennifer Giancola, Hannah Giordano, Evan Hattrich, Summar Hayek, Catherine Keefe, Lillian King, Ryan Latella, Anthony Marinaro, Kelly Nee, Kayla O'Brien, Melany Paternina, Wiktorina Plewa, Madison Post, Jaclyn Rodick, Emilie Sabura, Rachel Stewart, Paige Switzer, Elizabeth Tarsitano, Marlayna Terantino, Travis Zotynia.

#### Grade 11

Danica Berchin, Kayla Bird, Veronica Carreras, Lily Christiana, Angela Costanza, Jessica Du, Marissa Fattorusso, Danijela Filipovic, Josue Guardado, Korina Hand, Yarien Hernandez-Castellanos, Gianna Kestenholz, Julia LaManna, Fernando Leyva, Claudia Luca, Sofia Mantila, Olivia Mastroeni, Marisa Mejia, Odalis Mendez, Anily Merino, Trisha Midel, Nicholas Milan, Sierra Ostman, Nicole Parks, Caitlin Petersen, Serena Rawle, Rabeet Sheikh, Matthew Smith, Teresa Turnage, Tyler Turnage, Olivia Vasquez.

#### Grade 10

Alexa Araya, Nicolas Bozanov, Kylie Brown, Cobia Bruno, Emma Cameron, Justin Cerullo, Nicholas Coats, Dylan Dixon, Matthew Dockendorf, Brian Dome, Sarah Donnelly, Jessica Dooley, Kelly Du, Kayla Francis, Alyssa Giering, Joseph Gonzalez, Emily Hinczynski, Francesca Madalena, Madison Maniquis, Daniella Mendez, Shannon O'Sullivan, Daniel Pristash, Bridget Reed, Victoria Semiz, Matthew Takach, Victoria Takach, Maiah Zaky.

#### Grade 9

Sophia Aciego, Naomi Baez, Christy Brennan, Camryn Cobb, Emilyanne Eckardt, Isabel Feliciano, Jawaria Khan, Sean Mackey, Matthew Marshall, Brittany Motyka, Mary Nguyen, Chloe O'Mahoney, Nicholas Rawle, Jenna Salayko, Myla Salvato, Alexander Santos, Nicolle Trinidad, Ashley Wallis.

## Honor Roll

### Grade 12

Maya Aciego, Anthony Amella, Daniel Anastasia, Camille Araya, Lindsay Azzopardi, Alyssa Beeh, Anthony Breiner, Samad Butt, Blake Corbett, Devon Crouch, Alex Davis, Abigail Dekker, Tyler Filipponi, Michael Gaccione, Shawn Gesregan, Nathan Hoffman, Cristhian Interiano, Luisa Kazanfer, Brandon Kennedy, Sean Kreusch, Alexander Lizotte, Daniela Miguel, Kayla Montalbano, Brandon Morton, Kyle O'Brien, Darren Roebuck, Brandon Sinegra, Anthony Suman, Brooke Taylor, Destiny Tettemer, Patrick Tweed, Isabel Yarosz.

### Grade 11

Marcus Bagay, Jacob Boehm, Joshua Carter, Sean Cranmer, Jonathon Dzikowicz-McMullen, Deja Gutierrez, Jesse Huapaya, Bradley Jarrett, Brittney Lengkong, Stacie Nelson, Morgan Rennie, Lauren Riker, Amanda Sutton, Gage Trignano, Alexandra Waal, Roger White.

### Grade 10

Michelle Arana, Leonardo Arocho, Justin Basile, Shelby Cole, Andrew Costa, Dominick Czarnecki, Connor Davenport, Hannah Dodenhoff, Philip Engle, Jacob Escala, Nadya Galarza, Emily Krip, Dawid Madej, Faith Malizzi, Kaitlyn Mueller, Alexander Nelson, Evan Pitts, Kaylee Post, Emily Rennie, Celia Wardlow, Ian Yori.

### Grade 9

Travis Beeh, Jillian Dodenhoff, Joseph Gagnon, Omar Galarza, Sydnee Henderson, Ashley Lemmerman, Michael Martinez, Colin O'Sullivan, Morgan Panfile, Autumn Rennie, Makenna Thunell, Patrycja Tomaszewska.



# Hopatcong Middle School 4<sup>th</sup> Marking Period

## High Honor Roll & Honor Roll

Student Name	Grade Level	Level
<u>Arana, Cesar A</u>	8	High Honor Roll
<u>Bonefede, Dante J</u>	8	High Honor Roll
<u>Cid, Nina</u>	8	High Honor Roll
<u>Egner, Brandon E</u>	8	High Honor Roll
<u>Fattorusso, Jenna L</u>	8	High Honor Roll
<u>Hand, Lindsay A</u>	8	High Honor Roll
<u>Hardman, Michael F</u>	8	High Honor Roll
<u>Hartman, Michael A</u>	8	High Honor Roll
<u>Hassan, Hannah H</u>	8	High Honor Roll
<u>Kalinowska, Natalia</u>	8	High Honor Roll
<u>Karram, Jonathan</u>	8	High Honor Roll
<u>King, Brandon</u>	8	High Honor Roll
<u>Kruczek, Vanessa</u>	8	High Honor Roll
<u>LaTorre, Alyssa T</u>	8	High Honor Roll
<u>McLean, Mia L</u>	8	High Honor Roll
<u>Morton, Jayson</u>	8	High Honor Roll
<u>Panesso Osorio, Juan Miguel</u>	8	High Honor Roll
<u>Polowchena, Abigail B</u>	8	High Honor Roll
<u>Santiago, Angel M</u>	8	High Honor Roll
<u>Sinegra, Tatiana R</u>	8	High Honor Roll
<u>Viera Alicea, Jeremy George</u>	8	High Honor Roll
<u>Wulf, Katelyn M</u>	8	High Honor Roll
<u>Zammito, Angelina N</u>	8	High Honor Roll
<u>Acevedo, Aliana M</u>	7	High Honor Roll
<u>Burney, Samantha M</u>	7	High Honor Roll
<u>Campbell, Francesca M</u>	7	High Honor Roll
<u>Castro, Julian J</u>	7	High Honor Roll
<u>Cocal, Lana-Beatrice V</u>	7	High Honor Roll
<u>Coolican, Michael J</u>	7	High Honor Roll
<u>Daly, Katya B</u>	7	High Honor Roll
<u>Daly, Nadija C</u>	7	High Honor Roll
<u>Dietz, Erika N</u>	7	High Honor Roll
<u>Duke III, Ned H</u>	7	High Honor Roll
<u>Eckardt, Caroline M</u>	7	High Honor Roll
<u>Elias, Jayla</u>	7	High Honor Roll
<u>Fallon, Jenna P</u>	7	High Honor Roll
<u>Fawthrop, Derek P</u>	7	High Honor Roll
<u>Forrester, Michael R</u>	7	High Honor Roll
<u>Friedman, Jessica M</u>	7	High Honor Roll
<u>Garcia, Dea A</u>	7	High Honor Roll
<u>George, Steven J</u>	7	High Honor Roll
<u>Henderson, Janie M</u>	7	High Honor Roll
<u>Ibrahim, Samara R</u>	7	High Honor Roll

## Hopatcong Middle School 4<sup>th</sup> Marking Period High Honor Roll & Honor Roll

<u>Lalo, Danilo A</u>	7	High Honor Roll
<u>Loven, Brenna P</u>	7	High Honor Roll
<u>Madrid, Nicholas</u>	7	High Honor Roll
<u>McMillin, Daniella F</u>	7	High Honor Roll
<u>Panesso Osorio, Natalia</u>	7	High Honor Roll
<u>Pepe, Connor L</u>	7	High Honor Roll
<u>Rosas, Sarah</u>	7	High Honor Roll
<u>Sachse, Olivia R</u>	7	High Honor Roll
<u>Schneider, Joshua E</u>	7	High Honor Roll
<u>Serio, Emily M</u>	7	High Honor Roll
<u>Sherlock, Phoenix B</u>	7	High Honor Roll
<u>Smith, Gregory S</u>	7	High Honor Roll
<u>Syto, Alexander H</u>	7	High Honor Roll
<u>Tarsitano, Victoria G</u>	7	High Honor Roll
<u>Turkington, Emelia E</u>	7	High Honor Roll
<u>Villacis, Catalina</u>	7	High Honor Roll
<u>Whritenour, Abigail L</u>	7	High Honor Roll
<u>Zyskowski, Zuzanna</u>	7	High Honor Roll
<u>Attas, Sean</u>	6	High Honor Roll
<u>Barroqueiro, Elyana D</u>	6	High Honor Roll
<u>Bauer, Avianca H</u>	6	High Honor Roll
<u>Beckert, Gracie A</u>	6	High Honor Roll
<u>Besthorne, Alexa L</u>	6	High Honor Roll
<u>Bushell, Donald T</u>	6	High Honor Roll
<u>Caban, Madison L</u>	6	High Honor Roll
<u>Carty, Angeline Marie</u>	6	High Honor Roll
<u>Castles, Jessica</u>	6	High Honor Roll
<u>Cerullo, Julianne R</u>	6	High Honor Roll
<u>Cespedes, Giovanni E</u>	6	High Honor Roll
<u>Comerford, Patrick T</u>	6	High Honor Roll
<u>Edwards, Reilly R</u>	6	High Honor Roll
<u>Francis, Megan N</u>	6	High Honor Roll
<u>Gallagher, Kevin C</u>	6	High Honor Roll
<u>Gogick, Emily L</u>	6	High Honor Roll
<u>Gonzalez, Layla G</u>	6	High Honor Roll
<u>Hinczynski, Megan L</u>	6	High Honor Roll
<u>Houle, Chloe R</u>	6	High Honor Roll
<u>Houle, Gabriel M</u>	6	High Honor Roll
<u>Kester, Sadie G</u>	6	High Honor Roll
<u>Kruczek, Kevin</u>	6	High Honor Roll
<u>Levis, Jake M</u>	6	High Honor Roll
<u>Lopez, Alfredo</u>	6	High Honor Roll
<u>Mathesius, Evan M</u>	6	High Honor Roll
<u>McLean, Mayla A</u>	6	High Honor Roll

# Hopatcong Middle School 4<sup>th</sup> Marking Period

## High Honor Roll & Honor Roll

<u>Mower, Ashley N</u>	6	High Honor Roll
<u>Pisano, Adrianna M</u>	6	High Honor Roll
<u>Poweska, Maia B</u>	6	High Honor Roll
<u>Reardon, Jacob R</u>	6	High Honor Roll
<u>Sakkos, Alexander D</u>	6	High Honor Roll
<u>Sandage, Skylar D</u>	6	High Honor Roll
<u>Silvia, Kayla Elizabeth</u>	6	High Honor Roll
<u>Smith, Baylee R</u>	6	High Honor Roll
<u>Sperduto, Gianna M</u>	6	High Honor Roll
<u>Willson, Isaac</u>	6	High Honor Roll
<u>Wulf, Maya M</u>	6	High Honor Roll
<u>Zyskowski, Aleksander</u>	6	High Honor Roll
<u>Alvarez, Tyler J</u>	8	Honor Roll
<u>Benjumea, Nicolas M</u>	8	Honor Roll
<u>Castaneda, Nicole A</u>	8	Honor Roll
<u>Feliciano, Angel A</u>	8	Honor Roll
<u>Fernandes, Julianne A</u>	8	Honor Roll
<u>Hernandez, Julian J</u>	8	Honor Roll
<u>Marks, Michelle G</u>	8	Honor Roll
<u>McCaul, Christopher J</u>	8	Honor Roll
<u>Morales, Amy E</u>	8	Honor Roll
<u>Reyes, Elijah</u>	8	Honor Roll
<u>Reyes, Sofia B</u>	8	Honor Roll
<u>Sakkos, Magdalene K</u>	8	Honor Roll
<u>Sheikh, Abdul Kareem</u>	8	Honor Roll
<u>Silva, Brian G</u>	8	Honor Roll
<u>Smith, Kate Lynn</u>	8	Honor Roll
<u>Tarsi, Vincenzo M</u>	8	Honor Roll
<u>Turkington, Leah J</u>	8	Honor Roll
<u>Willard, Hailey L</u>	8	Honor Roll
<u>Branca, Benjamin J</u>	7	Honor Roll
<u>Brown, Blake V</u>	7	Honor Roll
<u>Colgan, Jessica R</u>	7	Honor Roll
<u>Danley, Madison</u>	7	Honor Roll
<u>Davies, Glyn R</u>	7	Honor Roll
<u>Fara, Samuel A</u>	7	Honor Roll
<u>Fawthrop, James A</u>	7	Honor Roll
<u>Ferrer, Cole A</u>	7	Honor Roll
<u>Garcia, Sophia M</u>	7	Honor Roll
<u>Gonzales, Jack</u>	7	Honor Roll
<u>Haines, Anthony M</u>	7	Honor Roll
<u>Hernandez, Alexandra D</u>	7	Honor Roll
<u>Kelly, Nicole J</u>	7	Honor Roll
<u>Kirchner, James</u>	7	Honor Roll

## Hopatcong Middle School 4<sup>th</sup> Marking Period High Honor Roll & Honor Roll

<u>Malizzi, Peter C</u>	7	Honor Roll
<u>Martinez, Mercedes I</u>	7	Honor Roll
<u>Mastroeni, Antonio E</u>	7	Honor Roll
<u>McLean, Mason H</u>	7	Honor Roll
<u>Montoya, Angelina</u>	7	Honor Roll
<u>Morat, Gabriel S</u>	7	Honor Roll
<u>Ollerenshaw, Adam M</u>	7	Honor Roll
<u>Olshefski, Kevin S</u>	7	Honor Roll
<u>Peters, Gregory P</u>	7	Honor Roll
<u>Pietruszko, Nicolas</u>	7	Honor Roll
<u>Simpson, Gabriel</u>	7	Honor Roll
<u>Sokirynsky, Emily</u>	7	Honor Roll
<u>Stupar, Emanuel T</u>	7	Honor Roll
<u>Szluka, Ava N</u>	7	Honor Roll
<u>Terantino, Jada</u>	7	Honor Roll
<u>Van Beekum, Samantha N</u>	7	Honor Roll
<u>Cobb, Riley K</u>	6	Honor Roll
<u>Cooper, Noah G</u>	6	Honor Roll
<u>Eckerson, Nathan M</u>	6	Honor Roll
<u>Georgaros, Lily O</u>	6	Honor Roll
<u>Gleason, Vanessa M</u>	6	Honor Roll
<u>Grochulski, Matthew</u>	6	Honor Roll
<u>Hanna, Cambria Lynn</u>	6	Honor Roll
<u>Interiano, Michelle A</u>	6	Honor Roll
<u>Kowal, Keith R</u>	6	Honor Roll
<u>Mazzei, Joseph M</u>	6	Honor Roll
<u>Miller, Avery C</u>	6	Honor Roll
<u>Murray, Mattea</u>	6	Honor Roll
<u>Pacheco, Ethan D</u>	6	Honor Roll
<u>Panchana, Brandon A</u>	6	Honor Roll
<u>Sadowski, Briana</u>	6	Honor Roll
<u>Scott, Mia A</u>	6	Honor Roll
<u>Spain, William J</u>	6	Honor Roll
<u>Stupar, Tiberiu A</u>	6	Honor Roll
<u>Tancevska, Angelina</u>	6	Honor Roll
<u>Torres, Jeremiah</u>	6	Honor Roll
<u>Velez, Aaron C</u>	6	Honor Roll
<u>Visha, Daniel T</u>	6	Honor Roll
<u>Weber, Kelsey R</u>	6	Honor Roll
<u>Zammito, Gabriella R</u>	6	Honor Roll
<u>Zatuchney, Kaitlyn A</u>	6	Honor Roll

14p

## HOPATCONG BOROUGH SCHOOLS JOB DESCRIPTION

TITLE: Administrative Assistant to Superintendent and Assistant Superintendent

REPORTS TO: Superintendent

QUALIFICATIONS:

1. Thorough knowledge of secretarial practices and procedures
2. Experience as determined by the Superintendent and Board
3. Computer / Social Media Skills
4. Interpersonal skills and ability to communicate effectively
5. Knowledge of efficient office procedures
6. Required criminal history background check and proof of U.S. citizenship or resident alien status

### PERFORMANCE RESPONSIBILITIES:

1. Maintain administrative, fiscal and general records, prepare reports and answer questions from records.
2. Prepare effective correspondence and perform office management details without referral to a supervisor.
3. Take dictation, type all correspondence and reports and edit/proof all correspondence and reports emanating from Superintendent's office.
4. Maintain Superintendent's calendar, setting up all meetings and appointment schedules.
5. Compiles operational statistics and gathers such other data as the superintendent may require.
6. Supplies information requested through questionnaires or otherwise to other school systems, teachers, colleges and State and Federal agencies.
7. Serves on such lay or staff committees as the Superintendent may direct including the writing of minutes of such meetings.
8. Assumes such scheduling, coordinating, budget development and clerical functions as the Superintendent or Assistant superintendent may assign.
9. Attends meetings as assigned by the Superintendent.

10. Oversees student interaction activities with the superintendent and assistant superintendent making arrangements and schedules for such activities.
11. Reports regularly to the Superintendent and Assistant Superintendent on any developments or problems within the district coming to his/her attention and requiring the awareness or action.
12. Set up substitute teacher interviews and, if necessary process substitute paperwork for agenda approval, maintain substitute list with updates for submission to substitute coordinator, keep track of substitutes' certificate expirations, etc.
13. Compile information on new teachers regarding certification and highly qualified requirements. Submit new teacher information to Provisional Teacher Program and Building Principals.
14. Prepare and keep up to date personnel files for all staff, as required.
15. Review employment information and order service awards for staff to be presented each year.
16. Compile personnel, workshop, tuition reimbursement, guide movement and other pertinent information and prepare Board agendas for all Board meetings as related.
17. With superintendent and assistant superintendent, perform all responsibilities for teacher reimbursement program including course approvals, keeping track of credits allowed for reimbursement, funds available and processing of approvals for reimbursement forms.
18. Reviewing files and determining recommendation of approval for staff requested upgrades for approval by the Superintendent.
19. Process paperwork and purchase orders for personnel advertising, legal notices for bids, meetings, etc.
20. Maintain supplies for Superintendent's office and keep track of Association memberships in order to process purchase orders for same.
21. Assist in the completion of NJ DOE reports related to personnel, evaluation and NJ Smart.
22. Assist in maintaining evaluation records with the superintendent and assistant superintendent.
23. Assist in requirements related to Human Resource management.

24. As responsibilities grow in terms of technology, DOE requirements, mandates and laws, be willing to learn and complete new expectations with the assistance of the superintendent and assistant superintendent.

TERMS OF EMPLOYMENT:       Salary and work year to be determined by the  
Superintendent and Board of Education

EVALUATION: Performance of this job will be evaluated by the Superintendent in accordance  
with the provisions of the Board's policy on evaluation of noncertified staff.

14w

# **LIST OF APPROVED SUBSTITUTES**

**DISTRICT:** Hopatcong

**COUNTY:** Sussex

**Date adopted by Local Board of Education Subject to Criminal Background Check July 29, 2019**

NAME	INSTITUTIONS ATTENDED	DATES OF ATTENDANCE	DEGREE RECEIVED	MAJOR	CERTIFICATE(S)
Michael Canizaro	Stockton University University of Delaware	2015-2016 2016-2019	BA	History Ed	Cty Sub cert
<b>SUBSTITUTE PARAPROFESSIONALS</b>	<b>SUBSTITUTE CUSTODIANS/ MECHANIC</b> Susan Varela Debra Henry Joan Marshall Kirk Mueller Thomas Ward Eve Hind Catherine Maroney Eric Marcazo Stephen Wenz	<b>SUBSTITUTE VAN/BUS DRIVERS</b>	<b>SUBSTITUTE School Nurse</b>	<b>SUBSTITUTE DAY PLUS</b>	<b>HOME INSTRUCTION</b>



# ReportResults

15b

Field Trips	Activity	Cost	Pupil Cost
Bauer, Audra	Breakfast Trip to iHOP	\$81 (\$21 for travel and \$60 for driver)	0
Wilson, Julie	PBA Torch Run	0	0
Wilson, Julie	Summer Bowling	60.00	12
Wilson, Julie	Summer Trip Golf	51	6.00

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Submitted by	Activity Title	Date	Total Expenses
Anderson, Richard	Calculus BC APSI at Middlesex County College	8/5/2019	963.74
Anthes, Leticia	IEP meeting for MS	6/10/2019	20.27
Anthes, Leticia	Meeting at Mt Olive Middle School for AT	6/12/2019	5.27
Anthes, Leticia	OOD IEP meeting	6/4/2019	0
Anthes, Leticia	Visitation to SCARC medically fragile program	6/21/2019	10.25
Balinski, Luanne	Multi-Tiered System of Supports: A Framework for Supporting all Students	10/14/2019	90
Buglovsky, Christoph	HWS AD Meeting	7/30/2019	174.03
Buglovsky, Christoph	NJAC AD Meetings	8/22/2019	86.8
Canizaro, Joanne	Literacy Instruction: A Standards-Based Approach to Delivering and Planning	7/17/2019	0
Canizaro, Joanne	Rutgers Center for Literacy Development Annual Conference	10/25/2019	823
Geary, Matthew	NORTHERN REGIONAL FACILITIES TRAINING	8/15/2019	0
Kester, Kristine	(1)Multi-Tiered System of Supports/(2)Can the SLP Plan in Class Services that are Collaborative, Infused, and Effective?	10/14/2019	96.89
Murphy, Christi	Warren County Speech Language Hearing Association	10/14/2019	98.36
Pallotta, Susan	Intake interview DG	6/10/2019	11.1
Pallotta, Susan	Intake interview DG	6/20/2019	3.85
Schuffenhauer, Lisa	Sussex County School Counselor Association End of the Year	6/4/2019	0
			2383.6

# POLICY

## HOPATCONG BOARD OF EDUCATION

Students  
5460/Page 1 of 10  
HIGH SCHOOL GRADUATION (M)

### 5460 HIGH SCHOOL GRADUATION (M)

#### M

The Board of Education will recognize the successful completion of the secondary school instructional program by the award of a State-endorsed diploma certifying the student has met all State and local requirements for high school graduation. The Board will annually certify to the Executive County Superintendent each student who has been awarded a diploma has met the requirements for graduation.

#### A. High School Graduation Requirements

A graduating student must have earned a minimum of 120 credits for the Class of 2017 and a minimum of 122.5 for the Class of 2018 and beyond in courses designed to meet all of the New Jersey Core Curriculum Content Standards including, but not limited to, the following credits:

1. At least twenty credits in language arts literacy aligned to grade nine through twelve standards;
2. At least fifteen credits in mathematics, including Algebra I or the content equivalent ("content equivalent" is defined at N.J.A.C. 6A:8-1.3) including geometry or the content equivalent; and a third year of mathematics that builds on the concepts and skills of algebra and geometry and that prepares students for college and 21<sup>st</sup> century careers;
3. At least fifteen credits in social studies, including satisfaction of N.J.S.A. 18A:35-1 and 18A:35-2; five credits in world history; and the integration of civics, economics, geography, and global content in all course offerings;
4. At least ~~fifteen~~ **twenty** credits in science, including at least five credits in laboratory biology/life science or the content equivalent; one additional laboratory/inquiry-based science course, which shall include chemistry, environmental science, or physics; and ~~one~~ **two** additional laboratory/inquiry-based science course;
5. At least five credits in health, safety, and physical education during each year of enrollment, distributed as one hundred fifty minutes per week, as required by N.J.S.A. 18A:35-5, 7, and 8;



# POLICY

## HOPATCONG BOARD OF EDUCATION

Students  
5460/Page 2 of 10  
HIGH SCHOOL GRADUATION (M)

6. At least ~~five~~ **ten** credits in visual and performing arts;
7. At least ten credits in world languages or student demonstration of proficiency as set forth in N.J.A.C. 6A:8-5.1(a)2ii(2);
8. At least two and one-half credits in financial, economic, business, and entrepreneurial literacy;
9. Technological literacy, consistent with the Core Curriculum Content Standards, integrated throughout the curriculum;
10. At least five credits in 21<sup>st</sup> century life and careers, or career-technical education; and
11. Electives as determined by the high school program sufficient to total a minimum of at least 120 credits for the Class of ~~2017~~ **2020** and ~~122.5~~ **140** credits for the class of ~~2018~~ **2023** and beyond.

As defined in N.J.A.C. 6A:8-1.3, "credit" means the award for the equivalent of a class period of instruction which meets for a minimum of forty minutes, one time per week during the school year or as approved through N.J.A.C. 6A:8-5.1(a)2.

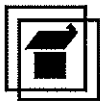
The high school graduation credit requirement may be met in whole or in part through program completion of a range of experiences that enable students to pursue a variety of personalized learning opportunities, as follows:

1. The district shall establish a process to approve individualized student learning opportunities that meet or exceed the Core Curriculum Content Standards.
  - a. Individualized student learning opportunities in all Core Curriculum Content Standards areas include, but are not limited, to the following:
    - (1) Independent study;
    - (2) ~~Online learning; online learning may be utilized for credit recovery and enrichment only; online classes may not be taken in lieu of classes offered at the Hopateong High~~



~~School; only elective courses, not currently offered in the High School program may be taken; online course grades will not count towards student's GPA;~~

- (3) Work-based programs, internships, apprenticeships;
    - (4) Study abroad programs;
    - (5) Student exchange programs; and
    - (6) Structured learning experiences, including, but not limited to, work-based programs, internships, apprenticeships, and service learning experiences.
  - b. Individualized student learning opportunities based upon specific instructional objectives aimed at meeting or exceeding the Core Curriculum Content Standards shall:
    - (1) Be based on student interest and career goals as reflected in the Personalized Student Learning Plans;
    - (2) Include demonstration of student competency;
    - (3) Be certified for completion based on the district process adopted according to 2. below; and
    - (4) Be on file in the school district and subject to review by the Commissioner or designee.
  - c. Group programs based upon specific instructional objectives aimed at meeting or exceeding the Core Curriculum Content Standards shall be permitted and shall be approved in the same manner as other approved courses.
2. The district shall establish a process for granting of credits through successful completion of assessments that verify student achievement in meeting or exceeding the Core Curriculum Content Standards at the high school level, including standards achieved by means of the individualized student learning opportunities enumerated as outlined in N.J.A.C. 6A:8-5.1(a)2. Such programs or assessments may occur all or in part prior to a student's high school enrollment; no such locally administered



assessments shall preclude or exempt student participation in applicable Statewide assessments at grades three through twelve.

- a. The district shall choose assessments that are aligned with or exceed the Core Curriculum Content Standards and may include locally designed assessments.
- b. The district shall choose from among the following assessment options to determine if students have achieved the level of language proficiency designated as Novice-High as defined by the American Council on the Teaching of Foreign Languages (ACTFL) and recognized as fulfilling the world languages requirement of the Core Curriculum Content Standards:
  - (1) The Standards-based Measurement of Proficiency (STAMP) online assessment;
  - (2) The ACTFL Oral Proficiency Interview (OPI) or Modified Oral Proficiency Interview (MOPI); or
  - (3) Department-approved locally designed competency-based assessments.
3. The district shall establish a process to approve post-secondary learning opportunities that may consist of Advanced Placement (AP) courses or concurrent/dual enrollment at accredited higher education institutions.
  - a. The district shall award credit for successful completion of an approved, accredited college course that assures achievement of knowledge and skills that meets or exceeds the Core Curriculum Content Standards.
  - b. Students will be able to take approved accredited online college courses that will count towards graduation as well as a college degree as approved by the Superintendent.

B. Additional Graduation Requirements

1. Attendance requirements as indicated in Policy and Regulation 5200;



2. Other requirements established by the Board of Education as indicated below:

- a. ~~Community Service Requirement of 10 hours per year for a total of 40 hours, earning 2.5 credits at the end of their senior year. Students entering the district after January 1st of a school year will be required to complete 5 hours of community service for that school year, and 10 hours for every year in school thereafter. Official documented community service hours from a previous school may be transferred and put towards the required hours for graduation.~~

3. Any statutorily mandated requirements for earning a high school diploma; and
4. Any Statewide assessment graduation requirements as determined by the New Jersey Department of Education, and as outlined in C. below.

C. Statewide Assessment Graduation Requirements

1. The New Jersey Department of Education (NJDOE) is transitioning from the High School Proficiency Assessment (HSPA) to the Partnership for the Assessment of Readiness for College and Careers (PARCC) End-of-Course assessments for students, including students with disabilities, in the classes of 2016, 2017, 2018, and 2019.
2. Students in the classes of 2016, 2017, 2018, and 2019 will be able to demonstrate proficiencies in English Language Arts (ELA) and Mathematics required by State statute by either meeting the “cut score” on the PARCC assessments or meeting the “cut score” on a substitute assessment or by meeting the criteria of the NJDOE portfolio appeal process.
3. A student with a disability, whose Individualized Educational Plan (IEP) team determines the student is exempt from these requirements, would be required to achieve the alternative proficiency in his/her IEP.
4. The NJDOE has developed “concordant” cut scores for additional substitute assessments. For the classes of 2016, 2017, 2018, and 2019, students will be able to demonstrate proficiency in both ELA and



Mathematics by meeting one of the criteria under English Language Arts and Mathematics as indicated below:

a. English Language Arts

- PARCC ELA Grade 9  $\geq$  750 (Level 4); or
- PARCC ELA Grade 10  $\geq$  750 (Level 4); or
- PARCC ELA Grade 11  $\geq$  725 (Level 3); or
- Prior to 3/1/16 SAT Critical Reading  $\geq$  400; or
- 3/1/16 or later SAT Evidence-Based Reading and Writing Section  $\geq$  450 OR SAT Reading Test  $\geq$  22; or
- ACT Reading or ACT PLAN Reading  $\geq$  16; or
- Accuplacer Write Placer  $\geq$  6; or
- Accuplacer Write Placer ESL  $\geq$  4; or
- PSAT10 Reading or PSAT/NMSQT Reading\*  $\geq$  40; or
- PSAT10 Reading or PSAT/NMSQT Reading\*\*  $\geq$  22; or
- ACT Aspire Reading  $\geq$  422; or
- ASVAB – AFQT Composite  $\geq$  31; or
- Meet the Criteria of the NJDOE Portfolio Appeal

b. Mathematics

- PARCC Algebra I  $\geq$  750 (Level 4); or
- PARCC Geometry  $\geq$  725 (Level 3); or
- PARCC Algebra II  $\geq$  725 (Level 3); or
- Prior to 3/1/16 SAT Math  $\geq$  400; or
- 3/1/16 or later SAT Math Section  $\geq$  440 OR SAT Math Test  $\geq$  22
- ACT or ACT PLAN Math  $\geq$  16; or
- Accuplacer Elementary Algebra  $\geq$  76; or
- PSAT10 Math or PSAT/NMSQT Math\*  $\geq$  40; or
- PSAT10 Math or PSAT/NMSQT Math\*\*  $\geq$  22; or
- ACT Aspire Math  $\geq$  422; or
- ASVAB – AFQT Composite  $\geq$  31; or





- Meet the Criteria of the NJDOE  
Portfolio Appeal

Note: \* PSAT taken prior to October 2015; \*\* PSAT taken after October 2015.

D. Attendance

Regular attendance is required for the successful completion of a course of study and graduation. Students are expected to be present in every scheduled class except as their attendance is excused in accordance with Board Policy 5200.

E. Students with Disabilities

1. Through the IEP process and pursuant to N.J.A.C. 6A:14-4.11 - Graduation, the district may specify alternate requirements for a State-endorsed diploma for individual students with disabilities as defined in N.J.A.C. 6A:14-1.3.
  - a. The district shall specifically address any alternate requirements for graduation in a student's IEP, in accordance with N.J.A.C. 6A:14-4.11.
  - b. The district shall develop and implement procedures for assessing whether a student with a disability has met any alternate requirements for graduation individually determined in an IEP.
2. If a student with a disability attends a school other than that of the school district of residence, which is empowered to grant a diploma, the student shall have the choice of receiving the diploma of the school attended or the diploma of the school district of residence.
  - a. If the school the student is attending declines to issue a diploma to the student, the district of residence Board of Education shall issue the student a diploma if the student has satisfied all State and local graduation requirements, as specified in the student's IEP.
3. Students with disabilities who meet the standards for graduation according to the school district's graduation requirements shall have the opportunity to participate in graduation exercises and related activities on a nondiscriminatory basis.



4. A student with a disability whose IEP prescribes continued special education programs beyond the fourth year of high school shall be permitted to participate in commencement ceremonies with his/her graduating class and shall receive a certificate of attendance, provided the student has attended four years of high school.
5. When a student with a disability graduates or exceeds the age of eligibility, the student shall be provided a written summary of his or her academic achievement and functional performance prior to the date of the student's graduation or the conclusion of the school year in which he or she exceeds the age of eligibility. The summary shall include recommendations to assist the child in meeting his or her postsecondary goals.

F. High School Diploma

1. The Board of Education shall award a State-endorsed high school diploma to prospective graduates who have met all of the requirements adopted in accordance with State and local Board of Education requirements.
2. The Board of Education shall not issue a high school diploma to any student not meeting the criteria specified in State and local requirements.
  - a. The district shall provide students exiting grade twelve without a diploma the opportunity for continued high school enrollment to age twenty, or until the requirements for a State-endorsed diploma have been met, whichever comes first.
  - b. The district shall allow any out-of-school individual to age twenty who has otherwise met all State and local graduation requirements, but has failed to meet the Statewide assessment graduation requirements, to return to school at scheduled times for the purpose of meeting the Statewide assessment graduation requirements. Upon certification of meeting these requirements, a State-endorsed diploma shall be granted by the high school of record.
3. The Commissioner of Education shall award a State-issued high school diploma in accordance with the provisions of N.J.A.C. 6A:8-5.2(c) and (d).



# POLICY

## HOPATCONG BOARD OF EDUCATION

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HIGH SCHOOL GRADUATION (M)

4. The Board of Education shall award a State-endorsed high school diploma to any currently enrolled student formally requesting an early award of the diploma in accordance with the provisions of N.J.A.C. 6A:8-5.2(e) and Board Policy 5465.

### G. Notification

Each student who enters or transfers into the high school and the student's parent(s) will be provided a copy of the school district's requirements for a State-endorsed diploma, and the programs available to assist students in attaining the State-endorsed diploma, in accordance with N.J.S.A. 18A:7C-5.

### H. Reporting

The Superintendent, in accordance with N.J.S.A. 18A:7C-7 and 18A:7E-3, shall report annually to the Board of Education and to the Commissioner of Education the number of students who completed the twelfth grade course requirements and were denied a diploma and the number of students who received State endorsed diplomas.

- I. The Superintendent shall provide to the Executive County Superintendent the district's graduation requirements each year they are evaluated through the Quality Single Accountability Continuum (QSAC) and update the filed copy each time the graduation policy and requirements are revised.

N.J.S.A. 18A:7C-1 et seq.; 18A:35-1;  
18A:35-4.9; 18A:35-7; 18A:36-17  
N.J.A.C. 6A:8-1 et seq.; 6A:8-5.1; 6A:8-5.2;  
6A:14-4.11 et seq.

Cross reference: Policy guide Nos. 5200, 5410, 5465  
Adopted: 29 June 1992  
Revised: 24 June 1996  
Revised: October 2000  
1<sup>st</sup> Reading: 23 October 2000  
2<sup>nd</sup> Reading & Adoption: 18 December 2000



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HIGH SCHOOL GRADUATION (M)

Revised:	January 2002
1 <sup>st</sup> Reading:	21 January 2002
2 <sup>nd</sup> Reading & Adoption:	25 February 2002
Revised:	May 2004
1 <sup>st</sup> Reading:	27 September 2004
2 <sup>nd</sup> Reading:	25 October 2004
Revised:	May 2005
1 <sup>st</sup> Reading:	4 May 2005
2 <sup>nd</sup> Reading & Adoption:	23 May 2005
Revised:	August 2009
1 <sup>st</sup> Reading:	29 March 2010
2 <sup>nd</sup> Reading	3 May 2010
Revised:	May 2010
1 <sup>st</sup> Reading:	17 May 2010
2 <sup>nd</sup> Reading & Adoption	26 July 2010
Revised:	March 2015
1 <sup>st</sup> Reading:	27 April 2015
2 <sup>nd</sup> Reading & Adoption	18 May 2015
Revised:	29 August 2016
Revised:	3 May 2017



# **ADDENDUM**

July 29, 2019  
Regular Meeting

- a. It is recommended by the Superintendent that the Board of Education acceptance of the resignation of Todd Jensen from his position as Teacher in the Hopatcong School District, effective immediately.
- b. It is recommended by the Superintendent that the Board of Education approve cancellation of the following checks listed below:

<b>SUSSEX REGIONAL CO-OP</b>		
<b>June Voided Prior Year Checks</b>		
Check #	Amount	
41099	\$18,000.00	
41191	\$3,867.56	
41295	\$12,817.56	
41394	\$16,227.56	
41503	\$13,597.56	
41620	\$10,217.56	
41729	\$14,577.56	
41841	\$21,727.56	
41963	\$17,877.56	
42094	\$16,437.56	
42205	\$22,731.56	
42311	\$450.00	
	\$168,709.60	Prior Year Voided Checks

- c. It is recommended by the Superintendent that the Board of Education approve one person for 20 hours of curriculum writing for Innovation Lab Elective Courses, grades 6 and 7.
- d. It is recommended by the Superintendent that the Board of Education approval of updated lease purchase agreement for Walkie Talkies as previously reviewed.
- e. It is recommended by the Superintendent that the Board of Education approve the following transfers:

<b>Name</b>	<b>Current Building</b>	<b>Transfer To</b>
Shawna Longo	HMS	DA
Edric Debois	HMS	HHS

- f. It is recommended by the Superintendent that the Board of Education approve a starting date for Tara Santa as Secretary to the Middle School Co-Principal, grades 4, 5 as August 26, 2019.
- g. It is recommended by the Superintendent that the Board of Education approval of the following salary guide movements, effective September 1, 2019. Salaries are based upon the 2017-2018 HEA Salary Guide and may change based upon the outcome of negotiations, adjustment pending final paperwork submission.

<b>Name</b>	<b>From</b>	<b>To</b>	<b>Effective Date</b>
Yvonne Mortello	MA+30	MA+45	9/1/2019
Craig Vallaro	BA	BA+30	9/1/2019
Audra Bauer	BA+15	MA	9/1/2019

**ADDENDUM INTRODUCED AT REGULAR MEETING – JULY 29, 2019**

- h. WHEREAS, the Hopatcong Board of Education is the owner of property located at 452 Lakeside Blvd., Hopatcong, New Jersey 07843, Block 30612, Lot 1; and

WHEREAS, the Board has determined that the property is not needed for school purposes in the future; and

WHEREAS, the Board has determined it is in the best interest of the Hopatcong School District to sell this property, in accordance with N.J.S.A. 18A:20-5 et seq.

NOW, THEREFORE, BE IT RESOLVED by the Hopatcong Board of Education, that disposing the property is in the best interest of the Hopatcong School District; and

BE IT FURTHER RESOLVED that the Board hereby approves a minimum price for the sale of this property in the amount of \$750,000; and

BE IT FURTHER RESOLVED that the Superintendent and Board Secretary shall advertise its sale and request bids for same by public notice in a newspaper published in the school district, in accordance with N.J.S.A. 18A:20-5 et seq; and

BE IT FURTHER RESOLVED that the Board President, Board Attorney, Superintendent, and Board Secretary are hereby authorized and directed to prepare and execute all documents necessary to effectuate this resolution.