

HOPATCONG BOARD OF EDUCATION

REGULAR MEETING

February 24, 2020

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

7:00 p.m. (Board of Education Meeting Room)

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. January 20, 2020.

4. **ROLL CALL**

__Alex Mclean	__Scott Francis	__Warren Gallagher
__Erin Jacobus	__Michele Perrotti	__Dr. Sarah Schindelar
__Nicole Falconi-Shubert	__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	__Perrotti	__Schindelar
__Falconi-Shubert	__Smith	__Trumpore	__McLean	

6. **RECONVENE**

Motion to Reconvene

(ACTION) Motion by _____, seconded by _____

__Francis	__Gallagher	__Jacobus	__Perrotti	__Schindelar
__Falconi-Shubert	__Smith	__Trumpore	__McLean	

HOPATCONG BOARD OF EDUCATION

REGULAR MEETING

February 24, 2020

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

7:00 p.m. (Board of Education Meeting Room)

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. January 02, 2020 – Reorganization Meeting
- b. January 20, 2020 – Regular Meeting
- c. January 20, 2020 – Executive Session

Motion to approve 7a – 7c:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	Perrotti	Schindelar
Falconi-Shubert	Smith	Trumpore	McLean	

8. ACKNOWLEDGEMENTS/CORRESPONDENCE

- a. Congratulations to the **Hopatcong Middle School Students** who made High Honor Roll and Honor Roll for the second marking period of the 2019 – 2020 school year.
- b. Congratulations to the **Hopatcong High School Students** who made High Honor Roll and Honor Roll for the second marking period of the 2019 – 2020 school year.
- c. Congratulations to each school in the Hopatcong School District on becoming **Kindness Certified**. Each school will be presented with a certificate recognizing their commitment to creating a culture of kindness in their building. Thank you **Mrs. Lisa Schuffenhauer**, Durban Avenue School Counselor, for all of her hard work on this project!
- d. The following students were chosen as **Hopatcong High School's Students of the Month** for their outstanding performance in February 2020:

Isabel Feliciano, Sophomore	Scholastics (Music Instrumental)
Dawid Madej, Junior	Scholastics (Piano 1)
Naomi Baez, Sophomore	Specialty Area (Sculpture)

- e. The following students were chosen as **Hopatcong High School Scholar Athlete of the Month** for their outstanding performance in February 2020:

Ian Yori, Junior	Boys Ice Hockey
Ralph Cutler, Junior	Bowling

Motion to approve 8a – 8e:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	Perrotti	Schindelar
Falconi-Shubert	Smith	Trumpore	McLean	

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7:00 p.m. (Board of Education Meeting Room)

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

- a. Superintendent's Report – **Art DiBenedetto, Superintendent of Schools**
- b. A second reading and approval of the Superintendent's HIB Report for January, 2020 as presented to the Board at the January meeting on January 20, 2020. Approval of the HIB report for February, 2020 for first reading and review.

Motion to approve 9a – 9b:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	Perrotti	Schindelar
Falconi-Shubert	Smith	Trumpore	McLean	

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 – Warren Gallagher, Vice Chair – Scott Francis**
- c. Negotiations: **Chair – Sarah Schindelar**
- d. Parent/Teacher Organization Representatives

Motion to approve 10a – 10d:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	Perrotti	Schindelar
Falconi-Shubert	Smith	Trumpore	McLean	

11. **PUBLIC COMMENT – GENERAL DISCUSSION**

12. **FINANCE**

Approval of the following finance items, **12a – 12h**, 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, January 21, 2020 through February 24, 2020 in the following amounts:
General Fund and Special Revenue (Grants) account - \$1,302,688.87
Cafeteria account - \$ 106,160.98
- b. Approval of the Board Secretary's Report for December 2019.
- c. Approval of the Transfer Report for the month of December 2019.
- d. Approval of the Treasurer's Report for the month of December 2019.
- e. Approval of the designation of Carolyn B. Joseph, Business Administrator/Board Secretary, as the Public Agency Compliance Officer (P.A.C.O.).
- f. Approval of the 2019/2020 transportation contract with Byram Bus.

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- g. Approval of the Resolution to “Limit the Medical Plans Offered under SEHBP” (this replaces Resolution 13h on the January 20, 2020 Board of Education Meeting agenda). This resolution states that the following plans will be available to employees under SEHBP:

NJ Direct 0	NJ Direct 10
NJ Direct 15	NJ Direct 1525
NJ Direct 2030	NJ Direct 2035
NJ Direct HD1500	

- h. Acceptance of a donation of \$50.00 (check 10204) to be applied to delinquent student lunch balances.

Motion to approve 12a – 12h:

(ACTION) Motion by _____, seconded by _____

____ Francis	____ Gallagher	____ Jacobus	____ Perrotti	____ Schindelar
____ Falconi-Shubert	____ Smith	____ Trumpore	____ McLean	

13. PERSONNEL

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

- a. Approval of the following Spring 2019-2020 Athletic Coach for the Hopatcong High School:

Name	Nature of Action	Position	Class	Level	Salary	Date Effective	Date Terminated
Christian Ammiano	Appoint	Assistant Baseball Coach	A	1	\$3,187.00	3/1/2020	6/30/2020

- b. Approval of the resignation of **Crystal Mastroeni**, from her position as Paraprofessional at Durban Avenue School, effective January 21, 2020.
- c. Approval of the transfer of **Bruce Dunn** from his position as Custodian to Durban Day Lead Custodian, and to include the \$900 prorated day lead stipend in his salary effective March 2, 2020.
- d. Approval of the employment of **Lisa Siegrist** as a Paraprofessional in the Hopatcong School District, at a rate of \$11.00 per hour, plus \$1.00 differential for toileting if applicable effective February 25, 2020
- e. Approval of the employment of **Elissa Rizzo** as Media Specialist in the Hopatcong School District at an annual salary of \$73,223 prorated based upon the Salary Guide Level MA+30/Step 8, effective April 15, 2020. This salary is based up on the 2019 - 2020 HEA Salary Guide.

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- f. Approval of the request of **Terry Trivento** to retroactively extend her medical leave of absence from her position as Classroom Nurse from February 7, 2020 through February 27, 2020 or until medically cleared by her physician.
- g. Approval of **Aimee Landrud** to extend her employment as Classroom Nurse through February 28, 2020 at a per diem rate of \$250, retroactively effective February 7, 2020.
- h. Approval of **Employee #81449** for a medical leave of absence retroactively effective Feb 5, 2020 until medically cleared by their physician.
- i. Approval of **Employee #80265** for a medical leave of absence retroactively effective January 27, 2020 until medically cleared by their physician.
- j. Approval of the request of **Joseph Longo** for a New Jersey Family Leave of Absence/Federal Leave of Absence from his position as Middle School Social Studies Teacher retroactive to February 11, 2020 through March 2, 2020.
- k. Approval of the following education students to conduct field experience in the Hopatcong School District during the 2019 – 2020 school year:

Student Name	Date(s)	University	Experience	School	Staff Member
Heather Sutton	2/1/20 – 6/30/20	SCCC	Practicum	Tulsa Trail	Kelly Pappas
Erica Savioli	2/1/20 – 6/30/20	Centenary University	Observation	Durban Avenue	Various
Kayla Dora	2/1/20 – 6/30/20	SCCC	Observation	High School	Various
Victoria Waleck	2/1/20 – 6/30/20	Caldwell University	Observation	High School	Karen Cubberly

- l. Approval of the following education student to conduct field experience in the Hopatcong School District during the 2020 – 2021 school year:

Student Name	Date(s)	University	Experience	School	Staff Member
Elizabeth Rutan	10/19/20 – 12/18/20	Ithaca College	Student Teaching	Middle School	Albert Cerulo
Nicole Murr	1/4/21 – 5/7/21	Rutgers University	Student Teaching	High School	Kurt Zimmermann

- m. Approval of **Craig Vallaro** to be a detention monitor at the Hopatcong High School for the 2019 – 2020 school year at a rate of \$20 per hour.
- n. Approval of the following 2019 – 2020 advisors at the Hopatcong Middle School:

Name	Nature of Action	Position	Class	Level	Salary	Date Effective	Date Terminated
Donald Dippel	Appoint	Middle School Intramural (.5)	C	4	\$1,429 Prorated	2/1/20	6/30/20
Joseph Bitteto	Resign	Middle School Intramural (.5)	C	1	\$706.50	10/1/19	1/31/20

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- o. Approval for the following staff to receive tuition reimbursements, as per contract, upon successful completion of the course and submission of paperwork:

Name	Course Title	Credit(s)	Cost
Lindsay Amelio	Teacher Leadership	3	\$825
Healther DelBagno	Making Connections for Engaged Learning	3	\$375
Nancy Duffy	Making Connections for Engaged Learning	3	\$375
Cheryl Gramp	Mindfulness for Betting Teaching and Learning	3	\$449
Matt McKowen	Athletic Body In Balance	N/A	\$49.95
Megan Nardone	Making Connections for Engaged Learning	3	\$375
Joseph Piccirillo	Quantitative and Qualitative Research	3	\$2,215
Dominick Spuckes	Psychology of Sports and Exercise	3	\$375
Anna Voloshin	School Nurse Practicum	3	\$2,193

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

Motion to approve 14a – 14o:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	Perrotti	Schindelar
Falconi-Shubert	Smith	Trumpore	McLean	

14. **STUDENTS AND SERVICES**

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

- Approval for a change of placement for an out of district student who has been placed at Lakeland Andover School, Lafayette, NJ student No. 12031. The effective date is January 7, 2020 at a prorated tuition cost of \$310.00 per diem.
- Approval for educational instruction services for student no. 14466 for five hours per week beginning February 11, 2020. Instruction will be provided by Saint Clare's Hospital at a rate of \$55.00 per hour.
- Approval of field trips, as required by the New Jersey Department of Education.

Field Trips

Name	Class/Activity	Date	Trip Location	Cost*
Albert Cerulo	MS Instrumental Music	5/30/20	NJPAC	\$0
Ashley Miller	Pre-K	3/31/20	Tagalongs	\$0
Christina Munoz	Grade 4/5 Gifted and Talented	5/21/20	MindFit USA	\$1,040

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Barbara Parichuk	7 th Grade Class	5/22/20	Medieval Times	\$0
Julie Wilson	HS M.D.	2/27/20	Sussex County YMCA	\$21
Kurt Zimmermann	Music	6/3/20	US Marine Barracks	\$2,000
Kurt Zimmermann	Music	5/26/20	Eugene O'Neill Theatre	\$0

*cost to district

Motion to approve 14a – 14c:

(ACTION) Motion by _____, seconded by _____

____ Francis	____ Gallagher	____ Jacobus	____ Perrotti	____ Schindelar
____ Falconi-Shubert	____ Smith	____ Trumpore	____ McLean	

15. CURRICULUM

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

- Acceptance of the NJDOE Office of Career Readiness approval of Cosmetology CTE program to begin September 2020.
- Acceptance of the NJDOE Office of Career Readiness approval of Child Care Provider/Assistant CTE program to begin September 2020.
- Acceptance of the NJDOE Office of Career Readiness approval of Radio & Television CTE program to begin September 2020.

Motion to approve 15a – 15c:

(ACTION) Motion by _____, seconded by _____

____ Francis	____ Gallagher	____ Jacobus	____ Perrotti	____ Schindelar
____ Falconi-Shubert	____ Smith	____ Trumpore	____ McLean	

16. POLICIES AND REGULATIONS

Approval of item **16a – 16b**, as recommended by the Superintendent of Schools and the Student Achievement and Operations Committees of the Board:

- 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 1110

Title

Organizational Chart (Revised)

Regulation

R 5850

Title

Social Events and Class Trips (Adopt)

HOPATCONG BOARD OF EDUCATION

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February 24, 2020

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

7:00 p.m. (Board of Education Meeting Room)

- 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:

Policy #

P 8600

P 8630

P 8670

P 9210

Title

Student Transportation (M) (Revised)

Bus Driver/Bus Aide Responsibility (M) (Revised)

Transportation of Special Needs Students (M) (Revised)

Parent Organizations (Revised)

Regulation #

R 8600

R 8630

Title

Student Transportation (Revised)

Emergency School Bus Procedures (M) (Revised)

Motion to approve 16a – 16b:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	Perrotti	Schindelar
Falconi-Shubert	Smith	Trumpore	McLean	

17. TRAVEL AND PROFESSIONAL DEVELOPMENT

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

Conferences/Professional Development

Name	Conference	Date	Location	Cost	Travel Cost
Gary Andolena	National Wing-T Clinic	1/24 – 1/25/20	Pittsburgh, PA	\$0	\$0
Maryanne Bourdett	FMLA Compliance Training	2/24/20	Saddle Brook, NJ	\$199	\$26.46
Maryanne Bourdett	Payroll and More	3/12/20	Fairfield, NJ	\$125	\$25.18
Karen Cubberly	What's New in Young Adult Literature	3/9/20	Newark NJ	\$279	\$9.10
Edric Debos	iSTEAM 2020	1/14/20	Ramapo College	\$75	\$28

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7:00 p.m. (Board of Education Meeting Room)

Tracey Hensz	Handle with Care	5/29/20	Newton, NJ	\$450	\$0
Matt McKowen	NATA Dues	N/A	N/A	\$269	\$0
Jason Mulvihill	What's New in Young Adult Literature	3/9/20	Newark, NJ	\$279	\$9.10
Katie Schwab	FMLA Compliance Training	2/24/20	Saddle Brook, NJ	\$199	\$26.46
Chelsea Trump	SCSCA Meeting	2/11/20	Sussex Vo-Tech	\$0	\$35.60
Julie Wilson	NJCEC	2/16/20	Ramapo College	\$115	\$35
Dana Jones MaryAnn Roe Diane Scanlon Kathy Schwab Nick Terantino Shannon Wilson	Annual N.J. Pupil Transportation Conference & Exhibit Show	3/26 – 3/27/20	Atlantic City, NJ	\$2,342	\$525

Professional Meetings

Name	Meeting Type	Date	Location	Travel Cost
Mary Dinnocenzo	Testing	3/13/20	Little Learners Academy	\$9.87
Stacey Montefusco	Observation	1/31/20	Little Learners Academy	\$10.01
Susan Pallotta	IEP	12/6/19	Windsor School	\$21.98

Motion to approve Travel and Professional Development for February 2020:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	Perrotti	Schindelar
Falconi-Shubert	Smith	Trumpore	McLean	

18. **RESOLUTIONS**

Approval of the following item, **18a**, as recommended by the Superintendent of Schools and the Committees of the Board:

- a. Approval of a revision of the January 20, 2020 Board of Education minutes to include **Theresa Davis** as a Substitute Nurse.

Motion to approve 18a:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	Perrotti	Schindelar
Falconi-Shubert	Smith	Trumpore	McLean	

HOPATCONG BOARD OF EDUCATION

REGULAR MEETING

February 24, 2020

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

7:00 p.m. (Board of Education Meeting Room)

19. SUSSEX COUNTY REGIONAL COOPERATIVE

Approval of the following items, **19a – 19e6**, as recommended by the Superintendent of Schools and the Operatives committee of the Board:

- a. The Superintendent and the Director of Transportation recommend the approval of bills for the Sussex County Regional Cooperative Operating account for January 21, 2020 through February 24, 2020 in the amount of \$39,791.22 for Regular bills and \$3,229,083.43 for Bus Contractor bills.
- b. The Superintendent and the Director of Transportation recommend the **approval** of one (1) **new Member District**, Bergen County Region V, for the 2019-2020 school year.
- c. The Superintendent and the Director of Transportation recommend the **approval of Participation in Coordinated Transportation** for the 2020-2021 school year with Warren County Special Services School District in consideration of pro-rated contract costs plus a 2% administrative fee.
- d. The Superintendent and the Director of Transportation recommend the **approval to extend the school vehicle service contract 2019-01-01 with Byram Bus, Inc.** for an additional one year term starting on March 1, 2020. In accordance with 18A:18A-42 and the CPI as listed in USDL-20-0044 (Department of Labor) dated January 14, 2020 current pricing will be extended at an increase of 2.3%.
- e.
 1. The Superintendent and the Director of recommend the **acceptance** of student transportation **quotations** for **Special Education Routes** for the 2019-20 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 2019-20 School Year as listed on Exhibit A.
 3. 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.
 4. 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.
 5. The Superintendent and the Director of Transportation recommend the **acceptance** of **contract addendums** for 2019-20 School Year Routes as listed on Exhibit A.
 6. The Superintendent and the Director of Transportation recommend **corrected contract renewals** for 2019-20 School Year Routes as listed on Exhibit A.

Motion to approve 19a – 19e6:

(ACTION) Motion by _____, seconded by _____

HOPATCONG BOARD OF EDUCATION

REGULAR MEETING

February 24, 2020

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

7:00 p.m. (Board of Education Meeting Room)

Francis	Gallagher	Jacobus	Perrotti	Schindelar
Falconi-Shubert	Smith	Trumpore	McLean	

20. BOARD OF EDUCATION – MEMBER COMMENTS

21. ADJOURNMENT

Motion to adjourn:

(ACTION) Motion by _____, seconded by _____

All in favor _____ Time: _____ pm

HOPATCONG BOARD OF EDUCATION

Reorganization Meeting - Minutes
January 2, 2020
7:00 p.m.

1
7a

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 Board Meeting room at the Administration Office of the Board of Education, Hopatcong, NJ, at 7:00 p.m. January 2, 2020.

4. **REPORT OF THE 2019 SCHOOL ELECTION RESULTS AND ACKNOWLEDGMENT OF BOARD MEMBERS**

Acknowledgment of the results of the November 2019 Board of Education Election as reported and certified by the Sussex County Board of Elections as follows:

Elected to Hopatcong Board of Education: 3 Year Term

<u>Candidate</u>	<u>Total Votes</u>
Mrs. Nicole Falconi-Shubert.....	2,061
Mr. Warren Gallagher.....	1,901
Mr. Alexander McLean.....	1,697

5. **ADMINISTRATION OF OATH OF OFFICE TO NEWLY ELECTED BOARD MEMBERS**

Ms. Carolyn B. Joseph, Board Secretary administered the Oath of Office to Mrs. Nicole Falconi-Shubert, Mr. Warren Gallagher and Mr. Alexander McLean.

6. **ELECTION OF BOARD PRESIDENT**

Ms. Joseph, Board Secretary entertained a motion for nominations for **Hopatcong Board of Education President** for the 2019/2020 school year and 2020/2021 school year through December 31, 2020.

Mr. Gallagher nominated Mr. McLean for Board President.

Ms. Perrotti nominated herself via telephone for Board President.

Ms. Jacobus nominated herself for Board President.

Motion to approve Mr. Alexander McLean as Board President was put to vote:

Scott Francis	Yes	Warren Gallagher	Yes	Erin Jacobus	No
Alex McLean	Yes	Michele Perrotti (via phone)	No	Sarah Schindelar	Yes
Nicole Shubert	No	Candice Smith	ABSENT	Carol Trumpore	Yes

Mr. McLean was approved President of the Hopatcong Borough Schools Board of Education.

HOPATCONG BOARD OF EDUCATION

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Reorganization Meeting - Minutes
January 2, 2020
7:00 p.m.

7. ELECTION OF BOARD VICE-PRESIDENT

Mr. Alexander McLean, Board President entertained a motion for nominations for **Hopatcong Board of Education Vice-President** for the 2019/2020 school year and 2020/2021 school year through December 31, 2020.

Mr. McLean nominated Mr. Francis for Board Vice-President.

Ms. Jacobus nominated herself for Board Vice-President.

Mr. Francis made a motion to approve himself as Board Vice President that was seconded by Mr. Gallagher:

Scott Francis	Yes	Warren Gallagher	Yes	Erin Jacobus	No
Alex McLean	Yes	Michele Perrotti (via phone)	No	Sarah Schindelar	Yes
Nicole Shubert	Yes	Candice Smith	ABSENT	Carol Trumpore	Yes

Mr. Francis was approved as Vice-President of the Hopatcong Borough Schools Board of Education.

8. ROLL CALL:

Mr. Scott Francis, Vice President
Ms. Erin Jacobus
Mr. Warren Gallagher
Mr. Alexander McLean, Board President
Ms. Michele Perrotti (via telephone)
Dr. Sarah Schindelar
Mrs. Nicole Falconi-Shubert
Ms. Carol Trumpore

MEMBERS ABSENT: Mrs. Candice Smith

Also Present: Mr. Art DiBenedetto, Superintendent; Mr. Joseph Piccirillo, Asst. Superintendent; Ms. Carolyn Joseph, Board Secretary and Ms. Kerri Wright, Esq.

9. PUBLIC COMMENT - NONE

10. ESTABLISHMENT OF BOARD OF EDUCATION ANNUAL MEETING CALENDAR

Approval of the attached list of **Board Meeting dates for the 2019/2020 and 2020/2021 school year** through the Reorganization Meeting in **January 2021** and notification of such dates to the official newspapers of the Hopatcong Board of Education.

Mr. Gallagher made a motion to approve the Board of Education Annual Meeting Calendar that was seconded by Dr. Schindelar:

Scott Francis	Yes	Warren Gallagher	Yes	Erin Jacobus	Yes
Alex McLean	Yes	Michele Perrotti (via phone)	Yes	Sarah Schindelar	Yes
Nicole Shubert	Yes	Candice Smith	ABSENT	Carol Trumpore	Yes

The Hopatcong Board of Education Annual Meeting Calendar was approved.

HOPATCONG BOARD OF EDUCATION

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Reorganization Meeting - Minutes

January 2, 2020

7:00 p.m.

11. **APPOINTMENT OF NEWSPAPERS**

Appointment of the *New Jersey Herald*, the *Daily Record* and the *Star Ledger* as the official newspapers used by the Board of Education at the Board Secretary's discretion.

12. **APPOINTMENT OF FINANCIAL DEPOSITORIES**

Approval of **Fulton Bank of New Jersey, Santander, and Valley National Bank** as bank depositories for the Board of Education and authorization for the President to be the signator and have signature plates made.

13. **ADOPTION OF CODE OF ETHICS**

Approval of the adoption of the Code of Ethics for School Board members as required by law, N.J.S.A. 18A:12-2.1 and N.J.S.A. 41:1-1 and 1-3.

Dr. Schindelar made the motion to approve items 11 – 13 that was seconded by Mr. Gallagher:

Scott Francis	Yes	Warren Gallagher	Yes	Erin Jacobus	Yes
Alex McLean	Yes	Michele Perrotti (via phone)	Yes	Sarah Schindelar	Yes
Nicole Shubert	Yes	Candice Smith	ABSENT	Carol Trumpore	Yes

Items 11 -13 were approved.

14. **ADJOURNMENT**

The motion to adjourn was made by Mr. Gallagher and seconded by Dr. Schindelar.

All in favor

Time: 7:12pm

Respectfully submitted,

Carolyn B. Joseph

School Business Administrator/Board Secretary

(7b)

**HOPATCONG BOARD OF EDUCATION
REGULAR MEETING - MINUTES**

January 20, 2020

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

7:00 p.m. (Board of Education Meeting Room)

A Regular Meeting of the Board of Education of the Hopatcong Borough School District was held on January 20, 2020 in the Board Meeting Room of the Administration Building, 2 Windsor Avenue, Hopatcong, New Jersey.

1. CALL TO ORDER

The meeting was called to order at 7:10 p.m.

2. FLAG SALUTE

3. NEW JERSEY OPEN PUBLIC MEETING ACT STATEMENT

Mr. McLean, Board President, read the New Jersey Open Public Meetings Act 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 Regular meeting will take place in the Hopatcong Board of Education Meeting Room, 2 Windsor Avenue, Hopatcong, NJ, at 7:00 p.m. on January 20, 2020.

4. MEMBERS PRESENT:

Mrs. Nicole Falconi-Shubert
Mr. Scott Francis, Vice-President
Mr. Warren Gallagher
Ms. Erin Jacobus
Mr. Alex McLean, Board President
Ms. Michele Perrotti
Mrs. Candice Smith
Ms. Carol Trumpore

MEMBERS ABSENT: Dr. Sarah Schindelar

Also Present: Mr. Art DiBenedetto, Superintendent, Mr. Joseph Piccirillo, Assistant Superintendent, Ms. Carolyn B. Joseph, Board Secretary, Richard Bauch, Esq.

5. EXECUTIVE SESSION

The Hopatcong Board of Education entered Executive Session prior to the opening of the public meeting.

6. RECONVENE

A motion to return to Public Session was made by Mrs. Smith, seconded by Ms. Trumpore.
The motion carried with all in favor

7. SCHOOL BOARD RECOGNITION

WHEREAS, The New Jersey School Boards Association has declared January 2020 to be School Board Recognition Month, a time when all residents can acknowledge the contributions made by our local school board members; and

WHEREAS, The Hopatcong Board of Education is one of 580 local school boards in New Jersey, which sets policies and oversees operations for public school districts; and

WHEREAS, The Hopatcong Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey's local school boards help determine the educational goals for approximately 1.4 million children in pre-kindergarten through 12th grade; and

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WHEREAS, New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Educational Progress scores, and the preparation for college through advanced placement offerings and SAT assessments; Now, therefore, be it

RESOLVED, That the Hopatcong Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2020 as SCHOOL BOARD RECOGNITION MONTH; and be it further

RESOLVED, That the Hopatcong Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the advancement of our children's education.

**Mrs. Smith made a motion to approve the Resolution to recognize our School Board that was seconded by Ms. Perrotti:
The motion carried with all in favor.**

8. **APPROVAL OF MINUTES**

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

- a. December 16, 2019 – Regular Meeting
- b. December 16, 2019 – Executive Session

Motion to approve Minutes 8a – 8b was made by Mrs. Smith, seconded by Ms. Trumpore:

Nicole Falconi-Shubert	ABSTAIN	Scott Francis	Yes	Warren Gallagher	Yes
Erin Jacobus	Yes	Alex McLean	Yes	Michele Perrotti	Yes
Sarah Schindelar	ABSENT	Candice Smith	Yes	Carol Trumpore	Yes

Motion to approve Minutes 8a – 8b passed.

9. **ACKNOWLEDGEMENTS/CORRESPONDENCE**

- a. Thank you to Mr. Anthony J. Fasano for six years of dedication to the Hopatcong Borough School District and best wishes for him in his new position as Sussex County Freeholder.
- b. Congratulations to the following teachers and education support staff members who have been named **2019 – 2020 Governor's Teacher and Educational Services Professional Recipients of the year:**

Durban Avenue School:

Teacher of the Year: Erica Strzepek

Educational Services Professional of the Year: Rosemary Smith

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Tulsa Trail School:

Teacher of the Year: Emily Minervini

Educational Services Professional of the Year: Mary Narcise

Hopatcong Middle School:

Teacher of the Year: Nancy Drury

Educational Services Professional of the Year: Nicole Roman-Gerena

Hopatcong High School:

Teacher of the Year: Karen Cubberly

Educational Services Professional of the Year: Linda Padula

- c. Congratulations to 4th grade students **Alesi May** and **Alejandro Aciego** for being chosen for publication in the Young Writers' Spooky Sagas book *Spooky Sagas 2019 – Mid Atlantic Tales*. Their stories were chosen from a group of over 10,000 entries! Additionally, 4th grade teacher **Mrs. Noonan** deserves recognition for submitting the students' stories. We are very proud of our young writers and the teachers that are helping them succeed!
- d. Congratulations to the Hopatcong High School Students who made High Honor Roll and Honor Roll for the first marking period of the 2019 – 2020 school year.
- e. The following students were chosen as **Hopatcong High School's Students of the Month** for their outstanding performance in January 2020:

Kaylee Post, Junior

Scholastics (Algebra 2 CP)

Nicholas Coats, Junior

Scholastics (Pre-Calculus Honors)

Odalis Mendez, Senior

Specialty Area (Fine Arts, Art 2)

Bronson Percy, Senior

Specialty Area (Fine Arts, Art 1)

- f. The following students were chosen as **Hopatcong High School Scholar Athlete of the Month** for their outstanding performance in January 2020:

Luis Palmer, Junior

Boys Basketball

Christy Brennan, Sophomore

Girls Basketball

Motion to accept Acknowledgments/Correspondence was made by Mrs. Smith, seconded by Mr. Gallagher.

The motion carried with all in favor.

10. SUPERINTENDENT'S REPORT AND HIB REPORT

- a. Superintendent's Report – **Art DiBenedetto, Superintendent of Schools – Superintendent DiBenedetto reports he will hold a single-issue meeting on February 6, 2020 to discuss the state of the district. Mr. D will report on the status of new initiatives and where we are going. No HIB incidents to report.**
- b. A second reading and approval of the Superintendent's HIB Report for December, 2019 as presented to the Board at the December meeting on December 16, 2019. Approval of the HIB report for January, 2020 for first reading and review.

Motion to approve Superintendent's Report and HIB 10a – 10b was made by Mrs. Smith, seconded by Mr. Gallagher:

Nicole Falconi-Shubert	ABSTAIN	Scott Francis	Yes	Warren Gallagher	Yes
Erin Jacobus	Yes	Alex McLean	Yes	Michele Perrotti	Yes
Sarah Schindelar	ABSENT	Candice Smith	Yes	Carol Trumpore	Yes

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Superintendent's report and HIB report were approved.

11. COMMITTEE REPORTS

- a. Student Achievement – Community Relations, Curriculum, Personnel and Special Education: **Chairperson - Candice Smith** – The committee met on January 13, 2020. Good news from administration regarding a Rock –N- Roll Forever grant with Mrs. Longo and Mrs. McFadden. Guidance has also replaced "Naviance" with "Score" and the feedback has been great and students are using the program. In addition, there is no fee attached. CTE is coming to district.
- b. Operations – Finance, Facilities, Security and Transportation: **Chairperson – Warren Gallagher** Asst. Superintendent Piccirillo is working on increasing offerings for concurrent credits with Sussex County Community College and Seton Hall. Credits will only cost \$100 while the student is still in High School.
- c. Negotiations - **Chairperson - Sarah Schindelar** – Dr. Schindelar was absent.
- d. Parent/Teacher Organization Representatives – Nicole Roman-Gerena reported that they are still working on the Books and Beyond program. Mrs. Wendy Sutton reminds everyone to pick up their heart shaped pizzas from Frank's Pizza, which is a fundraiser for HHSPTO. March 27, 2020 is the Tricky Tray. Last year they made \$22,000, half of which went to Project Graduation.

**Mrs. Smith made a motion to accept 11a – 11d, seconded by Mr. Gallagher:
The motion carried with all in favor.**

Mr. Ray Sarinelli from the auditing firm of Nisivoccia presented the Report of Audit for the Hopatcong School District for the Fiscal Year ended June 30, 2019. He reported an increase in the fund balance of \$431,000; he stated that our financial records are stable; the four recommendations we did receive were a huge improvement from last year's audit, which resulted in fifteen recommendations.

12. PUBLIC COMMENT

A member of the audience addressed Mr. D. and President McLean regarding a memorial plaque that had been on a rock in front of the high school and a tree nearby that had been planted in the honor of a deceased classmate of the class of 1972. The plaque had been damaged when in November, all trees and large rocks near the HS main entrance were removed for security reasons. Mr. McLean and Mr. D. agreed to repair the plaque. Another member of the audience reported his disagreement regarding incidents involving what he considered the bullying of his daughter that had been investigated as HIB and deemed not to be HIB offenses.

Mr. Francis makes a motion to approve changing committee structure to a Committee of the Whole. The motion was seconded by Ms. Perrotti. Discussion ensued. Ms. Trumpore asked how personnel and legal items would be handled in a Committee of the Whole and Mr. D. responded that those items would be discussed in Executive Session. Mr. D added that a Work Session format is more transparent and efficient and is a system that works very well. Mr. Francis amended the motion to become Mr. D. researching the two formats of Committee of the Whole and Work Session and to present his findings to the board at the February Regular meeting.

Nicole Falconi-Shubert	Yes	Scott Francis	Yes	Warren Gallagher	No
Erin Jacobus	No	Alex McLean	Yes	Michele Perrotti	Yes
Sarah Schindelar	ABSENT	Candice Smith	No	Carol Trumpore	Yes

The motion passed.

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13. FINANCE

Approval of the following finance items, **13a – 13h**, 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, December 17, 2019 through January 20, 2020 in the following amounts:
General Fund and Special Revenue (Grants) account - \$1,508,039.55
Cafeteria account - \$ 52,485.44
- b. Approval of the Board Secretary's Report for November 2019.
- c. Approval of the Transfer Report for the month of November 2019.
- d. Approval of the Treasurer's Report for the month of November 2019.
- e. Acceptance of the 2018 – 2019 audit.
- f. Approval of Correction Action Plan for the 2018-19 Audit (CAP).
- g. Approval of the Resolution for Authorize Participation under the State Health Benefits Program (SHBP) and/or School Employees' Health Benefits Program (SEHBP) effective June 1, 2020.
- h. Approval of the Resolution to Limit the Medical Plans Offered under SEHBP.

Motion to approve Finance 13a -13h made by Ms. Perrotti and seconded by Ms. Trumpore:

Nicole Falconi-Shubert	Yes all except ABSTAIN b, c, d,	Scott Francis	Yes	Warren Gallagher	Yes
Erin Jacobus	No	Alex McLean	Yes a – f ABSTAIN g, h	Michele Perrotti	Yes
Sarah Schindelar	ABSENT	Candice Smith	No	Carol Trumpore	Yes

Finance motions 13a -13h passed.

14. PERSONNEL

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

- a. Acceptance of the resignation, with regret, of **Rocco Passerini** from his position as Lead Custodian in the Hopatcong School District, for the purpose of retirement, effective February 29, 2020. Mr. Passerini has served the district for 12 years.
- b. Acceptance of the resignation, with regret, of **Mary Narcise**, from her position as Teacher in the Hopatcong School District, for the purpose of retirement, effective July 1, 2020. Mrs. Narcise has served the district for 21 years.
- c. Approval of **Donald Forst** to retroactively extend his medical leave of absence from his position as Custodian from January 1, 2020 to January 16, 2020 with a return date of January 31, 2020.
- d. Approval of the request of **Jill Gleason** to extend her unpaid leave of absence from her position as Paraprofessional in the Hopatcong School District retroactive to December 3, 2019 through January 6, 2020 with a return date of January 7, 2020.
- e. Approval of the employment of **Jennifer Maniquis** as a Paraprofessional in the Hopatcong School District, at a rate of \$11.00 per hour, plus \$1.00 differential for toileting if applicable, effective January 21, 2020.
- f. Approval of the request of **Joanne Carr** for a New Jersey Family Leave of Absence/Federal Leave of Absence from her position as High School Science Teacher retroactive to January 9, 2020 through January 17, 2020 with a return date of January 20, 2020.
- g. Approval of the request of **Alison Ibaceta** to extend her Maternity Leave of Absence/New Jersey Family Leave of Absence/Federal Leave of Absence, from her position as Teacher at Tulsa Trail School from March 2, 2019 to June 30, 2019.

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- h. Approval of **Janice Hero** to extend her employment as Grade 2 Long Term Substitute Teacher at a prorated salary of \$55,783, based upon Level BA/Step 3, from March 2, 2019 through the remainder of the school year.
- i. Approval of **Pamela Brennan** as High School ELA Portfolio Teacher at a rate of \$30.00 per hour, for 3 hours of instructional time and 5 hours of preparation time per week, for a total of 8 hours per week, effective February 1, 2020 to May 1, 2020.
- j. Approval of **Doug Merkler** as High School Math Portfolio Teacher at a rate of \$30.00 per hour, for 3 hours of instructional time and 5 hours of preparation time per week, for a total of 8 hours per week, effective February 1, 2020 to May 1, 2020.
- k. Approval of the following education student to conduct field experience in the Hopatcong School District during the 2019 – 2020 school year:

Student Name	Date(s)	University	Experience	School	Staff Member
Eliana Casqueira	January 2020	East Stroudsburg	Observation	Durban Avenue	Various Staff

- l. Approval of the following Extra Duty/Extra Pay position of Cafeteria Monitor/Duty for the 2019 – 2020 school year in the Hopatcong School District:

Name	Nature of Action	School	Salary	Date Effective	Date Terminated
Craig Vallaro	Resign	Middle School (Grade 6)	\$2,400.00	9/1/19	12/31/19
Christine DeRosa	Appoint	Middle School (Grade 6)	\$2,400.00 (Prorated)	1/2/20	6/30/20

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

Motion was made by Ms. Perrotti and seconded by Mrs. Smith to approve Personnel 14a – 14m. Mrs. Smith thanked Rocco Passerini and Mary Narcise for their years of service to the district and wished them all the best in their retirement.

Nicole Falconi-Shubert	Yes	Scott Francis	Yes	Warren Gallagher	Yes
Erin Jacobus	Yes	Alex McLean	ABSTAIN	Michele Perrotti	Yes
Sarah Schindelar	ABSENT	Candice Smith	Yes	Carol Trumpore	Yes

Personnel items 14a – 14m were approved.

15. STUDENTS & SERVICES

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

- a. Approval for home instruction services for student no. 13786 for a total of 6 hours. Instruction will be provided by Hopatcong certificated staff at the rate of \$35.00 per hour effective January 6, 2020.
- b. Approval for home instruction services for student no. 14244 for 5 hours per week. Instruction will be provided by Hopatcong certificated staff at the rate of \$35.00 per hour effective January 10, 2020 through April 10, 2020.

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Motion to approve Students and Services, 15a – 15b, was made by Ms. Perrotti, seconded by Mrs. Smith:

Nicole Falconi-Shubert	Yes	Scott Francis	Yes	Warren Gallagher	Yes
Erin Jacobus	Yes	Alex McLean	Yes	Michele Perrotti	Yes
Sarah Schindelar	ABSENT	Candice Smith	Yes	Carol Trumpore	Yes

Students and Services item 15a – 15b were approved.

16. CURRICULUM

Approval of the following item, **16a**, as recommended by the Superintendent of Schools and Student Achievement Committee of the Board:

- a. Approval of Anatomy and Physiology II CP as a semester course beginning semester 2 of the 2019 – 2020 school year.

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

Nicole Falconi-Shubert	Yes	Scott Francis	Yes	Warren Gallagher	Yes
Erin Jacobus	Yes	Alex McLean	Yes	Michele Perrotti	Yes
Sarah Schindelar	ABSENT	Candice Smith	Yes	Carol Trumpore	Yes

Motion to approve Curriculum item 16a passed.

17. POLICIES AND REGULATIONS

Approval of item **17a**, as recommended by the Superintendent of Schools and the Student Achievement and Operations Committees of the Board:

- 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 8600

P 8630

P 8670

P 9210

Title

Student Transportation (M) (Revised)

Bus Driver/Bus Aide Responsibility (M) (Revised)

Transportation of Special Needs Students (M) (Revised)

Parent Organizations (Revised)

Regulation

R 5850

R 8600

R 8630

Title

Social Events and Class Trips (Adopt)

Student Transportation (Revised)

Emergency School Bus Procedures (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

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Board President, Mr. McLean makes a motion to table Regulation # R 5850, Social Events and Class Trips pending modification. Mrs. Smith seconded.

Nicole Falconi-Shubert	Yes	Scott Francis	Yes	Warren Gallagher	Yes
Erin Jacobus	Yes	Alex McLean	Yes	Michele Perrotti	Yes
Sarah Schindelar	ABSENT	Candice Smith	Yes	Carol Trumpore	Yes

Motion to table R 5850 passed

Motion to approve Policies and Regulations, 17a, (excluding R 5850) was made by Mrs. Smith, seconded by Mr. Francis:

Nicole Falconi-Shubert	Yes	Scott Francis	Yes	Warren Gallagher	Yes
Erin Jacobus	Yes	Alex McLean	Yes	Michele Perrotti	Yes
Sarah Schindelar	ABSENT	Candice Smith	Yes	Carol Trumpore	Yes

Policies and Regulations were approved.

18. TRAVEL

It is recommended by the Superintendent that the Hopatcong Board of Education approve travel costs, conferences, tuition reimbursements and field trips 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.

Field Trips				
Name	Class/Activity	Date	Trip Location	Cost
Martinez, Stephanie	Forensics	2/26/2020 – 2/27/2020	PA College Tour	\$2,600.00
Munoz, Christina	Academic	3/31/2020	Morris Museum	\$0.00

Professional Meetings				
Name	Meeting Type	Date	Location	Travel Cost
Dinnocenzo, Mary	Observation	1/9/2020	Northern Hills	\$ 11.90
Anthes, Leticia	IEP	1/16/2020	Mt. Olive HS	\$ 4.97
Pallotta, Susan	IEP	12/13/2019	Lakeland Andover	\$ 12.67
Dinnocenzo, Mary	Observation	1/10/2020	Totowa Daycare	\$ 21.35
Total				\$ 50.89

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Conferences/Professional Development					
Name	Conference	Date	Location	Cost	Travel Cost
McFadden, Katherine	NJTSS Meeting	1/6/2020	Trenton, NJ	-	\$ 52.50
Gambuzza, Jamie	NJTSS Meeting	1/6/2020	Trenton, NJ	-	\$ 52.50
Hallenbeck, Jeff	State Test Training	2/27/2020	Whippany, NJ	-	\$ 14.00
Hallenbeck, Jeff	Safety Special Training	1/31/2020	Morris Academy	-	\$ 9.45
Kennedy, Melissa	Counselor Assoc.	2/1/2020	Tech School	-	\$ 11.20
Martin, Hilary	Social Media – Mental Health	3/18/2020	Newton, NJ	-	\$ 5.42
Pallotta, Susan	Social Media – Mental Health	2/27/2020	Newton, NJ	-	\$ 10.99
Kennedy, Melissa	Social Media – Mental Health	3/18/2020	Newton, NJ	-	\$ 10.50
Total				0	\$ 178.46

Course Approval*			
Name	Course	Cost	School
Bauer, Audra	Principles Practices Supv.	\$ 1,825.00	Centenary
Amelio, Lindsay	Teacher Leadership	\$ 825.00	American College of Education

*Reimbursement as per contract

The superintendent added an Addendum to Travel as item 18b:

It is recommended by the superintendent that the Hopatcong Board of Education approve the following conferences and meetings:

NAME	REASON	LOCATION	REGISTRATION	TRAVEL
Pallotta, S.	IEP Mtg.	Windsor School		\$21.98
Debos, E.	STEAM conf.	Ramapo	\$75.00	\$28.00
Cubberly, K.	Young Adult Lit Conference	Newark	\$279.00	\$9.10
Mulvihill, J.	Young Adult Lit Conference	Newark	\$279.00	\$9.10

Mrs. Smith made a motion to approve Travel, items 18a and 18b, which was seconded by Mr. Francis:

Nicole Falconi-Shubert	Yes	Scott Francis	Yes	Warren Gallagher	Yes
Erin Jacobus	Yes	Alex McLean	Yes	Michele Perrotti	Yes
Sarah Schindelar	ABSENT	Candice Smith	Yes	Carol Trumpore	Yes

Travel items 18a and 18b were approved.

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19. RESOLUTIONS

Approval of the following items, **19a – 19c**, as recommended by the Superintendent of Schools and the Committees of the Board:

- a. Approval of the revised MOA between Hopatcong and The Family Resource Network for an aftercare program for MD and Autistic in-district students, previously approved at the December 16, 2019 Board of Education meeting.
- b. Approval of the MOU detailing a formal partnership with the TeachRock organization for the 2020 – 2021 school year.
- c. **WHEREAS**, the Hopatcong Board of Education ("Board") has been allocated \$85,840 through the Securing our Children's Future Bond Act and

WHEREAS, The New Jersey School Development Authority ("NJSDA") and the Office of School Facilities ("OSF") require the Board to submit "other capital project" applications setting forth the nature and scope of work to be undertaken and

WHEREAS, The Board must make amendments to its Long Range Facility Plan (LRFP) for said work.

NOW THEREFORE BE IT RESOLVED, that the Hopatcong Board of Education grants permission for the Administration to prepare and submit the amendment to the LRFP for the Security Camera Upgrade Project;

BE IT FURTHER RESOLVED that the Board grants permission for the Administration to submit all required applications to the OSF and that any costs that exceed the grant allocation for these projects shall be paid for utilizing local funds.

Mrs. Smith made a motion to approve Resolutions, items 19a and 19c, which was seconded by Ms. Perrotti:

Nicole Falconi-Shubert	Yes	Scott Francis	Yes	Warren Gallagher	Yes
Erin Jacobus	Yes	Alex McLean	Yes	Michele Perrotti	Yes
Sarah Schindelar	ABSENT	Candice Smith	Yes	Carol Trumpore	Yes

Resolutions, items 19a - 19c were approved.

20. CALENDAR

- a. Approval of the revised 180-day school calendar for the 2019/20 school year due to weather related closings.
- b. Approval of the 180-day school calendar for the 2020/21 school year.

Mrs. Smith made a motion to approve Calendar, items 20a and 20b, which was seconded by Ms. Trumpore:

Nicole Falconi-Shubert	Yes	Scott Francis	Yes	Warren Gallagher	Yes
Erin Jacobus	Yes	Alex McLean	Yes	Michele Perrotti	Yes
Sarah Schindelar	ABSENT	Candice Smith	Yes	Carol Trumpore	Yes

Calendar items 20a and 20b were approved.

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21. SUSSEX COUNTY REGIONAL COOPERATIVE

Approval of the following items, **21a – 21e9**, 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 R&V Transportation from bidding on student transportation routes for the West Orange Public Schools for five (5) years or the maximum years allowed by NJ Code due to prior negative experience.
- b. The Superintendent and the Director of Transportation recommend the approval of bills for the Sussex County Regional Cooperative Operating account for December 17, 2019 through January 20, 2020 in the amount of \$22,951.57 for Regular bills and \$3,452,251.75 for Bus Contractor bills.
- c. The Superintendent and the Director of Transportation recommend the approval of **Kathy LaRosa** as a **substitute bus driver** at a rate of \$20.00 per hour.
- d. The Superintendent and the Director of Transportation recommend the approval of one (1) **new Member District, Dover Board of Education.**
- e.
 1. The Superintendent and the Director of Transportation recommend the **acceptance** of student transportation **quotations** for **Special Education Routes** for the 2019-20 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 2019-20 School Year as listed on Exhibit A.
 3. 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.
 4. 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.
 5. The Superintendent and the Director of Transportation recommend the **acceptance** of **contract addendums** for 2019-20 School Year Routes as listed on Exhibit A.
 6. The Superintendent and the Director of Transportation recommend the **acceptance** of **contract renewals** for 2019-20 School Year Routes as listed on Exhibit A.
 7. The Superintendent and the Director of Transportation recommend the **acceptance** of **student transportation bids** submitted on **November 12, 2019** for the 2019-20 School Year as listed on Exhibit A.
 8. 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 **November 12, 2019** bid for the 2019-20 School Year as listed on Exhibit A.
 9. The Superintendent and the Director of Transportation recommend the **rejection** of **student transportation bids** for non-compliance issues or route terminations submitted on **November 12, 2019** for the 2019-20 School Year as listed on Exhibit A.

Mrs. Smith made a motion to approve Sussex County Regional Cooperative, items 21a – 21e9, which was seconded by Ms. Trumpore:

Nicole Falconi-Shubert	Yes	Scott Francis	Yes	Warren Gallagher	Yes
Erin Jacobus	Yes	Alex McLean	Yes	Michele Perrotti	Yes
Sarah Schindelar	ABSENT	Candice Smith	Yes	Carol Trumpore	Yes

Sussex County Regional Cooperative items 21a – 21e9 were approved.

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22. BOARD OF EDUCATION - MEMBER COMMENTS

- Nicole Falconi-Shubert – Everyone has been very welcoming and she is learning a lot. Attended ELA Think Tank and English, Science and Music teachers are all interested in improving our district.
- Michele Perrotti – Thanked everyone for coming.
- Erin Jacobus – Thanked everyone for coming out and wished everyone a Happy New Year.
- Candice Smith – Wished everyone a Happy New Year and reminded all to order heart shaped pizzas from Frank's pizza.
- Scott Francis – Expressed empathy for the members of the public who lost a classmate during HS. Appreciated parent's concern regarding daughter's difficulties with a peer. He respects decisions made by the administration and the board. Thanked all for coming.
- Carol Trumpore – Thanked everyone for coming and thanked member of the audience for bringing to the board's attention the damage to the memorial plaque.
- Warren Gallagher – Happy to be a part of the Hopatcong BOE.
- Alex McLean – Also thanked the audience member for letting board know about the plaque. Is happy to have made it through his first meeting as board president. Thanked board members for trusting in him in the position. Mr. McLean thanked Mr. D and Joe Piccirillo for all their great work.

23. ADJOURNMENT

Motion to adjourn made by Mrs. Smith, seconded by Ms. Perrotti.

All in favor

Time: 8:52 p.m.

Respectfully submitted,

Carolyn B. Joseph

Board Secretary

**HMS HONOR ROLL
MARKING PERIOD 2**

8a

Honor Roll - 2019-2020			
Student Name	Grade Level	Level	
Bushell, Donald T	7	High Honor Roll	
Caban, Madison L	7	High Honor Roll	
Cerullo, Juliane R	7	High Honor Roll	
Cespedes, Giovanni E	7	High Honor Roll	
Comerford, Patrick T	7	High Honor Roll	
Donnelly, Patrick W	7	High Honor Roll	
Eckerson, Nathan M	7	High Honor Roll	
Edwards, Reilly R	7	High Honor Roll	
Gallagher, Kevin C	7	High Honor Roll	
Garcia, Edward M	7	High Honor Roll	
Gonzalez, Layla G	7	High Honor Roll	
Hanna, Cambria Lynn	7	High Honor Roll	
Hinczynski, Megan L	7	High Honor Roll	
Houle, Chloe R	7	High Honor Roll	
Houle, Gabriel M	7	High Honor Roll	
Jikia, Nickolas N	7	High Honor Roll	
Kester, Sadie G	7	High Honor Roll	
Kruczek, Kevin	7	High Honor Roll	
Lopez, Alfredo	7	High Honor Roll	
Luciani, Jack W	7	High Honor Roll	
Martin-Conyers, Danielle M	7	High Honor Roll	
Mathesius, Evan M	7	High Honor Roll	
Miller, Avery C	7	High Honor Roll	
Mower, Ashley N	7	High Honor Roll	
Reardon, Jacob R	7	High Honor Roll	
Sakkos, Alexander D	7	High Honor Roll	
Sandage, Skylar D	7	High Honor Roll	
Smith, Baylee R	7	High Honor Roll	
Spain, Maurice D	7	High Honor Roll	
Sperduto, Gianna M	7	High Honor Roll	
Velez, Aaron C	7	High Honor Roll	
Wulf, Maya M	7	High Honor Roll	
Zammito, Gabriella R	7	High Honor Roll	
Amella, Dominick P	6	High Honor Roll	

**HMS HONOR ROLL
MARKING PERIOD 2**

Honor Roll - 2019-2020			
Student Name	Grade Level	Level	
Ausmus, Madelyn S	6	High Honor Roll	
Bianchi, Nicholas M	6	High Honor Roll	
Colgan, Katie B	6	High Honor Roll	
Costa, Joseph A	6	High Honor Roll	
de la Rosa, Victoria G	6	High Honor Roll	
Duque-Martinez, Juan D	6	High Honor Roll	
Francis, Emma M	6	High Honor Roll	
Gaudreau, Elizabeth C	6	High Honor Roll	
Goncalves, Antonio R	6	High Honor Roll	
Gonzalez, Amanda C	6	High Honor Roll	
Gonzalez, Guilianna	6	High Honor Roll	
LaTorre, Mason C	6	High Honor Roll	
Leybov, Natalie O	6	High Honor Roll	
McGroarty, Kevin R	6	High Honor Roll	
Melgar, Sarah M	6	High Honor Roll	
Meyer, Jenifer	6	High Honor Roll	
Nguyen, Emily L	6	High Honor Roll	
O'Sullivan, Ryan P	6	High Honor Roll	
Oquendo, Justin	6	High Honor Roll	
Santella, Lillian G	6	High Honor Roll	
Simpson, Kiyon A	6	High Honor Roll	
Syto, Amelie R	6	High Honor Roll	
Talmadge, Abigail L	6	High Honor Roll	
Ursin, Emily A	6	High Honor Roll	
Arnold, Cole E	5	High Honor Roll	
Baker, Austin A	5	High Honor Roll	
Bennett, Gavin Roger	5	High Honor Roll	
Bizzaro, Alison J	5	High Honor Roll	
Briggs, Antonio R	5	High Honor Roll	
Burn, Evan E	5	High Honor Roll	
Carey, Lily R	5	High Honor Roll	
Charles-Campbell, Quamain	5	High Honor Roll	
Cinnamon, Morgan A	5	High Honor Roll	
Cittrich, Jayson L	5	High Honor Roll	

**HMS HONOR ROLL
MARKING PERIOD 2**

Honor Roll - 2019-2020			
Student Name	Grade Level	Level	
Cocal, Luke-Hayden V	5	High Honor Roll	
Del Valle, Sophia R	5	High Honor Roll	
Delurski, Sara O	5	High Honor Roll	
DeVito, Reagan E	5	High Honor Roll	
Dillenkofer, Annalise K	5	High Honor Roll	
Febo-Diaz, Aryana E	5	High Honor Roll	
Ferise, Graysea S	5	High Honor Roll	
George, Joseph M	5	High Honor Roll	
Gerena-Roman, Natalia E	5	High Honor Roll	
Getty-Owens, Destinee	5	High Honor Roll	
Hamilton, Stephanie H	5	High Honor Roll	
Hardman, Nicholas D	5	High Honor Roll	
Kanaley, Michael K	5	High Honor Roll	
Koller, Zsuzsanna V	5	High Honor Roll	
Lopa, Tyler A	5	High Honor Roll	
Lucas, Nathan D	5	High Honor Roll	
Lugo, Isaiah	5	High Honor Roll	
Mackey, Hailey	5	High Honor Roll	
Madalena, David R	5	High Honor Roll	
Manzo, Araceyli H	5	High Honor Roll	
Martinez, Nastasha	5	High Honor Roll	
Miller, Jillian E	5	High Honor Roll	
O'Hern, Emily A	5	High Honor Roll	
Pepling, Daniella	5	High Honor Roll	
Ramsey, Jayden JR	5	High Honor Roll	
Realista, Addison	5	High Honor Roll	
Robles, Isabella R	5	High Honor Roll	
Ronda, Caeden WC	5	High Honor Roll	
Rote, Savannah R	5	High Honor Roll	
Sachse, Cooper M	5	High Honor Roll	
Scott, Savannah	5	High Honor Roll	
Smith, Sophia	5	High Honor Roll	
Steinert, Emma C	5	High Honor Roll	
Szabo, Timea z	5	High Honor Roll	

**HMS HONOR ROLL
MARKING PERIOD 2**

Honor Roll - 2019-2020			
Student Name	Grade Level	Level	
Treiber, Jillian	5	High Honor Roll	
Valese, Ava	5	High Honor Roll	
Vasquez, Joshua R	5	High Honor Roll	
Weaver, Diana K	5	High Honor Roll	
Weber, Lexi P	5	High Honor Roll	
Wecht, Dane M	5	High Honor Roll	
Wendt, Alexander	5	High Honor Roll	
Wendt, Veronica	5	High Honor Roll	
Weygandt, Shawn W	5	High Honor Roll	
Zinsli, Lilyanne T	5	High Honor Roll	
Aarons, Asher J	4	High Honor Roll	
Allen, Brandon M	4	High Honor Roll	
Amar, Ariana Marie	4	High Honor Roll	
Ammiano, Dominic J	4	High Honor Roll	
Baksh, Aliyah	4	High Honor Roll	
Baksh, Rehanna	4	High Honor Roll	
Bianchi, Alexander	4	High Honor Roll	
Burney, Olivia R	4	High Honor Roll	
Carter, Luke W	4	High Honor Roll	
Carucci, Adrianna	4	High Honor Roll	
Castro, Santiago	4	High Honor Roll	
Castro, Sebastian	4	High Honor Roll	
Colicchio, Gianna J	4	High Honor Roll	
Colon, Glerianis	4	High Honor Roll	
Cortes, Noah A	4	High Honor Roll	
de la Rosa, Anna M	4	High Honor Roll	
DiGiacomo, Isabella M	4	High Honor Roll	
Dorwart, Grant G	4	High Honor Roll	
Everard, Sophie R	4	High Honor Roll	
Fearon, Ceallaigh M	4	High Honor Roll	
Ferise, Erika D	4	High Honor Roll	
Francis, Aaron J	4	High Honor Roll	
Giraldo Rendon, Christophe	4	High Honor Roll	
Giraldo Rendon, Sebastian	4	High Honor Roll	

**HMS HONOR ROLL
MARKING PERIOD 2**

Honor Roll - 2019-2020			
Student Name	Grade Level	Level	
Gravatt, Reagan L	4	High Honor Roll	
Gushiken, Mioshye D	4	High Honor Roll	
Iadarola, Payton M	4	High Honor Roll	
Johnson, Chase A	4	High Honor Roll	
Juliano, Isabella C	4	High Honor Roll	
Kelly, Reghan A	4	High Honor Roll	
Lemke, Abigail L	4	High Honor Roll	
Leybov, Sofia L	4	High Honor Roll	
Lizotte, Emily S	4	High Honor Roll	
Maida, James E	4	High Honor Roll	
Maloney, Riah J	4	High Honor Roll	
McGroarty, Megan H	4	High Honor Roll	
Morrissey, Jackson J	4	High Honor Roll	
Pagani, Ava L	4	High Honor Roll	
Prebor, Makayla G	4	High Honor Roll	
Roff, Mackenzie R	4	High Honor Roll	
Santa, Gianna E	4	High Honor Roll	
Shubert, Rocco J	4	High Honor Roll	
Smith, Rosemilee A	4	High Honor Roll	
Snyder, Cadence E	4	High Honor Roll	
Strack, Ethan M	4	High Honor Roll	
Terantino, Maliyah R	4	High Honor Roll	
Trinidad-Velazquez, Evelyn	4	High Honor Roll	
Uvenio, Ella G	4	High Honor Roll	
VanKirk, Kaitlyn M	4	High Honor Roll	
Vazquez, Alexander M	4	High Honor Roll	
Verrico, Gianna M	4	High Honor Roll	
Vigliotti, Sophia L	4	High Honor Roll	
Weatherwalks, Harmony G	4	High Honor Roll	
Weber, Lacey J	4	High Honor Roll	
Young, Aiden	4	High Honor Roll	

**HMS HONOR ROLL
MARKING PERIOD 2**

Honor Roll - 2019-2020			
Student Name	Grade Level	Level	
Agront, Aidan M	7	Honor Roll	
Attas, Sean	7	Honor Roll	
Barroqueiro, Elyana D	7	Honor Roll	
Beach, Caitlin M	7	Honor Roll	
Beckert, Gracie A	7	Honor Roll	
Besthorne, Alexa L	7	Honor Roll	
Carty, Angeline Marie	7	Honor Roll	
Castles, Jessica	7	Honor Roll	
Chamer, Brennan	7	Honor Roll	
Cianci, Rocco J	7	Honor Roll	
Cobb, Riley K	7	Honor Roll	
Cooper, Noah G	7	Honor Roll	
Currie, Jacob A	7	Honor Roll	
Deveci, Leonardo H	7	Honor Roll	
Francis, Megan N	7	Honor Roll	
Gessner, Seth M	7	Honor Roll	
Gleason, Vanessa M	7	Honor Roll	
Gogick, Emily L	7	Honor Roll	
Gonzalez, Lizania	7	Honor Roll	
Grochulski, Matthew	7	Honor Roll	
Insignalia-Herr, Isabella L	7	Honor Roll	
Interiano, Michelle A	7	Honor Roll	
Johnson, Joel W	7	Honor Roll	
Kowal, Keith R	7	Honor Roll	
Lemmerman, Scott	7	Honor Roll	
Levis, Jake M	7	Honor Roll	
Mahabir, Christopher R	7	Honor Roll	
Marx, John J	7	Honor Roll	
Mazzei, Joseph M	7	Honor Roll	
McLean, Mayla A	7	Honor Roll	
Morrissey, Jaclyn V	7	Honor Roll	
O'Hern, Eric M	7	Honor Roll	
O'Mahoney, Brandon S	7	Honor Roll	
Panchana, Brandon A	7	Honor Roll	

**HMS HONOR ROLL
MARKING PERIOD 2**

Honor Roll - 2019-2020			
Student Name	Grade Level	Level	
Pavao, Elizabeth H	7	Honor Roll	
Pisano, Adrianna M	7	Honor Roll	
Poweska, Maia B	7	Honor Roll	
Ryan, Christopher M	7	Honor Roll	
Ryan, Lucas J	7	Honor Roll	
Ryan, Mitchell J	7	Honor Roll	
Sanchez, Kaitlyn	7	Honor Roll	
Silvia, Kayla Elizabeth	7	Honor Roll	
Spain, William J	7	Honor Roll	
Torres, Jeremiah	7	Honor Roll	
Vigliotti, Mia R	7	Honor Roll	
Willson, Isaac	7	Honor Roll	
Amella, Susan E	6	Honor Roll	
Andonov, Georgi	6	Honor Roll	
Bender, William	6	Honor Roll	
Brodie, Alicia Elizabeth	6	Honor Roll	
Campbell, Giada M	6	Honor Roll	
Cassidy, Kieren P	6	Honor Roll	
Certo, Michael A	6	Honor Roll	
Ciullo, Giovanni	6	Honor Roll	
Colon, Raymond	6	Honor Roll	
Cutler, Franklin	6	Honor Roll	
Dominguez, Ernie	6	Honor Roll	
Gennarelli, Leah	6	Honor Roll	
Gomez, Tiffany V	6	Honor Roll	
Graff, Delila	6	Honor Roll	
Hanf, Nicole T	6	Honor Roll	
Hartman, Faith M	6	Honor Roll	
Heimall, Christopher J	6	Honor Roll	
Iberer, Camrin J	6	Honor Roll	
Kennedy, Hailey E	6	Honor Roll	
LaManna, Daniella M	6	Honor Roll	
Lotito, Emily L	6	Honor Roll	
Marks, Ryan A	6	Honor Roll	

**HMS HONOR ROLL
MARKING PERIOD 2**

Honor Roll - 2019-2020			
Student Name	Grade Level	Level	
Martinez, Isabella N	6	Honor Roll	
Morales, Adrian J	6	Honor Roll	
Ortiz, Jaylynn	6	Honor Roll	
Ortiz, Steven M	6	Honor Roll	
Pardun, Raven E	6	Honor Roll	
Pepe, Kayleen M	6	Honor Roll	
Reardon, Georgia E	6	Honor Roll	
Rodriguez, Jacob T	6	Honor Roll	
Roman, Juaquin	6	Honor Roll	
Salayko, Aydan O	6	Honor Roll	
Segura, Jacob M	6	Honor Roll	
Siegel, Ian	6	Honor Roll	
Subero, Monica E	6	Honor Roll	
Sudak, Antonio	6	Honor Roll	
Vazquez, Nadia B	6	Honor Roll	
Ackerman, Warren V	5	Honor Roll	
Agront, Samuel G	5	Honor Roll	
Amador, Cristian	5	Honor Roll	
Andriano, Louise C	5	Honor Roll	
Aponte, Janice	5	Honor Roll	
Beeh, Hunter A	5	Honor Roll	
Blunt, Robert A	5	Honor Roll	
Bryant, Madelyn H	5	Honor Roll	
Buckley, Olivia G	5	Honor Roll	
Caban, Tyler G	5	Honor Roll	
Certo, Lukas	5	Honor Roll	
Chamer, Maura	5	Honor Roll	
Ciullo, Jayden	5	Honor Roll	
Del Valle, Breanna M	5	Honor Roll	
Dichiara, Adriana	5	Honor Roll	
Dillenkofer, Olivia H	5	Honor Roll	
Dunn, Dylan J	5	Honor Roll	
Espino, Ariana G	5	Honor Roll	
Fawthrop, Briann R	5	Honor Roll	

**HMS HONOR ROLL
MARKING PERIOD 2**

Honor Roll - 2019-2020			
	Student Name	Grade Level	Level
	Ferreira, Merrick A	5	Honor Roll
	Garcia, Trinity	5	Honor Roll
	Gennarelli, Ella J	5	Honor Roll
	Holey, Quinn W	5	Honor Roll
	Hughen, Maxsim T	5	Honor Roll
	Iadarola, Patrick J	5	Honor Roll
	Interiano, Brandon	5	Honor Roll
	Kestenholz, Giancarlo C	5	Honor Roll
	Kirchner, Raedyn O	5	Honor Roll
	Milan, Camila M	5	Honor Roll
	Murphy, Liam H	5	Honor Roll
	Murray, Mikala R	5	Honor Roll
	Nbalsi, Noelle A	5	Honor Roll
	Negron, Daisy	5	Honor Roll
	Niedzinski, Brandon M	5	Honor Roll
	Olshefski, Jason D	5	Honor Roll
	Pagan, Yanellis M	5	Honor Roll
	Pereira, Aiden	5	Honor Roll
	Poweska, Jakub J	5	Honor Roll
	Ramirez, Benjamin F	5	Honor Roll
	Redstone, Ryan M	5	Honor Roll
	Rennie, Allison G	5	Honor Roll
	Sanchez, Zachary G	5	Honor Roll
	Shetty, Kristen R	5	Honor Roll
	Simon, Mason J	5	Honor Roll
	Sudak, Vincent M	5	Honor Roll
	Thompson, Nathan W	5	Honor Roll
	Torres, Julian	5	Honor Roll
	Toth, Gavin V	5	Honor Roll
	Venti, Alexa Ray	5	Honor Roll
	Weatherwalks, Maxfield R	5	Honor Roll
	Weber, Jonathan	5	Honor Roll
	Aciego, Alejandro L	4	Honor Roll
	Arn, Parker E	4	Honor Roll

**HMS HONOR ROLL
MARKING PERIOD 2**

Honor Roll - 2019-2020			
	Student Name	Grade Level	Level
	Bobinski, Amelia G	4	Honor Roll
	Carter, Louis R	4	Honor Roll
	Coleman, Nathan J	4	Honor Roll
	Cubas, Isabella V	4	Honor Roll
	Czubkowski, Ariella S	4	Honor Roll
	DelGuercio, Gisselle B	4	Honor Roll
	Diaz, Melanie R	4	Honor Roll
	Djoreski, Samuel M	4	Honor Roll
	Esposito, Anna	4	Honor Roll
	Febo-Diaz, Danyela M	4	Honor Roll
	Fenske, Morgan A	4	Honor Roll
	Garcia, Joel	4	Honor Roll
	Guerrero, Lacey	4	Honor Roll
	Hanf, Aiden M	4	Honor Roll
	Kloss, Jake A	4	Honor Roll
	Kovacs, Jayden A	4	Honor Roll
	Lake, James R	4	Honor Roll
	Layza, Anahi	4	Honor Roll
	Leek, Mason K	4	Honor Roll
	Lepre, Vincenzo	4	Honor Roll
	Lios, Jacob C	4	Honor Roll
	May, Alesi F	4	Honor Roll
	McPherson, Rebecca	4	Honor Roll
	Morrissey, Karson J	4	Honor Roll
	Mueller, Marley J	4	Honor Roll
	Ovalles, Kylie M	4	Honor Roll
	Panach, David	4	Honor Roll
	Perrotti, Talia F	4	Honor Roll
	Platt, Olivia M	4	Honor Roll
	Poland, Shaun P	4	Honor Roll
	Priestman, Ryder M	4	Honor Roll
	Pritchett, Matthew B	4	Honor Roll
	Rodriguez, Jayden	4	Honor Roll
	Seck, Joseph T	4	Honor Roll

**HMS HONOR ROLL
MARKING PERIOD 2**

	Honor Roll - 2019-2020			
	Student Name	Grade Level	Level	
	Segura, Esperanza S	4	Honor Roll	
	Smith, Monica	4	Honor Roll	
	Thornburg, Kaylee T	4	Honor Roll	
	Torres, Francisco J	4	Honor Roll	
	Valese, Jake	4	Honor Roll	
	Whritenour, Nicholas J	4	Honor Roll	

Hopatcong High School 2nd Marking Period High Honor Roll & Honor Roll

High Honor Roll

Grade 12

Kayla Bird, Veronica Carreras, Lily Christiana, Angela Costanza, Sean Cranmer, Jessica Du, Marissa Fattorusso, Josue Guardado, Deja Gutierrez, Korina Hand, Kevonnah Hayes, Yarien Hernandez-Castellanos, Keara King, Lillian King, Julia LaManna, Fernando Leyva, Claudia Luca, Sofia Mantila, Marisa Mejia, Odalis Mendez, Anily Merino, Trisha Midel, Leeann Olson, Nicole Parks, Bronson Percy, Caitlin Petersen, Derek Ramistella, Sharif Ramsey, Serena Rawle, Viannys Reyes, Erika Ruiz, Matthew Smith, Amanda Sutton, Gage Trignano, Teresa Turnage, Tyler Turnage, Olivia Vasquez, Charlotte Whritenour.

Grade 11

Nicolas Bozanov, Kylie Brown, Cobia Bruno, Emma Cameron, Justin Cerullo, Nicholas Coats, Shelby Cole, Andrew Costa, Connor Davenport, Dylan Dixon, Matthew Dockendorf, Jessica Dooley, Kelly Du, Nadya Galarza, Alyssa Giering, Emily Hinczynski, Julianna Loor Rodas, Francesca Madalena, Faith Malizzi, Madison Maniquis, Daniella Mendez, Shannon O'Sullivan, Kaylee Post, Bridget Reed, Maiah Zaky.

Grade 10

Naomi Baez, Christy Brennan, Jillian Dodenhoff, Emilyanne Eckardt, Isabel Feliciano, Joseph Gagnon, Omar Galarza, Matthew Marshall, Michael Martinez, Brittany Motyka, Mary Nguyen, Chloe O'Mahoney, Morgan Panfile, Nicholas Rawle, Jenna Salayko, Myla Salvato, Alexander Santos, Nicolle Trinidad, Leilani Vasco, Ashley Wallis.

Grade 9

Cesar Arana, Dante Bonafede, Ali Carriere, Nicole Castaneda, Isabella Christiano, Nina Cid, Jason Delurski, Brandon Egner, Kayla Engle, Jenna Fattorusso, Julianne Fernandes, Mia Francis, Lindsay Hand, Michael Hardman, Michael Hartman, Hannah Hassan, Salah Ibrahim, Nicolas Jarrell, Jonathan Karram, Vanessa Kruczek, Alyssa LaTorre, Nadia Madalena, Michelle Marks, Jayson Morton, Abigail Polowchena, Fiona Reed, Brianna Ruud, Tatiana Sinegra, Kate Lynn Smith, Martin Szabo, Leah Turkington, Isabella Willson, Frankie Wulf, Angelina Zammito.

Grade 8

Aliana Acevedo, Adrian Baez, Samantha Burney, Francesca Campbell, Lana-Beatrice Cocal, Jessica Colgan, Katya Daly, Nadija Daly, Erika Dietz, Caroline Eckardt, Jayla Elias, Jenna Fallon, Jessica Friedman, Dea Garcia, Steven George, Jack Gonzales, Abigail Lemmerman, Brenna Loven, Nicholas Madrid, Daniella McMillin, Yadeliz Perez, Olivia Sachse, Joshua Schneider, Emily Serio, Gregory Smith, Victoria Tarsitano, Emelia Turkington.

Honor Roll

Grade 12

Marcus Bagay, Summer Christie, Kevin DeSanto, Jonathon Dzikowicz-McMullen, Harrison Hadowanetz, Elizabeta Kelesovska, Gianna Kestenholz, Brittney Lengkong, Anataina Marquez, Nicholas Milan, David Nikolovski, Sierra Ostman, Lauren Riker, Omar Seliman, Alexandra Waal, Robin Wall, Faith Wood.

Grade 11

Alyssa Alvarez, Michelle Arana, Alexa Araya, Emily Contreras Ordenana, Dominick Czarnecki, Hannah Dodenhoff, Sarah Donnelly, Philip Engle, Kayla Francis, Thomas Hardman, Douglas Mackenzie, Dawid Madej, Kaitlyn Mueller, Daniel Pristash, Emily Rennie, Victoria Semiz, Dylan Siegel, Celia Wardlow, Ian Yori.

Grade 10

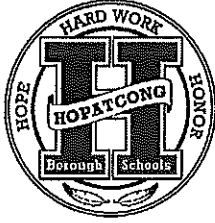
Alexa Azuri Jaramillo, Hailey Chudley, Camryn Cobb, Danna Contreras Ordenana, Sydnee Henderson, Colin O'Sullivan, Teah Peterson, Autumn Rennie, Jason Schwartzman, Jacqueline Tamayo, Makenna Thunell, Patrycja Tomaszewska.

Grade 9

Nicolas Benjumea, Angel Feliciano, Mohamed Fofanah, Aiden Iberer, Josiah Joerger, Katelyn Kowal, Conor Loven, Christopher McCaul, Benjamin Merino, Juan Miguel Panesso Osorio, Julia Santiago, Abdul Kareem Sheikh.

Grade 8

Benjamin Branca, Blake Brown, Madison Danley, Glyn Davies, Derek Fawthrop, Cole Ferrer, Michael Forrester, Sophia Garcia, Anthony Haines, Janie Henderson, Samara Ibrahim, Sofija Kelesovska, Nicole Kelly, Antonio Mastroeni, Mason McLean, Gabriel Morat, Kevin Olshefski, Connor Pepe, Phoenix Sherlock, Gabriel Simpson, Alexander Syto, Ava Szluka, Catalina Villacis, Abigail Whritenour.



Hopatcong Borough Schools
Hopatcong High School

P.O. Box 1029 x Hopatcong, New Jersey 07843
(973) 398-8803 x FAX (973) 398-9048

To: Mr. Art DiBenedetto

From: Mr. Chris Buglovsky

Date: February 10, 2020

Re: **High School's Student of the Month - February**

Chris Buglovsky 2/7/20

The following students were chosen as Hopatcong High School's Students of the Month for their outstanding performance in February, 2020.

SCHOLASTICS (Music Instrumental) – Isabel Feliciano - Sophomore

Although Isabel is a sophomore, her content understanding, performance and leadership competes with upperclassmen honors music students. She is always prepared for classes and extra-curricular ensembles, consistently exhibiting a high level of achievement. Isabel's maturity and dry sense of humor creates a comfortable atmosphere for students and instructor alike.

SCHOLASTICS (Piano 1) – Dawid Madej- Junior

Dawid demonstrates outstanding achievement in piano class. He constantly works hard and challenges himself every day. Dawid strengthens his musical skills by studying a variety of classical pieces, as well as, practicing his own compositions. Dawid is also a great role model in class and is always willing to help his peers.

SPECIALTY AREA (Sculpture) – Naomi Baez, Sophomore

Naomi consistently pushes herself to choose challenging projects and executes her plans efficiently and with great artistic skill. Additionally she often finds time to help her classmates solve their sculptural problems.



Hopatcong Borough Schools
Hopatcong High School

P.O. Box 1029 x Hopatcong, New Jersey 07843
(973) 398-8803 x FAX (973) 398-9048

8e

To: Mr. Art DiBenedetto

From: Mr. Christopher Buglovsky

Chris Buglovsky 2/7/10

Date: February 10, 2020

Re: **High School's Scholar Athlete of the Month - February**

The following students were chosen as Hopatcong High School's Scholar Athletes of the Month for their outstanding performance in February, 2020.

ATHLETICS (Boys Ice Hockey) – Ian Yori, Junior

Ian exemplifies understanding of academics through his work ethic in the classroom. True definition of a team player both on and off the ice. Ian consistently showcases leadership qualities while amongst his peers.

ATHLETICS (Bowling) – Ralph Cutler, Junior

Ralph leads the team with the highest average, most games bowled and the most pins knocked down. Ralph is co-captain of the team.



129

A Resolution for Education Employers to Limit the Medical Plans Offered under the SEHBP.

BE IT RESOLVED:

The Hopatcong Borough School District
Corporate Name of Employer

SHEBP Employer Location Number


Will not offer the following plan(s):

Note: Check the plans your location will not be offering. You must offer at least one plan from each category.

CATEGORY 1		CATEGORY 2	
<input type="checkbox"/> NJ DIRECT ZERO	<input type="checkbox"/> NJ DIRECT10	<input type="checkbox"/> NJ DIRECT1525	<input checked="" type="checkbox"/> Horizon HMO1525
<input type="checkbox"/> NJ DIRECT15	<input checked="" type="checkbox"/> Horizon HMO		
CATEGORY 3		CATEGORY 4	
<input type="checkbox"/> NJ DIRECT2030	<input checked="" type="checkbox"/> Horizon HMO2030	<input type="checkbox"/> NJ DIRECT2035	<input checked="" type="checkbox"/> Horizon HMO2035
CATEGORY 5			
<input type="checkbox"/> NJ DIRECT HD1500			

Upon receipt of this resolution, the Health Benefits Bureau will schedule a Special Open Enrollment for active employees currently enrolled in any plan that will no longer be offered. These employees must submit a *Health Benefits Enrollment and/or Change Form* to change medical plans during the Special Open Enrollment or will otherwise be terminated from coverage. Resolutions may be filed once in a calendar year.

I hereby certify that the foregoing is a true and correct copy of a resolution duly adopted by the:

Hopatcong Borough School District		02 / 24 / 2020	
Corporate Name of Employer		mm	dd yyyy
2 Windsor Avenue	Hopatcong	NJ	07843
Street Address	City	State	Zip Code
973-398-8801			
Area Code	Telephone Number		
		Business Administrator	
Signature		Official Title	
200	226001999		
Number of Employees	Employer's State Employer Identification Number (EIN)		

Mail Completed Resolution to: New Jersey Division of Pensions & Benefits
Health Benefits Bureau
P.O. Box 299
Trenton, NJ 08625-0299

130

LIST OF APPROVED SUBSTITUTES

DISTRICT: Hopatcong

COUNTY: Sussex

Date adopted by Local Board of Education Subject to Criminal Background Check February 24, 2020

NAME	INSTITUTIONS ATTENDED	DATES OF ATTENDANCE	DEGREE RECEIVED	MAJOR	CERTIFICATE(S)
Mark Riccio	MCC Hartwick College	1982-1990 1994-1996	AS BA	Chemistry Chemistry	Cty. Substitute certificate
SUBSTITUTE PARAPROFESSIONALS	SUBSTITUTE CUSTODIANS/ MECHANIC	SUBSTITUTE VAN/BUS DRIVERS			



15a

PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
Lt. Governor

State of New Jersey
DEPARTMENT OF EDUCATION
PO Box 500
TRENTON, NJ 08625-0500

LAMONT O. REPOLLET, Ed.D.
Commissioner

February 18, 2020

DiBenedetto, Art
Superintendent
Hopatcong Borough School District
2 Windsor Ave
Hopatcong, NJ 07843

Dear DiBenedetto, Art:

The Office of Career Readiness has completed its review of the information submitted to support the approval application for the following Career and Technical Education (CTE) Program:

District:	Hopatcong Borough School District
CTE Program Name:	Cosmetology/Cosmetologist, General
Career Cluster®:	Human Services
CIP Code:	120401
Type of Program:	Program
Operating at:	Hopatcong High School

As a result of our review, this application has been:

Status:	Approved
Approved as:	Program
Effective Date:	February 18, 2020

The above CIP Code will be provided to NJ SMART for your institution to record performance data for this CIP Code upon the completion of the first year students are enrolled. In order to be eligible for Perkins funding, all eligibility criteria must be met as outlined in the Perkins Guidelines.

If your district currently receives Perkins funding, you may expend funds on this Program when it appears in the EWEG funding application.

We extend our best wishes and thank you for your support of career and technical education. If you have additional questions, please contact the Office of Career Readiness at (609) 376-9067.

Sincerely,
Office of Career Readiness



156

PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
Lt. Governor

State of New Jersey
DEPARTMENT OF EDUCATION
PO Box 500
TRENTON, NJ 08625-0500

LAMONT O. REPOLLET, ED.D.
Commissioner

February 18, 2020

Arthur DiBenedetto
Superintendent
Hopatcong Borough School District
2 Windsor Ave
Hopatcong, NJ 07843

Dear Arthur DiBenedetto:

The Office of Career Readiness has completed its review of the information submitted to support the approval application for the following Career and Technical Education (CTE) Program of Study:

District:	Hopatcong Borough School District
CTE Program Name:	Child Care Provider/Assistant
Career Cluster®:	Human Services
CIP Code:	190709
Type of Program:	Program of Study
Operating at:	Hopatcong High School

As a result of our review, this application has been:

Status:	Approved
Approved as:	Program of Study
Effective Date:	February 18, 2020

The above CIP Code will be provided to NJ SMART for your institution to record performance data for this CIP Code upon the completion of the first year students are enrolled. In order to be eligible for Perkins funding, all eligibility criteria must be met as outlined in the Perkins Guidelines.

If your district currently receives Perkins funding, you may expend funds on this Program of Study when it appears in the EWEG funding application.

We extend our best wishes and thank you for your support of career and technical education. If you have additional questions, please contact the Office of Career Readiness at (609) 376-9067.

Sincerely,
Office of Career Readiness



15c

PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
Lt. Governor

State of New Jersey
DEPARTMENT OF EDUCATION
PO Box 500
TRENTON, NJ 08625-0500

LAMONT O. REPOLLET, Ed.D.
Commissioner

February 18, 2020

Arthur DiBenedetto
Superintendent
Hopatcong Borough School District
2 Windsor Ave
Hopatcong, NJ 07843

Dear Arthur DiBenedetto:

The Office of Career Readiness has completed its review of the information submitted to support the approval application for the following Career and Technical Education (CTE) Program of Study:

District:	Hopatcong Borough School District
CTE Program Name:	Radio & Television
Career Cluster®:	Arts, Audio-Video Technology & Communications
CIP Code:	90701
Type of Program:	Program of Study
Operating at:	Hopatcong High School

As a result of our review, this application has been:

Status:	Approved
Approved as:	Program of Study
Effective Date:	February 18, 2020

The above CIP Code will be provided to NJ SMART for your institution to record performance data for this CIP Code upon the completion of the first year students are enrolled. In order to be eligible for Perkins funding, all eligibility criteria must be met as outlined in the Perkins Guidelines.

If your district currently receives Perkins funding, you may expend funds on this Program of Study when it appears in the EWEG funding application.

We extend our best wishes and thank you for your support of career and technical education. If you have additional questions, please contact the Office of Career Readiness at (609) 376-9067.

Sincerely,
Office of Career Readiness

16a

POLICY

HOPATCONG BOARD OF EDUCATION

Administration
1110/Page 1 of 1
ORGANIZATIONAL CHART

1110 ORGANIZATIONAL CHART

A copy of the Organizational Chart can be found in the Business Office.

Adopted: 29 June 1992
Revised: 18 December 2000
Revised: 21 January 2002
Revised: 29 March 2004
Revised: 24 October 2005
Revised: 16 December 2013



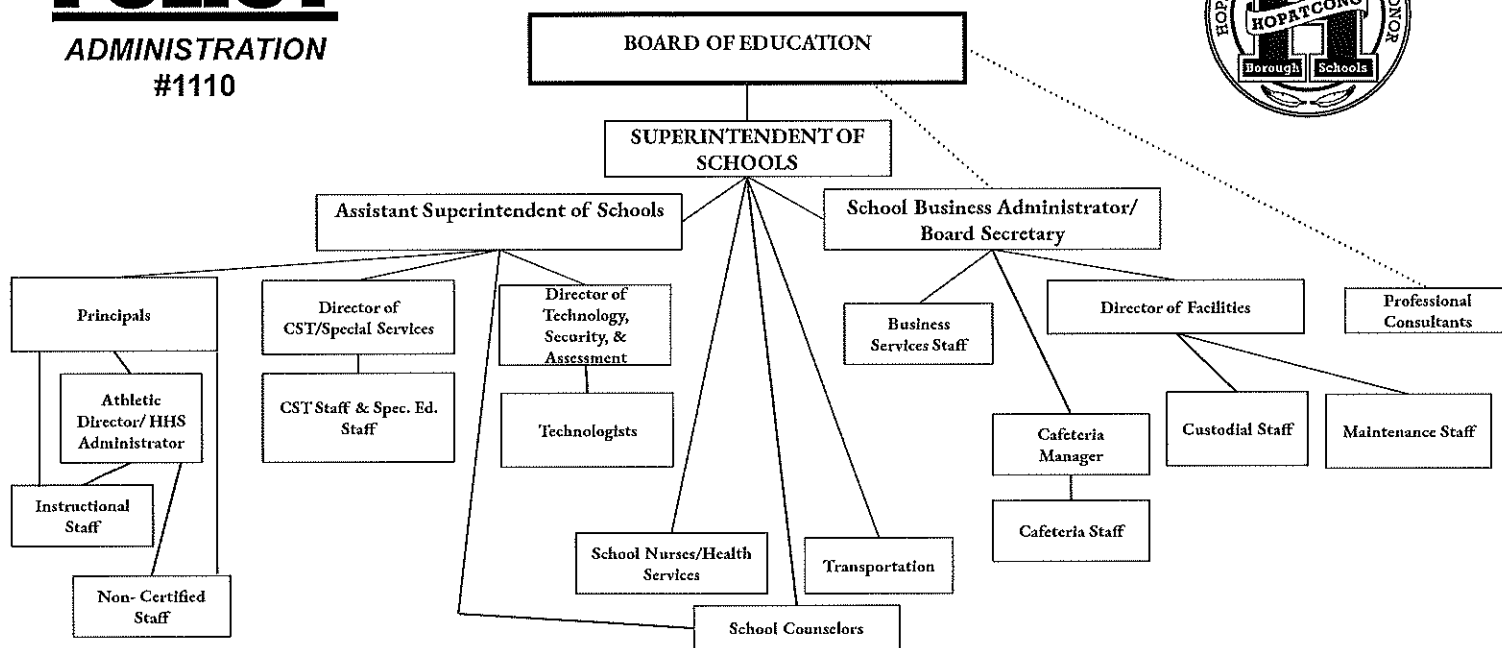
POLICY

ADMINISTRATION

#1110

1110 ORGANIZATIONAL CHART

HOPATCONG BOROUGH SCHOOL DISTRICT



REGULATION GUIDE

STRAUSS ESMAY ASSOCIATES

STUDENTS

R 5850 SOCIAL EVENTS AND CLASS TRIPS

R 5850 SOCIAL EVENTS AND CLASS TRIPS

A. Approval

1. Requests for approval of a social event or class trip must be submitted in writing to the Superintendent not less than 20 working days before the activity is scheduled to occur.
2. Each request must include:
 - a. The name of the sponsoring organization,
 - b. The name of an adult representative of the organization who will assume responsibility for the activity (such as a club's faculty advisor),
 - c. The date on which the activity is to occur,
 - d. For a social event, the place in which it is to occur (if on school premises, the specific room or facility; if off school premises, the specific location with directions and a telephone number),
 - e. For a class trip, the proposed itinerary, with specific locations of any proposed stops, including telephone numbers, and the planned means of transportation,
 - f. The group of students who will participate in the activity and the anticipated number of students,
 - g. The cost of the activity and the manner in which costs will be assessed or funds will be raised,
 - h. If appropriate, the insurance coverage for the activity, and
 - i. The number and names, to the extent they are known, of the chaperones appointed to the activity.
3. The Superintendent will consult the school calendar to determine whether the proposed activity will interfere with the instructional program or a social event or

REGULATION GUIDE

STRAUSS ESMAY ASSOCIATES

STUDENTS

R 5850 SOCIAL EVENTS AND CLASS TRIPS

class trip given earlier approval. The Superintendent will grant or deny the request within 10 working days of its receipt.

B. Student Participation

1. Social events and class trips are not directly related to the curriculum and students are permitted to participate only in accordance with Policy No. 5850. Students on suspension are not eligible for participation.
2. No minor student may participate in a social event or class trip that extends beyond the school day or takes place away from school premises without the written, signed permission of the student's parent(s) or legal guardian(s).

C. Student Conduct

1. Students who elect to participate in social events and class trips and their guests are subject to district rules for student conduct, including rules for conduct on buses. Infractions of rules will be subject to discipline in the same manner as are infractions of rules during the regular school program. Students shall obey the approved chaperones; disobedience to a chaperone will be tantamount to disobedience of a teaching staff member.
3. Students who violate rules of conduct in the course of a class trip away from school may be dismissed from the trip and sent home in accordance with procedures established for the dismissal of students from field trips, in accordance with Policy No. 2340.
5. The possession, use, and/or distribution of alcohol and/or drugs by any person and the presence of any person under the influence of alcohol or drugs are absolutely prohibited at any school sponsored social event or class trip, regardless of the location of the activity. Violators of this rule will be disciplined in strict accordance with Policy No. 5530.

D. Chaperones

1. Each social event and class trip must be properly chaperoned by responsible adult under the supervision of at least ~~one~~ **two** district staff member per bus.

REGULATION GUIDE

STRAUSS ESMAY ASSOCIATES

STUDENTS

R 5850 SOCIAL EVENTS AND CLASS TRIPS

5. Chaperones should:
 - a. Arrive promptly at scheduled activity and, if possible, well in advance of the student participants;
 - b. Acquaint themselves with school rules of conduct and with the distinctions between minor and serious rule infractions (minor infractions are punishable by reprimands, conferences, and/or detention; serious rule infractions may involve the imposition of suspension);
 - c. Circulate freely among the participants in order to detect any infractions of rules;
 - d. Frequently check lavatories, entrances, hallways and the like;
 - e. Correct students who engage in minor infractions of rules;
 - f. Report to a teaching staff member any serious infraction of rules that may require school discipline or the dismissal of a student from the activity;
 - g. Report immediately to a staff member any person who may be under the influence of alcohol or drugs so that the teaching staff member can implement Regulation No. 5530; and
 - h. Report immediately to a staff member or police officer any person who may have alcohol, drugs, contraband, or a weapon in his/her possession.

E. Post-activity Requirements

1. The sponsoring organization is responsible for cleaning up any decorations and debris caused by the activity and left on school premises.

Adopted:

16b

POLICY

HOPATCONG BOARD OF EDUCATION

Operations
8600/Page 1 of 5
TRANSPORTATION (M)

8600 STUDENT TRANSPORTATION (M)

[See POLICY ALERT Nos. 106, 109, 125, 140, 149, 156 and 218]

M

~~The Board of Education shall transport eligible pupils to and from school and school related activities in accordance with law and this policy. Transportation shall be provided only to eligible public and nonpublic school pupils, authorized school staff members, and adults serving as approved chaperones.~~

The Board of Education shall transport eligible students to and from school and school related activities in accordance with N.J.S.A. 18A:39-1 et seq., N.J.A.C. 6A:27-1 et seq., and Board policy. Transportation shall be provided only to eligible public and nonpublic school students, authorized school staff members, and adults serving as approved chaperones.

Nonpublic school transportation or aid in lieu of transportation shall be provided for resident students in accordance with N.J.S.A. 18A:39-1 et seq. and N.J.A.C. 6A:27-2.1 et seq.

Charter or renaissance school transportation or aid in lieu of transportation shall be provided for resident students in accordance with N.J.S.A. 18A:39-1 et seq. and N.J.A.C. 6A:27-3.1 et seq.

The Board will provide transportation to and from school for public school pupils **students** in grades K-8 who live more than 2.0 miles from the school they attend and in grades 9-12 who live more than 2.5 miles from the school they attend. No student shall be transported by the Hopatcong Board of Education to or from a child care provider or facility outside the boundaries of the Borough of Hopatcong.

~~Pupils eligible for transportation shall meet the criteria for determination as to which non-remote students walk and ride to school within the Borough of Hopatcong for the 1982-83 school year and thereafter:~~

- ~~1. No student on the north side of Riverstyx Bridge, K-12, will walk to school.~~
- ~~2. No student south of Brooklyn Stanhope Road, K-8, will walk to school.~~



POLICY

HOPATCONG BOARD OF EDUCATION

Operations
8600/Page 2 of 5
TRANSPORTATION (M)

- ~~3. No student east of Lakeside Boulevard, K-12, will walk to school.~~
- ~~4. No student who lives in the Ingram Hill area, K-4, will walk to school.~~
- ~~5. No student who lives north of Broadway, K-4, will walk to Durban Avenue School. No student who lives north of Madison, 5-8, will walk to Hopateong Middle School. No student who lives north of Geneva, 9-12, will walk to Hopateong High School.~~
- ~~6. No student who lives on Holiday Drive, K-8, will walk to either Tulsa Trail School or Hopateong Middle School.~~
- ~~7. No student who lives north of Hopatchung, 5-12, will walk to Hopateong Middle School or Hopateong High School.~~

The Board will transport students certified by a physician, the Supervisor of Instructional Support Services, or the Superintendent, as temporarily disabled regardless of the distance between their home and school.

~~The Board will transport disabled students in accordance with Policy No. 8670.~~

Students with special needs shall be provided transportation in accordance with N.J.S.A. 18A:39-1 et seq., and with their Individualized Education Program (IEP) pursuant to N.J.A.C. 6A:27-5.1.

The Board will approve all bus routes each school year. Bus routes for all non-remote students who must walk to and from school along hazardous routes will be designated and approved by the Board. The Board may consider, but shall not be limited to, the criteria outlined in N.J.S.A.18A:39-1.5 in determining "Hazardous Routes."

The Board will not be responsible for the transportation of nonresident students to or from school, except that transportation to and from school will be provided for homeless students; students residing in group homes; students residing in resource family homes; and students residing in shared custody homes pursuant to N.J.A.C. 6A:27-6.2, 6.3, 6.4, and 6.5

The Board, if necessary, shall utilize cooperative/coordinated transportation services in accordance with the provisions of N.J.S.A. 18A:39-11.1 et seq. and N.J.A.C. 6A:27-10.1 et seq. The Board shall utilize one of the agencies prior



POLICY

HOPATCONG BOARD OF EDUCATION

Operations
8600/Page 3 of 5
TRANSPORTATION (M)

to determining to pay aid in lieu of transportation if in the prior year payments in lieu of transportation were provided. The Board will provide to the cooperative/coordinated transportation any unique limitations or restrictions of the required transportation.

Vehicles used to transport students to and from school or school related activities shall meet standards, registration, and inspection requirements of the New Jersey Departments of Education (NJDOE), and the New Jersey Motor Vehicle Commission (NJMVC), Transportation and any applicable Federal regulations. The operation and fiscal management of the district's transportation system shall be conducted in strict accordance with rules of the New Jersey State Board of Education and the NJDOE.

In addition to the provisions of any State law, rule, or regulation containing more stringent requirements, provided that those requirements are compatible with Federal law, and notwithstanding the provisions of any State law, rule, or regulation to the contrary, school bus operations in the State shall comply with the requirements outlined in N.J.S.A. 39:3B-27.

~~The Board will also transport resident children who attend a nonpublic school in the State of New Jersey not more than twenty miles from their residence, but not a lesser distance from their residence than that required for the transportation of pupils enrolled in the schools of this district. When the schools of this district are closed for inclement weather or other conditions, no transportation will be provided for pupils enrolled in any public or nonpublic school.~~

~~When the Board provides transportation of pupils to and from county vocational schools and/or classified pursuant to chapter 46 of N.J.S.A. 18A of the New Jersey Statutes and/or when the Board has in the prior year provided payments in lieu of transportation for any nonpublic schools pursuant to N.J.S.A. 18A:39-1 or the Board cannot provide transportation in the ensuing school year, the Board will utilize one of the agencies identified and published by the Commissioner of Education as providing cooperative transportation services in accordance with N.J.S.A. 18A:39-1. The Board will attempt to use one of the agencies prior to determining to pay aid in lieu of transportation. The Board will provide to the agency any unique limitations or restrictions of the required transportation. When the costs to provide transportation by one of the agencies is less than the aid in lieu of payments, the Board will contract with the agency to provide transportation. The Board will make the determination on the manner in which transportation services shall be provided in accordance with N.J.S.A. 18A:39-1 and shall notify the nonpublic school and the parent or guardian of the nonpublic school by August 1 prior to the beginning of the school year.~~



POLICY

HOPATCONG BOARD OF EDUCATION

Operations
8600/Page 4 of 5
TRANSPORTATION (M)

-
~~Transportation by one of these agencies will not be required when the local district can provide transportation at a lower cost than the agencies or the transportation at a lower cost than the agencies or the transportation provided by one of the agencies does not fall within the policies of the Board regarding length of ride and assignment of students to a route based on student age or classification.~~

-
~~The driver shall be in full charge of the school bus at all times and shall be responsible for order; he shall never exclude a pupil from the bus, but, if unable to manage any pupil, shall report the unmanageable pupil to the principal of the school which he attends. A pupil may be excluded from the bus for disciplinary reasons by the principal and his parents shall provide for his transportation to and from school during the period of such exclusion.~~

-
~~The home may be the pick up point for all children requiring special transportation. Times will be determined and assigned by the Board.~~

-
~~The Board will not be responsible for the transportation of nonresident pupils to or from school, except that transportation to and from school will be provided for homeless children for whom this district is determined to be the district of residence and for homeless children enrolled in this district when no district of residence has been determined.~~

-
~~The Board requires that all buses bid or purchased shall be equipped with seat belts. School bus drivers and all school bus passengers shall be required to wear seat belts when transported in school buses so equipped. Seat belts shall be fastened when the driver and passengers board the vehicle and they shall be kept fastened at all times while on board the vehicle. Seat belts may be unfastened only when the individual is departing the vehicle. The Board further requires that drivers and passengers using private vehicles to transport pupils wear seat belts in the same manner.~~

-
~~Buses used to transport pupils must meet state standards. The operation and fiscal management of the district's transportation system shall be conducted in strict accordance with rules of the State Board of Education and the Department of Education Policy and Procedures Manual for Pupil Transportation.~~

-
The Transportation Coordinator shall:

- 1. ~~Prepare a map of the district on which each bus stop and bus route is indicated or, alternatively, prepare an itinerary of bus routes that may be used in conjunction with a map of the school district;~~



POLICY

HOPATCONG BOARD OF EDUCATION

Operations
8600/Page 5 of 5
TRANSPORTATION (M)

- ~~2. Prepare and promulgate procedures to be followed in the event of a bus emergency and rules governing the conduct of all pupils transported by the Board;~~
- ~~3. Maintain such records and make such reports regarding school transportation as are required by the State Board of Education; and~~
- ~~4. Prepare the specifications for each bus route or contract for which proposals will be sought by the Board.~~

N.J.S.A. 18A:18A-1 et seq.; 18A:39-1 et seq.; 18A:39-11.1 et seq.

N.J.S.A. 27:15-16

N.J.S.A. 39:1-1 et seq.; 39:3B-1 et seq.; 39:3B-2.1; 39:3B-10; 39:3B-27

N.J.A.C. 6:3-7.9; 6:8-4.3(a) 10vi; 6A:27-1.1 et seq.; 6A:27-2.1 et seq.; 6A:27-3.1 et seq.;

6A:27-4.1 et seq.; 6A:27-5.1; 6A:27-6.2 through 6.5;

6A:27-7.1 et seq.; 6A:27-9.1 et seq.; 6A:27-10.1 et seq.;

6A:27-11.1 et seq.; 6A:27-12.1 et seq.

Adopted: 29 June 1992

Revised: 22 July 1996

Revised: 18 December 2000

Revised: 18 March 2002

Revised:



POLICY

HOPATCONG BOARD OF EDUCATION

Operations
8630/Page 1 of 5
BUS DRIVER RESPONSIBILITY (M)

8630 BUS DRIVER/BUS AIDE RESPONSIBILITY (M)

[See POLICY MEMO No. 67]

[See POLICY ALERT Nos. 164, 205, 209, 214 and 218]

M

The Board of Education requires all school bus drivers and bus aides employed by the district or employed by a contracted school bus company to be reliable persons of good moral character who possess the qualifications necessary to perform the duties of the position. Anyone driving a school bus used to transport students to and from school and school related activities must meet all requirements of N.J.S.A. 18A:39-17, 18, 19.1, and 20, N.J.A.C. 6A, and all New Jersey Motor Vehicle Commission (NJMVC) rules governing school bus drivers. All school bus drivers must possess the appropriate license and endorsement(s) to drive a school bus in the State of New Jersey and are subject to all the Federal and State requirements to maintain the appropriate license.

“Employer” for the purposes of this Policy and Regulation means a Board of Education or a contractor that provides student transportation services under contract with the Board of Education. In the event the school district employs school bus drivers and bus aides and/or uses a contractor for transportation services, the “employer” for school district employed school bus drivers and bus aides shall be the Board of Education and the “employer” for contracted school bus drivers and bus aides shall be the contractor that provides student transportation under contract with the Board of Education.

School bus drivers and bus aides shall meet criminal history background check requirements pursuant to N.J.S.A. 18A:6-7.1(c) ~~et seq.~~ and tuberculin testing requirements pursuant to applicable State statutes and administrative codes. School bus drivers and bus aides shall be considered under the Federal Family Educational Rights and Privacy Act (FERPA) to be school officials who have a legitimate educational interest to parts of a student's record relating to transportation, without parental consent, as outlined in N.J.A.C. 6A:27-12.1(j)1. ~~School bus drivers and bus aides shall receive training in the use of a student's educational records and in their responsibility to ensure the privacy of the student and his or her records. In addition, permanent and substitute school bus drivers and bus aides shall be trained for the functions of their positions and in a safety education program as outlined in N.J.A.C. 6A:27-11.2(b) and (c).~~



POLICY

HOPATCONG BOARD OF EDUCATION

Operations
8630/Page 2 of 5
BUS DRIVER RESPONSIBILITY (M)

In addition to the medical examination required of every holder of a special license issued for the transporting of children to and from schools pursuant to N.J.S.A. 39:3-10.1 et seq., any school bus driver who is seventy years of age or older shall annually furnish, to the employer for review by the NJMVC at the NJMVC's biannual inspection, satisfactory evidence of continuing physical fitness in the form of a medical examination by a licensed medical doctor or licensed osteopathic physician. In addition, any school bus driver who is seventy-five years of age or older shall every six months furnish, to the employer for review by the NJMVC at the NJMVC's biannual inspection, satisfactory evidence of continuing physical fitness in the form of a medical examination by a licensed medical doctor or licensed osteopathic physician. In addition, any person applying for a special license and any person who is the holder of a special license for the transporting of children to and from schools, pursuant to N.J.S.A. 18A:39-1 et seq., shall comply with the provisions of Section 2 of N.J.S.A. 39:3-10.1a and Section 6 of N.J.S.A. 18A:39-19.1. The Chief Administrator of the NJMVC may suspend or revoke a license pursuant to N.J.S.A. 39:3-10.1.

All drivers of buses or other vehicles used by the Board for the transportation of students to and from school shall, in addition to any exam required by law, submit to a medical exam for the presence of alcohol, narcotics, or habit-producing drugs within the scope of the "New Jersey Controlled Dangerous Substances Act," (N.J.S.A. 24:21-1 et seq.).

All drivers of buses or other vehicles used by the Board for the transportation of students to and from school shall, in addition to any exam required by law, submit to a medical exam that includes hearing and visual acuity tests that are in accordance with the provisions of the "Motor Carrier Safety Improvement Act of 1999," 49 U.S.C. § 113.

A Commissioner of Education-developed training program on proper procedures for interacting with students with special needs shall be administered by the employer to all school bus drivers and bus aides in accordance with the requirements of N.J.S.A. 18A:39-19.2. This training program must be administered in accordance with the provisions of N.J.S.A. 18A:39-19.3.a. and all school bus drivers and bus aides must file a certification with their employer that the individual has completed the training program within five business days of its completion. The employer shall retain a copy of the certificate for the duration of the individual's employment and shall file a copy of the certification to the New Jersey



POLICY

HOPATCONG BOARD OF EDUCATION

Operations
8630/Page 3 of 5
BUS DRIVER RESPONSIBILITY (M)

Department of Education (NJDOE) in accordance with the provisions of N.J.S.A. 18A:39-19.3.b.

School bus drivers and bus aides shall receive training in the use of a student's educational records and in their responsibility to ensure the privacy of the student and his or her records N.J.A.C. 6A:27-12.1(j)2. In addition, permanent and substitute school bus drivers and bus aides shall be trained for the functions of their positions and in a safety education program as outlined in N.J.A.C. 6A:27-11.1 et seq.

In accordance with the provisions of N.J.S.A. 18A:39-28, school bus drivers must visually inspect the school bus they are assigned at the end of the transportation route to determine that no student has been left on the bus.

The school bus driver shall be in full charge of the school bus at all times and shall be responsible for maintaining order. The school bus driver will never exclude a student from the school bus, but if unable to manage a student, the school bus driver will report the unmanageable student to the Principal or designee of the school in which the student attends.

The Principal or designee, upon such report from the school bus driver, may assign appropriate discipline. The discipline may include excluding the student from the bus. The student's parent shall provide for the student's transportation to and from school during the time of exclusion.

Upon notification from the NJDOE that a school bus driver employed by the Board has had his or her bus driver's license suspended or revoked, the Board, within one business day of the notification, shall provide a statement to the NJDOE verifying that the school bus driver no longer operates a school bus for the Board in accordance with N.J.S.A. 18A:39-19.6.

In the event of an emergency, school bus drivers shall follow procedures established by this Board. School administrators shall organize and conduct emergency exit drills at least twice within the school year for all students who are transported to and from school. All other students shall receive school bus evacuation instruction at least once per year. School bus drivers and bus aides shall participate in the emergency exit drills, which shall be conducted on school property and shall be supervised by the Principal or person assigned to act in a supervisory capacity. Drills shall be documented in the minutes of the Board of Education at the first meeting following completion of the emergency exit drill in accordance with the provisions of N.J.A.C. 6A:27-11.2(d).



POLICY

HOPATCONG BOARD OF EDUCATION

Operations
8630/Page 4 of 5
BUS DRIVER RESPONSIBILITY (M)

In accordance with the provisions of N.J.S.A. 18A:39-19.4, a Commissioner-developed student information card shall be completed by a parent of a student with an Individualized Education Plan (IEP), who receives transportation services, when the IEP is developed or amended. Upon receiving consent from the parent, the student information card shall be provided to a school bus driver and bus aide for each student on the bus route to which the school bus driver or bus aide is assigned for whom a student information card has been completed by the parent.

The school bus driver will immediately inform the Principal of the receiving school and the School Business Administrator or designee of the district providing the transportation following an accident that involves injury, death, or property damage. The school bus driver must also complete and file within ten days of the accident the Preliminary School Bus Accident Report prescribed by the Commissioner of Education. In addition to the Preliminary School Bus Accident Report, the driver of a school bus involved in an accident resulting in injury or death of any person, or damage to property of any one person in excess of \$500, shall complete and file within ten days after such accident a motor vehicle accident report in accordance with N.J.S.A. 39:4-130.

School bus drivers are prohibited from using a cellular telephone or other electronic communication device while operating a school bus unless the school bus is parked in a safe area off a highway or in an emergency situation pursuant to N.J.S.A. 39:3B-25. A school bus driver who violates this Policy provision is subject to fines pursuant to N.J.S.A. 39:3B-25.

School bus drivers are responsible for the safety of their students and shall rigorously observe all motor vehicle laws and regulations and State Board of Education rules in the operation of their school bus pursuant to N.J.S.A. 39:3B-27.

N.J.S.A. 18A:6-7.1 et seq.; 18A:25-2; 18A:39-17; 18A:39-128;
18A:39-19.1; 18A:39-19.2; 18A:39-19.3; 18A:39-19.4;
18A:39-19.6; 18A:39-28

N.J.S.A. 39:3-10.1 et seq.

N.J.S.A. 39:3B-25; 39:3B-27

N.J.A.C. 6A:27-11.1 et seq.; 6A:27-12.1 et seq.

Adopted:

29 June 1992



POLICY

HOPATCONG BOARD OF EDUCATION

Operations
8630/Page 5 of 5
BUS DRIVER RESPONSIBILITY (M)

Revised: April 2003
2nd Reading & Adoption: 25 August 2003

Revised: March 2015
1st Reading: 27 April 2015
2nd Reading & Adoption: 18 May 2015

Revised:



POLICY

HOPATCONG BOARD OF EDUCATION

Operations
8670/Page 1 of 2

TRANSPORTATION OF DISABLED PUPILS (M)

8670 TRANSPORTATION OF SPECIAL NEEDS STUDENTS DISABLED STUDENTS (M)

M

The Board of Education shall provide transportation services for students with special needs in accordance with N.J.S.A. 18A:39-1 et seq., N.J.A.C. 6A:27-5.1, disabilities as required by law and with their Individualized Education Program (IEP) dictated by the student's educational needs and physical welfare. The Board will provide the transportation in accordance with N.J.A.C. 6A:27-5.1 specified as a related service in the program of special education approved for a disabled student with special needs pursuant to N.J.A.C. 6A:14-3.9(a)7. Such transportation will conform to the student's Individualized Education Program (IEP) and the transportation requirements described by the Child Study Team or prescribed by the school physician. Such transportation services may include, but are not limited to, special transportation equipment, transportation aides, and special arrangements for other assistance to and from school.

When an out-of-district placement for educational reasons is made, transportation shall be provided consistent the school calendar of the receiving school. A copy of the school calendar shall be submitted to the resident district by May 15 preceding the year in which transportation is required, or at the time of placement if it occurs after May 15.

When necessary, the student's case manager shall provide the transportation coordinator or responsible staff member and the bus driver with specific information about the student including safety concerns, mode of communication, and health and behavioral characteristics of a student for whom transportation services are to be provided.

Students with special needs below the age of five, shall be transported in vehicles equipped with safety belts or other child restraint systems, in accordance with applicable Federal and State regulations.

The transportation of disabled students with special needs to special education programs approved by the Board and located outside the State will conform to guidelines established by the New Jersey State Department of Education pursuant to N.J.A.C. 6A:27-2.2(c)1. Such transportation services will be dictated by the student's IEP and approved by the Child Study Team. The individual plan for a disabled student's out of State transportation will be



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~~submitted to the Office of the County Superintendent prior to its implementation. In general, transportation of out of State disabled students will be by the most economical and expeditious mode consistent with the student's special needs and will be limited to travel at the beginning and the ending of the school year.~~

State aid will be sought for the services provided in accordance with law and this Policy. The Board directs that appropriate records be maintained and all relevant documentation be preserved in order that the district be properly reimbursed for the costs of transportation.

N.J.S.A. 18A:39-1 et seq.; 18A:39-2.1; 18A:46-19.6; 18A:46-23

N.J.A.C. 6A:14-3.9(a)7; 6A:27-2.2; 6A:27-5.1 et seq.

Cross reference: Policy Guide No. 2460

Adopted: 29 June 1992

Revised: 18 December 2000

Revised: 20 July 2005

Revised:



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PARENT ORGANIZATIONS

9210 PARENT ORGANIZATIONS

[See POLICY ALERT No. 218]

The Board of Education will encourage and support parent organizations of ~~parent(s) or legal guardian(s)~~ whose objectives are to promote the educational interests of district students.

Parent organizations are organizations independent from the Board of Education. Therefore, parent organizations shall not make any representations their organization or activities are sponsored or endorsed by the Board of Education without prior approval of the Board of Education. A parent organization shall submit a request for sponsorship or endorsement of a specific activity to the Board of Education.

A ~~No~~ parent organization may **not** organize students, ~~or~~ sponsor school activities, or solicit moneys in the name of this school district or of any school in the district without the prior approval of the **Superintendent or designee** Board. Such approval must be sought by written application to the Superintendent **or designee**.

Representatives of recognized parent organizations shall be treated by district employees as interested friends of the schools and as supporters of public education in the school district. **Representatives of recognized parent organizations shall comply with all applicable Board policies.**

The Board relies upon parent organizations to operate in a manner consistent with public expectations for the schools and reserves the right to withdraw recognition from any parent organization, **at will**, whose actions are inimical to the interests of the **school district and the students of this district.**

Adopted: 29 June 1992
Revised:



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PUPIL TRANSPORTATION

R 8600 PUPIL STUDENT TRANSPORTATION

~~All student transportation shall be provided in accordance with law, negotiated agreements and with consideration of the following guidelines:~~

-

~~Insurance~~

-

~~The Superintendent shall annually determine the amount of insurance needed for drivers and vehicles for which the Board has responsibility. Additional coverage shall be maintained to provide insurance for instances where students may be transported in private vehicles by authorized school personnel.~~

General Requirements - Students Remote From School

A. The Board will transport:

1. **Students who reside remote, as defined in N.J.S.A. 18A:39-1. and N.J.A.C. 6A:27-1.4(a)1. and (a)2., from their assigned district school of attendance;**
2. **Nonpublic school students who reside remote from their school of attendance and meet the eligibility criteria of N.J.A.C. 6A:27-2.1 et seq.;**
3. **Charter school or renaissance school students pursuant to N.J.A.C. 6A:27-3.1 et seq.;**
4. **Students with special needs shall be provided transportation in accordance with N.J.S.A. 18A:39-1 et seq. and with their Individualized Education Program (IEP) pursuant to N.J.A.C. 6A:27-5.1**
5. **School choice students pursuant to N.J.A.C. 6A:27-4.1 et seq.; and**
6. **Special population students pursuant to N.J.A.C. 6A:27-6.2 through 6.5.**

Hazardous Routes



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The Board will approve all bus routes each school year. Bus routes for all non-remote students who must walk to and from school along hazardous routes will be designated and approved by the Board. The Board will approve a list of hazardous routes in the district requiring the courtesy busing of students and the criteria used in designating the hazardous routes. In adopting Policy and Regulation 8600 and the list of hazardous routes, the Board may consider, but shall not be limited to, the criteria outlined in N.J.S.A. 18A:39-1.5 as follows:

1. Population density;
2. Traffic volume;
3. Average vehicle velocity;
4. Existence or absence of sufficient sidewalk space;
5. Roads and highways that are winding or have blind curves;
6. Roads and highways with steep inclines and declines;
7. Drop-offs that are in close proximity to a sidewalk;
8. Bridges or overpasses that must be crossed to reach the school;
9. Train tracks or trestles that must be crossed to reach the school; and
10. Busy roads or highways that must be crossed to reach the school.

A school district shall work in conjunction with municipal officials in determining the criteria necessary for the designation of a hazardous route. For the 2019 – 2020 school year and thereafter, the current locations are:

1. No student on the north side of Riverstyx Bridge, K-12, will walk to school.
2. No student south of Brooklyn Stanhope Road, K-8, will walk to school.
3. No student east of Lakeside Boulevard, K-12, will walk to school.



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4. No student who lives in the Ingram Hill area, K-4, will walk to school.
5. No student who lives north of Broadway, K-4, will walk to Durban Avenue School. No student who lives north of Madison, 5-8, will walk to Hopatcong Middle School. No student who lives north of Geneva, 9-12, will walk to Hopatcong High School.
6. No student who lives on Holiday Drive, K-8, will walk to either Tulsa Trail School or Hopatcong Middle School.
7. No student who lives north of Hopatchung, 5-12, will walk to Hopatcong Middle School or Hopatcong High School.

Cooperative/Coordinated Transportation Services

- A. The Board, if necessary, shall utilize cooperative/coordinated transportation services in accordance with the provisions of N.J.S.A. 18A:39-11.1 et seq. and N.J.A.C 6A:27-10.1 et seq.

School Bus Use and Standards

- A. All school buses bid or purchased shall be equipped in accordance with the requirements of N.J.S.A. 39:3B-10 – School Bus Safety Equipment.
- B. School bus drivers and all school bus passengers shall be required to wear seat belts when transported in school buses so equipped. Seat belts shall be fastened when the driver and passengers board the vehicle and they shall be kept fastened at all times while on board the vehicle. Seat belts may be unfastened only when the individual is departing the vehicle. The Board further requires that drivers and passengers using private vehicles to transport students wear seat belts in the same manner.
- C. There shall be displayed on every bus subject to the provisions of N.J.S.A. 39:3B-1, signs or legends which will, insofar as practicable, inform the driver of any vehicle concerning the duty imposed upon him/her by law with respect to passing a bus, while it is loading or unloading. The signs or legends shall be in a color, form, and design



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as will meet the requirements prescribed by the State Board of Education.

An agency, Board of Education, nonpublic school, or school bus contractor operating a school bus subject to the provisions of N.J.S.A. 39:3B-1 shall display across the rear of the school bus a telephone number, website address, or other identifying information which shall allow the public to report a bus driver's misconduct while operating the school bus to the Board of Education or nonpublic school for which the school bus provides transportation. The lettering shall be of a color that contrasts with the color of the school bus.

The Board of Education or nonpublic school shall comply with New Jersey Department of Education (NJDOE) regulations regarding: the appropriate Board of Education or nonpublic school official or designee to address and respond to a complaint of school bus driver misconduct; the appropriate actions which a Board of Education or nonpublic school may take to respond to a complaint of school bus driver misconduct; and the time period during which a Board of Education or nonpublic school may act to respond to a complaint of school bus driver misconduct in accordance with the provisions of N.J.S.A. 39:3B-2.1.

- D. The Board requires every school bus bid or purchased that is used to transport public, non-public, charter, and/or renaissance school students will be equipped with a crossing control arm at the right front corner of the bus. The arm must open and extend out from the bus at least five feet each time the bus door is opened.
- E. School bus purchase, use, and standards must meet Federal and State standards and must be in accordance with N.J.A.C. 6A:27-7.1 et seq. and N.J.S.A. 18A:18A-1 et seq. – Public School Contracts Law.

Operation and Management of Transportation System

- A. The Transportation Coordinator shall
 - 1. Prepare a map of the district on which each bus stop and bus route is indicated or, alternatively, prepare an itinerary of bus routes that may be used in conjunction with a map of the school district;



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2. Prepare and promulgate procedures to be followed in the event of a bus emergency, bus safety, bus driver training and rules governing the conduct of all students transported by the Board in accordance with N.J.A.C. 6A:27-11.1 et seq. and 6A:27-12.1 et seq.;
 3. Maintain such records and make such reports regarding school transportation as are required by the State Board of Education; and
 4. Prepare the specifications for each bus route or contract for which proposals will be sought by the Board in accordance with N.J.A.C. 6A:27-9.1 et seq.
- B. The operation and fiscal management of the district's transportation system shall be conducted in strict accordance with rules of the State Board of Education and the NJDOE.

Routes

- ~~1. No in-district student shall be transported beyond the boundaries of the Borough of Hopateong.~~
- ~~2. Routes shall be determined with economy in mind but consideration for the time each student must spend on the bus or van.~~
- ~~3. Stops shall be specified to provide the shortest walk to the bus stop, except that stops shall be at least 3/10ths of a mile apart where possible.~~
- ~~4. Assignment of disabled students to buses and routes shall be done with consideration of the individual student's needs.~~
- ~~5. Routes for transporting eligible nonpublic school students shall be established by the district transportation office, provided the cost does not exceed the state established maximum cost/pupil for nonpublic student transportation. When route costs exceed the allowable amount, parent(s) or legal guardian(s) of eligible nonpublic students shall receive the payment in lieu of transportation established annually by the New Jersey Department of Education, and shall be responsible for transporting their~~



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~~children to and from school. All applications for nonpublic transportation
or payments must be made in accordance with N.J.S.A. 18A:39-1 et seq.
and N.J.A.C. 6:21-2.1 et seq.~~

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EMERGENCY SCHOOL BUS PROCEDURES (M)

R 8630 EMERGENCY SCHOOL BUS PROCEDURES (M)

[See POLICY ALERT Nos. 164, 205, 209, 214 and 218]

M

~~The following procedures apply to all school bus drivers employed by the Board of Education or under contract with the Board of Education for the transportation of pupils to and from school or in the course of an activity sponsored by the Board of Education.~~

A. Staff Training

1. The employer shall administer a safety education program for all permanent and substitute school bus drivers and school bus aides that it employs. At a minimum, the training shall include:
 - a. Student management and discipline;
 - b. School bus accident and emergency procedures;
 - c. Conducting school bus emergency exit drills;
 - d. Loading and unloading procedures;
 - e. School bus stop loading zone safety;
 - f. Inspecting the school vehicle for students left on board the bus at the end of a route; and
 - g. The use of student's educational records, including the employee's ~~district's~~ responsibility to ensure the privacy of the student and his or her records, if applicable.
2. The employer administer a safety education program to school bus drivers that includes defensive driving techniques and railroad crossing procedures.
3. The employer shall administer the safety education program, as set forth in A.1. and 2. above, twice per calendar year to all permanent and substitute school bus drivers and school bus aides it employs in accordance with N.J.S.A. 18A:39-19.1a.



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43. The employer shall be responsible to administer a Commissioner of Education-developed training program on proper procedures for interacting with students with special needs in accordance with the provisions of N.J.S.A. 18A:39-19.2 and 18A:39-19.3 for all school bus drivers and school bus aides:
- a. In the case of a school bus driver or aide who is employed prior to the development and availability of the training program, the employer shall administer the training program to the individual no later than one hundred and eighty days after the training program is made available by the Commissioner;
 - b. In the case of a school bus driver or aide who is employed after the development and availability of the training program, the employer shall administer the training program to the individual prior to that individual operating a school bus or serving as an aide on a school bus;
 - c. In accordance with the provisions of N.J.S.A. 18A:39-19.3.b., the employer shall require a school bus driver or school bus aide to file a certification with the employer that the individual has completed the training program required as per N.J.S.A. 18A:39-19.2 within five business days of its completion. The employer shall retain a copy of the certification for the duration of the individual's employment, and shall forward a copy of the certification to the New Jersey Department of Education (NJDOE); and/or
 - d. Contractors that provide student transportation services under a contract with the Board of Education shall comply with the requirements of N.J.S.A. 18A:39-19.2 and 19.3 and N.J.A.C. 6A:27-11.1 et seq.

AB. ~~Bus exit drills~~ Emergency Bus Evacuation Drills



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1. The ~~p~~Principal or designee of each school shall organize and conduct emergency bus exit drills at least twice **within the each** school year for ~~pupils~~ **students** who are transported to and from school and ~~at least once per year for all other pupils and all other~~ **students shall receive school bus evacuation instruction at least once within the school year.**
2. ~~The school bus driver will participate in the drill. School bus drivers and bus aides shall participate in the emergency exit drills.~~
3. Bus exit drills will be conducted on school property and will be supervised by the ~~p~~Principal or by a person assigned ~~by the principal to supervise the drill to act in a supervisory capacity.~~ The drills will be conducted when weather is conducive to safety and preferably when the bus arrives at school with a full complement of ~~pupils~~ **students.**
4. The portion of the drill involving the use of the rear emergency door, which requires ~~pupils~~ **students** to jump a ~~thirty inch drop,~~ **need not be performed by every pupil; a few pupils may demonstrate for the others from the bus to the ground does need not to be performed by every student and may be demonstrated by others.**
5. The school bus driver or supervisor of the drill shall:
 - a. Describe and demonstrate the use of kick-out windows and split-sash windows;
 - b. Describe the location and use of flares, flags, fire ax, and other emergency equipment;
 - c. Give instruction in the opening and closing of front and rear doors, turning off the ignition switch, and setting and releasing the emergency brake;



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- d. Explain that the bus will be evacuated by the front door when the bus is damaged in the rear and by the rear door when the front door is blocked;
 - e. Demonstrate the use of the emergency exit door;
 - f. Instruct ~~pupils~~ **students** that lunches and books should be left on the bus in the evacuation procedure;
 - g. Appoint older, bigger pupils to assist younger, smaller pupils in their exit from the bus;
 - h. Have ~~pupils~~ **students** leave bus one row at a time, left and right sides alternating, in a prompt and orderly fashion;
 - i. Instruct ~~pupils~~ **students** to group ~~in a safe place fifty "giant steps" away from the bus and to wait in that place until directed by the driver, a police officer, or other adult in authority; and a safe distance away from the bus and to wait in that place until directed by the driver, a police officer, or other adult in authority;~~
 - j. Tolerate no pupil misbehavior in the conduct of the drill; the failure of any pupil to follow directions must be reported to the principal.
 - k. **Provide any other training required by Federal and State law or as deemed appropriate by the Board that will protect the safety of the students in the event the bus needs to be exited due to an emergency.**
6. **In accordance with the provisions of N.J.A.C. 6A:27-11.2(d), emergency bus evacuation drills shall be documented in the minutes of the Board at the first meeting following completion of the emergency exit drill. The minutes shall include, but are not limited to, the following:**
- a. **The date of the drill;**
 - b. **The time the drill was conducted;**



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- c. The school name;
- d. The location of the drill;
- e. The route number(s) included in the drill; and
- f. The name of the Principal or assigned person(s) who supervised the drill.

BC. Additional Precautions

1. School bus drivers ~~shall attend training workshops offered by the New Jersey Department of Education and this school district and shall be trained in first aid~~ may, depending on the age of the students on a bus route, discuss with the students additional safety precautions that may be taken in the event of a bus emergency. The safety precautions to be discussed shall be approved by the _____ (Transportation Supervisor or Principal or designee).
2. In accordance with the provisions of N.J.S.A. 18A:39-19.4, the Commissioner of Education shall develop a student information card that includes information that should be readily available to a school bus driver and school bus aide for the purpose of promoting proper interaction with a student with special needs. The parent of a student with an Individualized Education Plan (IEP) shall complete the student information card when the IEP is developed or amended for a student who receives transportation services.
 - a. Upon receiving consent from a student's parent, the school district shall provide a copy of the completed student information card to a school bus driver and school bus aide for each student on the bus route to which the school bus driver or school bus aide is assigned for whom a student information card has been completed by the parent.



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3. **School bus drivers shall attend training workshops offered by the NJDOE and this school district and shall be trained in first aid.**
24. Each school bus shall be equipped with
 - a. A list of the students assigned to that bus;
 - b. A basic first aid kit;
 - c. Several emergency notice cards on which are printed the telephone numbers of the appropriate police department, the receiving school, and an emergency medical service and on which is provided a space for writing the location of a disabled school bus and the name of the bus driver;
 - d. Flags or flares or other warning devices; and
 - e. **Any other equipment or supplies determined to be included on the school bus by the administration.**
35. Each school bus driver shall
 - a. ~~Daily survey his or her bus for possible hazards;~~ **Inspect his/her bus for possible hazards or safety concerns before driving the bus each day;**
 - b. Keep aisles and passageways clear at all times;
 - c. Maintain ~~pupil-student~~ discipline on the bus;
 - d. Prohibit the presence of any **non-service** animal, **firearm**, ammunition, weapon, explosive, or any other dangerous or **illegal** material or object on the school bus;
 - e. Report promptly to the Transportation Coordinator any potential driving hazard on ~~his or her~~ **his/her** route, such as construction, road work, etc.;



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- f. Report promptly to the Transportation Coordinator any deviation in the bus route or schedule;
- g. Drive ~~at safe speeds~~ **within speed limits** at all times and exercise extraordinary care in inclement weather;
- h. Know and obey all motor vehicle laws and regulations and State Board of Education regulations; and
- i. Not smoke, eat, or drink ~~any liquid or perform any act or behave in any manner that may impair the safe operation of the school bus while it is transporting pupils. while in or operating the bus at any time or perform any act or behave in any manner that may impair the safe operation of the school bus;~~
- j. Inspect the school vehicle for students left on board the bus at the end of a route; and
- k. Not allow a student on board a school bus unless the bus driver or other employee of the Board or school bus contractor is also on board the bus. This shall not apply when a school bus driver leaves the bus to assist in the boarding or exiting of a disabled student or in the case of an emergency.

GD. General emergency rules-~~Emergency Rules~~

- 1. The school bus driver ~~is responsible for the safety of the pupils on his or her bus. In the event of an emergency, the school bus driver must exercise responsible leadership. The safety and well-being of pupils must be the driver's paramount consideration. The bus driver will stay with his or her pupils at all times. drivers are responsible for the safety of the students on their bus. In the event of an emergency, school bus drivers must exercise responsible leadership. The safety and well-being of students must be the drivers' paramount consideration. School bus drivers shall stay with their students until another school staff~~



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- member, law enforcement officer, or a first responder can assume responsibility for the safety of the students.
2. ~~The bus driver may not leave the school bus when children are aboard except in an emergency and, then, only after he or she has stopped the motor, removed the ignition key, set the auxiliary brake, and put the transmission in gear, for a standard transmission or in "Park" for an automatic transmission.~~ **School bus drivers may not leave the school bus when children are aboard except in an emergency and, then, only after they have turned off the engine, removed the ignition key, and safely secured the school bus.**
 3. A school bus must be evacuated when
 - a. There is a fire in the engine or any other portion of the bus;
 - b. There is a danger of fire because the bus is near an existing fire or a quantity of gasoline or other highly combustible material and is unable to move away; or
 - c. The bus is disabled for any reason and:
 - (1) Its stopping point is in the path of a train or is adjacent to a railroad track;
 - (2) A potential exists for the position of the bus to shift thus endangering pupils;; or
 - (3) The stopping point (e.g., on a hill, curve, or near an obstruction) fails to provide oncoming traffic with at least 300 feet visibility of the bus, thus creating the danger of a collision.
 - d. **The risk of remaining in the bus poses a greater safety risk than evacuating the bus.**
 4. When a school bus is evacuated, ~~pupils~~ **students** shall leave the bus by the exit(s) and in the manner that affords maximum safety in the circumstances.



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5. ~~Pupils~~ **Students** who have been evacuated from a school bus shall be moved to a safe place ~~at least 100 feet~~ **and distance** from the bus and remain there until the driver or, if the driver is incapacitated, another person in authority has determined that no danger remains or until other provisions can be made.
6. No ~~pupil~~ **student** shall be allowed to request a ride with a passerby or proceed to walk home or leave the scene without the specific approval of the bus driver, a police officer, or other person in authority.
7. ~~Whenever~~ **In the event** a school bus is disabled in the course of providing ~~pupil~~ **student** transportation, the driver, or a responsible person ~~appointed~~ **designated** by the driver, will notify the Transportation Coordinator of the number and location of the bus and the circumstances of the disability. The Transportation Coordinator will make arrangements for the safety of the ~~pupils~~ **involved**, by ~~substitute transportation or otherwise~~ **students**.

~~DE.~~ Specific Emergency Situations

1. In the event of an accident or vehicle failure the following procedures will be implemented:-
 - a. The school bus driver shall, in person or through a responsible ~~delegate~~ **designee**, summon the police and emergency medical services, if necessary, and notify the Transportation Coordinator.
 - b. The school bus driver will attempt to make all pupils as safe and comfortable as possible. If **possible and** necessary, the driver will administer emergency first aid to injured ~~pupils~~ **students**.
 - c. ~~Each pupil on a school bus involved in an accident must be examined for possible injuries, whether or not the pupil appears to have been injured. In the event the school medical inspector is not immediately available, pupils will be examined by the school nurse or by the pupil's personal physician. A written report must~~



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~~be made of the medical condition of each pupil on the bus and submitted to the Transportation Coordinator.~~

- c. In the event of an accident with no apparent or actual injuries and when law enforcement officials permit the bus to continue on its route after investigating the accident the school nurse will:
 - (1) If the accident occurred on the way to school or during school hours, examine any student who is feeling or displaying any symptoms of any injuries from the accident when the bus arrives at school; or
 - (2) If the accident occurred on the way home from school, examine any student who is feeling or displaying any symptoms of any injuries from the accident the next school day or if the parent of a student requests the school nurse examine their child the next school day.
- d. In the event of an accident where students are injured, a student(s) may be transported to a hospital if it is determined by law enforcement, medical, and/or first aid staff at the accident scene additional medical treatment is required.
 - (1) If the accident occurred on the way to school or during school hours, the school nurse will examine any student not transported to the hospital who is feeling or displaying any symptoms of any injuries from the accident when the bus arrives at school.
 - (2) If the accident occurred on the way home from school, the nurse will examine any student feeling or displaying any symptoms of any injuries from the accident the next school day or if the parent of a student requests the school nurse examine their child the next school day.



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- de. If another vehicle(s) is involved, the bus driver will obtain the following information from the driver(s) of that vehicle(s) or from law enforcement officers at the accident scene: driver's name, driver's license number, vehicle owner's name and address, vehicle registration number, owner's insurance company and policy number, and a description of the vehicle (color, make, year, body type).
- e. ~~The driver will obtain the names and addresses of persons involved in the accident and, if possible, of witnesses.~~
- f. The following notifications must be provided:
 - (1) The school bus driver must report immediately to the ~~p~~Principal of the receiving school and the School Business Administrator or designee of the district providing the transportation, any accident that involves an injury, death, or property damage. In addition, the bus driver must complete and file the Preliminary School Bus Accident Report prescribed by the Department of Education with the Principal of the receiving school. ~~The written accident report must be accurate and complete~~ **Commissioner of Education.**
 - (2) The Principal of the receiving school shall retain a copy of the Report and forward other copies of the Report as prescribed by the ~~NJDOE~~ **New Jersey Department of Education.**
 - (3) In addition, a school bus driver involved in accident resulting in injury or death of any person ~~or property damage in excess of \$500 shall, within ten days after the accident, complete and file, or~~ **damage to property of any one person in excess of \$500 shall complete and file within ten days after such accident** a Motor Vehicle Accident Report in accordance with N.J.S.A. 39:4-130.



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- (4) ~~The parents and guardians of pupils involved in a school bus accident shall be notified as quickly as possible commensurate with the severity of the accident and injuries, if any, and hospital placement of their child if transported per ambulance report.~~ **of students involved in a school bus accident shall be notified as quickly as possible commensurate with the severity of the accident and injuries, if any, and hospital placement of their child if transported to a hospital by ambulance or by other emergency personnel.**
2. In the event the school bus driver is incapacitated, the following procedures will be implemented.:
- a. A school bus driver is incapacitated when ~~he or she~~ **he/she** is unable to operate the school bus safely or when ~~his or her~~ **his/her** driving ability is significantly impaired by the driver's physical or mental condition.
 - b. ~~If necessary, the bus will be stopped, with due consideration for the safety of its passengers, the motor turned off, the ignition key removed, and the auxiliary brake set.~~ **there is a bus aide on the bus, the bus aide will take steps necessary to have the bus pulled off the road to a safe location and shall contact school officials or emergency services for assistance. If a bus aide is not on the bus, the bus driver shall pull the bus off the road to a safe location and contact school officials or emergency services for assistance.**
 - c. ~~The bus driver shall, in person or through a responsible delegate, immediately notify the Principal or designee of the number and location of the bus and, to the extent that it is known, the condition of the driver.~~ **shall be stopped, with due consideration for the safety of its passengers, the motor turned off, the ignition key removed, and safely secure the bus.**



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- d. The Principal or designee shall immediately arrange for the transportation of the ~~pupils~~ **students** by substitute driver, substitute bus, or other means.
3. In the event of an injury to a ~~pupil~~ **student** on the bus, at a bus stop, or along a transportation route, not incurred as the result of a school bus accident, the following procedures will be implemented.
 - a. In the absence of another responsible adult in authority, the school bus driver will take charge of a ~~pupil~~ **student** who has been injured or disabled on a school bus, at a school bus stop, or along the transportation route traveled by the school bus.
 - b. If necessary, first aid will be administered.
 - c. If the ~~pupil's~~ **student's** injury is serious, emergency medical services will be summoned; the school bus driver or a responsible adult appointed by the bus driver will remain with the ~~pupil~~ **student** until emergency medical help arrives.
 - d. If the ~~pupil's injury is not serious and~~ **student's injury**
 - (1) Occurs on the way to the school, the school bus driver will deliver the injured ~~pupil~~ **student** to the school nurse for examination and such treatment or referral as may be required. The school nurse will notify the ~~pupil's~~ **student's** parent; ~~or guardian.~~
 - (2) Occurs on the way to the ~~pupil's~~ **student's** home, the school bus driver will deliver the injured ~~pupil~~ **student** to his or her parent or guardian or to a responsible adult at the ~~pupil's~~ **student's** home or if no one is home the injured student will be delivered to the nearest hospital emergency room. ~~or another school district staff member will deliver the injured student to his/her parent or to a responsible adult at the student's home or if no one is home~~



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the injured student will be transported back to a school district location until a parent or another responsible adult can be contacted. If it is determined the student may need medical treatment and a parent or responsible adult cannot be contacted, the child may be transported to the school physician's office or to the nearest hospital emergency room; or

- (3) Occurs on the way to or from an extracurricular event, the school bus driver will notify a professional staff member assigned to the activity, who will take charge of the pupil and notify the pupil's **student's** parent or guardian.
- e. The school bus driver will immediately report the incident to the ~~p~~Principal or designee of the school in which the pupil **student** is enrolled. ~~The principal may request that the school medical inspector examine the pupil or may request the pupil's parent or guardian to submit the report, if any, of the examining physician.~~

Issued: 24 October 1994

Revised: 14 July 2003

Revised:



ADDENDUM

February 24, 2020

Regular Meeting

- a. It is recommended by the Superintendent that the Hopatcong Board of Education approve the updated federal mandatory 403B and 457B Tax Shelter Plan Documents.
- b. It is recommended by the Superintendent that the Hopatcong Board of Education approve merit pay for Joseph Piccirillo as per contract for securing New Jersey Department of Education approvals for the following Career Technical Education programs.

CTE Program	Merit Pay
Cosmetology	\$1,500
Radio/TV	\$1,500
Child Care	\$1,500
Total	\$4,500

- c. It is recommended by the Superintendent that the Hopatcong Board of Education approve the educational instruction services for student no. 12734 for ten hours per week beginning February 15, 2020. Instruction will be provided by Learn Well at a rate of \$38.00 per hour plus an additional 33% billed for administrative charges.
- d. It is recommended by the Superintendent that the Hopatcong Board of Education approve the following professional development opportunities:

Danielle Kovach	NJCEC, SEL	Ramapo	3/16/20
Patricia Pietrzak	"	"	"

Both professionals from our district are presenting at this state-wide workshop.

- e. It is recommended by the Superintendent that the Hopatcong Board of Education approve the following personnel hiring for the 19-20 school year:

William Kubik - Electrician- rpl. Will	Step 16, 58,967+Trade Cert + CDL
Kaitlyn Czubkowski - Math- med.leave Replacement, HMS	Pro-rated MA, Step One, \$323 per diem

- f. It is recommended by the Superintendent that the Hopatcong Board of Education approve an adjustment in hours for custodian Matt Handy from five days per week to four days per week as per the employee's request with support from the note of a physician.

Motion to approve Addendum items a - f:

(ACTION) Motion by _____, seconded by _____

___ Falconi-Shubert	___ Francis	___ Gallagher	___ Jacobus	___ Perrotti
___ Schindelar	___ Smith	___ Trumpore	___ McLean	