

1. **Opening Statement**

In accordance with Section 5 of the Open Public Meetings Act, Chapter 231, P.L. 1975, this public body, the Hopatcong Board of Education hereby announces that the New Jersey Herald has been notified by mail that this public meeting is to convene at the Administration Building Board Meeting Room at 7:30 p.m. on December 19, 2011.

2. **Roll Call**

Mrs. Bongiorno____, Mr. Frank Farruggia, Jr.____, Mrs. Krowl____, Dr. Lavery____, Mrs. Madar____, Mrs. Passerini____, Ms. Perrotti____, Mrs. Reilly____, Mr. Lundin____.

3. **Executive Session**

WHEREAS, C.231, P.L. 1975, known as the Sunshine Law, authorized a public body to meet in executive session under certain limited circumstances; and;

WHEREAS, said law required the Board to adopt a resolution at a public meeting before it can meet in such an executive or private session:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE HOPATCONG SCHOOL DISTRICT:

1. That it does hereby determine that it is necessary to meet in Executive Session on December 19, 2011 to discuss matters involving contracts and/or personnel.
2. That the matters discussed will be made public if and when confidentiality is no longer required and action pursuant to said discussion shall take place only at a public meeting.

4. **Reconvene**

5. **Pledge**

6. **Ratification of Contracts**

Approval of the newly negotiated **Hopatcong Office Personnel Association contract (Secretaries)**, as recommended by the Negotiations Committee of the Board between the Board and the Hopatcong Office Personnel Association for a three year contract from July 1, 2011 through June 30, 2014 at an annual increase of 1.95 % for each of the three years of the contract. Changes agreed to by the Board and Hopatcong Office Personnel Association as incorporated in the Memorandum of Agreement will be amended in the contract. All other contract provisions current and/or modified will remain in full force and effect for the duration of the three year contract.

7. **Presentation**

- a. A video presentation by Brian Byrne on Durban Avenue's Red Ribbon Week.
- b. A presentation will be made by Mr. Neil Piro, Facilities Supervisor, regarding an update on the waterproofing.

8. **Acknowledgements/Correspondence**

- a. The following students were chosen as Hopatcong High School's *Students of the Month* for their outstanding performances in November 2011.

<i>Alexander Lekhtman</i>	-	Scholastic
<i>Samantha Madar</i>	-	Scholastic
<i>Austin Brown</i>	-	Athletics
<i>Sarah Indano</i>	-	Theatre

- b. **Stephanie Van Beke** on being selected as Hopatcong High School's Scholar-Athlete for the 2010-2011 school year.
- c. The following students who participated in the **Sussex County Arts and Heritage Council's poster contest** for the Smithsonian Institute's exhibit *New Harmonies*. Each student will receive a one year honorary family membership in the Arts Council:

<i>Katelyn Downey</i>	-	First Place Winner
<i>Austin Brown, Jennifer Hulsman, Jerry Leach, Caitlin Scanlon & Jennifer Sheridan</i>		

- d. **All teams and coaches** involved in the Fall Sports Program.

9*. Minutes

- a. Approval of the minutes of the **Regular Meeting of November 21, 2011**, as reported by the Board Secretary and reviewed by the Board President and members of the Board.
- b. Approval of the minutes of the **Special Meeting of December 7, 2011**, as reported by the Board Secretary and reviewed by the Board President and members of the Board.

10. Committee Reports

- a. **Curriculum/Technology -**
- b. **Facilities –**
- c. **Personnel –**
- d. **Finance -**
- e. **Negotiations -**
- f. **Policy/Public Relations –**
- g. **Student Liaison -**

11. Meeting Open to the Public for Discussion of Agenda Items Only

12*. Finance

Approval of the following finance items, items 12a-12g, as recommended by the Administration and as reviewed by the Finance Committee:

- a. Approval of the **certification by the Board Secretary** pursuant to N.J.A.C. 6A-23A-16.10(c)(3), certifying that as of December 19, 2011, no budgetary line item account has been overexpended in the 2011/2012 budget in violation of N.J.A.C. 6:20-2.12(a).
- b. Approval of the **certification by the Board of Education** that all major account expenditures for the month of December 2011 through December 19, 2011 have been within the constraints of the adopted 2011/2012 budget and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

12. Finance (continued)

- c. Approval of **intra-account and intra-fund budgetary transfers** to offset credits and deficits.
- d. Approval of the report of the Secretary of the Board of Education regarding the current operating fund, **Form A148**, for the period ending October 31, 2011.
- e. Approval of the report of the Treasurer of School Monies, **Form A149**, for the period ending October 31, 2011.
- f. Approval of **bills** for the regular account, cafeteria account and special projects account in the amount of \$1,262,158.97, as attached.
- g. Approval of **bills** for the Sussex County Regional Cooperative operating in the amount of \$1,785,048.66, as attached.

13*. Personnel

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

- a. Approval of the **Extra Duty/Extra Pay Winter Coaching** positions for the 2011/2012 school year, as attached.
- b. Approval for **Brittnee Onstad**, an education student at County College of Morris to complete 20 hour classroom observation in the Hopatcong School District at the Tulsa Trail School with Mrs. Ibaceta during the Spring Semester.
- c. Approval for **Paul Tomasheski**, an education student at Bloomfield College to complete a classroom observation in the Hopatcong School District at the Hopatcong Middle School with Mr. Strand during the Winter Semester.
- d. Approval for **Renee Neal**, an education student at Western Governors University, to complete a Student Teacher Program in Elementary and Special Education in the Hopatcong School District at the Hudson Maxim School with Mrs. Sciabica and Mrs. Kranz during the Spring Semester.

13. Personnel (continued)

- e. Approval of the **recommendation for tenure of Jeff Hallenbeck**, Director of Curriculum, by Dr. Maranzano and the Personnel Committee. Mr. Hallenbeck was appointed Director of Curriculum on the Regular Meeting Agenda of December 1, 2009.
- f. Approval of **Patricia Foley** as a parent volunteer in the Hopatcong School District for the Hudson Maxim School, in accordance with Policy #9180, for the 2011/2012 school year. Ms. Foley is a retired teacher of the Hopatcong School District.
- g. Approval of **Janine Beesley**, an education student at West Virginia University, as a student volunteer in the Hopatcong School District for the Hudson Maxim School in accordance with Policy #9180 during the Winter Break. Ms. Beesley will work with Mrs. Barroqueiro.
- h. Approval of the request of **Michelle Tumminelli** to return from her Maternity Leave of Absence on January 2, 2012 instead of January 30, 2012 as previously approved by the Board.
- i. Approval of the request of **Jennifer Neu** for a Maternity Leave of Absence/Federal/New Jersey Family Leave of Absence approximately March 19, 2012 through May 28, 2012.
- j. Approval of the employment of **Patricia Houterman** as an Educational Support Personnel (Aide) in the Hopatcong School District at the salary of \$9.28 per hour for six hours per day, five days per week, effective January 3, 2012.
- k. Approval for currently employed and approved Sussex County Regional Cooperative Bus Aide **Eileen Crowe** to be employed as a Substitute Bus Aide on an as needed basis at the salary of \$10.00 per hour for hours worked and vouchered.
- l. Approval of **substitute teachers, aides, cafeteria workers, custodians and van drivers**, as per the attached list.

14. Students

- a. Approval of the attached **field trip requests report**, as required by the New Jersey Department of Education.
- b. Approval for educational instruction for **Student No. 1060545** at the Partial Hospitalization Program at St. Clare's Hospital at their tutoring rate of \$54.00 per hour for a maximum of five hours per week effective November 16, 2011/
- c. Approval for educational instruction for **Student No. 11451** at Saint Clare's Hospital at their tutoring rate of \$54.00 per hour for a maximum of five hours per week effective November 12, 2011. Student was previously in St. Clare's Program on October 3, 2011 and discharged on October 13, 2011.
- d. Approval for homebound instruction for **Student No. 28343** for a maximum of five hours per week at the Board approved rate of \$35.00 per hour, effective November 15, 2010, as per note from doctor. Tutors will be Ms. Brennan, Mr. Jones, Ms. Burns and Ms. Gramp.
- e. Approval for an out-of-district placement for **Student No. 980277** at the Holmstead School effective December 1, 2011 at a per diem cost of \$251.01 for approximately 126 days for a total cost of approximately \$31,627.26.
- f. Approval for an out-of-district placement for **Student No. 473111** at the Lakeland Andover School effective October 18, 2011 at a per diem cost of \$275.00 for approximately 151 days for a total cost of approximately \$41,525.00.
- g. Approval for an out-of-district placement for **Student No. 11617** at the Lakeland Andover School effective November 1, 2011 at a per diem cost of \$275 for approximately 142 days for a total cost of approximately \$39,050.00.
- h. Approval for an increase of two additional occupational therapy services per week for **Student No. 938623** as per her IEP at a cost of \$52.50 per session. Student currently attends the Regional Day School through the Educational Services Commission of Morris County.

14. Students (continued)

- i. Approval of the request by the parent of **Student No. 201105**, currently an 8th grade student at the American Christian School, to allow the student to participate in the Interdistrict Public School Choice Program at the Lenape Valley Regional High School in Stanhope, New Jersey for September 2012, if accepted into their program.

15. Sussex County Regional Cooperative

Approval of **transportation** item 15 for transportation contracts, renewals, bids, quotes, addendums, jointures and extensions/reductions, as recommended by the Transportation Coordinator and Superintendent of Schools.

16. Travel

Approve the attached **travel related expenses report** as attendance at these functions and the work related travel expenses are work related and within the scope of the work responsibilities of the attendee, as promoting the delivery of instruction or furthering efficient operation of the school district; and fiscally prudent. The reimbursements listed in these requests are in compliance with State travel reimbursement guidelines and with guidelines established by the federal Office of Management and Budget.

17. Curriculum

Approval of the following recommendations for **new course proposals and modifications to current courses** as reviewed and recommended by the Superintendent and the Curriculum Committee of the Board:

- Modify CAD 1 from a full year course to a semester course.
- Combine semester courses Pre-Calculus CP and Trigonometry into one full year course entitled Pre-Calculus CP.
- Calculus AP Honors (transitional) is replaced by US History 2 AP.
- Create semester long elective Botany.
- Create semester long elective Meteorology/Climatology.
- Create full-year course Physics Essentials.
- Create full-year course Television/Video Production (partially grant funded)

18. Resolutions

Approval of the attached resolution approving the **NJQSAC Statement of Assurance** as recommended and prepared by the Superintendent of Schools for submission to the New Jersey Department of Education.

19. Meeting Open to the Public for General Discussion

20. Board Member Comments

21. Adjournment