

HOPATCONG BOARD OF EDUCATION

Regular Meeting

November 19, 2018 – 7:00 p.m.

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 Regular meeting will take place in the Board Meeting room at the Administration Office of the Board of Education, Hopatcong, NJ, at 7:00 p.m. November 19, 2018.

4. **ROLL CALL**

__ Philip DiStefano	__ Anthony Fasano	__ Scott Francis
__ Warren Gallagher	__ Erin Jacobus	__ Alex McLean
__ Dr. Sarah Schindelar	__ Candice Smith	__ Carol Trumpore
		Board Atty: _____

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.

6. **RECONVENE**

Motion to Reconvene

(ACTION) Motion by _____, seconded by _____

All in favor _____ Time: _____pm

7. **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. October 29, 2018 – Executive Session
- b. October 29, 2018 – Regular Meeting

Motion to approve 7a – 7b:

(ACTION) Motion by _____, seconded by _____
DISCUSSION

Roll Call Vote

__ P. DiStefano	__ A. Fasano	__ S. Francis	__ W. Gallagher	__ E. Jacobus
__ A. McLean	__ S. Schindelar	__ C. Smith	__ C. Trumpore	

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8. ACKNOWLEDGMENTS/CORRESPONDENCE

- a. The following students were chosen as **Hopatcong High School's Students of the Month** for their outstanding performance in **November, 2018**:

Teresa Turnage, Junior	Scholastics (English 3 AP)
Hannah Dodenhoff, Sophomore	Scholastic (English 2 CP)
Charlotte Whritenour, Junior	Specialty Area (Instrumental)
Noah Fouda, Senior	Specialty Area (Instrumental)

- b. The following students were chosen as **Hopatcong High School's Scholar Athletes of the Month** for their outstanding performance in **November, 2018**:

Rachel Stewart, Senior	Athletics (Girls Tennis)
Claudia Luca, Junior	Athletics (Cross Country)

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 October 2018, as presented to the Board at the October meeting on October 29, 2018.

Motion to approve Superintendent's Report and HIB Report 9a-9b:

(ACTION) Motion by _____, seconded by _____

DISCUSSION

Roll Call Vote

<input type="checkbox"/> P. DiStefano	<input type="checkbox"/> A. Fasano	<input type="checkbox"/> S. Francis	<input type="checkbox"/> W. Gallagher	<input type="checkbox"/> E. Jacobus
<input type="checkbox"/> A. McLean	<input type="checkbox"/> S. Schindelar	<input type="checkbox"/> C. Smith	<input type="checkbox"/> C. Trumpore	

10. COMMITTEE REPORTS

- a. Student Achievement – Community Relations, Curriculum, Personnel and Special Education:
Chairperson - Candice Smith
- b. Operations – Finance, Facilities, Security and Transportation:
Chairperson - Alex McLean
- c. Negotiations: Chairperson - Sarah Schindelar

Motion to accept Committee Reports 10a-10c:

Motion by _____, seconded by _____

All in favor _____

11. PUBLIC COMMENT

12. FINANCE

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

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- a. Approval of bills for the General Fund and Special Revenue (Grants) account, October 29, 2018 through November 19, 2018, in the following amount:

General Fund and Special Revenue (Grants) account	-	\$ 793,411.16
Cafeteria account		\$ 54,127.09

- b. Approval of the Transfer Report for the month of September, 2018.
- c. Approval of the Board Secretary's Report for the month of September, 2018.
- d. Approval of the Treasurer's Report for the month of September, 2018.
- e. Approval for payment of mold remediation services for initial testing to Detail Associates in the amount of \$2,650.
- f. Approval of motion to transfer funds from Capital Reserve for the district schools' mold remediation in the amount of \$2,650.

Motion to approve Finance 12a-12f:

(ACTION) Motion by _____, seconded by _____
DISCUSSION

Roll Call Vote

___ P. DiStefano	___ A. Fasano	___ S. Francis	___ W. Gallagher	___ E. Jacobus
___ A. McLean	___ S. Schindelar	___ C. Smith	___ C. Trumpore	

13. PERSONNEL

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

- a. Approval of the request of **Sandra DeRose** for a medical leave of absence from her position as an English Teacher at the Hopatcong High School, effective November 14, 2019 to January 1, 2019.
- b. Approval of the request of **Candace Baldwin** for a Maternity Leave of Absence from her position as a Paraprofessional of 2 Sick Days during the period of January 14, 2019 to January 15, 2019, followed by New Jersey Family Leave of Absence/Federal Leave of Absence for the period of January 16, 2019 to March 15, 2019.
11-216-100-106-01
- c. Acceptance of the resignation of **Michael Landshof** from his position as a Teacher of Mathematics at Hopatcong High School, effective January 11, 2019.
- d. Acceptance of the resignation of **Lillian MacRae** from her position as School Nurse at Hopatcong High School, effective January 11, 2018.
- e. Acceptance of the resignation of **Linda Blazier** from her position as a Maternity Leave Replacement teacher at Hudson Maxim School, effective November 17, 2018.

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- f. Acceptance of the resignation of **Elizabeth Christiano**, from her position as a Paraprofessional in the Hopatcong School District, effective October 30, 2018.
- g. Acceptance of the resignation of **Kimberly Mott** from her position as a Paraprofessional in the Hopatcong School District, effective November 27, 2018.
- h. Approval of the employment of **Elaine Rosetti** as Treasurer of School Monies, at a prorated annual salary of \$8,000, effective January 1, 2019.
11-000-251-100-01
- i. Approval of the employment of **Amanda Marcazo** as Accounts Payable/Purchasing Coordinator at a pro-rated annual salary of \$38,000, effective December 4, 2018.
11-000-251-100-01
- j. Approval of the employment of **Lauren Marrero** 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 November 20, 2018.
11-213-100-106-01
- k. Approval of the employment of **Dolores Brown** 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 December 4, 2018.
11-120-100-106-01
- l. Approval of the employment of **Amy Robles** 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 November 20, 2018.
11-212-100-106-01
- m. Approval of the employment of **Kimberly Clark** as a paraprofessional in the Hopatcong School District, as a rate of \$11.00 per hour, plus \$1.00 differential for toileting if applicable, effective November 20, 2018.
11-212-100-106-01
- n. Approval of the employment of **Dawn Engle** as a Maternity Leave Replacement paraprofessional in the Hopatcong School District, at a rate of \$11.00 per hour, plus \$1.00 differential for toileting if applicable, effective approximately January 14 to March 15, 2019.
11-216-100-106-01
- o. Approval of **Danielle Ferrara** for the Extra Duty/Extra Pay position of Recess Duty for the 2018-2019 school year at the annual salary of \$1,425, pro-rated for 137 school days to \$1,084.58, effective November 20, 2018.
11-401-100-100-01-02

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- p. Approval of **Michael Batche** as Events Manager in the Hopatcong School District for the 2018-2019 school year at the rate of \$6,615.

11-401-100-100-01-02

- q. Approval of the following 2018-2019 Winter Athletic Coaches for the Hopatcong High School:

Name	Nature of Action	Position	Class	Level	Salary	Date Effective	Date Terminated
Chansok J Chey	Rescind	Asst. Wrestling Coach	A	1	\$3,187.00	9/1/2018	6/30/2019
Tyler Kozimor	Appoint	Asst. Wrestling Coach	A	4	\$5,034.00	9/1/2018	6/30/2019

- r. Approval of the following 2018-2019 Advisors for the **Hopatcong Middle School**:

Name	Nature of Action	Position	Class	Level	Salary	Date Effective	Date Terminated
Nicole DeLuca (Professional Name: Nikole S. Rizzo)	Appoint	MS Drama Advisor	E	3	\$1224.00	9/1/18	6/30/19

11-401-100-100-01-02

- s. Approval of the following 2018-2019 Advisors for the **Hopatcong High School**:

Name	Nature of Action	Position	Class	Level	Salary	Date Effective	Date Terminated
Nicole DeLuca (Professional Name: Nikole S. Rizzo)	Appoint	HS Musical Choreographer	D	3	\$1456.00	9/1/18	6/30/19

11-401-100-100-01-02

- t. Approval of the following for the Extra Duty/Extra Pay positions for the 2018-2019 school year at the Hopatcong Middle School, on an as needed basis:

Detention
\$20.00 per hour
Yanet Guevarra
Kathryn Gallagher
Rebecca Weber
Nancy Marinaro

- u. Approval for the following Education students to conduct a field experience in the Hopatcong School District:

Student Name	School Year	University	Experience	School	Cooperating Staff Member
Amy Palmitano	2018-2019	Centenary University	Student Teaching	Tulsa Trail	Mrs. Duthaler/Mrs. Neu

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Brian Schiffman	2018-2019	Centenary University	Classroom Observation	Tulsa Trail	Mrs. Neu
Ashley Maria Coe	2018-2019	Kean University	Practicum	Durban Avenue	Mrs. Walko

v. Approval of **substitute teachers, paraprofessionals, custodians and van drivers.**

Motion to approve Personnel 13a – 13v:

(ACTION) Motion by _____, seconded by _____
DISCUSSION

Roll Call Vote

<input type="checkbox"/> P. DiStefano	<input type="checkbox"/> A. Fasano	<input type="checkbox"/> S. Francis	<input type="checkbox"/> W. Gallagher	<input type="checkbox"/> E. Jacobus
<input type="checkbox"/> A. McLean	<input type="checkbox"/> S. Schindelar	<input type="checkbox"/> C. Smith	<input type="checkbox"/> C. Trumpore	

14. STUDENTS & SERVICES

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

- a. Approval for home instruction services for **Student No. 10985** for 5 hours per week. Instruction will be provided by Hopatcong certificated staff at the rate of \$35.00 per hour. Instruction would start October 30, 2018.
- b. Approval for educational instruction services for **Student No. 13771** for up to 5 hours per week beginning October 31, 2018. Instruction will be provided by Saint Clare’s at a rate of \$55.00 per hour.
- c. Approval for educational instruction services for **Student No. 11502** for up to 10 hours per week beginning October 22, 2018. Instruction will be provided by American Tutor, Inc. at a rate of \$40.00 per hour.
- d. Approval for an out of district placement for **Student No. 13597** who has been placed at Bonnie Brae – residential facility. The Hopatcong School District is responsible for the educational component. The tuition for the 2018/20019 school year is approximately \$60,445.
- e. Approval for a change of placement for an out of district student, **Student No. 412021**, who had been placed at YCS Fort Lee Educational Center. The tuition for the 2018/2019 school year is approximately \$36,111.74. The effective date is October 12, 2018.
- f. Approval of the field trip requests, as required by the New Jersey Department of Education.

Motion to approve Students and Services 14a – 14f:

(ACTION) Motion by _____, seconded by _____
DISCUSSION

Roll Call Vote

<input type="checkbox"/> P. DiStefano	<input type="checkbox"/> A. Fasano	<input type="checkbox"/> S. Francis	<input type="checkbox"/> W. Gallagher	<input type="checkbox"/> E. Jacobus
<input type="checkbox"/> A. McLean	<input type="checkbox"/> S. Schindelar	<input type="checkbox"/> C. Smith	<input type="checkbox"/> C. Trumpore	

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15. CURRICULUM

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

16. TRAVEL

Resolved, that the Hopatcong Board of Education approve travel costs as related in this resolution, which are educationally necessary and fiscally prudent and are related to and within the scope of the employee's current responsibilities and promotes the delivery of instruction or furthers the efficient operation of the school district. The reimbursements listed in this resolution are in compliance with the state travel reimbursement guidelines as established by the Department of the Treasury and Board of Education policy in accordance with N.J.A.C. 6A:23B-1.1. seq.

Motion to approve Travel in the amount of \$446.36:

(ACTION) Motion by _____, seconded by _____
DISCUSSION

Roll Call Vote

__ P. DiStefano	__ A. Fasano	__ S. Francis	__ W. Gallagher	__ E. Jacobus
__ A. McLean	__ S. Schindelar	__ C. Smith	__ C. Trumpore	

17. POLICIES & REGULATIONS

a. Approval of modifications and additions to the policies and regulations of the Hopatcong Board of Education in accordance with statutory and regulatory changes for approval, as revised, for **FIRST READING**:

NONE

b. Approval of modifications and additions to the policies and regulations of the Hopatcong Board of Education in accordance with statutory and regulatory changes for approval, as revised, for **SECOND READING**:

Policy#

P 5460

P 5511

Title

High School Graduation (Community Service Requirement)
(M)(Revised)

Dressing and Grooming (Revised)

Regulation#

R 5511

Title

Dressing and Grooming (Revised)*

***Classroom teacher controls dress code in their classroom.**

Motion to approve Policies and Regulations 17a – 17b:

(ACTION) Motion by _____, seconded by _____
DISCUSSION

Roll Call Vote

__ P. DiStefano	__ A. Fasano	__ S. Francis	__ W. Gallagher	__ E. Jacobus
__ A. McLean	__ S. Schindelar	__ C. Smith	__ C. Trumpore	

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18. SCHOOL BUS EVACUATION DRILLS

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

Motion to approve School Bus Evacuation Drill Report:

(ACTION) Motion by _____, seconded by _____

DISCUSSION

Roll Call Vote

___ P. DiStefano	___ A. Fasano	___ S. Francis	___ W. Gallagher	___ E. Jacobus
___ A. McLean	___ S. Schindelar	___ C. Smith	___ C. Trumpore	

19. SUSSEX COUNTY REGIONAL COOPERATIVE

Approval of the following items, **19a –19e9**, at the recommendation of the Superintendent and the Operations Committee of the Board:

- a. The Superintendent and the Director of Transportation recommend the **approval of 1 New School District**, Lakeland Regional High School, as a **New Member** of the Sussex County Regional Transportation Cooperative for the 2018-19 School Year.
- b. The Superintendent and the Director of Transportation recommend the **approval of Vehicle Service Work Pricing** from Byram Bus for the 2018-19 School Year.
- c. The Superintendent and the Director of Transportation recommend the **approval to purchase** a 2018 Dodge Caravan SE from John Johnson Automotive Group, Budd Lake, NJ, in the amount of \$22,869.00.
- d. The Superintendent and the Director of Transportation recommend the **approval of bills** for the Sussex County Regional Cooperative Operating account for October 30, 2018 through November 19, 2018, in the amount of \$284,707.50 for Bus Contractor and \$53,080.54 for Regular bills.
- e. 1. The Superintendent and the Director of Transportation recommend the **acceptance** of student transportation **quotations** for **Special Education Routes** for the **2018-19 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 **2018-19 School Year** as listed on Exhibit A.
3. The Superintendent and the Director of Transportation recommend the **acceptance** of student transportation contracts for **quoted Athletic/Class/Field Trips** to the lowest, responsible and responsive bus contractor companies for the **2018-19 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 **2018-19 School Year** as listed on Exhibit A.

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5. The Superintendent and the Director of Transportation recommend the **acceptance** of **contract addendums for the 2018-19 School Year Routes** as listed on Exhibit A.
6. The Superintendent and the Director of Transportation **recommend the approval of revisions** to previously approved renewal contracts for the 2018-19 School Year due to route cancellations.
7. The Superintendent and the Director of Transportation recommend the **acceptance** of student transportation **Bids submitted on October 23, 2018** for the 2018-19 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 October 23, 2108 bid for Routes for the 2018-19 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 October 23, 2018** for Routes for the 2018-19 School Year as listed on Exhibit A.

Motion to approve Co-op 19a-19e9:

(ACTION) Motion by _____, seconded by _____

DISCUSSION

Roll Call Vote

___ P. DiStefano	___ A. Fasano	___ S. Francis	___ W. Gallagher	___ E. Jacobus
___ A. McLean	___ S. Schindelar	___ C. Smith	___ C. Trumpore	

20. BOARD OF EDUCATION - MEMBER COMMENTS

21. ADJOURNMENT

Motion to adjourn:

(ACTION) Motion by _____, seconded by _____

All in favor _____ Time: _____ pm

ADDENDUM

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1. It is recommended by the superintendent, that the services of Mr. Jack Dixon (mechanic) be utilized, given the garage is currently staffed by a single employee, at the rate of \$35.00 per hour, 5 hours a day, 2 days a week, as needed.
2. **Correction** - Personnel 13h: Please note that the name of the Treasurer of School Monies to be approved for employment is Lorraine Rossetti, not Elaine Rosetti.
3. It is recommended by the superintendent that Byram Bus be used for repairs and emergencies as needed, using the attached Service Work Pricing List for the 2018-2019 school year.
4. It is recommended by the superintendent that the attached Sussex County Regional Cooperative Bill for \$5,330.66 be approved for payment.