

HOPATCONG BOARD OF EDUCATION

Regular Meeting

December 17, 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 7:00 p.m. December 17, 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 matters, 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. November 19, 2018 – Executive Session
- b. November 19, 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	

HOPATCONG BOARD OF EDUCATION

Regular Meeting

December 17, 2018 – 7:00 p.m.

8. ACKNOWLEDGMENTS/CORRESPONDENCE

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

Gavin Ferrazzano, Senior	Scholastics (AP Chemistry)
Isabel Feliciano, Freshmen	Scholastic (Honors Biology)
Alexis Newton, Senior	Vocational (Child Development)
Jessica Dooley, Sophomore	Vocational (Architectural Design)

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

Blake Corbett, Senior	Athletics (Football)
Kylie Brown, Sophomore	Athletics (Cheer)

- c. **Hopatcong High School and Middle School High Honor and Honor Roll Students** for the first marking period.

- d. Congratulations to the following **Girl Scouts of Troop 94072** for creating audiobooks for the elementary schools and earning their Silver Awards.

Katie Maitland	Sara Nuccio
Chloe O'Mahoney	Sophia Roberts

- e. On December 6, 7, 8 & 9, 2018, the Hopatcong High School Drama Club presented "**Arsenic and Old Lace**." The talented cast and crew, under the direction of **Mrs. Kerri Batche**, costuming and make-up by **Ms. Megan Nardone** and **Mr. Michael Batche** as producer, delivered wonderful performances and sets, creating memorable evenings for the Hopatcong district and community.

Motion to accept Acknowledgments 10a-10e:

Motion by _____, seconded by _____

All in favor _____

9. SUPERINTENDENT'S REPORT AND HIB REPORT

- a. Superintendent's Report – **Art DiBenedetto, Superintendent of Schools**

- b. A first reading and approval of the Superintendent's HIB Report for December 2018, as presented to the Board at the December meeting on December 17, 2018.

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

(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. Trumppore	

HOPATCONG BOARD OF EDUCATION

Regular Meeting

December 17, 2018 – 7:00 p.m.

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
- d. Parent /Teacher Organization Representatives

Motion to accept Committee Reports 10a-10d:

Motion by _____, seconded by _____

All in favor _____

11. PUBLIC COMMENT

12. FINANCE

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

- a. Approval of bills for the General Fund and Special Revenue (Grants) account, November 19, 2018 through December 17, 2018, in the following amount:

General Fund and Special Revenue (Grants) account	-	\$1,362,244.60
Cafeteria account		\$ 67,025.48

- b. Approval of the Transfer Report for the month of October, 2018.
- c. Approval of the Board Secretary's Report for the month of October, 2018.
- d. Approval of the Treasurer's Report for the month of October, 2018.
- e. Approval of the Comprehensive Maintenance Plan, which includes Form M-1, the Annual Required Maintenance Budget Amount Worksheet and Detailed Actual Expenditures by Year by Building Worksheet, and authorization to submit as per N.J.A.C. 6:24. The district's required maintenance activities are reasonable to keep all school facilities open and safe for use and to keep system warranties valid.
- f. Approval of a five year lease payment agreement for walkie/talkies for all schools with the exception of Hudson Maxim at an annual cost of \$18,408 with Northeast Communications using New Jersey State Contract #A83898.
- g. Approval for correction of tax shelter provider originally approved as *Turning Point Financial to Security Benefits*.

HOPATCONG BOARD OF EDUCATION

Regular Meeting

December 17, 2018 – 7:00 p.m.

- h. Approval of the five year lease-purchase agreement with Ricoh (State Contract #G40464) for fifteen (15) copiers from January 2019 through December 2024 at a cost of \$5,936.00 per month. (Current lease cost is \$6,109.00 per month)
- i. Acceptance of Walmart Grant in the amount of \$1,000 for “Safe Schools for Students with Special Needs” to be used for extra walkie/talkies and therapy supplies by Danielle Kovach at Tulsa Trail School.
- j. Acceptance of 2019 Title 1 STEM Federal Grant monies in the amount of \$200,000.
- k. Acceptance of the 2018-19 Emergency State Aid Reimbursement in the amount of \$611,056 to be deposited in Capital Reserve Account for mold remediation.
- l. Approval of the repair of Underground Storage Tanks in the amount of \$20,105 to be transferred from Maintenance Reserve.
Repairs to be done at the following locations as per DEP safety inspection:
 - 1. Tulsa Trail
 - 2. High School
 - 3. Durban Avenue
 - 4. Hudson Maxim
- m. Approval of Quasi Entities Application for 2018 – 2019 School Year:
 - 1. Hopatcong High School PTSO.
 - 2. Hopatcong Middle School PTO.
 - 3. Hopatcong Elementary PTO.
 - 4. Drama Parent Association.
 - 5. Hopatcong Music Boosters.

Motion to approve Finance 12a-12m:

(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	

13. PERSONNEL

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

- a. Rescind the employment of **Lauren Marrero** as approved at the November 19, 2018 Regular Board of Education meeting as a paraprofessional in the Hopatcong Borough School District.
- b. Approval of the employment of **Chelsea Trump-Flynn**, as School Counselor/S.A.C. in the Hopatcong School District, at an annual salary of \$63,633 based upon the Salary Guide Level MA/Step 8, effective January 2, 2019, pending the outcome of criminal history background check. This salary is based upon the 2017-2018 HEA Salary Guide and may change based upon the outcome of negotiations.

HOPATCONG BOARD OF EDUCATION

Regular Meeting

December 17, 2018 – 7:00 p.m.

- c. Approval of the employment of **Matthew Tillery** 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 18, 2018.
- d. Revise the date of employment for paraprofessional **Dolores Brown** from December 4, 2018, as approved at the November 19, 2018 Regular Board of Education meeting, to November 20, 2018.
- e. Revise the date of employment for Maternity Leave Replacement paraprofessional **Dawn Engle** from January 14, 2019, as approved at the November 19, 2018 Regular Board of Education meeting, to December 18, 2018.
- f. Approval of the voluntary transfer of **Barbara Beere** from her position as Middle School Nurse to the position of High School Nurse, effective as soon as the Middle School Nurse position is filled.
- g. Approval of **Pamela Brennan** as High School ELA Portfolio teacher at a rate of \$35.00 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, 2019 to May 15, 2019.
- h. Approval of **Douglas Merkler** as High School Math Portfolio teacher at a rate of \$35.00 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, 2019 to May 15, 2019.
- i. Approval of the following 2018-2019 Advisors for the Hopatcong High School:

Name	Nature of Action	Position	Class	Level	Salary	Date Effective	Date Terminated
Michael Landshof	Resign	Senior Class Advisor	-	-	\$2456.00 (annual)		1/11/2019
Megan Nardone	Appoint	Senior Class Advisor	-	-	\$1350.00 (pro-rated)	1/12/2019	6/30/2019

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

Name	Nature of Action	Position	Class	Level	Salary	Date Effective	Date Terminated
Catherine Giugliano	Adjust	Robotics Competition Team	E	3	\$1,244.00	9/1/18	6/30/19
Margaret Szczubelek	Resign	MS Science Club	E	1	\$614.00 (annual)		12/7/2018

- k. 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
Kurt Zimmermann	2018-2019	University of Scranton	Internship	High School	Mr. Binotto

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

HOPATCONG BOARD OF EDUCATION

Regular Meeting

December 17, 2018 – 7:00 p.m.

Motion to approve Personnel 13a – 13l:

(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. Trumppore	

14. **STUDENTS & SERVICES**

Approval of the following items, **14a – 14j**, 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 November 6, 2018.
- b. Approval for home instruction services for **Student No. 11592** for 5 hours per week. Instruction will be provided by Hopatcong certificated staff at the rate of \$35.00 per hour. Instruction would start November 19, 2018.
- c. Approval for educational services for **Student No. 12046** for up to 5 hours per week beginning October 19, 2018. Instruction will be provided by Silvergate Prep at a rate of \$45.00 per hour.
- d. Approval for educational instruction services throughout inpatient treatments for **Student No. 11327** for up to 10 hours per week beginning October 9, 2018. Instruction was provided by Life Works Schools at a rate of \$50.00 per hour for a total of 10 hours.
- e. Approval for home instruction services for **Student No. 11834** for 5 hours per week. Instruction will be provided by Hopatcong certificated staff at the rate of \$35.00 per hour. Instruction would start November 26, 2018.
- f. Approval for home instruction services for **Student No. 12057** for 5 hours per week. Instruction will be provided by Hopatcong certificated staff at the rate of \$35.00 per hour effective November 26, 2018 through January 25, 2019.
- g. Approval for a change of placement for an out of district student who had been placed at Rutgers Day School at University Behavioral Health Care in Piscataway, **Student No. 412021**. The effective date is November 27, 2018 at a prorated monthly tuition cost of \$6,471.42 per month.
- h. Approval for educational instruction services for **Student No. 14269** for up to 10 hours per week beginning November 20, 2018. Instruction will be provided by Learn Well at the rate of \$38.00 per hour.
- i. The parents of the following students have requested to allow the students to participate in the Interdistrict Public School Choice Program for September 2019, if accepted into their program:

HOPATCONG BOARD OF EDUCATION

Regular Meeting

December 17, 2018 – 7:00 p.m.

STUDENT NO.	GRADE	DESTINATION	CHOICE/CHARTER
13605	8	Lenape Valley Regional	Choice
12050	8	Morris Hills Regional	Choice
12327	8	Lenape Valley Regional	Choice
13761	8	Lenape Valley Regional	Choice
11559	10	Lenape Valley Regional	Choice
12550	8	Lenape or Roxbury Township	Choice
14205	6	Roxbury Township	Choice
14206	7	Roxbury Township	Choice
11725	9	Lenape Valley Regional	Choice
14062	9	Roxbury Township	Choice
13593	8	Lenape Valley Regional	Choice
12000	8	Lenape Valley Regional	Choice
12035	8	Lenape Valley Regional	Choice
13304	8	Lenape Valley Regional	Choice
14261	8	Lenape Valley Regional	Choice
11723	9	Lenape Valley Regional	Choice
13229	4	Green Township	Choice

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

Motion to approve Students and Services, 14a – 14j:

(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. Trumppore	

HOPATCONG BOARD OF EDUCATION

Regular Meeting

December 17, 2018 – 7:00 p.m.

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 \$ 929.12:

(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	

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:**

Policy#
P 5460

Title
High School Graduation (**M**) (Revised)

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

NONE

Motion to approve Policies and Regulations 17a:

(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	

18. **RESOLUTIONS – CLOSING OF HUDSON MAXIM SCHOOL**

a. Whereas the Hudson Maxim School, built in 1908, has served the community well for many generations;

And whereas the limitations on that physical structure are making it a challenge to implement a thorough and efficient public education;

HOPATCONG BOARD OF EDUCATION

Regular Meeting

December 17, 2018 – 7:00 p.m.

And whereas the Hopatcong Borough Public School District has 3,268 seats available for its students;

And whereas the current enrollment is approximately, 1,600 students, less than fifty percent capacity;

And whereas the district will be losing significant state aid during the next six school years, approximately 8.8 million dollars;

And whereas district enrollment has decreased by thirty four percent in the last ten years while costs have increased by sixty-one percent in the same time;

And whereas the Hudson Maxim School, housing preschool disabled programs, Kindergarten and grade one programs is totally filled to capacity with no room for expansion or enrollment in the one age level where the district is experiencing growth;

Therefore be it resolved that at the recommendation of the superintendent, the Hopatcong Board of Education directs the Superintendent to take all necessary steps to effectuate the close of the Hudson Maxim School as of the end of the 2018-19 school year for the purpose of selling the building and property.

Motion to approve Resolution a:

(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	

- b. It is recommended by the superintendent after three public single issue meetings with the community and three advisory meetings with the staff, that the following be approved effective July 1, 2019:

Durban Ave School house Pre-K, K and Grade 1 with Katherine McFadden serving as principal.

That Tulsa Trail continue as a Grade 2 and 3 building under the educational leadership of Principal Brian Byrne.

That The Hopatcong Middle School house Grades 4 and 5 under the educational leadership of Co-Principal Tracy Hensz and also house Grades 6 and 7 under the educational leadership of Co-Principal Lewis Benfatti.

That the Hopatcong High School house Grade 8 under the educational leadership of Co-Principal Jeff Hallenbeck and have Mr. Emil Binotto continue as the educational leader, Co- Principal for grades 9-12.

HOPATCONG BOARD OF EDUCATION

Regular Meeting

December 17, 2018 – 7:00 p.m.

Motion to approve Resolution b:

(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	

19. SUSSEX COUNTY REGIONAL COOPERATIVE

Approval of the following items, **19a –19d7**, 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 authorization for the School Business Administrator/Board Secretary to make interim monthly Bus Contractor payments. Approval of these payments would be presented to the Board for ratification at the next Regular Board Meeting.
- b. **BE IT RESOLVED** that the Sussex County Regional Transportation Cooperative/Hopatcong Board of Education, approve to exclude New Camden Community Development from bidding on student transportation routes for the Livingston Public School District due to prior negative experience.
- c. The Superintendent and the Director of Transportation recommend the **approval of bills** for the Sussex County Regional Cooperative Operating account for November 20, 2018 through December 17, 2018, in the amount of \$3,592,411.12 for Bus Contractor and \$41,881.61 for Regular bills.
- d.
 1. The Superintendent and the Director of Transportation recommend the **acceptance** of student transportation **quotations** for **Special Education Routes** for the **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.

HOPATCONG BOARD OF EDUCATION

Regular Meeting

December 17, 2018 – 7:00 p.m.

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 a **correction** to a previously approved bid route destination as listed on Exhibit A. (All bids were responsive and compliant in accordance with the specifications. However, the correction is necessary due to a clerical error to correct the board minutes for county approval of the contract.)
7. The Superintendent and the Director of Transportation recommend the **approval** of a **Joint Transportation Agreement** with High Point Regional High School for the 2018-19 School Year as listed on Exhibit A.

Motion to approve Co-op 19a-19d7:

(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

December 17, 2018
Regular Board Meeting

- a. Approval of the employment of **Anna Voloshin**, as Nurse. in the Hopatcong School District, at an annual salary of \$62,915 based upon the Salary Guide Level BA+30/Step 11 effective January 8, 2019, pending the outcome of criminal history background check. This salary is based upon the 2017-2018 HEA Salary Guide and may change based upon the outcome of negotiations.

- b. **Correction: Personnel 13b** - Approval of the employment of **Chelsea Trump-Flynn**, as School Counselor/S.A.C. in the Hopatcong School District, at an annual salary of \$64,644 based upon the Salary Guide Level MA/Step 10, effective January 2, 2019, pending the outcome of criminal history background check. This salary is based upon the 2017-2018 HEA Salary Guide and may change based upon the outcome of negotiations.