

HOPATCONG BOARD OF EDUCATION

REGULAR MEETING

JANUARY 28, 2019

5:30 p.m. (Administration Building Room 41 - Open the meeting and enter Executive Session)

7:00 p.m. (Board Meeting room - Public Session)

1. **CALL TO ORDER**

Time: _____ p.m.

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., January 28, 2019.

4. **ROLL CALL**

___ Scott Francis

Board Atty: _____

___ Warren Gallagher

___ Erin Jacobus

___ Alex McLean

___ Michele Perrotti

___ Sarah Schindelar

___ Candice Smith

___ Carol Trumpore

___ Anthony Fasano

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: _____ p.m.

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7. **SCHOOL BOARD RECOGNITION**

WHEREAS, the New Jersey State Board of Education which adopts the administrative Code to implement state education law, has established rigorous standards through its promulgation of the New Jersey Student Learning Standards, which set the expectations of academic achievement for nearly 1.4 million public schoolchildren; and

WHEREAS, the New Jersey's locally elected and appointed boards of education play a vital role in ensuring that their local school districts meet state standards and adhere to all code provisions, with the goal of providing an outstanding education to prepare all students for college and the workplace and to enable them to compete in a global economy; and

WHEREAS, New Jersey's 5,000 non-partisan local board of education members and charter school trustees are public servants who dedicate their time, without pay or benefit, to the oversight of school district operations, sound financial practices, comprehensive policies, curriculum, staffing, and the well-being and academic achievement of all students in the district; and

WHEREAS, the efforts of local boards of education, in conjunction with state education officials and local educators, have built a foundation of success that has led to New Jersey's status as a leader in student achievement, as evidenced by the National Assessment of Educational Progress scores; and

WHEREAS, the National School Boards Association and the New Jersey School Boards Association have declared January 2018 to be School Board Recognition Month; now, therefore, be it

RESOLVED, that the New Jersey State Board of Education recognizes the contributions of our state's local boards of education to the academic success of its public school students and expresses its sincere appreciation to local board of education members for their continued focus on the achievement of children throughout New Jersey; and be it further

RESOLVED, that the New Jersey State Board of Education encourages qualified New Jersey citizens to consider serving as members of their local school boards.

Motion to approve Resolution to Recognize our School Board:
(ACTION) Motion by _____, seconded by _____

All in favor _____

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8. 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. December 17, 2018 - Executive Session
- b. December 17, 2018 - Regular meeting
- c. January 2, 2019 - Reorganization meeting

Motion to approve 8a - 8c:

(ACTION) Motion by _____, seconded by _____

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

9. ACKNOWLEDGMENTS/CORRESPONDENCE

- a. The following students were chosen as **Hopatcong High School's Students of the Month** for their outstanding performance in January, 2019:

Anthony Marinaro, Senior	Scholastics (Probability & Statistics)
Jennifer Coulman, Senior	Scholastics (AP Calculus BC)
Alexandra Waal, Junior	Specialty Area (Art 1)
Lily Christiana, Junior	Specialty Area (AP Studio Art Portfolio)

- b. The following students were chosen as **Hopatcong High School's Scholar Athletes of the Month** for their outstanding performance in January 2019:

Ryan Latella, Senior	Athletics (Boys Basketball)
Christy Brennan, Freshman	Athletics (Girls Basketball)

- c. Congratulations to the following teachers and educational support staff members who have been named **2018-19 Governor's Teacher and Educational Services Professional Recipients of the year**:

Hudson Maxim School

Teacher of the Year: **Dayna Monro**

Educational Services Professional of the Year: **Stacey Montefusco**

Tulsa Trail School

Teacher of the Year: **Donna Cerrato**

Educational Services Professional of the Year: **Stacey Christiano**

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Durban Avenue School

Teacher of the Year: **Kimberly Boucher**

Educational Services Professional of the Year: **Melissa Ferrer**

Hopatcong Middle School

Teacher of the Year: **Barbara Parichuk**

Educational Services Professional of the Year: **Barbara Beere**

Hopatcong High School

Teacher of the Year: **Michael Juskus**

Educational Services Professional of the Year: **Matt McKowen**

Motion to approve Acknowledgments 9a - 9c:

(ACTION) Motion by _____, seconded by _____

All in favor _____

10. 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 December, 2018 as presented to the Board at the December meeting on December 17, 2018. Approval of the HIB report for January, 2019 for first reading and review.

Motion to approve 10a - 10b:

(ACTION) Motion by _____, seconded by _____

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

11. COMMITTEE REPORTS

a. Student Achievement: Community Relations, Curriculum, Personnel, Special Education: **Chair - Candice Smith, Vice Chair - Carol Trumpore**

b. Operations: Finance, Facilities, Security and Transportation:

Chair - Alex McLean, Vice Chair - Scott Francis

c. Negotiations: **Chair - Sarah Schindelar**

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d. Parent/Teacher Organization Representatives

Motion to accept Committee Reports 11a - 11d:

(ACTION) Motion by _____, seconded by _____

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

12. PUBLIC COMMENT

13. FINANCE

Approval of the following finance items, 13a - 13f, 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, December 17, 2018 through January 28, 2019, in the following amounts:

General Fund and Special Revenue (Grants) account- \$2,607,397.30
Cafeteria account - \$ 51,137.63

- b. Approval of the Transfer Report for the month of November 2018.
c. Approval of the Board Secretary's Report for the month of November 2018.
d. Approval of the Treasurer's Report for the month of November 2018.
e. Approval of the designation of Carolyn B. Joseph, Interim Business Administrator/Board Secretary, as the Public Agency Compliance Officer (P.A.C.O).
f. It is recommended that the Board of Education approve the placement of Recycling Bins (5' x 5' x 6') at each school location by the L Foundation and the district to receive a monthly payment of \$100 per month per bin.

Motion to approve Finance 13a - 13f:

(ACTION) Motion by _____, seconded by _____

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

14. PERSONNEL

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

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- a. Acceptance of the resignation, with regret, of **Lucian Costanzo** from his position as Music Teacher in the Hopatcong School District, for the purpose of retirement, effective July 1, 2019. Mr. Costanzo has served the district for 33 years. *11-120-100-101-01-*
- b. Acceptance of the resignation, with regret, of **Linda Ellicott** from her position as Mathematics Teacher at Hopatcong High School, for the purpose of retirement, effective July 1, 2019. Mrs. Ellicott has served the district for 32 years. *11-140-100-101-01*
- c. Acceptance of the resignation, with regret, of **Michael Juskus** from his position as Industrial Arts Teacher at Hopatcong High School, for the purpose of retirement, effective July 1, 2019. Mr. Juskus has served the district for 37 years. *11-140-100-101-01*
- d. Acceptance of the resignation, with regret, of **Ruth Katona** from her position as Speech/Language Specialist at Hopatcong School District, for the purpose of retirement, effective July 1, 2019. Ms. Katona has served the district for 30 years. *11-000-216-100-01-*
- e. Acceptance of the resignation of **Kimberly Clark** from her position as Paraprofessional in the Hopatcong School District, effective January 9, 2019. *11-212-100-106-01*
- f. Approval of the employment of **Hugh Heagney**, as Mathematics Teacher at the Hopatcong High School, at an annual salary of \$89,885 based upon the Salary Guide Level MA/Step 15, effective January 10, 2019. This salary is based upon the 2017-2018 HEA Salary Guide and may change based upon the outcome of negotiations. *11-140-100-101-01*
- g. Approval of the employment of **Brian DeBoer** as Durban Avenue Grade 4 Long Term Substitute Teacher at the salary of \$110.00 per day, effective January 10, 2019 through March 6, 2019. Effective March 7, 2019, salary will be \$66,133, prorated, based upon Level MA+30/Step 3, through April 15, 2019 or until such time that the regular teacher returns from a Medical Leave of Absence. *11-130-100-101-02*
- h. Approval of the employment of **Rebecca Tooker** as Hudson Maxim Grade 1 Long Term Substitute Teacher at the salary of \$110.00 per day, effective February 7, 2019 through April 3, 2019. Effective April 4, 2019, salary will be \$55,783, prorated, based upon Level BA/Step 3, through June 30, 2019. *11-130-100-101-02*
- i. Approval of the employment of **Matthew Shaw** 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 January 29, 2019. *11-204-100-106-01*
- j. Approval of the employment of **Nicole Gerena** 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 January 29, 2019. *11-212-100-106-01*

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- k.** Approval of the employment of **Jamie Douglas** as Lunch Duty teacher at Tulsa Trail School at the stipend rate of \$2,850 for the 2018-2019 school year. *11-401-100-100-01-02*
- l.** Approval of the request of **Dana DeMetro** for a Maternity Leave of Absence from her position as a Grade 1 Teacher of 40 Sick Days during the period of February 11, 2019 to April 5, 2019, followed by New Jersey Family Leave of Absence/Federal Leave of Absence for the period of April 8, 2019 to June 30, 2019. *11-120-100-101-01*
- m.** Approval of the request of **Ashley Miller** to extend her Maternity Leave of Absence/New Jersey Family Leave of Absence/Federal Leave of Absence, from her position as a Special Education Teacher to include the period from March 16, 2019 to April 18, 2019.
- n.** Approval of the request of **Jill Mortenson** to extend her Maternity Leave of Absence/New Jersey Family Leave of Absence/Federal Leave of Absence, from her position as a Physical Education Teacher to include the period from February 2, 2019 to September 2, 2019.
- o.** Approval of the transfer of **Kurt Mueller** from his position as Paraprofessional at Durban Avenue School to the position of Paraprofessional at Hopatcong Middle School, effective January 3, 2019.
- p.** Approval for the following education students to conduct a field experience in the Hopatcong School District during the 2018-2019 school year:

Student Name	Semester	University	Experience	School	Cooperating Staff Member
Danbi Kim	Winter, Spring, Fall 2019	William Paterson University	Student Teacher	District Wide	Mrs. Villani Ms. Douglas
Victoria Waleck	Spring 2019	Caldwell University	Observation	DA, MS, HS	Mr. Kulik, Mr. Debos, Mr. Rischawy
Hebah Arain	Spring 2019	Rutgers University School of Nursing	Clinical Rotation	District Wide	District Nurses

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Seojin Chang	Spring 2019	Rutgers University School of Nursing	Clinical Rotation	District Wide	District Nurses
Kristina Lopez	Spring 2019	Rutgers University School of Nursing	Clinical Rotation	District Wide	District Nurses
Kathleen Mislant	Spring 2019	Rutgers University School of Nursing	Clinical Rotation	District Wide	District Nurses
Samira Yeasmin	Spring 2019	Rutgers University School of Nursing	Clinical Rotation	District Wide	District Nurses
Damu Sherpa	Spring 2019	Rutgers University School of Nursing	Clinical Rotation	District Wide	District Nurses

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

Motion to approve Personnel 14a - 14q :

(ACTION) Motion by _____, seconded by _____

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

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15. STUDENTS & SERVICES

Approval of the following items, 15a - 15e , as recommended by the Superintendent of Schools and the Student Achievement Committee of the Board:

- a. Approval for home instruction services for Student No. 13794 for 1 hour per week. Instruction will be provided by Hopatcong certificated staff at the rate of \$35.00 per hour starting January 2019.
- b. Approval for home instruction services to be extended to January 22, 2019 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.
- c. Approval for educational instruction services for Student No. 411972 for up to 5 hours per week beginning January 4, 2019. Instruction will be provided by Saint Clare's Hospital at a rate of \$55.00 per hour.
- d. 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 8, 2019 through March 31, 2019.
- e. Approval of field trip requests, as required by the New Jersey Department of Education.

Motion to approve Students & Services 15a - 15e:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	McLean	Perrotti
Schindelar	Smith	Trumpore	Fasano	

16. CURRICULUM

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

17. TRAVEL

Resolved, that the Hopatcong Board of Education approve travel costs as related in this resolution which are educationally necessary and fiscally prudent and are related to and within the scope of the employee's current responsibilities and promotes the delivery of instruction or furthers the efficient operation of the school district. The 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.

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Motion to approve Travel in the amount of: \$ 1,704.35

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	McLean	Perrotti
Schindelar	Smith	Trumpore	Fasano	

18. POLICIES AND REGULATIONS

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

POLICY
NONE

TITLE

- 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

TITLE
High School Graduation(M)(Revised)

Motion to approve Policies and Regulations 18a - 18b :

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	McLean	Perrotti
Schindelar	Smith	Trumpore	Fasano	

19. RESOLUTION

Approval of the 2018-19 Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials (MOA) in accordance with N.J.A.C. 6A:16-6.2(b)13 through 14 as provided by the NJ Attorney General and NJ Commissioner of Education.

Motion to approve Item 19 :

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	McLean	Perrotti
Schindelar	Smith	Trumpore	Fasano	

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20. SUSSEX COUNTY REGIONAL COOPERATIVE

Approval of the following items, 20a - 20g9, at the recommendation of the Superintendent and the Operations Committee of the Board:

- a. **BE IT RESOLVED** that the Sussex County Regional Transportation Cooperative/Hopatcong Board of Education, approve the following resolution to disqualify, New Camden Community Development (“New Camden”) as a bidder for an indefinite period of time:

WHEREAS, *N.J.S.A.* 18A:18A-4 allows the Hopatcong Board of Education (“Board”) to disqualify a bidder who would otherwise be determined to be the lowest responsible bidder, if the Board finds that it has had prior negative experience with the bidder within the past 10 years; and

WHEREAS, *N.J.S.A.* 18A:18A-4 defines prior negative experience as, among other things, the bidder defaulting on a contract that required the Board to utilize the services of another contractor to perform the services or to complete the contract; and

WHEREAS, in September 2018, the Board, through the Sussex County Regional Transportation Cooperative (“SCRTC”), contracted with New Camden Community Development (“New Camden”) to provide transportation services; and

WHEREAS, New Camden defaulted on the contract with the Board by not employing properly licensed drivers and other failures under the bid specifications of the contract; and

WHEREAS, the Board provided New Camden with written notice that: (1) the Board is considering disqualifying New Camden; (2) the reasons for disqualification; and (3) that New Camden has the right to a hearing before the Board; and

WHEREAS, upon review of the reasons for the disqualification outlined in the written notice provided to New Camden, the Board finds that it is in the best interest of the Hopatcong School District and SCRTC to disqualify New Camden from being awarded future contracts with the Board or SCRTC, indefinitely; and

NOW THEREFORE BE IT RESOLVED that, after due consideration and for the reasons set forth above, the Board finds that New Camden Community Development is hereby disqualified from being awarded contracts with the Board or SCRTC, indefinitely, pursuant to *N.J.S.A.* 18A:18A-4.

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- b. The Superintendent and the Director of Transportation recommend the **approval of bills** for the Sussex County Regional Cooperative Operating account for December 18, 2018 through January 28, 2019, in the amount of \$3,021,338.45 for Bus Contractors and \$27,600.85 for Regular bills.
- c. The Superintendent and the Director of Transportation recommend the **approval to change the daily hours** for the following bus drivers/bus aides effective February 1, 2019 through June 30, 2019:
- | | |
|-------------------------|---|
| Tina McGrath, Driver | 8 hours per day (increase of 1 hour/day) |
| Kelly Dennis, Driver | 7.5 hours per day (increase of .5 hour/day) |
| Theresa Gould, Bus Aide | 7 hours per day (increase of .5 hour/day) |
- d. The Superintendent and the Director of Transportation recommend the **approval** of a **stipend** for additional responsibilities retroactive from July 1, 2018 through June 30, 2019 as follows:
- | | |
|---|------------|
| Endora Molisso – 5 additional Districts | \$2,400.00 |
| Dana Jones – 5 additional Districts | \$2,400.00 |
- e. The Superintendent and the Director of Transportation recommend the **approval** to **contract** with Accountemps, a temporary employment agency, for specific job assignments as needed.
- f. The Superintendent and the Director of Transportation recommend the **approval** of **travel** to attend the Annual NJ Pupil Transportation Conference and Exhibit Show in Atlantic City, NJ, March 28th-29th, 2019. The conference costs are in compliance with the state travel reimbursement guidelines/state waiver. Total cost of conference registration, lodging and mileage not to exceed \$2,552.00 for the following staff: Shannon Wilson, Kathy Schwab, Diane Scanlon, Mary Anne Roe, Marisa Broesder.
- g. 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,

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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.
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 **acceptance of contract addendums for the 2018-19 ESY Routes** as listed on Exhibit A.
7. The Superintendent and the Director of Transportation recommend the **approval** of **2017-2018 routes be renewed for the 2018-19 School Year** at or below the state issued CPI increase of 1.51% as listed on Exhibit A.
8. The Superintendent and the Director of Transportation recommend the **approval** of a **revision** to a previously approved quoted route as listed on Exhibit A. (All quotes were responsive and compliant in accordance with the specifications.)
9. The Superintendent and the Director of Transportation recommend the **approval** of a **Joint Transportation Agreement** with Vernon Township Board of Education for the 2018-19 School Year as listed on Exhibit A.

Motion to approve Co-op items 20a - 20g9 :

(ACTION) Motion by _____, seconded by _____

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

21. BOARD OF EDUCATION - MEMBER COMMENTS

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22. ADJOURNMENT

Motion to adjourn:

(ACTION) Motion by _____, seconded by _____

All in favor _____ Time: _____