

HOPATCONG BOARD OF EDUCATION

REGULAR MEETING

October 28, 2019

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. October 28, 2019.

4. **ROLL CALL**

__Anthony Fasano	__Scott Francis	__Warren Gallagher
__Erin Jacobus	__Alex McLean	__Michele Perrotti
__Dr. Sarah Schindelar	__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	__McLean	__Perrotti
__Schindelar	__Smith	__Trumpore	__Fasano	

6. **RECONVENE**

Motion to Reconvene

(ACTION) Motion by _____, seconded by _____

__Francis	__Gallagher	__Jacobus	__McLean	__Perrotti
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___ Schindelar	___ Smith	___ Trumpore	___ Fasano	
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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. September 30, 2019 – Regular Meeting
- b. September 30, 2019 – Executive Session

Motion to approve 7a – 7b:

(ACTION) Motion by _____, seconded by _____

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

8. ACKNOWLEDGEMENTS/CORRESPONDENCE

- a. Congratulations to **Stacy Yanko** for being recognized as the 2020 Sussex County ESP of the Year!
- b. The following students achieved **Perfect Attendance** during the 2018 – 2019 school year. Congratulations on this accomplishment!

Serenity Compitello	Hudson Maxim
Alyssa Garcia	Tulsa Trail
Ella Gennerelli	Durban Avenue
Shawn George	Tulsa Trail
Ashlynn Loven	Durban Avenue
Jasmine McConnell	Tulsa Trail
Kiara Morrissey	Durban Avenue
Allison Rennie	Durban Avenue
Gavin Rodriguez	Tulsa Trail
Angel Lee Sarang	Durban Avenue
Bjorn Scott	Hudson Maxim
Savannah Scott	Durban Avenue
Riley Stewart	Hudson Maxim

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

Hernan Josue Guardado, Senior	Scholastics (Spanish 5 AP Language and Culture)
Jenna Fattorusso, Freshman	Scholastics (Spanish 1)
Mohammed Fofanah, Freshman	Scholastics (French 1)
Robyn Zotynia, Freshman	Scholastics (French 1)
Kevin DeSanto, Senior Intern	Specialty Area (Culinary Arts)

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- d. The following students were chosen as **Hopatcong High School Scholar Athlete of the Month** for their outstanding performance in October 2019:

Hernan Josue Guardado, Senior
Christy Brennan, Sophomore

Boys Soccer
Girls Soccer

Motion to approve 8a – 8d:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	McLean	Perrotti
Schindelar	Smith	Trumpore	Fasano	

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 October 2019, as presented to the Board at the October meeting on October 28, 2019.

Motion to approve 9a – 9b:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	McLean	Perrotti
Schindelar	Smith	Trumpore	Fasano	

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 – Alex McLean, 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	McLean	Perrotti
Schindelar	Smith	Trumpore	Fasano	

11. PUBLIC COMMENT – GENERAL DISCUSSION

12. FINANCE

Approval of the following finance items, **12a – 12g**, 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, October 1, 2019 through October 28, 2019 in the following amounts:
General Fund and Special Revenue (Grants) account - \$1,276,670.14
Cafeteria account - \$ 69,410.19

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- b. Approval of the Transfer Report for the month of August 2019.
- c. Approval of the Board Secretary’s Report for August 2019.
- d. Approval of the Treasurer’s Report for the month of August 2019.
- e. Approval to include **Security Benefit** and **National Life Group** as Tax Shelter Annuity Companies for the 2019-2020 school year.
- f. Approval of the Hopatcong Borough School District’s Comprehensive Maintenance Plan, which includes the Annual Required Maintenance Budget Amount Worksheet, Form M-1, 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.
- g. Approval of the Annual Maintenance Reserve Deposit Worksheet, Form M-1, per N.J.A.C. 6:24, for the 2019-2020 school year.

Motion to approve 12 – 12g:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	McLean	Perrotti
Schindelar	Smith	Trumpore	Fasano	

13. PERSONNEL

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

- a. Acceptance of the resignation of **Pamela Cavallo** from her position as Middle School Nurse in the Hopatcong School District effective December 7, 2019.
- b. Approval of the voluntary transfer of **Ana Voloshin** from her position of High School Nurse to the position of Middle School Nurse, effective December 2, 2019.
- c. Acceptance of the resignation of **Lorie Prior** from her position as Paraprofessional in the Hopatcong School District, effective November 13, 2019.
- d. Approval of the request of **Terry Trivento** for a medical leave of absence from her position as Classroom Nurse, effective December 16, 2019 through February 7, 2020, or until medically cleared by her physician.
- e. Approval of the employment of **Aimee Landrud** as medical leave of absence replacement Classroom Nurse, at a per diem rate of \$250 per day, effective December 12, 2019 to approximately February 7, 2020.
- f. Approval of **Eric Shramko** for Homework Club at a rate of \$28/hour as needed at Hopatcong Middle School during the 2019 – 2020 school year.
- g. Approval of the Winter 2019-2020 Athletic Coach for the Hopatcong High School, stipend is based upon the 2016-2018 negotiated Hopatcong Board of Education/Hopatcong Education Association Extra Pay/Extra Duty guide for this position and may change based upon the outcome of negotiations:

Name	Nature of Action	Position	Class	Level	Salary	Date Effective	Date Terminated

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Delvon Arrington	Appoint	Assistant Girls Basketball Coach	A	4	\$5,034.00	11/1/2019	6/30/2020
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h. Approval of the following **Tenure Recommendations** for those staff members who will achieve tenure during the 2019 – 2020 school year:

Name	Location	Position	Start Date	Tenure Date
Matt McKowen	High School	Athletic Trainer	10/21/2015	10/22/2019

i. Approval of the following 2019 – 2020 advisors at the Hopatcong High School:

Name	Nature of Action	Position	Class	Level	Salary	Date Effective	Date Terminated
Kurt Zimmermann	Appoint	Pop Band	D	4	\$1782.00	10/1/19	6/30/20

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

Motion to approve 13a – 13j:

(ACTION) Motion by _____, seconded by _____

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

14. **STUDENTS AND SERVICES**

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

- a. Approval for educational instruction services for student no. 411988 for up to 10 hours per week beginning September 30, 2019. Instruction will be provided by American Tutor, Inc at a rate of \$45.00 per hour.
- b. Approval for educational instruction services for student no. 411988 for up to 5 hours per week beginning October 13, 2019. Instruction will be provided by Saint Clare’s Hospital at a rate of \$55.00 per hour.
- c. Approval for home instruction services for student no. 13871 for 5 hours per week. Instruction will be provided by Hopatcong certified staff at the rate of \$35.00 per hour effective October 7, 2019 through November 15, 2019.
- d. Approval for educational instruction services for student no. 12358 for up to 10 hours per week beginning October 10, 2019. Instruction will be provided by St. Clare’s Hospital at a rate of \$55.00 per hour.
- e. Approval of field trip requests, as required by the New Jersey Department of Education.

Motion to approve 14a – 14d:

(ACTION) Motion by _____, seconded by _____

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Francis	Gallagher	Jacobus	McLean	Perrotti
Schindelar	Smith	Trumpore	Fasano	

15. 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:

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 revise, for SECOND READING:

<u>Policy #</u>	<u>Title</u>
P 6470	<i>Payment of Claims (M) (Revised)</i>
P 1642	<i>Earned Sick Leave Law (M) (New)</i>
P 3159	<i>Teaching Staff Member/School District Reporting Responsibilities (M) (Revised)</i>
P 3218	<i>Substance Abuse (M) (Revised)</i>
P 4218	<i>Substance Abuse (M) (Revised)</i>
P 4219	<i>Commercial Driver's License Controlled Substance And Alcohol Testing (M) (Revised)</i>
P 6112	<i>Reimbursement of Federal and Other Grant Expenditures (M) (Revised)</i>
P 7440	<i>School District Security (M) (Revised)</i>
P 9400	<i>News Media Relations (Revised)</i>

<u>Regulation #</u>	<u>Title</u>
R 1642	<i>Earned Sick Leave Law (M) (New)</i>
R 3218	<i>Substance Abuse (M) (Revised)</i>
R 4218	<i>Substance Abuse (M) (Revised)</i>
R 6112	<i>Reimbursement of Federal and Other Grant Expenditures (M) (Revised)</i>
R 7440	<i>School District Security (M) (Revised)</i>

Motion to approve 15b:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	McLean	Perrotti
Schindelar	Smith	Trumpore	Fasano	

16. SUSSEX COUNTY REGIONAL COOPERATIVE

Approval of the following items, **16a – 16f9**, as recommended by the Superintendent of Schools and the Operatives committee of the Board:

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- a. The Superintendent and the Director of Transportation recommend the **approval of bills** for the Sussex County Regional Cooperative Operating account for October 1, 2019 through October 28, 2019, in the amount of \$18,480.03 for Regular bills and \$2,347,277.78 for Bus Contractor bills.
- b. The Superintendent and the Director of Transportation recommend the approval of **Kittatinny Regional School District as a Member District** for the 2019-2020 School Year.
- c. The Superintendent and the Director of Transportation recommend the approval of **Hank Fattorusso as a Bus Driver for Athletic Events** on an as needed basis at the rate of \$20.00 per hour for the 2019-20 School Year.
- d. The Superintendent and the Director of Transportation recommend the **approval to rescind the September 19, 2019 resignation** of Sara Pollison, Bus Aide. Effective October 7, 2019, Ms. Pollison's hours changed to 4.5 hours per day.
- e. The Superintendent and the Director of Transportation recommend the **approval to accept the change in hours** per day for personnel effective November 1, 2019 as follows:

Name	Position	Hours per day	Increase of:
Susan Exner	Bus Driver	8.00	2.00 hours
Michelle Urban	Bus Driver	7.25	1.25 hours
Dawn Padgett	Bus Aide	7.50	.75 hours
Mary Kriscunas	Bus Aide	7.50	1.50 hours

- f.
 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 Transportation recommend the **approval to renew** 2018-19 Routes for the 2019-20 School Year at the State issued CPI increase of 1.45% or less as listed on Exhibit A.

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7. The Superintendent and the Director of Transportation recommend the **approval of a revision** to previously approved quoted routes as listed on Exhibit A. (The quotes were responsive and compliant in accordance with specifications. However, the revisions are necessary due to clerical errors to correct the board minutes for county approval of the contracts.)
8. The Superintendent and the Director of Transportation recommend the **acceptance** of a **Revised list of student transportation bids** submitted on **August 13, 2019** for the 2019-20 School Year as listed on Exhibit A.
9. The Superintendent and the Director of Transportation recommend the **approval** of **Joint Transportation Agreements with High Point Regional High School** for the 2019-20 School Year as listed on Exhibit A.

Motion to approve 16a – 16f9:

(ACTION) Motion by _____, seconded by _____

<input type="checkbox"/> Francis	<input type="checkbox"/> Gallagher	<input type="checkbox"/> Jacobus	<input type="checkbox"/> McLean	<input type="checkbox"/> Perrotti
<input type="checkbox"/> Schindelar	<input type="checkbox"/> Smith	<input type="checkbox"/> Trumpore	<input type="checkbox"/> Fasano	

17. BOARD OF EDUCATION – MEMBER COMMENTS

18. ADJOURNMENT

Motion to adjourn:

(ACTION) Motion by _____, seconded by _____

All in favor _____ Time: _____pm

ADDENDUM

October 28, 2019
Regular Meeting

- a. 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.

Name	Approval	Conf. Dates	Registration	Travel .35	Tuition
Hallenbeck, J	Conf.	10/22/2019		37.45	
Hallenbeck, J	Conf.	10/21/2019		10.22	
Segale, G	ODN PhotoplusConf.	10/24-25/19		TBD	
Annette, D	SEMI.	10/17/2019		26.96	
Amelio, L	Tuition Reimb.				825
Vallero, C	Course App.				
Henderson, J	Conf.	14-Oct		10	
DiBrenzia-C	CST Mtg.	14-Oct		10.66	
Miller, T	SEMI.	10/17/2019		26.6	
Montefusco, S	SWASPCConf.	11/14/2019		37.2	
Carroll,K	CST Mtg.	23-Oct		20.3	
Miller, T.	CST Mtg	10/24/2019		TBD	
Fattorusso, H	Field Trip	11/1/2019			
Delorenzo, M	Field Trip	10/18/2019			
Pinto, D.	Field Trip	11/15/2019			
Schiavone, D	Field Trip	10/29/2019			
Olsen, K	Field trip	10/24/2019			
Olsen, K	Field Trip	11/14/2019			
Wilson,J	Field Trips	1/15/20 5/13/20			
Total				179.39	825

- b. It is recommended by the Superintendent that the Board of Education approve the Health and Safety Evaluation of School Buildings Checklist 2019 – 2020 for Durban Avenue School, Tulsa Trail School, Hopatcong Middle School and Hopatcong High School.
- c. It is recommended by the Superintendent that the Board of Education approve the School Safety and Security Plan Annual Review Statement of Assurance for the 2019 – 2020 school year.
- d. It is recommended by the Superintendent that the Board of Education approve the waiver for toilet room facilities for pre-school classrooms in Durban Avenue School for the 2019 – 2020 school year.

ADDED IN EXECUTIVE SESSION:

- e. It is recommended by the Superintendent that the Board of Education approve an increase in the pay rate for substitute nurses to \$210 per day.