

HOPATCONG BOARD OF EDUCATION

REGULAR MEETING

January 20, 2020

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. January 20, 2020.

4. **ROLL CALL**

__ Alex Mclean	__ Scott Francis	__ Warren Gallagher
__ Erin Jacobus	__ Michele Perrotti	__ Dr. Sarah Schindelar
__ Nicole Falconi-Shubert	__ 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	__ Falconi-Shubert	__ Smith	__ Trumpore	

6. **RECONVENE**

Motion to Reconvene

(ACTION) Motion by _____, seconded by _____

__ Francis	__ Gallagher	__ Jacobus	__ McLean	__ Perrotti
__ Schindelar	__ Falconi-Shubert	__ Smith	__ Trumpore	

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7. SCHOOL BOARD RECOGNITION

WHEREAS, The New Jersey School Boards Association has declared January 2020 to be School Board Recognition Month, a time when all residents can acknowledge the contributions made by our local school board members; and

WHEREAS, The Hopatcong Board of Education is one of 580 local school boards in New Jersey, which sets policies and oversees operations for public school districts; and

WHEREAS, The Hopatcong Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey's local school boards help determine the educational goals for approximately 1.4 million children in pre-kindergarten through 12th grade; and

WHEREAS, New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Educational Progress scores, and the preparation for college through advanced placement offerings and SAT assessments; Now, therefore, be it

RESOLVED, That the Hopatcong Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2020 as SCHOOL BOARD RECOGNITION MONTH; and be it further

RESOLVED, That the Hopatcong Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the advancement of our children's education.

Motion to approve Resolution to Recognize our School Board:

(ACTION) Motion by _____, seconded by _____

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Francis	Gallagher	Jacobus	McLean	Perrotti
Schindelar	Falconi-Shubert	Smith	Trumpore	

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 16, 2019 – Regular Meeting
- b. December 16, 2019 – Executive Session

Motion to approve 8a – 8b:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	McLean	Perrotti
Schindelar	Falconi-Shubert	Smith	Trumpore	

9. ACKNOWLEDGEMENTS/CORRESPONDENCE

- a. Thank you to Mr. Anthony J. Fasano for six years of dedication to the Hopatcong Borough School District and best wishes for him in his new position as Sussex County Freeholder.
- b. Congratulations to the following teachers and education support staff members who have been named **2019 – 2020 Governor’s Teacher and Educational Services Professional Recipients of the year:**

Durban Avenue School:

Teacher of the Year: Erica Strzepek

Educational Services Professional of the Year: Rosemary Smith

Tulsa Trail School:

Teacher of the Year: Emily Minervini

Educational Services Professional of the Year: Mary Narcise

Hopatcong Middle School:

Teacher of the Year: Nancy Drury

Educational Services Professional of the Year: Nicole Roman-Gerena

Hopatcong High School:

Teacher of the Year: Karen Cubberly

Educational Services Professional of the Year: Linda Padula

- c. Congratulations to 4th grade students **Alesi May** and **Alejandro Aciego** for being chosen for publication in the Young Writers’ Spooky Sagas book *Spooky Sagas 2019 – Mid Atlantic Tales*. Their stories were chosen from a group of over 10,000 entries! Additionally, 4th grade teacher **Mrs. Noonan** deserves recognition for submitting the students’ stories. We are very proud of our young writers and the teachers that are helping them succeed!

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- d. Congratulations to the Hopatcong High School Students who made High Honor Roll and Honor Roll for the first marking period of the 2019 – 2020 school year.
- e. The following students were chosen as **Hopatcong High School's Students of the Month** for their outstanding performance in January 2019:

Kaylee Post, Junior	Scholastics (Algebra 2 CP)
Nicholas Coats, Junior	Scholastics (Pre-Calculus Honors)
Odalis Mendez, Senior	Specialty Area (Fine Arts, Art 2)
Bronson Percy, Senior	Specialty Area (Fine Arts, Art 1)

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

Luis Palmer, Junior	Boys Basketball
Christy Brennan, Sophomore	Girls Basketball

Motion to approve 9a – 9f:

(ACTION) Motion by _____, seconded by _____

___ Francis	___ Gallagher	___ Jacobus	___ McLean	___ Perrotti
___ Schindelar	___ Falconi-Shiubert	___ Smith	___ Trumpore	

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, 2019 as presented to the Board at the December meeting on December 16, 2019. Approval of the HIB report for January, 2020 for first reading and review.

Motion to approve 10a – 10b:

(ACTION) Motion by _____, seconded by _____

___ Francis	___ Gallagher	___ Jacobus	___ McLean	___ Perrotti
___ Schindelar	___ Falconi-Shiubert	___ Smith	___ Trumpore	

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 – Warren Gallagher, Vice Chair – Scott Francis**
- c. Negotiations: **Chair – Sarah Schindelar**
- d. Parent/Teacher Organization Representatives

Motion to approve 11a – 11d:

(ACTION) Motion by _____, seconded by _____

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Francis	Gallagher	Jacobus	McLean	Perrotti
Schindelar	Falconi-Shiubert	Smith	Trumpore	

12. PUBLIC COMMENT – GENERAL DISCUSSION

13. FINANCE

Approval of the following finance items, **13a – 13h**, 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, December 17, 2019 through January 20, 2020 in the following amounts:
 General Fund and Special Revenue (Grants) account - \$1,508,039.55
 Cafeteria account - \$ 52,485.44
- b. Approval of the Board Secretary’s Report for November 2019.
- c. Approval of the Transfer Report for the month of November 2019.
- d. Approval of the Treasurer’s Report for the month of November 2019.
- e. Acceptance of the 2018 – 2019 audit.
- f. Approval of Correction Action Plan for the 2018-19 Audit (CAP).
- g. Approval of the Resolution for Authorize Participation under the State Health Benefits Program (SHBP) and/or School Employees’ Health Benefits Program (SEHBP) effective June 1, 2020.
- h. Approval of the Resolution to Limit the Medical Plans Offered under SEHBP.

Motion to approve 13 – 13h:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	McLean	Perrotti
Schindelar	Falconi-Shubert	Smith	Trumpore	

14. PERSONNEL

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

- a. Acceptance of the resignation, with regret, of **Rocco Passerini** from his position as Lead Custodian in the Hopatcong School District, for the purpose of retirement, effective February 29, 2020. Mr. Passerini has served the district for 12 years.
- b. Acceptance of the resignation, with regret, of **Mary Narcise**, from her position as Teacher in the Hopatcong School District, for the purpose of retirement, effective July 1, 2020. Mrs. Narcise has served the district for 21 years.
- c. Approval of **Donald Forst** to retroactively extend his medical leave of absence from his position as Custodian from January 1, 2020 to January 16, 2020 with a return date of January 31, 2020.
- d. Approval of the request of **Jill Gleason** to extend her unpaid leave of absence from her position as Paraprofessional in the Hopatcong School

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District retroactive to December 3, 2019 through January 6, 2020 with a return date of January 7, 2020.

- e. Approval of the employment of **Jennifer Maniquis** 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 January 21, 2020.
- f. Approval of the request of **Joanne Carr** for a New Jersey Family Leave of Absence/Federal Leave of Absence from her position as High School Science Teacher retroactive to January 9, 2020 through January 17, 2020 with a return date of January 20, 2020.
- g. Approval of the request of **Alison Ibaceta** to extend her Maternity Leave of Absence/New Jersey Family Leave of Absence/Federal Leave of Absence, from her position as Teacher at Tulsa Trail School from March 2, 2019 to June 30, 2019.
- h. Approval of **Janice Hero** to extend her employment as Grade 2 Long Term Substitute Teacher at a prorated salary of \$55,783, based upon Level BA/Step 3, from March 2, 2019 through the remainder of the school year.
- i. Approval of **Pamela Brennan** as High School ELA Portfolio Teacher at a rate of \$30.00 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, 2020 to May 1, 2020.
- j. Approval of **Doug Merkler** as High School Math Portfolio Teacher at a rate of \$30.00 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, 2020 to May 1, 2020.
- k. Approval of the following education student to conduct field experience in the Hopatcong School District during the 2019 – 2020 school year:

Student Name	Date(s)	University	Experience	School	Staff Member
Eliana Casqueira	January 2020	East Stroudsburg	Observation	Durban Avenue	Various Staff

- l. Approval of the following Extra Duty/Extra Pay position of Cafeteria Monitor/Duty for the 2019 – 2020 school year in the Hopatcong School District:

Name	Nature of Action	School	Salary	Date Effective	Date Terminated
Craig Vallaro	Resign	Middle School (Grade 6)	\$2,400.00	9/1/19	12/31/19
Christine DeRosa	Appoint	Middle School (Grade 6)	\$2,400.00 (Prorated)	1/2/20	6/30/20

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

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Motion to approve 14a – 14m:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	McLean	Perrotti
Schindelar	Falconi-Shubert	Smith	Trumpore	

15. **STUDENTS AND SERVICES**

Approval of the following item, **15a – 15b**, as recommended by the Superintendent of Schools and Student Achievement Committee of the Board:

- a. Approval for home instruction services for student no. 13786 for a total of 6 hours. Instruction will be provided by Hopatcong certificated staff at the rate of \$35.00 per hour effective January 6, 2020.
- b. 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 10, 2020 through April 10, 2020.

Motion to approve 15a-15b:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	McLean	Perrotti
Schindelar	Falconi-Shubert	Smith	Trumpore	

16. **CURRICULUM**

Approval of the following item, **16a**, as recommended by the Superintendent of Schools and Student Achievement Committee of the Board:

- a. Approval of Anatomy and Physiology II CP as a semester course beginning semester 2 of the 2019 – 2020 school year.

Motion to approve 16a:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	McLean	Perrotti
Schindelar	Falconi-Shubert	Smith	Trumpore	

17. **POLICIES AND REGULATIONS**

Approval of item **17a**, as recommended by the Superintendent of Schools and the Student Achievement and Operations Committees of the Board:

- 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 8600

Title
Student Transportation (M) (Revised)

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- P 8630 *Bus Driver/Bus Aide Responsibility (M) (Revised)*
- P 8670 *Transportation of Special Needs Students (M) (Revised)*
- P 9210 *Parent Organizations (Revised)*

- | <u>Regulation #</u> | <u>Title</u> |
|---------------------|------------------------------------------------------|
| R 5850 | <i>Social Events and Class Trips (Adopt)</i> |
| R 8600 | <i>Student Transportation (Revised)</i> |
| R 8630 | <i>Emergency School Bus Procedures (M) (Revised)</i> |

- 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**:

NONE

Motion to approve 17a:

(ACTION) Motion by _____, seconded by _____

_ Francis	_ Gallagher	_ Jacobus	_ McLean	_ Perrotti
_ Schindelar	_ Falconi-Shubert	_ Smith	_ Trumpore	

18. TRAVEL

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.

<i>Field Trips</i>				
Name	Class/Activity	Date	Trip Location	Cost
Martinez, Stephanie	Forensics	2/26/2020	PA College Tour	\$2,600.00
		– 2/27/2020		
Munoz, Christina	Academic	3/31/2020	Morris Museum	\$0.00

<i>Professional Meetings</i>				
Name	Meeting Type	Date	Location	Travel Cost
Dinnocenzo, Mary	Observation	1/9/2020	Northern Hills	\$ 11.90
Anthes, Leticia	IEP	1/16/2020	Mt. Olive HS	\$ 4.97

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Pallotta, Susan	IEP	12/13/2019	Lakeland Andover	\$	12.67
Dinnocenzo, Mary	Observation	1/10/2020	Totowa Daycare	\$	21.35
Total				\$	50.89

Conferences/Professional Development					
Name	Conference	Date	Location	Cost	Travel Cost
McFadden, Katherine	NJTSS Meeting	1/6/2020	Trenton, NJ	-	\$ 52.50
Gambuzza, Jamie	NJTSS Meeting	1/6/2020	Trenton, NJ	-	\$ 52.50
Hallenbeck, Jeff	State Test Training	2/27/2020	Whippany, NJ	-	\$ 14.00
Hallenbeck, Jeff	Safety Special Training	1/31/2020	Morris Academy	-	\$ 9.45
Kennedy, Melissa	Counselor Assoc.	2/1/2020	Tech School	-	\$ 11.20
Martin, Hilary	Social Media – Mental Health	3/18/2020	Newton, NJ	-	\$ 5.42
Pallotta, susan	Social Media – Mental Health	2/27/2020	Newton, NJ	-	\$ 10.99
Kennedy, Melissa	Social Media – Mental Health	3/18/2020	Newton, NJ	-	\$ 10.50
Total				0	\$ 178.46

Course Approval*			
Name	Course	Cost	School
Bauer, Audra	Principles Practices Supv.	\$ 1,825.00	Centenary
Amelio, Lindsay	Teacher Leadership	\$ 825.00	American College of Education

*Reimbursement as per contract

Motion to approve Travel for January 2020:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	McLean	Perrotti
Schindelar	Falconi-Shubert	Smith	Trumpore	

19. RESOLUTIONS

Approval of the following items, **19a – 19c**, as recommended by the Superintendent of Schools and the Committees of the Board:

- a. Approval of the revised MOA between Hopatcong and The Family Resource Network for an aftercare program for MD and Autistic in-district students, previously approved at the December 16, 2019 Board of Education meeting.
- b. Approval of the MOU detailing a formal partnership with the TeachRock organization for the 2020 – 2021 school year.

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- c. **WHEREAS**, the Hopatcong Board of Education (“Board”) has been allocated \$85,840 through the Securing our Children’s Future Bond Act and

WHEREAS, The New Jersey School Development Authority (“NJSDA”) and the Office of School Facilities (“OSF”) require the Board to submit “other capital project” applications setting forth the nature and scope of work to be undertaken and

WHEREAS, The Board must make amendments to its Long Range Facility Plan (LRFP) for said work.

NOW THEREFORE BE IT RESOLVED, that the Hopatcong Board of Education grants permission for the Administration to prepare and submit the amendment to the LRFP for the Security Camera Upgrade Project;

BE IT FURTHER RESOLVED that the Board grants permission for the Administration to submit all required applications to the OSF and that any costs that exceed the grant allocation for these projects shall be paid for utilizing local funds.

Motion to approve 19a – 19c:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	McLean	Perrotti
Schindelar	Falconi-Shubert	Smith	Trumpore	

20. CALENDAR

- a. Approval of the revised 180-day school calendar for the 2019/20 school year due to weather related closings.
b. Approval of the 180-day school calendar for the 2020/21 school year.

Motion to approve 20a – 20b

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	McLean	Perrotti
Schindelar	Falconi-Shubert	Smith	Trumpore	

21. SUSSEX COUNTY REGIONAL COOPERATIVE

Approval of the following items, **21a – 21e9**, as recommended by the Superintendent of Schools and the Operatives committee of the Board:

- a. **BE IT RESOLVED** that the Sussex County Regional Transportation Cooperative/Hopatcong Board of Education, approve to exclude R&V Transportation from bidding on student transportation routes for the West Orange Public Schools for five (5) years or the maximum years allowed by NJ Code due to prior negative experience.

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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 17, 2019 through January 20, 2020 in the amount of \$22,951.57 for Regular bills and \$3,452,251.75 for Bus Contractor bills.
- c. The Superintendent and the Director of Transportation recommend the approval of **Kathy LaRosa** as a **substitute bus driver** at a rate of \$20.00 per hour.
- d. The Superintendent and the Director of Transportation recommend the approval of one (1) **new Member District, Dover Board of Education.**
- e.
 - 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 of Transportation recommend the **acceptance** of **contract renewals** for 2019-20 School Year Routes as listed on Exhibit A.
 - 7. The Superintendent and the Director of Transportation recommend the **acceptance** of **student transportation bids** submitted on **November 12, 2019** for the 2019-20 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 **November 12, 2019** bid for the 2019-20 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 **November 12, 2019** for the 2019-20 School Year as listed on Exhibit A.

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Motion to approve 21a – 21e9:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	McLean	Perrotti
Schindelar	Falconi-Shubert	Smith	Trumpore	

22. BOARD OF EDUCATION – MEMBER COMMENTS

23. ADJOURNMENT

Motion to adjourn:

(ACTION) Motion by _____, seconded by _____

All in favor _____ Time: _____ pm

ADDENDUM

January 20, 2020

It is recommended by the superintendent that the Hopatcong Board of Education approve the following conferences and meetings:

Name	Reason	Location	Registration	Travel
Pallotta S.	IEP Mtg	Windsor School		\$21.98
Debos E.	Steam conf.	Ramapo	\$75	\$28.00
Cubberly K.	Young Adult Lit Conf	Newark	\$279	\$9.10
Mulvihill J.	"	"	"	"