

HOPATCONG BOARD OF EDUCATION

REGULAR MEETING

May 18, 2020

5:30 pm. (Virtual Meeting Closed– Open the meeting and enter Executive Session)

7:00 p.m. (Virtual Meeting Public)

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 on the Hopatcong Virtual BOE Meeting Link at 7:00 p.m. on May 18, 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	__ Perrotti	__ Schindelar
__ Falconi-Shubert	__ Smith	__ Trumpore	__ McLean	

6. **RECONVENE**

Motion to Reconvene

(ACTION) Motion by _____, seconded by _____

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

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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. April 27, 2020 – Regular Meeting
- b. April 27, 2020 – Executive Session

Motion to approve 7a – 7b:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	Perrotti	Schindelar
Falconi-Shubert	Smith	Trumpore	McLean	

8. ACKNOWLEDGMENTS/CORRESPONDENCE

- a. Congratulations to Hopatcong Middle School Students who made High Honor Roll and Honor Roll for the third marking period of the 2019 – 2020 school year.

Motion to approve 8a:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	Perrotti	Schindelar
Falconi-Shubert	Smith	Trumpore	McLean	

9. SUPERINTENDENT’S REPORT AND HIB REPORT

- a. Superintendent’s Report – **Art DiBenedetto, Superintendent of Schools**
- b. Whereas there have been no HIBs reported for the months of April 2020 and May 2020, acceptance of the reports indicating no findings.

Motion to approve 9a – 9b:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	Perrotti	Schindelar
Falconi-Shubert	Smith	Trumpore	McLean	

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

Motion to approve 10a – 10d:

(ACTION) Motion by _____, seconded by _____

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Francis	Gallagher	Jacobus	Perrotti	Schindelar
Falconi-Shubert	Smith	Trumpore	McLean	

11. PUBLIC COMMENT – GENERAL DISCUSSION

Public Comments submitted on May 18, 2020 via email to Mr. Piccirillo and Mr. DiBenedetto to be read aloud by Board President, Mr. McLean.

12. FINANCE

Approval of the following finance items, **12a – 12j**, 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, April 27, 2020 through May 18, 2020 in the following amounts:
 General Fund and Special Revenue (Grants) account - \$ 1,082,946.79
 Cafeteria account - \$ 0.00
- b. Approval of the Board Secretary’s Report for the months of February 2020 and March 2020.
- c. Approval of the Transfer Report for the months of February 2020 and March 2020.
- d. Approval of the Treasurer’s Report for the months of February 2020 and March 2020.
- e. Approval of the advertisement for bids for the roof replacement for the Hopatcong High School Auditorium.
- f. Approval to grant authorization to Mr. Alexander McLean to distribute donated food to Hopatcong citizens from the Hopatcong High School parking lot on a weekly basis during the COVID-19 crisis.
- g. Approval of the continuation of the Agreement for the Cooperative Pricing System between the Hopatcong Board of Education and the New Jersey Educational Services commission originally entered into and approved by the Hopatcong Board of Education on December 22, 2009, for the 2020-2021 school year.
- h. Approval to join the New Jersey Cooperative Purchasing Alliance for the 2020-21 School Year.
- i. Approval of the 2020-21 School Year Agreement for the Educational Services Commission of Morris County for Professional Support/Non Public Services.
- j. Approval of the tax levy payment schedule for the 2020/2021 school year:

YEAR	MONTH	GEN FUND PAYMENTS
2020-2021	July 2020	\$2,012,282.00
	August 2020	\$2,012,282.00
	September 2020	\$2,012,282.00

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	October 2020	\$2,012,282.00
	November 2020	\$2,012,282.00
	December 2020	\$2,012,282.00
	Sub Total	\$12,073,692.00
Equal Amounts	January 2021	\$2,012,282.00
	February 2021	\$2,012,282.00
	March 2021	\$2,012,282.00
	April 2021	\$2,012,282.00
	May 2021	\$2,012,282.00
	June 2021	\$2,012,284.00
	Sub Total	\$12,073,692.00
Total		\$24,147,386.00

Motion to approve 12a – 12j:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	Perrotti	Schindelar
Falconi-Shubert	Smith	Trumpore	McLean	

13. PERSONNEL

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

- a. Approval of the employment of **Gabriella Cardoza**, as Speech/Language Specialist in the Hopatcong School District, at an annual salary of \$66,568 based upon the 2020 – 2021 HEA Salary Guide Level MA/Step 1, effective September 1, 2020.
- b. Approval of the employment of **Jennifer Gigantino**, as MD Teacher at Durban Avenue School, at an annual salary of \$62,418 based upon the 2020 – 2021 HEA Salary Guide Level BA/Step 5, effective September 1, 2020.

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- c. Approval of **Jim McKowen** as the MS/HS Rocket League coach for May and June 2020 at the rate of \$1,500 total, to be paid by the Play Unified Grant.
- d. Approval to rescind the employment for the 2020 – 2021 school year of **Employee #80065**.
- e. Approval of the revision of assignment for **Employee #80557** for the 2020 – 2021 school year from Hopatcong Middle School to Hopatcong High School.
- f. Approval of the following staff members for **Summer Curriculum Writing** during the months of July 2020 and August 2020 at a rate of \$25 an hour which represents the negotiated rate from the 2017 – 2018 HEA Contract; this rate is subject to change based upon ratification of the new negotiated contract:

Staff Member	Course	Day(s)*
Pam Brennan	ELA	5
Stacey Christiano	ELA	5
Jamie Gambuzza	ELA	5
Sue Hill	ELA	5
Karen Cubberly	LLD Math	3
Al Cerulo	Music	3
Shawna Longo	Music	3
Kurt Zimmermann	Music	3
Pam Brennan	Public Speaking	1
Pam Brennan	Journalism	1
Pam Brennan	Entrepreneurship	1
Nancy Marinaro	Social-Emotional Learning	2
Craig Vallaro	Social-Emotional Learning	2
Mike Batche	Principles of Engineering	1
Mary Burns	Anatomy and Physiology II	1
George Segale	TV II	1
Marissa Kressman	Design Courses	1
Tim Nawrocki	Design Courses	1
Tim Nawrocki	Woods/Architecture	1

**One (1) full day is equivalent to six (6) hours of work.*

- g. Approval for the following staff to receive tuition reimbursements, as per contract, upon successful completion of the course and submission of paperwork:

Name	Course Title	Credit(s)	Cost
Maria DeLorenzo	How the Brain Learns to Read	3	\$375.00
Jeffrey Hallenbeck	Ethics & Public Values	3	\$2,176.00
Jeffrey Hallenbeck	Emergency Management & Safety Admin.	3	\$2,176.00
Jeffrey Hallenbeck	Impact Terrorism School Safety	3	\$2,176.00
Emily Minervini	Comprehension: The Key to Successful Reading (K-3)	3	\$341.00
Dominick Spuckes	Understanding and Dealing with Difficult Parents	3	\$375.00
Dominick Spuckes	Motivating Students Who Don't Care	3	\$375.00
Dominick Spuckes	Becoming a More Effective Teacher	3	\$375.00

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Craig Vallaro	School Finance	3	\$1,530.00
Craig Vallaro	Practicum in Secondary School Administration	3	\$1,150.00

Motion to approve 13a – 13g:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	Perrotti	Schindelar
Falconi-Shubert	Smith	Trumpore	McLean	

14. TRAVEL AND PROFESSIONAL DEVELOPMENT

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 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

Conferences/Professional Development

Name	Conference/PD	Date	Location	Cost
Christine Kalembe	Daily Reader for May 2020 AP Language & Composition Exam	6/9/2020 – 6/17/2020	Online	\$0

Motion to approve Travel and Professional Development for May 2020:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	Perrotti	Schindelar
Falconi-Shubert	Smith	Trumpore	McLean	

15. CURRICULUM

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

- a. Approval of the updated School Closure Plan regarding ESY and Special Education for submittal to the County Department of Education of the NJDOE Office of Career Readiness.
- b. Approval of the following Hopatcong High School Extra-Curricular/Advisor Positions for the 2020 – 2021 school year:

National Honor Society	Yearbook
HHS Student Council	HHS Newspaper
Fall Play Director	Spring Play Director

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Music Advisor	Literary Magazine
Varsity Club	Games Club
School Year Credit Recovery Monitor	HHS Chorus
Spring Musical Choreographer	Spring Musical Director
Fall Play Tech Director	Spring Play Tech Director
Spring Play Vocal Director	Fall Play Costume/Makeup Director
Tri-M	Pop Band
Mock Trial	Academic Bowl
GSA Advisor	HHS Science League
Freshman Class Advisor	Fall Weight Room Supervisor
Winter Weight Room Supervisor	Spring Weight Room Supervisor

- c. Approval of the following Hopatcong High School Athletic Coaching Positions for the 2020 – 2021 school year:

Position	Season	# of Positions
Head Football Coach	Fall	1
Assistant Football Coach	Fall	5
Head Boys Soccer Coach	Fall	1
Assistant Boys Soccer Coach	Fall	1
Head Girls Soccer Coach	Fall	1
Head Girls Tennis Coach	Fall	1
Assistant Girls Tennis Coach	Fall	1
Head Cross Country Coach	Fall	1
Assistant Cross Country Coach	Fall	1
Head Fall Cheerleading Coach	Fall	1
Assistant Fall Cheerleading Coach	Fall	1
Head Boys Basketball Coach	Winter	1
Assistant Boys Basketball Coach	Winter	2
Head Girls Basketball Coach	Winter	1
Assistant Girls Basketball Coach	Winter	1
Head Wrestling Coach	Winter	1
Assistant Wrestling Coach	Winter	1
Head Bowling Coach	Winter	1
Head Winter Cheerleading Coach	Winter	1
Assistant Winter Cheerleading Coach	Winter	1
Head Boys Track Coach	Spring	1
Head Girls Track Coach	Spring	1
Assistant Track Coach	Spring	3
Head Softball Coach	Spring	1
Assistant Softball Coach	Spring	2
Head Baseball Coach	Spring	1
Assistant Baseball Coach	Spring	2

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Head Golf Coach	Spring	1
Head Boys Tennis Coach	Spring	1
Assistant Boys Tennis Coach	Spring	1

- d. Approval to terminate one position for the following Extra-Curricular/Advisor and Athletic Coaching positions for the 2020 – 2021 school year:

Middle School Intramurals	High School Intramurals
Middle School Academic Bowl	Middle School Lego Robotics
Middle School Book Club	Middle School Art Club
QUEST	High School FIT
High School Winter Cheer	High School Fall Cheer

Motion to approve 15a – 15d:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	Perrotti	Schindelar
Falconi-Shubert	Smith	Trumpore	McLean	

16. RESOLUTIONS

- a. It is recommended by the Superintendent that the Board of Education approve the Memorandum of Understanding (Agreement) between the Hopatcong Borough School District and the New Jersey Office of Emergency Management relating to the application for grants under the Federal Emergency Management Agency Public Assistance and/or Hazard Mitigation programs for presidentially declared major disasters.
- b. It is recommended by the Superintendent that the Board of Education approve the Hopatcong Borough School District and Mount Olive School District Bowling and Ice Hockey cooperative programs to be renewed for the 2020-2021 and 2021-2022 in compliance with NJSIAA protocol of a two year approval with Hopatcong as the LEA representative for the bowling program and Mount Olive as the LEA designee for the ice hockey program.]
- c. It is recommended by the Superintendent that the Board of Education approve the revised District Preparedness Plan detailing current and future plans and procedures resulting from COVID-19 related remote instruction.
- d. It is recommended by the Superintendent that the Board of Education approve the CARES application in the amount of \$162,507 to offset costs incurred due to COVID-19.
- e. It is recommended by the Superintendent that the Board of Education approve the Alyssa's Law Compliance submission which requires NJ public schools to install ways to silently alert law enforcement of emergencies or life-threatening situations on school campuses.

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- f. It is recommended by the Superintendent that the Board of Education approve HQW Architects to act on the behalf of the Hopatcong Borough School District in administering the New Jersey Department of Education application for the agreed services related to the roof project.

Motion to approve 16a – 16f:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	Perrotti	Schindelar
Falconi-Shubert	Smith	Trumpore	McLean	

17. SUSSEX COUNTY REGIONAL COOPERATIVE

Approval of the following items, **17a – 17b2**, as recommended by the Superintendent of Schools and the Operatives committee of the Board:

- a. The Superintendent and the Director of Transportation recommend the **approval of bills** for the Sussex County Regional Cooperative Operating account for April 27, 2020 through May 18, 2020 in the amount of \$3,620.81 for Regular bills and \$542,701.29 for Bus Contractor bills.
- b.
1. The Superintendent and the Director of recommend the **acceptance** of student transportation quotations for Athletic/Class/Field Trips 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 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.

Motion to approve 17a – 17b2:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	Perrotti	Schindelar
Falconi-Shubert	Smith	Trumpore	McLean	

18. BOARD OF EDUCATION – MEMBER COMMENTS

19. ADJOURNMENT

Motion to adjourn:

(ACTION) Motion by _____, seconded by _____

All in favor _____ Time: _____ pm

ADDENDUM

May 18, 2020
Regular Meeting

- a. It is recommended by the Superintendent that the Hopatcong Board of Education approve the employment of **Kat Getto**, as School Nurse at Durban Avenue School, at an annual salary of \$65,418 based upon the 2020 – 2021 HEA Salary Guide Level BA/Step 8, effective September 1, 2020
- b. It is recommended by the Superintendent that the Hopatcong Board of Education approve the correction of salaries for **Employee #81516**:

School Year	Guide	Previous Salary	Old Step	Corrected Salary	New Step	Assignment
2019 – 2020	BA+15	\$62,473	5	\$63,473	6	HHS
2020 - 2021	BA + 15	\$65,018	5	\$66018	6	HHS

- c. It is recommended by the Superintendent that the Hopatcong Board of Education approve the Amendment to the Hopatcong Board of Education Flexible Benefits Plan for the CARES Act.
- d. It is recommended by the Superintendent that the Hopatcong Board of Education approve the following staff to receive tuition reimbursements, as per contract, upon successful completion of the course and submission of paperwork:

Name	Course Title	Credit(s)	Cost
Melanie Ryder	Universal Design for Learning: Reaching All Learners in the Digital Age	3	\$1,875.00

Motion to approve Addendum items a – d:

(ACTION) Motion by _____, seconded by _____

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

ADDENDUM 2

May 18, 2020
Regular Meeting

- a. It is recommended by the Superintendent that the Hopatcong Board of Education approve the following resolution as it pertains to the sale of the Hudson Maxim School:

WHEREAS, the Hopatcong Board of Education (“Board”) no longer requires the Hudson Maxim School and adjacent property (collectively referred to as the “HM School”) for school purposes and previously determined to sell the HM School in accordance with N.J.S.A. 18A:20-5 ; and

WHEREAS, following the conclusion of public bidding in accordance with N.J.S.A. 18A-20-6, the Board accepted the offer of Wish NJ, Inc., for the purchase price of \$772,000, subject to the success of further negotiations and an agreement by the parties upon a contract of sale with terms and conditions satisfactory to the Board; and

WHEREAS, following good faith negotiations between representatives of the Board and Wish NJ, Inc., the parties have reached agreement upon a form of contract of sale that is satisfactory to the Board; and

WHEREAS, it is in the best interest of the school district, its students and residents to complete the sale of the HM School; and

WHEREAS, the Board, with the advice of the Board Attorney and upon the recommendation of the Superintendent of Schools, desires to consummate the sale of the HM School;

NOW, THEREFORE, BE IT RESOLVED, that the Hopatcong Board of Education approves the attached Contract of Sale of the Hudson Maxim School, as set forth more particularly in the Contract of Sale, and authorizes and directs the Board President to execute the Contract of Sale on its behalf; and it is

FURTHER RESOLVED, that the Board hereby authorizes the Superintendent of Schools to take such actions as are required to fully consummate and fulfill the terms and conditions of the aforesaid Contract of Sale, with the continuing advice of the Board Attorney, without further action of the Board.

Motion to approve Addendum 2 item a:

(ACTION) Motion by _____, seconded by _____

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

Hopatcong Board of Education
Sussex County Regional Transportation Cooperative

May 18, 2020 - Addendum

- a. The Superintendent and the Director of Transportation recommend the approval to renew the following Office Personnel for the 20-21 School Year:

Name	Job Title	Salary	Longevity	Stipend
Sandra Ackerson	Administrative Assistant/Substitute Driver	\$36,118.00	n/a	n/a
Marisa Broesder	Administrative Assistant/Contracts-Addendums/Renewals	\$39,692.00	\$450.00	\$2,000.00
Margaret Byrnes	District Resolutions/Irvington Coordinator	\$42,571.00	\$2,500.00	\$5,000.00
Dana Jones	Public-Non-Pubic Coordinator	\$42,571.00	\$3,000.00	\$3,000.00
Endora Molisso	Administrative Assistant/Athletic & Field Trips	\$41,462.00	\$575.00	n/a
Loni Nakos	Administrative Assistant/Compliance Officer/Orange In-District	\$39,853.00	\$575.00	\$2,000.00
Mary Anne Roe	Administrative Assistant – P/T	\$32,409.00	n/a	n/a
Diane Scanlon	Special Education Coordinator/Dispatcher	\$55,100.00	\$4,000.00	\$3,600.00

- b. The Superintendent and the Director of Transportation recommend the approval to renew the following Administrators for the 2020-21 School Year:

Name	Job Title	Salary	Longevity
Shannon Wilson	Director	\$123,000.00	n/a
Kathleen Schwab	Assistant Director	\$ 91,535.00	\$7,500.00