

HOPATCONG BOARD OF EDUCATION

REGULAR MEETING

September 28, 2020

5:30 pm. (Administration Building Room 41– Open the meeting and enter Executive Session)

7:00 p.m. (High School Cafeteria)

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 in the Hopatcong High School Cafeteria, Hopatcong, NJ at 7:00 p.m. on September 28, 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. August 24, 2020 – Special Meeting
- b. August 31, 2020 – Regular Meeting
- c. August 31, 2020 – Executive Session

Motion to approve 7a – 7c:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	Perrotti	Schindelar
Falconi-Shubert	Smith	Trumpore	McLean	

8. SUPERINTENDENT’S REPORT AND HIB REPORT

- a. Superintendent’s Report – **Art DiBenedetto, Superintendent of Schools**
 - i. Graduation 19-20
 - ii. Review of Agenda
- b. Whereas there have been no HIBs reported for the months of August 2020 and September 2020, acceptance of the report indicating no findings.

Motion to approve 8a – 8b:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	Perrotti	Schindelar
Falconi-Shubert	Smith	Trumpore	McLean	

9. PARENT/TEACHER

- a. Parent/Teacher Organization Representatives.

Motion to approve 9a:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	Perrotti	Schindelar
Falconi-Shubert	Smith	Trumpore	McLean	

10. PUBLIC COMMENT – GENERAL DISCUSSION

11. FINANCE

Approval of the following finance items, **11a – 11e**, as recommended by the Superintendent of Schools and the Operations Committee of the Board:

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It is recommended by the Superintendent that bills for the General Fund and Special Revenues (Grants) account, July 27, 2020 through August 31, 2020 be approved in the following amounts:

- a. It is recommended by the Superintendent that bills for the General Fund and Special Revenues (Grants) account, August 31, 2020 through September 28, 2020 be approved in the following amounts:
 General Fund and Special Revenue (Grants) account - \$1,199,629.40
 Cafeteria account - \$ 0.00
- b. It is recommended by the Superintendent that the board approve the Board Secretary’s Report for the month of July 2020.
- c. It is recommended by the Superintendent that the board approve the Treasurer’s Report for the month of July 2020.
- d. It is recommended by the Superintendent that the board approve the Transfer Report for the month of July 2020.
- e. It is recommended by the Superintendent that the board approve the HQW Architect Change Order in the amount of \$9,750 for the Hopatcong High School Auditorium roof project to add additional tapered insulation.

Motion to approve 11a – 11e:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	Perrotti	Schindelar
Falconi-Shubert	Smith	Trumpore	McLean	

12. PERSONNEL

Approval of the following personnel items, **12a – 12q**, as recommended by the Superintendent of Schools and the Student Achievement Committee of the Board:

- a. Acceptance of the resignation of **Amy Robles** from her position as Paraprofessional in the Hopatcong School District, effective September 2, 2020.
- b. Approval of the employment of **Maria Baker**, as a Grade 9-12 ELA Teacher Long-Term Substitute at Hopatcong High School, effective September 11, 2020, to be paid 20 days at the substitute per diem rate of \$110/per day then to be paid at a prorated annual salary of \$59,718 which represents Level BA/Step 1 of the 2020 – 2021 HEA Salary Guide from October 9, 2020 until further notice.
- c. Approval for **Jim McKowen** to write curriculum for STEAM 8, one day at a rate of \$28 an hour which represents the negotiated rate from the HEA Contract not to exceed 6 hours.
- d. Approval of **Employee #80032** to extend medical leave of absence to December 31, 2020.
- e. Approval of the request of **Employee #81066** for a Maternity Leave of Absence of 12 Sick Days to begin on December 7, 2020 and end on December 22, 2020 then 12 weeks concurrent New Jersey Family

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Leave/Federal Leave to begin on January 4, 2020 and end on March 29, 2021.

- f. Approval to rescind the resignation of **Jacqueline Henderson**, and approval to continue employment at current salary of \$67,418.00.
- g. Acceptance of the resignation, with regret, of **Mary Beth Galfo** from her position of Secretary in the Hopatcong School District, for the purpose of retirement with the effective date of March 1, 2021.
- h. Approval of the employment of **Ray Larsen** as a Part Time Custodian, 5 hours a day, 5 days a week at a prorated salary of \$40,821 minus \$400 for not having a black seal, based upon the 2020 – 2021 Salary Guide Level 1 pending completions of background check.
- i. Approval of the employment of **Derek Nietz** as a Part Time Custodian, 5 hours a day, 5 days a week at a prorated salary of \$40,821 minus \$400 for not having a black seal, based upon the 2020 – 2021 Salary Guide Level 1 pending completions of background check.
- j. Acceptance of the resignation of **Maureen Warden** from her position as Nurse in the Hopatcong School District, effective November 21, 2020.
- k. Approval for the following High School Extra Curricular Positions for the 2020-2021 school year.

Name	Nature of Action	Position	Class	Level	Salary	Date Effective	Date Terminated
Jim McKowen	Appoint	E Games	B	1	\$1,876	9/1/20	6/30/21
Richard Anderson	Rescind	E Games	D	1		9/1/20	9/1/20
Christine Kalemba	Appoint	NHS	A	1	\$2,764	9/28/20	6/30/21
Jonathan Yanko	Appoint	Assistant Football Coach	A	1	\$3,187	9/14/20	6/30/21

- l. Approval of the following staff changes for the Extra Duty/Extra Pay* position of Cafeteria Monitor/Duty for the 2020 – 2021 school year in the Hopatcong School District on an as needed basis due to scheduling issues:

Name	Nature of Action	School	Salary**	Date Effective	Date Terminated
James McDonald	Rescind	HHS	\$1,920		9/10/20
David Campagna	Appoint	HHS	\$2,400	9/10/2020	6/30/2021

**Stipends are dependent upon completion of partial or full duty. If only partial completion of activity takes place during 20-21, the payment will be pro-rated.*

- m. The following staff members are recommended for tenure (effective. 9/2/2020):

Stacy Christiano
Michael Farrell
Blair Harris
Jacqueline Henderson
Kelly Rodick

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

Course Approval

Name	Course Title	Credit(s)	Cost
Dominic Spuckes	Effective Classroom Management Strategies for the 21st Century	3	\$375

- o. Approval of the following salary guide movement*

Name	From	To	Effective Date
Alexa McLean	MA	MA+15	9-1-2020
Jacqueline Henderson	BA	BA+15	10-1-20

***Approval of the listed staff member to move up on the HEA guide due to increased education credentials.**

- p. Approval of the following as Athletic Event Staff Members for 2020-2021 athletic events, to be paid at the Board Approved rate of pay per position:

Christopher Buglovsky	Kathy LaRosa	Matthew Shaw
David Campagna	James McDonald	Linda Tappen
Heather DelBagno	Lynn Masterson	Katerina Visha
Enrico Fattorusso	Ana Marrazzo	Marilyn Volpe
Britany Huling	Ken Olsen	Kathy Ward
Tabitha Kestenholz	Nicole Roman-Gerena	Julie Wilson
		Stacy Yanko

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

Motion to approve 12a – 12q:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	Perrotti	Schindelar
Falconi-Shubert	Smith	Trumpore	McLean	

13. **STUDENTS AND SERVICES**

Approval of the following item, **13a-13b**, as recommended by the Superintendent of Schools and Student Achievement Committee of the Board:

- a. Approval for Brianna McGreevy, Ramapo College Social Worker Intern to work under Leticia Anthes, School Social Worker. Brianna will work in the school for approximately 21 hours per week beginning Monday, September 14, 2020.
- b. Approval for an out of placement for student ID No, 14466 who has been placed at East Mountain School, HMH, Carrie Clinic by Caring Partners of Morris and Sussex County NJ for the 2020/2021 school year. The effective date is September 17, 2020. The cost is \$323.00 per day for approximately 176 days totaling \$56,848.00

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Motion to approve 13a-13b:

(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	Travel Cost
Melissa Kennedy	Anti-Bullying Specialist Meeting	10/16/20	Virtual Zoom	\$0	\$0

Motion to approve Travel and Professional Development for September 2020:

(ACTION) Motion by _____, seconded by _____

Francis	Gallagher	Jacobus	Perrotti	Schindelar
Falconi-Shubert	Smith	Trumpore	McLean	

15. POLICY & REGULATIONS

Approval of item **15a**, 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 #
5536

Title
RANDOM TESTING FOR STUDENT ALCOHOL OR DRUG USE

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Regulation #

5536

Title

RANDOM TESTING FOR STUDENT ALCOHOL OR DRUG USE

Motion to approve 15a:

(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 acceptance of the NJ Digital Divide Grant Award for the 20-21 Fiscal Year in the amount of \$134,373.00
- b. It is recommended by the Superintendent that the Board of Education approve to donate obsolete fitness equipment to Defiance Fire Company #3.
- c. It is recommended by the Superintendent that the Board of Education approve Roofing Project Change Order #1 for the High School Auditorium Roofing Project in the amount of \$9,750.
- d. It is recommended by the Superintendent that the Board of Education approve the passing grade from a 65 to a 60.
- e. It is recommended by the Superintendent that the Board of Education approve the resolution approving reduction-in-force for the 2020/2021 school year as follows:

WHEREAS, N.J.S.A. 18A:28-9 provides that a board of education may enact a reduction-in-force (hereinafter "RIF") for reasons of economy or because of reduction in the number of pupil or of change in administrative or supervisory organization of the district or for other good cause; and

WHEREAS, the Hopatcong Borough School District (hereinafter "District") is in critical need of funds to conduct educational programs and comport with mandated safety and health requirements resulting from the unprecedented novel Coronavirus 2019 (hereinafter "COVID-19"); and

WHEREAS, the District has been and continues to be required to explore and exercise any and all possibilities to reduce costs due to an underfunded budget as a result of COVID-19 and severely diminishing State Aid; and

WHEREAS, school districts are required to provide students with a thorough and efficient education and to require that schools are operated efficiently; and

WHEREAS, the Superintendent of Schools has informed the Board of Education that one (1) Middle School Physical Education teacher position has been unfilled for the entirety of the 2018-2019 and 2019-2020 academic years; and

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WHEREAS, the Superintendent believes that the District is able to continue to provide students with a thorough and efficient education and that the District will be able to operate more efficiently with one (1) fewer Middle School Physical Education teacher position; and

WHEREAS, the decision as the specific teacher to be laid off has been based on seniority, pursuant to the rules and regulations of the State Board of Education; and

WHEREAS, the least senior Middle School Physical Education teacher (referred to as "Employee #80065"), inadvertently, was informed on May 26, 2020, that she would not be employed for the 2020-2021 academic year for reasons of economy and would be placed on the list of teaching staff subject to a RIF, prior to the Board of Education approving a RIF relating to this position; and

WHEREAS, following receipt of the aforesaid May 26, 2020 notice, Employee #80065 did not work or attempt to work in the District; and

WHEREAS, because Employee #80065 received adequate and timely notice, more than 60 days prior to the date she would have been required to report for work, that she would not be employed in the District, and because she did not, in fact, work from that date through today, it is equitable that the effective date of the RIF of Employee #80065 be made retroactive to September 1, 2020, the first day Employee #80065 would have been required to report to work; and

WHEREAS, the Board, as of May 26, 2020, would have been authorized by *N.J.S.A. 18A:28-9* to have taken action to eliminate the aforesaid teaching position in the absence of the action taken at that time by the Superintendent regarding this matter;

NOW THEREFORE BE IT RESOLVED that, upon the recommendation of the Superintendent, the following existing staff position hereby is eliminated as a reduction-in-force for reasons of economy:

Middle School Physical Education Teacher - [Employee #80065]

AND IT IS FURTHER RESOLVED that Employee #80065 shall be placed on the District's preferred eligibility list, and be notified should a position in the District, within that teacher's tenure eligibility, become available; and

IT IS FURTHER RESOLVED that, in addition to and independent of the aforesaid action, the Board, to the full extent permitted under law, hereby ratifies the Superintendent's action on May 26, 2020, notifying Employee #80065 that she would not be employed for the 2020-2021 academic year for reasons of economy and would be placed on the list of teaching staff subject to a RIF, such RIF to be effective as of September 1, 2020; and

IT IS FURTHER RESOLVED that, within 7 days, the Superintendent of Schools will provide a certified extract of the Action Item approving this Resolution, together with a copy

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of the within Resolution, to Employee #80065 so that she is informed of the Board of Education’s action herein.

Motion to approve 16a – 16e:

(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 – 17f**, 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 September 1, 2020 through September 28, 2020 in the amount of \$108,333.39 for Regular bills and \$556,182.40 for Bus Contractors.
- b. The Superintendent and the Director of Transportation recommend the **approval of 1 New School District**, Robert Treat Academy Charter School, Inc., as a New Member of the Sussex County Regional Transportation Cooperative for the 2020-21 School Year.
- c. The Superintendent and Director of Transportation recommend the **approval of the Hours Per Day** for the following Bus Drivers and Bus Aides effective for the 2020-21 School Year as follows:

Name	Position	Hours Per Day
Arnone, Tracy	Driver	6.0
Camacho, Maria	Driver	6.0
Dennis, Kelly	Driver	6.5
Dolan, Christopher	Driver	5.0
Jones, Jaime	Driver	8.0
McGrath, Tina	Driver	7.5
Moss, Lori	Driver	4.0
Urban, Michelle	Driver	7.25
Van Horn, Bobbie Jo	Driver	8.0
Fox, Jennifer	Aide	5.5
Gould, Theresa	Aide	5.5
Hompesch, Christine	Aide	3.0
Kriscunas, Mary	Aide	7.5
Padgett, Dawn	Aide	4.0

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- d. The Superintendent and the Director of Transportation recommend the **non-renewal** of **Bus Driver**, Employee # 81517, for the 2020-21 School Year due to a lack of student transportation routes.
- e. The Superintendent and the Director of Transportation recommend the **non-renewal** of **Bus Aide**, Employee # 81117, for the 2020-21 School Year due to a lack of student transportation routes.
- f.
 1. The Superintendent and the Director of Transportation recommend the **acceptance** of student transportation **quotations for Special Education Routes** for the 2020-21 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 2020-21 School Year as listed on Exhibit A.
 3. The Superintendent and the Director of Transportation recommend the **renewal of 2019-20 Student Transportation Routes** for the 2020-21 School Year at or below the State issued CPI increase of 1.70% or less as listed on Exhibit A.
 4. The Superintendent and the Director of Transportation recommend the **acceptance of Contract Addendums** for 2020-21 School Year Routes as listed on Exhibit A.
 5. The Superintendent and the Director of Transportation recommend the **renewal of 2019-20 Student Activity Routes** for the 2020-21 School Year at the State issued CPI of 1.70% or less as listed on Exhibit A.
 6. The Superintendent and the Director of Transportation recommend the **acceptance of bids** submitted from the **August 21, 2020** bid for the 2020-21 School Year as listed on Exhibit A.
 7. The Superintendent and the Director of Transportation recommend the **award of bids** submitted from the **August 21, 2020** bid to the lowest, responsible and responsive bus contractor company for the 2020-21 School Year as listed on Exhibit A.
 8. The Superintendent and the Director of Transportation recommend the **approval of Parental Transportation Contracts** for the 2020-21 School Year as listed on Exhibit A.

Motion to approve 17a – 17f:

(ACTION) Motion by _____, seconded by _____

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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