

HOPATCONG BOARD OF EDUCATION

REGULAR MEETING

December 20, 2021

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

7:00 p.m. Virtual

CALL TO ORDER

Time: _____pm

1. FLAG SALUTE

2. 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 virtual at 7:00 p.m. on December 20, 2021.

3. ROLL CALL

-----	Scott Francis	-----	Nicole Falconi-Shubert	-----	Jayna Gulan
-----	Dr.Schindelar	-----	Candice Smith	-----	Philip DiStefano
-----	Jackie Turkington	-----	Jennifer Polowchena	-----	Alex McLean

4. 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 Choose an item., seconded by Choose an item.

-----	Scott Francis	-----	Nicole Falconi-Shubert	-----	Jayna Gulan
-----	Dr.Schindelar	-----	Candice Smith	-----	Philip DiStefano
-----	Jackie Turkington	-----	Jennifer Polowchena	-----	Alex McLean

5. RECONVENE

Motion to Reconvene

(ACTION)Motion by Choose an item., seconded by Choose an item.

-----	Scott Francis	-----	Nicole Falconi-Shubert	-----	Jayna Gulan
-----	Dr.Schindelar	-----	Candice Smith	-----	Philip DiStefano

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-----	Jackie Turkington	-----	Jennifer Polowchena	-----	Alex McLean
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6. 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. November 22, 2021 – Regular Meeting

Motion to approve 6a:

(ACTION) Motion by Choose an item., seconded by Choose an item.

-----	Scott Francis	-----	Nicole Falconi-Shubert	-----	Jayna Gulan
-----	Dr.Schindelar	-----	Candice Smith	-----	Philip DiStefano
-----	Jackie Turkington	-----	Jennifer Polowchena	-----	Alex McLean

7. SUPERINTENDENT’S REPORT AND HIB REPORT

- a. Superintendent’s Report – **Joseph S. Piccirillo, Superintendent of Schools**
 - 1. Mrs. Katherine McFadden, NJMEA Admin Award
 - 2. Durban Ornament Project
- b. A second reading and approval of the Superintendent’s HIB Report for November 2021 as presented to the Board at the November meeting on November 22, 2021.
- c. Approval of the Superintendent’s HIB report for December 2021 for first reading and review as presented to the Board at the December meeting on December 20, 2021.

Motion to approve 7a – 7c:

(ACTION) Motion by Choose an item., seconded by Choose an item.

-----	Scott Francis	-----	Nicole Falconi-Shubert	-----	Jayna Gulan
-----	Dr.Schindelar	-----	Candice Smith	-----	Philip DiStefano
-----	Jackie Turkington	-----	Jennifer Polowchena	-----	Alex McLean

8. ACKNOWLEDGEMENTS/CORRESPONDENCE

- a. The following students were chosen as **Hopatcong High School’s Students of the Month** for their outstanding performance in November 2021:

- Grade 8** – William Bender
- Honorable Mention** – Gianna Terantino
- Grade 9** – Brenden Belar
- Grade 10** – Emanuel Stupar
- Honorable Mention** – Austin Roman

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Grade 11 – Frankie Wulf
Grade 12 – Markus Certo

- b. The following students were chosen as **Hopatcong High School Scholar Athlete of the Month** for their outstanding performance in November 2021:

Football – Michael Mastroeni, Senior
Cheerleading – Abigail Polowchena, Junior

- c. Congratulations the **Durban Ave Students** who went above and beyond to Fill Buckets with RESPECT in November.
- d. Congratulations to **Hopatcong High School 2021-2022 Scholar Athlete** Christy Brennan. The Scholar Athlete program is sponsored by Pass It Along in Sussex County. Scholar Athletes are High School Seniors who are honored for their hard work, altruism, and ambition in the classroom, on the field, and in their community.
- e. Congratulations to **Hopatcong High School** students Isabel Felicino (senior / clarinet), Jayla Elias (sophomore / clarinet), Steven George (sophomore / trumpet) and Nina Cid (junior / tuba) who auditioned for and were accepted to the North Jersey Area Band on December 11 at Wayne Hills High School. They competed with students from 39 high schools in Sussex, Morris, Essex, Passaic and Bergen Counties. They will participate in four intense rehearsals to work on challenging literature, and then perform a concert at Mt. Olive High School on Saturday, January 15.

Motion to approve 8a – 8e:

(ACTION) Motion by Choose an item., seconded by Choose an item.

-----	Scott Francis	-----	Nicole Falconi-Shubert	-----	Jayna Gulan
-----	Dr.Schindelar	-----	Candice Smith	-----	Philip DiStefano
-----	Jackie Turkington	-----	Jennifer Polowchena	-----	Alex McLean

9. PARENT/TEACHER

- a. Parent/Teacher Organization Representatives.

Motion to approve 9a:

(ACTION) Motion by Choose an item., seconded by Choose an item.

-----	Scott Francis	-----	Nicole Falconi-Shubert	-----	Jayna Gulan
-----	Dr.Schindelar	-----	Candice Smith	-----	Philip DiStefano
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10. PUBLIC COMMENT – GENERAL DISCUSSION

11. FINANCE

Approval of the following Finance items, 11a. – 11g, as recommended by the Superintendent of Schools and the Operations Committee of the Board:

- a. It is recommended by the Superintendent that bills for the General Fund and Special Revenues (Grants) account, November 22, 2021 through, December 20, 2021 be approved in the following amounts:
General Fund and Special Revenue (Grants) account - \$2,083,072.31
Cafeteria account - \$75,704.56
- b. It is recommended by the Superintendent that the board approve the Board Secretary's Report for the month of November 2021.
- c. It is recommended by the Superintendent that the board approve the Transfer Report for the month of November 2021.
- d. It is recommended by the Superintendent that the board approve the Treasurer's Report for the month of October 2021.

Motion to approve 11a – 11d:

(ACTION) Motion by Choose an item., seconded by Choose an item.

-----	Scott Francis	-----	Nicole Falconi-Shubert	-----	Jayna Gulan
-----	Dr.Schindelar	-----	Candice Smith	-----	Philip DiStefano
-----	Jackie Turkington	-----	Jennifer Polowchena	-----	Alex McLean

12. PERSONNEL

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

- a. Approval of employment of **Michelle Kelly** as Paraprofessional at Durban Avenue at the rate of \$13/hour plus \$1 differential for toileting effective December 21, 2021.
- b. Approval of **Amanda McCarthy** from Roving Nurse to Tulsa Trail School Nurse effective January 23, 2022.
- c. Approval of the resignation of **Luigi Galassi** from his position as Custodian effective December 1, 2021 for the purpose of retirement.
- d. Approval of the resignation of **Viannys Reyes** from her position as Paraprofessional effective January 4, 2022.
- e. Approval of **Lauren Christensen** to intern with Ms. Schuffenhauer at Durban Avenue School from January 18-May 12, 2022.
- f. Approval of **Heather Petersen** to intern at Durban Avenue starting the week of January 24, 2021, 10 hours per week, for a total of 150 hours to complete her Child Care Internship.

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- g. Approval of **Employee #80245** for an anticipated 12 weeks of FMLA leave beginning on January 13, 2022 to be taken consecutively or intermittently as needed over the next 12 months.
- h. Approval of **Employee #80023** to use earned sick days to take a paid medical leave of absence from January 5, 2022 through approximately February 22, 2022.
- i. Approval of **Employee #80040** for an unpaid leave of absence effective January 4, 2022 through June 30, 2022 with a return date of September 1, 2023.
- j. Approval of **Loren Turner** to work as the 5th grade ELA Special Education Temporary Assistance position, for the purpose of lesson planning and grading at a rate of \$35 per hour for 1-2 hours per week/per class period as needed.
- k. Approval of **Mike Bird** as Basketball Announcer at the rate of \$35 a game for the 2021-2022 season.
- l. Approval of the following Coaching/Advisor/Extra Duty Positions for the 2021-2022 school year:

Name	Nature of Action	Position	Class	Level	Salary
Susan Hill	Rescind	<i>Cafeteria Duty *Effective October 4, 2021.</i>	-	-	\$2,400 <i>*Stipend will be prorated for days worked</i>
David Campagna	Appoint	<i>Cafeteria Duty *Effective December 6, 2021. Stipend will be prorated for days worked</i>	-	-	\$2,400 <i>*Stipend will be prorated for days worked</i>
Nicole DeLuca	Appoint	High School Drama Choreographer	D	4	\$1,782

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

Course Approval /Reimbursement Approval

Name	Course Title	Course Number	Credit(s)	Cost
Alexa McLean	Language in Society	15:253:537	3	\$1,170.96
Stacey Christiano	Wilson Lang Trng-Clsrm (Tier 2) Fnd skills w/Fundations Fac Lvl's K,1,2, or 3	READ 8070	3	\$335
	LETRS Units 1-2	LIT5343	3	\$100
	LETRS Units 3 -4			

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		LIT5333	3	\$100
Jamie Gambuzza	Wilson Lang Trng-Clrsm (Tier 2) Fnd Skills w/Fundations Fac Lvl	READ 8070	3	\$335
		LETRS Units 1-2	3	\$100
		LETRS Units 3 -4	3	\$100
Emily Minervini Hilary Wolf Dorothea Stauffer	Multi-Sensory Reading 3	EDUC 7603	3	TBD
Aimee Landrud	Counseling Skills for School Nurses	CSP 5601	3	\$1,170.96

****The maximum rate of reimbursement per credit is \$390.32 for the 21-22 school year.***

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

Motion to approve 12a – 12n:

(ACTION) Motion by Choose an item., seconded by Choose an item.

-----	Scott Francis	-----	Nicole Falconi-Shubert	-----	Jayna Gulan
-----	Dr.Schindelar	-----	Candice Smith	-----	Philip DiStefano
-----	Jackie Turkington	-----	Jennifer Polowchena	-----	Alex McLean

13. 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

Approval of the following staff to attend Professional Development/Conference*

Name	Title	Cost
Mike Smith	NJDEP UST Training for Class A & B Operators	\$295

****Cost will be reimbursed upon completion of attendance and all documentation has been provided.***

Motion to approve Travel and Professional Development for December 2021:

(ACTION) Motion by Choose an item., seconded by Choose an item.

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-----	Scott Francis	-----	Nicole Falconi-Shubert	-----	Jayna Gulan
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-----	Jackie Turkington	-----	Jennifer Polowchena	-----	Alex McLean

14. POLICY & REGULATIONS

Approval of item **14a-14b**, 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 **SECOND READING**:

<u>Policy/Regulation #</u>	<u>Title</u>
P&R 5511	Dress and Grooming
P 1310	Employment of School Business Administrator/Board Secretary (M)
P 1522	School-Level Planning (Abolish)
P 1523	Comprehensive Equity Plan (M)
P 1530	Equal Employment Opportunities (M)
P 1550	Equal Employment/Anti-Discrimination Practices (M)
P 2200	Curriculum Content
P 2260	Affirmative Action Program for School and Classroom Practices (M)
P 2270	Religion in the Schools
P 2411	Guidance Counseling (M)
P 2423	Bilingual and ESL Education (M)
P 2431.3	Heat Participate Policy for Student-Athlete Safety
P 2622	Student Assessment (M)
P 2700	Services to Nonpublic School Students (M)
P 2427	Information Processing Skills (Abolish)
P 2320	Independent Study Programs
P 2360	Use of Technology
P 5516	Use of Electronic Communication and Recording Devices (ECRD)
R 7510	Use of School Facilities

- 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 **FIRST READING**:

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<u>Policy/Regulation #</u>	<u>Title</u>
P 0155	Board Committees
P 1310	Employment of School Business Administrator/Board Secretary
P 3111	Creating Positions
P 3124	Employment Contracts
P 3125.2	Employment of Substitute Teachers
P 3134	Assignment of Extra Duties
P 3211	Code of Ethics
P 3370	Teaching Staff Member Tenure
P 3425	Work Related Disability Pay
P 3437	Military Leave
P 3122	Affirmative Action Program for Employment and Contract Practices (Abolish)
P&R 3142	Nonrenewal of Nontenured Teaching Staff Member
P&R 3160	Physical Examination (M)

Motion to approve 14a-14b:

(ACTION) Motion by Choose an item., seconded by Choose an item.

-----	Scott Francis	-----	Nicole Falconi-Shubert	-----	Jayna Gulan
-----	Dr.Schindelar	-----	Candice Smith	-----	Philip DiStefano
-----	Jackie Turkington	-----	Jennifer Polowchena	-----	Alex McLean

15. STUDENTS AND SERVICES

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

- a. Approval for an out of district placement for student ID No. 14376 who has been placed at The Craig School for the 2021/2022 school year. The effective date is November 29, 2021 at a prorated tuition cost of \$40,311.60.
- b. Approval of the request by the parents/guardians of the following students to allow the students to participate in the Inter-district Public School Choice Program for September 2022, if accepted into their program:

Student Number	Current School	Current Grade	Choice Destination
12728	Hopatcong High School	8	Lenape Valley Regional School District
12714	Hopatcong High School	8	Lenape Valley Regional School District
11982	Hopatcong High School	11	Lenape Valley Regional School District
12706	Hopatcong High School	8	Lenape Valley Regional School District
13731	Hopatcong High School	8	Lenape Valley Regional School District
12676	Hopatcong High School	8	Lenape Valley Regional School District
13273	Hopatcong High School	8	Lenape Valley Regional School District

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13433	Hopatcong Middle School	6	Byram Township School District
13915	Hopatcong Middle School	4	Byram Township School District
14159	Tulsa Trail Elementary School	3	Byram Township School District
13286	Hopatcong High School	8	Lenape Valley Regional High School
12735	Hopatcong High School	8	Lenape Valley Regional School District
14025	Hopatcong High School	8	Kittatinny Regional School District or Lenape Valley Regional School District
12739	Hopatcong High School	8	Lenape Valley Regional School District
14674	Hopatcong High School	8	Lenape Valley Regional School District
14364	Tulsa Trail Elementary School	2	Byram Township School District
13269	Hopatcong High School	8	Lenape Valley Regional School District
12702	Hopatcong High School	8	Lenape Valley Regional School District
13351	Hopatcong Middle School	7	Byram Township School District or Roxbury Township School District

Motion to approve 15a-15b:

(ACTION)Motion by Choose an item., seconded by Choose an item.

-----	Scott Francis	-----	Nicole Falconi-Shubert	-----	Jayna Gulan
-----	Dr.Schindelar	-----	Candice Smith	-----	Philip DiStefano
-----	Jackie Turkington	-----	Jennifer Polowchena	-----	Alex McLean

16. RESOLUTIONS

- a. It is recommended by the Superintendent that the Board of Education approve the Updates to LEA Plan for Safe Return.
- b. It is recommended by the Superintendent that the Board of Education approve the correction of the level of Vincent Marinoni, Head Boys Basketball Coach from previously approved A/1, \$4,868 to the correct placement of A/3 \$6,718.

Motion to approve 16a-16b:

(ACTION)Motion by Choose an item., seconded by Choose an item.

-----	Scott Francis	-----	Nicole Falconi-Shubert	-----	Jayna Gulan
-----	Dr.Schindelar	-----	Candice Smith	-----	Philip DiStefano
-----	Jackie Turkington	-----	Jennifer Polowchena	-----	Alex McLean

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17. SUSSEX COUNTY REGIONAL COOPERATIVE

- a. The Superintendent and the Director of Transportation recommend the **approval of bills** for the Sussex County Regional Cooperative Operating account for November 23, 2021 through December 20, 2021 in the amount of \$15,377.48 for Regular bills and \$5,046,154.94 for Contractor bills.
- b. The Superintendent and the Director of Transportation recommend the **approval of a 2.9% increase for the 2021-2022 school year** retroactive to July 1, 2021 for the following Office Staff personnel:

Employee #	Position
80522	District Resolution/District Coordinator
80216	Public/Non Public Coordinator
81094	Administrative Assistant
80389	Special Education Coordinator

- c. The Superintendent and Director of Transportation recommend the **approval to dispose of vehicle** 1GBKG31K591112472 (2010 GM Collins) via an Interlocal transfer/sale agreement with Hunterdon County Educational Services Commission. The vehicle is no longer operable and repair costs exceed its appraised value. Total proceeds from the sealed auction bids are \$10,800.00.
- d.
1. The Superintendent and the Director of Transportation recommend the **acceptance of student transportation quotations for Special Education Routes** for the 2021-22 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** to the lowest, responsible and responsive bus contractor companies for the 2021-22 School Year as listed on Exhibit A.
 3. The Superintendent and the Director of Transportation recommend the **acceptance of contract addendums** for the 2021-22 School Year as listed on Exhibit A.
 4. The Superintendent and the Director of Transportation recommend the **approval of a Joint Transportation Agreement with Sparta Board of Education** for the 2021-22 School Year as listed on Exhibit A.

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5. The Superintendent and the Director of Transportation recommend the **acceptance** of a **correction** to an award of a bid submitted from the August 17, 2021 bid 2021-22-03 as listed on Exhibit A. (The correction is necessary due to a clerical error to correct the board minutes for county approval of the contract.)

(ACTION) Motion by Choose an item., seconded by Choose an item.

-----	Scott Francis	-----	Nicole Falconi-Shubert	-----	Jayna Gulan
-----	Dr.Schindelar	-----	Candice Smith	-----	Philip DiStefano
-----	Jackie Turkington	-----	Jennifer Polowchena	-----	Alex McLean

18. **BOARD OF EDUCATION – MEMBER COMMENTS**

19. **ADJOURNMENT**

Motion to adjourn:

(ACTION) Motion by Choose an item., seconded by Choose an item.

All in favor Choose an item. Time:

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ADDENDUM

December 20, 2021

Regular Meeting

- a. It is recommended by the Superintendent that the Board of Education approve the educational instruction services for student no. 12543 for five hours per week beginning December 16, 2021. Instruction will be provided by Saint Clare’s Hospital at a rate of \$55.00 per hour.
- b. It is recommended by the Superintendent that the Hopatcong Board of Education accept the agreement between Sussex County Educational Services and Hopatcong Borough Schools for Teacher Observations for the 2021-2022 school year.

Motion to approve Addendum items a-b:

(ACTION) Motion by _____, seconded by _____

-----	Alex McLean	-----	Scott Francis	-----	Jayna Gulan
-----	Dr.Schindelar	-----	Candice Smith	-----	
-----	Jackie Turkington	-----	Nicole Falconi-Shubert	-----	