

HOPATCONG BOARD OF EDUCATION

REGULAR MEETING

January 31, 2022

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 January 31, 2022.

3. **ROLL CALL**

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

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. December 20, 2021 – Regular Meeting
- b. January 3, 2022 – Special Meeting

Motion to approve 6a-6b:

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

-----	Scott Francis	-----	Nicole Falconi-Shubert	-----	Jayna Gulan
-----	Dr.Schindelar	-----	Gerard Gruenfelder	-----	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**
- b. A second reading and approval of the Superintendent’s HIB Report for December 2021 as presented to the Board at the December meeting on December 20, 2021. Approval of the Superintendent's HIB report for January 2022 for first reading and review as presented to the Board at the January meeting on January 31, 2022.

Motion to approve 7a – 7b:

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

-----	Scott Francis	-----	Nicole Falconi-Shubert	-----	Jayna Gulan
-----	Dr.Schindelar	-----	Gerard Gruenfelder	-----	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 December 2021:

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Grade 8 – Hailey Kennedy

Grade 9 – Layla Gonzalez

Grade 10 – Steven George

Grade 11 – Cesar Arana

Honorable Mention: Lindsay Hand and Tatiana Sinegra

Grade 12 – Keileen Trochez

Honorable Mention: Dylan Castro and Nayeli Ruiz

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

Girls Basketball – Christy Brennan, Senior

Boys Basketball – Jason O’Brien, Senior

- c. Congratulations the **Durban Ave Students** who went above and beyond to Fill Buckets with RESPECT in December.

Motion to approve 8a – 8c:

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

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

10. PUBLIC COMMENT – GENERAL DISCUSSION

11. FINANCE

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

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- a. It is recommended by the Superintendent that bills for the General Fund and Special Revenues (Grants) account, December 20, 2021 through, January 31, 2022 be approved in the following amounts:
 General Fund and Special Revenue (Grants) account - \$1,277,021.08
 Cafeteria account - \$74,205.28
- b. It is recommended by the Superintendent that the board approve the Treasurer’s Report for the month of November 2021.
- c. It is recommended by the Superintendent that the board approve writing-off Check# 1005, dated June 10, 2020 for the Richard Hodson Scholarship Account as the check has never been cashed.
- d. It is recommended by the Superintendent that the board approve the acceptance of a donation to the Coach Rick Fincken Memorial Scholarship.

CHECK #	AMOUNT	DONOR
791	\$50.00	Frankford Township School Sunshine Fund

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	-----	Gerard Gruenfelder	-----	Philip DiStefano
-----	Jackie Turkington	-----	Jennifer Polowchena	-----	Alex McLean

12. PERSONNEL

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

- a. Approval to retroactively amend the employment of **Michelle Kelly** as a Paraprofessional at Durban Avenue to an effective date of January 3, 2022 at a rate of \$14/hour plus \$1 differential for toileting at 5.75 hours a day.
- b. Approval of employment of **Shirley Hoyas** as a Paraprofessional at Durban Avenue effective date of February 1, 2022 at a rate of \$14/hour plus \$1 differential for toileting.
- c. Approval of employment of **Anwar Yousef** as Part-Time Custodian, 5 hours a day/5 days a week at a prorated salary of \$27,053 which represents .625 of step 2 of the custodian guide per contract.
- d. Approval of **Donald Dippel** to work as the Temporary Assistance position for 7th grade Science Special Education, 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.

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- e. Approval of **Loren Turner** to work as the Temporary Assistance position for 8th Grade Science, 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.
- f. Approval to accept the resignation, with regret, for the purpose of retirement of **Susan Hill** from her position as English Teacher effective February 1, 2022. She has worked in the district for the past 32 years.
- g. Approval to accept the resignation, with regret, for the purpose of retirement of **Leticia Anthes** from her position as School Social Worker effective July 1, 2022. She has worked in the district for the past 27 years.
- h. Approval of **Arthur DiBenedetto** as Part-Time Interim Assistant Superintendent, for 3 days a week at the rate of \$35 an hour, not to exceed 25 hours a week, beginning March 2, 2022 through June 30, 2022, in accordance with New Jersey law concerning the reemployment of retired certificated public school administrators, as set forth in N.J.S.A. 18:66-53.2(b).
- i. Approval of **Employee #81576** to take a paid leave of absence retroactively starting on December 6, 2021 through March 2, 2022, followed by an unpaid leave of absence beginning March 3, 2022 through March 30, 2022, followed by 60 days of FMLA/NJFLI beginning April 1, 2022 through June 27, 2022 followed by an unpaid leave through June 30, 2022.
- j. Approval of **Employee #80168** to retroactively extend their previously approved paid leave of absence from January 3, 2022 through January 14, 2022, then begin unpaid FMLA on 1/17/2022 through April 11, 2022, followed by an unpaid leave of absence on 4/12/2022 through June 30, 2022 with an anticipated return date of September 1, 2022.
- k. Approval of **Employee #80245** to use their previously approved unpaid FMLA for 60 consecutive days beginning January 17, 2022 through April 12, 2022 followed by an unpaid leave of absence for the remainder of the 2021-2022 school year with an anticipated return date of September 1, 2022.
- l. Approval of **Employee #80430** to take a leave of absence using FMLA to begin on January 31, 2022 with an end date of April 4, 2022.
- m. Approval of **Employee #80008** to take a paid leave of absence starting on January 21, 2022 with an anticipated return date of February 22, 2022 or cleared by a Doctor.
- n. Approval to extend the employment of **Kelly Tarvin** as a Long-Term Substitute at the Middle School for the remainder of the 2021-2022 school year with a prorated annual salary of \$61,855 which represents BA/Step 1 of the 2021 – 2022 HEA Salary Guide.
- o. Approval of the following staff to work as Contact Tracing Team at the hourly rate of \$50/hour as needed nights and weekends.
 - **Tara Santa**
 - **Amanda Marcazo**
 - **Susan Pallotta**

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- **Pamela Brennan**

- p. Approval of the following Coaching/Advisor/Extra Duty Positions for the 2021-2022 school year:

Name	Nature of Action	Position	Class	Level	Salary
Ana Sodi Maldonado	Appoint	Head Competition Cheerleading Coach	B	4	\$5,034
Keri Morabito	Appoint	Asst. Competition Cheerleading Coach	B	4	\$3,287

- q. 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
Dominick Spuckes	The Differentiated Classroom	EDUC 713K	3	\$375
	I'm So Stressed I Could Scream	EDUC 710 B	3	\$375
	Coaching a Growth Mindset	EDUC 718 N	3	\$375
Hilary Martin	Drugs: Licit and Illicit	EDUC_710V	3	\$375
Katie Schwab	Business Policies (Capstone)	BUS-491	3	\$1,170.96
	Interpersonal Management Skills	MGMT-470	3	\$1,170.96
Katarzyna Getto	School Nursing II	5510-070	3	\$1,170.96
Michele Culcasi	Technology Driven Curriculum and Social Media	CI6163	3	\$918
	Integrating Social Emotional Learning	CI6183	3	\$918
Kelly Rodick	ADD/ADHD Strategies and Interventions for the Classroom	EDUC_715G	3	\$375

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

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

Motion to approve 12a – 12r:

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

-----	Scott Francis	-----	Nicole Falconi-Shubert	-----	Jayna Gulan
-----	Dr.Schindelar	-----	Gerard Gruenfelder	-----	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

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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	Date
Melissa Kennedy	The Perfect Storm (Virtual)	\$35	2/15/2022
Kurt Zimmermann	Restorative Practice	Mileage \$9.80	1/26/2022
Mike Smith	Structural and Mechanical Systems	\$483	-

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

Motion to approve Travel and Professional Development for January 2021:

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

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

14. POLICY & REGULATIONS

Approval of item **14a**, 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 0155	Board Committees
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

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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:

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

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

15. STUDENTS AND SERVICES

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

- a. Approval for home instruction services for student no. 14471 for 5 hours per week. Instruction will be provided by Hopatcong certificated staff at the rate of \$35.00 per hour effective 1/3/22 for approximately 30 days.
- b. Approval for home instruction services for student no. 14560 for 5 hours per week. Instruction will be provided by Hopatcong certificated staff at the rate of \$35.00 per hour effective 1/4/22 until approximately 3/21/22.
- c. Approval for 10 hours of home instruction services for student no. 13777. Instruction will be provided by Hopatcong certificated staff at the rate of \$35.00 per hour from January 24, 2022 to January 28, 2022.
- d. Approval of the request for field trips.

Motion to approve 15a-15d:

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

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

16. RESOLUTIONS

- a. It is recommended by the Superintendent that the Board of Education approve the English Language learner Three-Year Plan 2021-2024.

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- b. It is recommended by the Superintendent that the Board of Education approve the amended 2022-2023 School Calendar.
- c. It is recommended by the Superintendent that the Board of Education approve Agreement with Best Choice Nursing services effective retroactively to January 3, 2022.
- d. It is recommended by the Superintendent that the Board of Education approve the Agreement with Tri-County for In Person Therapy.
- e. It is recommended by the Superintendent that the Board of Education approve the Comprehensive Annual Fiscal Report.
- f. It is recommended by the Superintendent that the Board of Education approve the door monitor pay for athletic events revert back to the \$50/game pay rate retroactive back to January 1, 2022.
- g. It is recommended by the Superintendent that the Board of Education accept the group size waiver for select Special Education classes at Hopatcong Middle School approved by the Office of Special Education Programs, Sussex County Office.
- h. It is recommended by the Superintendent that the Board of Education eliminate the "floor grade" of a "50" and reinstate the policy as implemented prior to the pandemic beginning Marking Period 3.
- i. It is recommended by the Superintendent that the Board of Education approve the School Board Recognition Month in New Jersey:

WHEREAS, The New Jersey School Boards Association has declared January 2022 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

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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 2022 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 16a-16j:

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

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

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 December 21, 2021 through January 31, 2022 in the amount of \$86,029.37 for Regular bills and \$4,655,152.40 for Contractor bills.
- b. The Superintendent and the Director of Transportation recommend the approval to hire Michelle Ketch for the position of Transportation Manager effective March 1, 2022 (or

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sooner upon release from her current contract) at a salary of \$67,500, prorated through June 30, 2022.

c.

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 student transportation **quotations for Athletic/Class/Field Trips** for the 2021-22 School Year as listed on Exhibit A.
4. The Superintendent and the Director of Transportation recommend the **award** of student transportation **quotations for Athletic/Class/Field Trips** to the lowest, responsible and responsive bus contractor companies for the 2021-22 School Year as listed on Exhibit A.
5. The Superintendent and the Director of Transportation recommend the **acceptance** of **contract addendums** for the 2021-22 School Year as listed on Exhibit A.

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

-----	Scott Francis	-----	Nicole Falconi-Shubert	-----	Jayna Gulan
-----	Dr.Schindelar	-----	Gerard Gruenfelder	-----	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: