

**HOPATCONG BOARD OF EDUCATION
REGULAR MEETING - MINUTES**

November 25, 2019

5:30 p.m. (Administration Building Room 41 - Open the meeting and enter Executive Session)
7:00 p.m. (Board of Education Meeting Room - Public Session)

A Regular Meeting of the Board of Education of the Hopatcong Borough School District was held on November 25, 2019 in the Board Meeting Room of the Administration Building, 2 Windsor Avenue, Hopatcong, New Jersey.

1. CALL TO ORDER

The meeting was called to order at 7:12 p.m.

2. FLAG SALUTE

3. NEW JERSEY OPEN PUBLIC MEETING ACT STATEMENT

Mr. Fasano, Board President, read the New Jersey Open Public Meetings Act 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 Board of Education Meeting Room, 2 Windsor Avenue, Hopatcong, NJ, at 7:00 p.m. on November 25, 2019.

4. MEMBERS PRESENT:

Mr. Anthony Fasano, President
Mr. Alex McLean, Vice President
Mr. Scott Francis
Mr. Warren Gallagher
Ms. Erin Jacobus
Ms. Michele Perrotti
Dr. Sarah Schindelar
Mrs. Candice Smith
Ms. Carol Trumpore

MEMBERS ABSENT:

Also Present: Mr. Art DiBenedetto, Superintendent, Mr. Joseph Piccirillo, Assistant Superintendent, Ms. Carolyn B. Joseph, Board Secretary, Richard Bauch, Esq.

5. EXECUTIVE SESSION

The Hopatcong Board of Education entered Executive Session prior to the opening of the public meeting.

6. RECONVENE

A motion to return to Public Session was made by Mrs. Smith, seconded by Ms. Jacobus. The motion carried with all in favor

7. APPROVAL OF MINUTES

Approval of the minutes of the following meetings, as reported by the Board Secretary and reviewed by the Board President and members of the Board:

- a. October 28, 2019 – Regular Meeting
- b. October 28, 2019 – Executive Session

Motion to approve Minutes 7a – 7b was made by Mrs. Smith, seconded by Ms. Jacobus:

Scott Francis	Yes	Warren Gallagher	Yes	Erin Jacobus	Yes
Alex McLean	ABSTAIN	Michele Perrotti	Yes	Sarah Schindelar	Yes
Candice Smith	Yes	Carol Trumpore	Yes	Anthony Fasano	Yes

Motion to approve Minutes 7a – 7b passed.

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8. ACKNOWLEDGEMENTS/CORRESPONDENCE

- a. Congratulations to **Stacy Yanko** for being recognized as the 2020 New Jersey ESP of the Year!
- b. Congratulations to **Shawna Longo** for being recognized with the TeachRock Star Teacher Award for representing TeachRock values and beyond.
- c. Congratulations to the Hopatcong Middle Students who made High Honor Roll and Honor Roll for the first marking period of the 2019 – 2020 school year.
- d. The following student achieved **Perfect Attendance** during the 2018 – 2019 school year. Congratulations on this accomplishment!

Amelie Syto Durban Avenue

- e. The following students were chosen as **Hopatcong High School’s Students of the Month** for their outstanding performance in October 2019:

Mia Francis, Freshman Scholastics (English 1 Honors)
Justin Basile, Junior Scholastics (English 3 CP)
Philip Engle, Junior Speciality Area (Instrumental/Music)

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

Marissa Fattorusso, Senior Cross Country
Jenna Fattorusso, Freshman Girls Tennis

Motion to accept Acknowledgments/Correspondence was made by Mrs. Smith, seconded by Ms. Perrotti.

All board members voted in favor.

9. SUPERINTENDENT’S REPORT AND HIB REPORT

- a. Superintendent’s Report – **Art DiBenedetto, Superintendent of Schools** –
- b. Presentation on the Hopatcong Schools District App – Kyle Bisignani and Joe Piccirillo – Full release on January 6, 2020 for use with smartphones.
- c. Two incidents in November were investigated and determined not to be HIB.

Motion to approve Superintendent’s Report and HIB 9a – 9c was made by Mrs. Smith, seconded by Dr. Schindelar:

Scott Francis	Yes	Warren Gallagher	Yes	Erin Jacobus	Yes
Alex McLean	Yes	Michele Perrotti	Yes	Sarah Schindelar	Yes
Candice Smith	Yes	Carol Trumpore	Yes	Anthony Fasano	Yes

Superintendent’s report and HIB report were approved.

10. COMMITTEE REPORTS

- a. Student Achievement – Community Relations, Curriculum, Personnel and Special Education: **Chairperson - Candice Smith** – Discussed items that are on the agenda.
- b. Operations – Finance, Facilities, Security and Transportation: **Chairperson - Alex McLean** – What was discussed is on the agenda.

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- c. Negotiations - Chairperson - Sarah Schindelar – Dr. Schindelar reported that the Negotiations committee met last Thursday, November 21, 2019 until 2:56am on the 22nd. Tentative MOA reached.
- d. Parent/Teacher Organization Representatives – None present.

Ms. Perrotti made a motion to accept 10a – 10d, seconded by Ms. Trumpore:

Scott Francis	Yes	Warren Gallagher	Yes	Erin Jacobus	Yes
Alex McLean	Yes	Michele Perrotti	Yes	Sarah Schindelar	Yes
Candice Smith	Yes	Carol Trumpore	Yes	Anthony Fasano	Yes

All board members voted to accept reports.

11. PUBLIC COMMENT

A member of the public congratulated the newly elected and re-elected Board members. A staff member congratulated Stacy Yanko on her recognition as the 2020 NJ ESP of the Year; thankful that the board and union have come to a MOA. Praise for the HS play – Coney Island Christmas which was one of the funniest plays performed at the HS.

12. FINANCE

Approval of the following finance items, **12a – 12d**, 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, October 29, 2019 through November 25, 2019 in the following amounts:
General Fund and Special Revenue (Grants) account - \$1,289,287.62
Cafeteria account - \$ 61,070.39
- b. Approval of the Transfer Report for the month of September 2019.
- c. Approval of the Board Secretary's Report for September 2019.
- d. Approval of the Treasurer's Report for the month of September 2019.

Motion to approve Finance 12a -12d made by Mr. McLean and seconded by Ms. Trumpore:

Scott Francis	Yes	Warren Gallagher	Yes	Erin Jacobus	Yes
Alex McLean	Yes	Michele Perrotti	Yes	Sarah Schindelar	Yes
Candice Smith	Yes	Carol Trumpore	Yes	Anthony Fasano	Yes

Finance motions 12a – 12d passed.

13. PERSONNEL

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

- a. Acceptance of the resignation, with regret, of **James Marino** from his position as History Teacher in the Hopatcong School District, for the purpose of retirement, effective January 1, 2020. Mr. Marino has served the district for 33 years.
- b. Acceptance of the resignation of **Alison Miller** as Paraprofessional at Durban Avenue School effective November 27, 2019.
- c. Approval of the request of **Jill Gleason** to take an unpaid leave of absence from her position as Paraprofessional at the Hopatcong Middle School retroactive to October 15 2019 with an approximate return date of December 3, 2019.
- d. Approval of **Katie Schwab** and **Amanda Marcazo** to be chaperones for the six nights that Hopatcong students will be participating in the Winter4Kids activities at the National Winter

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Activity Center in Vernon, NJ. The stipend for each chaperone is \$1,066 and will be paid for through the Warm Jackets Fund Grant.

- e. Approval of **John Canzone** for a medical leave of absence from his position as a Physical Education Teacher in the Hopatcong Middle School, effective November 18, 2019 until approximately February 19, 2020 or until medically cleared by his physician.
- f. Approval of **Danette Swanson** as a substitute for Middle School Physical Education Teacher at a rate of \$110.00 per day from November 18, 2019 until February 19, 2020 or until the employee is medically cleared by their physician.
- g. Approval of **Concetta Spano** to be a detention monitor at the Hopatcong Middle School for the 2019 – 2020 school year as needed at a rate of \$20 per hour.
- h. Approval of the employment of **John Cosgrove** as .6 Physical Education Teacher at a salary of \$110.00 per day, retroactively effective to November 18, 2019 through December 16. Effective December 17, 2019, salary will be \$33,469.80 prorated, based upon BA/Step 3, through the remainder of the 2019 – 2020 school year.
- i. Approval of **Ashley Stryko** to perform clinical experience during the month of December at Tulsa Trail School with certified staff members.
- j. Approval of **Maryanne Bourdett** as Payroll/Benefits Coordinator effective December 2, 2019 through June 30, 2020 at a prorated salary of \$65,000 per year.
- k. Approval of the employment of **Christine DeRosa**, as Grade 6-7 Social Studies Teacher at Hopatcong Middle School, at an annual salary of \$56,583 prorated based upon the Salary Guide Level BA/Step 7, effective January 2, 2020. This salary is based upon the 2017-2018 HEA Salary Guide and may change based upon outcomes of negotiations.
- l. Approval of the voluntary transfer of **Craig Vallaro** from Grade 6-7 Social Studies Teacher at Hopatcong Middle School to History Teacher at Hopatcong High School effective January 2, 2020.
- m. Approval of **substitutes, teachers, paraprofessionals, custodians and van drivers.**

Motion was made by Mr. Francis and seconded by Dr. Schindelar to approve Personnel

13a – 13m:

Scott Francis	Yes	Warren Gallagher	Yes	Erin Jacobus	Yes
Alex McLean	ABSTAIN	Michele Perrotti	Yes	Sarah Schindelar	Yes
Candice Smith	Yes	Carol Trumpore	Yes	Anthony Fasano	Yes

Personnel items 13a – 13m were approved.

14. STUDENTS & SERVICES

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

- a. Approval for home instruction services for student no. 14188 for 10 hours per week. Instruction will be provided by Hopatcong certified staff at the rate of \$35.00 per hour effective October 11, 2019.
- b. Approval to extend home instruction services for student no. 13871 for 5 hours per week. Instruction will be provided by Hopatcong certificated staff at the rate of \$35.00 per hour through December 2, 2019.
- c. Approval of field trip requests, as required by the New Jersey Department of Education.

Motion to approve Students and Services, 14a – 14c was made by Ms. Perrotti, seconded by Mr. McLean:

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Scott Francis	Yes	Warren Gallagher	Yes	Erin Jacobus	Yes
Alex McLean	Yes	Michele Perrotti	Yes	Sarah Schindelar	Yes
Candice Smith	Yes	Carol Trumpore	Yes	Anthony Fasano	Yes

Students and Services items 14a – 14c were approved.

15. CURRICULUM

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

- a. Approval of the updated High School Program of Studies subject to adjustment.

Motion to approve Curriculum item 15a, was made by Mrs. Smith and seconded by Ms. Trumpore:

Scott Francis	Yes	Warren Gallagher	Yes	Erin Jacobus	Yes
Alex McLean	Yes	Michele Perrotti	Yes	Sarah Schindelar	Yes
Candice Smith	Yes	Carol Trumpore	Yes	Anthony Fasano	Yes

Curriculum item 15a was approved.

16. POLICIES AND REGULATIONS

- 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:

NONE

- 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

17. RESOLUTIONS

Approval of the following items, **17a – 17d**, as recommended by the Superintendent of Schools:

- a. Approval of Mr. Joseph S. Piccirillo as Co-Affirmative Action Officer for the 2019 – 2020 school year.
- b. Approval of the Plan of Action for the 2019 – 2020 Superintendent Goals.
- c. Approval of the submittal of the DPR for QSAC.
- d. Approval of the addendum to the Long Range Facilities Plan for the refurbishing of the High School Track.

Mrs. Smith made a motion to approve 17a – 17d which was seconded by Ms. Jacobus:

Scott Francis	Yes	Warren Gallagher	Yes	Erin Jacobus	Yes
Alex McLean	Yes	Michele Perrotti	Yes	Sarah Schindelar	Yes
Candice Smith	Yes	Carol Trumpore	Yes	Anthony Fasano	Yes

Resolutions 17a – 17d, were approved.

18. SCHOOL BUS EVACUATION DRILLS

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Approval of the **School Bus Emergency Drill Report**, as required by New Jersey Administrative Code, N.J.A.C. 6A:27-11.2.

Mrs. Smith made a motion to approve the School Bus Emergency Drill Report, item 18, which was seconded by Ms. Perrotti:

Scott Francis	Yes	Warren Gallagher	Yes	Erin Jacobus	Yes
Alex McLean	Yes	Michele Perrotti	Yes	Sarah Schindelar	Yes
Candice Smith	Yes	Carol Trumpore	Yes	Anthony Fasano	Yes

Item 18 was approved.

19. SUSSEX COUNTY REGIONAL COOPERATIVE

Approval of the following items, **19a – 19d12**, 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 October 29, 2019 through November 25, 2019, in the amount of \$23,152.16 for Regular bills and \$3,120,436.14 for Bus Contractor bills.
- b. The Superintendent and the Director of Transportation recommend the **approval to accept the correction of a change in hours** for Dawn Padgett, Bus Aide, to 6.75 hours per day effective November 1, 2019.
- c. The Superintendent and the Director of Transportation recommend the **approval of a change in hours** for Sara Pollison, Bus Aide, to 5.25 hours per day effective December 1, 2019.
- d.
 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.
 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 Transportation recommend the **approval to renew** 2018-19 Routes for the 2019-20 School Year at the State issued CPI increase of 1.45% or less as listed on Exhibit A.
 7. The Superintendent and the Director of Transportation **recommend the approval of a correction** to renew 2018-19 Routes for the 2019-20 School Year at the State issued CPI increase of 1.45% or less as listed on Exhibit A.
 8. The Superintendent and the Director of Transportation recommend the **approval of corrections** to previously approved quoted and renewal routes as listed on Exhibit A. (The quotes and renewals were responsive and compliant in accordance with specifications. However, the revisions are necessary due to clerical errors to correct the board minutes for county approval of the contracts.)

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9. The Superintendent and the Director of Transportation recommend the approval of **Member Districts** for the 2019-2020 School Year as listed on Exhibit A.
10. The Superintendent and the Director of Transportation recommend the **acceptance** of **student transportation bids** submitted on **October 15, 2019** for the 2019-20 School Year as listed on Exhibit A.
11. 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 **October 15, 2019** bid for the 2019-20 School Year as listed on Exhibit A.
12. The Superintendent and the Director of Transportation recommend the **rejection** of **student transportation bids** for non-compliance issues or route terminations submitted on **October 15, 2019** for the 2019-20 School Year as listed on Exhibit A.

Mrs. Smith made a motion to approve 19a – 19d12, which was seconded by Ms. Jacobus:

Scott Francis	Yes	Warren Gallagher	Yes	Erin Jacobus	Yes
Alex McLean	Yes	Michele Perrotti	Yes	Sarah Schindelar	Yes
Candice Smith	Yes	Carol Trumpore	Yes	Anthony Fasano	Yes

Sussex County Regional Cooperative items 19a – 19d12 were approved.

Board President Anthony Fasano introduces Addendum for approval:

20.

ADDENDUM

November 25, 2019 - Regular Meeting

- a. 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.

NAME	APPROVAL	DATE(s)	REGISTRATION	TRAVEL.35	TUITION
Anthes, L	CST Mtg.travel	10/31/19		12.53	
Buglovsky, C	Bullying Cert	9/30-10/2		98.58	
Piereth, M	Conf. travel	11/6/19		12.77	
Hallenbeck, J	Bully Cert	9/30-10/2		112.35	
Kennedy, M	Conf. travel	10/11/19		9.92	
Montefusco, S	Conf. travel	10/14/19		25.11	
Dinnocenzo,M	Conf. travel	10/14/19		25.11	
Christiano, S	Conf. travel	10/4/19		21.88	
Kennedy, M	Conf. travel	10/1/19		8.68	
Fata, M	Conf. Approval	12/5/19	\$95		
Piccirillo, J	Course App.	1/6-4/24/20			2,215
Piccirillo, J	Tuition Reimb.	9/2-12/20/19	ED 917		2,215
Piccirillo, J	Tuition Reimb.	9/2-12/20/19	ED 945		2,215
Zimmerman,K	Field trip	12/5/19			
Anthes, L	CST Mtg.	12/11/19		12.39	
Henderson,J	Conf.	10/14/19	\$10		

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Brennan, K	Guide to BA15				
Canizaro, J	Guide toMA30				
McLean, A	Tuition Reimb		Lang/Culture		1,170.33
McClellan, A	Tuition reimb		Foundations		1,170.33
Hallenbeck,J	Course App.		MADS6707		
Hallenbeck,J	Course App.		MADS6617		
Hallenbeck, J	Course App.		MADS6604		
Total			\$105.00	\$339.32	\$8,985.66

- b. It is recommended by the Superintendent that the Board of Education approve the employment of **Adrienne Bleibdry** 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 November 26, 2019.
- c. It is recommended by the Superintendent that the Board of Education approve the **Memorandum of Agreement** between the Hopatcong Borough schools and the **Hopatcong Police Department** in accordance with the N.J.A.C. 6A:16-6.2(b) 13 through 14 as provided by the NJ Attorney General and NJ Commissioner of Education.
- d. It is recommended by the Superintendent that the Board of Education approve PlanConnect, LLC, as the Third Party Administrator for its Section(s) 403(b) of the Internal Revenue Code of 1986, as amended, Plan, pursuant to the Hold Harmless and Third Party Administrative Agreement between Hopatcong Borough School District and PlanConnect, LLC.
- e. It is recommended by the Superintendent that the Board of Education approve the write-off (cancelling) of the following cafeteria account checks:

Check #	Amount
67	\$1.50
70	\$8.00
71	\$1.30
73	\$4.50
74	\$2.30
76	\$1.35
79	\$19.15
81	\$3.00
83	\$1.35
88	\$5.50
124	\$8.50

- f. It is recommended by the Superintendent that the Board of Education approve the **Nursing Services Plan for the 2019/2020 School Year**, as required by NJQSAC, and assignment plan for certified nurses assigned to the school respectively during those hours when school is in session to complete duties outlined in N.J.A.A. 6A: 16-2.1 (e) 1, as follows:

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Certified Nurse	School
Maureen Warden	High School
Ana Voloshin	Middle School
Jacqueline Henderson	Tulsa Trail
Rosemary Smith	Durban Avenue

- g. It is recommended by the Superintendent that the Board of Education approve additional bus route to cut down lateness of PM busses to Tulsa Trail and Durban Avenue. The new route is HMS-8 at a cost of \$37,000 per year prorated starting December 1, 2019.
- h. It is recommended by the Superintendent that the Board of Education approve the request of **Donald Forst** for a medical leave of absence from his position as Lead Custodian, effective December 3, 2019 through January 1, 2020, or until medically cleared by his physician.
- i. It is recommended by the Superintendent that the Board of Education approve requisition from cell tower revenue for High School initiatives in the amount of \$29,622.63. These are items that have been purchased out of the High School Supply Line and the requisition is to reimburse the Supply Line. (PO 201224, PO 201216, PO 201311, PO 201636)

Ms. Perrotti made a motion to approve Addendum items 20a – 20i; was seconded by Ms. Trumpore:

Scott Francis	Yes	Warren Gallagher	Yes	Erin Jacobus	Yes
Alex McLean	Yes ABSTAIN a,b,d	Michele Perrotti	Yes	Sarah Schindelar	Yes
Candice Smith	Yes	Carol Trumpore	Yes	Anthony Fasano	Yes

Addendum Items 20a- 20i were approved.

21. BOARD OF EDUCATION - MEMBER COMMENTS

- Michele Perrotti – Congratulations to Stacy Yanko. A very Happy Thanksgiving!
- Scott Francis – Congratulations to Stacy Yanko. Cool app...good job Kyle. Thanks to Art, the Board meetings are only an hour now. Thank you for coming.
- Erin Jacobus – Congratulations to Stacy Yanko. Very excited about the app. Thank you for coming.
- Candice Smith – Dec. 6...Dance for K – 5 at MS for Project Grad; Dec. 3 Presto Flowers – Santa will be there; Dec. 14....Community Night of Hope. Happy Thanksgiving
- Alex McLean – Congratulations to Stacy Yanko for ESP of Year and congratulations to Anthony Fasano, elected Sussex County Freeholder; Warren Gallagher and Nicole Schubert for re-election and election to Board of Education; Thanked Negotiation Committee for the extensive amount of work they have done. The shorter Board meetings are a tribute to Art and Joe. Happy Thanksgiving.
- Carol Trumpore – Congratulations to Stacy Yanko; Warren, Alex and Nicole Shubert. Congratulations to Anthony Fasano for the next chapter as a Freeholder. And kudos to Kyle for developing the app. Happy Thanksgiving.
- Warren Gallagher – Congratulations to Stacy Yanko – we need to recognize how much the guidance dept. does and support them. Thank you to Negotiations committee. Hopatcong is on an upswing. Happy Thanksgiving.

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- Sarah Schindelar – Glad Mrs. DeRosa is back to teach. Thank you to Stacy Yanko for a job well done. Attended the HS play, Coney Island Christmas and found it fun and hilarious. Happy Thanksgiving and please support the Night of Hope.
- Anthony Fasano – Thank you to Stacy Yanko for doing such a wonderful job. Thank you for the past 6 years on this Board. Thank you to the staff, Art DiBenedetto and Joseph Piccirillo. Super thankful for the people on this Board. Happy Thanksgiving. Please support the Night of Hope.

22. ADJOURNMENT

Motion to adjourn was made by Mrs. Smith, seconded by Ms. Perrotti.

All in favor

Time: 8:15 p.m.

Respectfully submitted,

Carolyn B. Joseph

Board Secretary