

# HOPATCONG BOARD OF EDUCATION

## REGULAR MEETING MINUTES

February 28, 2022

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

7:00 p.m.

### CALL TO ORDER

Time: 7:00 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 at 7:00 p.m. on February 28, 2022.

3. **ROLL CALL**

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

Ms. Gulan arrived at 6:40pm and Mr. Mclean arrived at 7:03pm

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 Polowchena , seconded by Falconi-Shubert

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

5. **RECONVENE**

**Motion to Reconvene**

(ACTION)Motion by Turkington, seconded by Polowchena

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Yes	Scott Francis	Yes	Nicole Falconi-Shubert	Yes	Jayna Gulan
Absent	Dr.Schindelar	Yes	Gerard Gruenfelder	Yes	Philip DiStefano
Yes	Jackie Turkington	Yes	Jennifer Polowchena	Yes	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. January 31, 2022 – Regular Meeting

**Motion to approve table 6a:**

(ACTION)Motion by Gruenfelder, seconded by DiStefano

No	Scott Francis	No	Nicole Falconi-Shubert	Yes	Jayna Gulan
Absent	Dr. Schindelar	Yes	Gerard Gruenfelder	Yes	Philip DiStefano
Yes	Jackie Turkington	No	Jennifer Polowchena	No	Alex McLean

**Motion fails**

**Motion to approve 6a:**

(ACTION)Motion by Turkington, seconded by Polowchena

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

### 7. SUPERINTENDENT’S REPORT AND HIB REPORT

- a. Superintendent’s Report – **Joseph S. Piccirillo, Superintendent of Schools**

1. PreK Update – start of state preschool expansion grant program
2. COVID Update – March 7 mask optional, masks not required on busses
3. Orchestra Club – instruments provided by local private school, sharing staff and students at the MS. (expected to start in the next few weeks, waiting on instruments). Exploring opportunities for students to participate in cross curricular opportunities.
4. Ski Club – offered through warm jackets fund grant. 40 Students.
5. Half Days for Students - March 14, 15 & 16 District Wide (Parent conferences for Elementary, Secondary professional development).
6. HS Graduation – Thursday, June 9
7. Contract Review – contracts reviewed by attorney and risk management.

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8. Budget Process Update – March 14<sup>th</sup> committee of the whole to discuss normal committee agendas and preliminary budget, 5:30pm meeting start time.

b. A second reading and approval of the Superintendent’s HIB Report for January 2022 as presented to the Board at the January meeting on January 31, 2022. Approval of the Superintendent’s HIB report for February 2022 for first reading and review as presented to the Board at the February meeting on February 28, 2022.

**Motion to approve 7a – 7b:**

(ACTION) Motion by Falconi-Shubert, seconded by Gulan

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

### 8. **ACKNOWLEDGEMENTS/CORRESPONDENCE**

- a. Congratulations to **Michael Mastroeni** on Young Man of the Year award.
- b. Congratulations to **Christy Brennan** on breaking Hopatcong's Basketball points record and for reaching 2000 points in her High School career.
- c. Congratulations to followings students for passing the Seal of Biliteracy.

**Andrea Londono**  
**Julio Marroquin Juarroz**  
**Thomas O'Brien**  
**Claudia Leon**  
**Keileen Trochez Tome**  
**David Garcia**  
**Danna Contreras Ordenana**

- d. Congratulations to **High School Hockey Team** – 2<sup>nd</sup> Place Haas Cup.
- e. Congratulations to **Competition Cheerleading** – 2<sup>nd</sup> Place Maryland Nationals.
- f. The following students were chosen as **Hopatcong High School’s Students of the Month** for their outstanding performance in January 2022:

Grade 8 – **Mason LaTorre**  
Grade 10 – **Gregory Smith**  
Grade 11 – **Tatiana Sinegra**  
Grade 12 – **Emilyanne Eckardt**  
Honorable Mention: **Patrick Terebecke** and **Leilani Vasco**

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- g. The following students were chosen as **Hopatcong High School Scholar Athlete of the Month** for their outstanding performance in January 2022:

Bowling – **Travis Beeh**, Senior  
Ice Hockey – **Ethan Tillery**, Junior

- h. Congratulations to Hopatcong High Schools High Honor and Honor Roll for Marking Period 2.  
i. Congratulations to Hopatcong Middle Schools High Honor and Honor Roll for Marking Period 2.

**Motion to approve 8a – 8i:**

(ACTION) Motion by DiStefano, seconded by Turkington

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

**9. PARENT/TEACHER**

- a. Parent/Teacher Organization Representatives – Nicole Falconi-Shubert re: HEPTO reported that Books and Beyond is in full swing and fundraisers are beginning soon, i.e., Gertrude Hawk, Display My Art which puts students’ artwork on mugs and blankets. There will be a BOGO at the Book Fair and they are thinking of offering a family painting night as a fundraiser. Jackie Turkington reports on HS PTO – May 21, 2022 High School Tricky Tray; HS Drama Club performing Beauty & the Beast on May 5, 6, 7; vendors can advertise in play booklet; Marching Band will play in the lobby at the NJ Devils vs. Rangers game on March 22, 2022 at the Prudential Center.

**Motion to approve 9a:**

(ACTION) Motion by Mclean, seconded by Turkington

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

**10. PUBLIC COMMENT – GENERAL DISCUSSION**

Linda Padula – appreciates Snow Days but why don’t we have any days built into calendar.

Cathy Cronin-Terebecke – concern about the scheduling of the Senior Prom and Graduation on consecutive days – June 8, June 9 – takes away from student’s

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enjoyment of both events. Ms. Cronin-Terebecke spoke to Perona Farms which stated that if we changed the date of the prom, the class will incur no loss. Superintendent Piccirillo responds that neither the Superintendent’s office nor the board get involved with the scheduling of these events but they will look into it.

**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, January 31, 2022 through, February 28, 2022 be approved in the following amounts:  
 General Fund and Special Revenue (Grants) account - \$1,409,857.56  
 Cafeteria account - \$68,205.32
- b. It is recommended by the Superintendent that the board approve the Board Secretary’s Report for November 2021 and December 2021.
- c. It is recommended by the Superintendent that the board approve the Transfer Reports for November 2021 and December 2021.
- d. It is recommended by the Superintendent that the board approve the Treasurer’s Report for November 2021 and December 2021.
- e. It is recommended by the Superintendent that the board approve writing-off Check# 1005, for \$500.00 dated June 10, 2020 for the Richard Hodson Scholarship Account as the check has never been cashed.
- f. It is recommended by the Superintendent that Jeff Hallenbeck, Business Administrator/Board Secretary be designated as the Public Agency Compliance Officer (P.A.C.O.)
- g. It is recommended by the Superintendent that the board approve the acceptance of a donation to the Coach Rick Fincken Memorial Scholarship.

MONEY ORDER #	AMOUNT	DONOR
27401586546	\$50.00	Ms. Amanda McBryar

**Motion to approve 11a – 11g:**  
 (ACTION) Motion by Turkington, seconded by Gulan

Yes	Scott Francis	Yes	Nicole Falconi-Shubert	Yes	Jayna Gulan
Absent	Dr.Schindelar	Yes	Gerard Gruenfelder	Yes	Philip DiStefano
Yes	Jackie Turkington	Yes	Jennifer Polowchena	Yes	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:

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- a. Approval of employment of **Glaucielle Manco** as a Paraprofessional at the High School with an effective date of March 1, 2022 at a rate of \$14/hour. Should toileting be required there will be an additional \$1 added to the hourly rate.
- b. Approval of employment of **Amie Robertson** as a Paraprofessional at Durban Ave with an effective date of March 7, 2022 at a rate of \$14/hour plus \$1 differential for toileting.
- c. Approval to rescind the 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 employment of **Brandon Cooper** as Full-Time Custodian with a prorated salary of \$43,289 minus \$400 for not having a black seal, which represents step 2 of the custodian guide per contract with an effective date of February 28, 2022.
- e. Approval of **Jeremy Autore** to work as the Temporary Assistance position for 4th Grade LLD Class, 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 of **Daniel Grodsky** from his position as Multiple Disabilities Teacher at the Hopatcong High School effective March 27, 2022.
- g. Approval to accept the resignation of **Rossella Tripodi** from her position as High School Cosmetology Teacher effective April 29, 2022.
- h. Approval to accept the resignation, for the purpose of retirement of **Robert Duncan** from his position as a Custodian effective February 28, 2022. Robert has worked for the Hopatcong School District for the past 14 years.
- i. Approval to accept the resignation of **Carmela Harrison** from her position as Paraprofessional effective February 28, 2022.
- j. Approval to accept the resignation, for the purpose of retirement of **Laurie Solberg** from her position as Paraprofessional effective February 28, 2022. Laurie has worked for the Hopatcong School District for the past 14 years.
- k. Approval of **Pamela Brennan** as ELA Portfolio Teacher and **Karen Cubberly** as Math Portfolio Teacher at the High School at a rate of \$30.00 per hour, for 3 hours of instructional time and 5 hours of preparation time per week, for a total of 8 hours per week, effective February 22, 2022 to approximately May 6, 2022.
- l. Approval of **Vincent Marinoni** to provide home instruction as needed.
- 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:

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### *Course Approval /Reimbursement Approval*

Name	Course Title	Course Number	Credit(s)	Cost
Michelle Minimi	School Law and Mental Health Code	CSP 6960	3	\$2378.92
Ashley Miller	Brain Based Teaching and Learning	EDIN 542	3	\$1,170.96
Ashley Miller	CTE CE EPP Stage II	EDIN 560	3	\$1,170.96
Carolyn Olsen	CTE CE EPP Stage II	Stage II	3	\$685

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

n. Approval of substitutes, teachers and paraprofessionals.

a. Milagro Segura – Paraprofessional

b. Nicole Zupp – Substitute Teacher

**Motion to approve 12a – 12n:**

(ACTION)Motion by Falconi-Shubert, seconded by Polowchena

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

\*- Abstain f, g, k, n,

**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	Date
McKenzie Norris	2022 NJECC Annual New Jersey Educational Technology Conference (Virtual)	\$125	3/9/22
Pamela Brennan	2022 NJECC Annual New Jersey Educational Technology Conference (Virtual)	\$125	3/9/22

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

**Motion to approve Travel and Professional Development for February 2022:**

(ACTION)Motion by Mclean, seconded by Gulan

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Absent	Dr.Schindelar	Yes	Gerard Gruenfelder	Yes	Philip DiStefano
Yes	Jackie Turkington	Yes	Jennifer Polowchena	Yes	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 **FIRST READING**:

<u>Policy/Regulation #</u>	<u>Title</u>
P 4160	PHYSICAL EXAMINATION (M)
P 5116	EDUCATION OF HOMELESS CHILDREN
P 5320	IMMUNIZATION
P 5411	PROMOTION FROM EIGHTH GRADE (ABOLISH)
P&R 5200	ATTENDANCE (M)
P&R 5330.04	ADMINISTERING AN OPIOID ANTIDOTE (M)
P&R 5350	STUDENT SUICIDE PREVENTION (M)

**Motion to approve 14a:**

(ACTION) Motion by DiStefano, seconded by Falconi-Shubert

Yes	Scott Francis	Yes	Nicole Falconi-Shubert	Yes	Jayna Gulan
Absent	Dr.Schindelar	Yes	Gerard Gruenfelder	Yes	Philip DiStefano
Yes	Jackie Turkington	Yes	Jennifer Polowchena	Yes	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 continued 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 until approximately 3/1/22.
- b. Approval for 10 hours of home instruction services per week for student no. 14466. Instruction will be provided by Hopatcong certificated staff at the rate of \$35.00 per hour from February 10, 2022 until approximately April 1, 2022.



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**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	-----	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 submission of the 2020-2021 HIB Grade Self Assessment to the New Jersey Department of Education.
- b. It is recommended by the Superintendent that the Board of Education approve the HOPA side bar.

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

**17. SUSSEX COUNTY REGIONAL COOPERATIVE (Transportation Cooperative Funds)**

- a. The Superintendent and the Director of Transportation recommend the **approval of bills** for the Sussex County Regional Cooperative Operating account for February 1, 2022 through February 28, 2022 in the amount of \$10,552.97 for Regular bills and \$4,679,147.60 for Contractor bills.
- b. The Superintendent and the Director of Transportation recommend the **approval of travel** to attend the Annual NJ Pupil Transportation Conference and Exhibit Show in Atlantic City, NJ, March 24<sup>th</sup>-25<sup>th</sup>, 2022. The conference costs are in compliance with the state travel reimbursement guidelines/state waiver. Total cost of conference registration, lodging and mileage not to exceed \$1,720.00 for the following staff: Janine Byrnes, Kathy Schwab, Dana Jones.

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- c. The Superintendent and the Director of Transportation recommend the approval of Fair Lawn Public School District as a ***New Member District for*** the 2021-22 School Year.
- d. The Superintendent and the Director of Transportation recommend the ***approval for Participation in Coordinated Transportation*** contracts with Warren County Special Services School District for the 2022-2023 School Year.
- e. The Superintendent and the Director of Transportation recommend the ***approval of the 2021-22 salary*** of \$105,000 for Kathleen Schwab, Assistant Director, retroactive to July 1, 2021.
- f.
  - 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 ***bids submitted*** from the December 14, 2021 Bid # 2021-22-05 for the 2021-22 School Year as listed on Exhibit A.
  - 6. The Superintendent and the Director of Transportation recommend the ***award of bids submitted*** from the December 14, 2021 Bid # 2021-22-05 to the lowest, responsible and responsive bus contractors for the 2021-22 School Year as listed on Exhibit A.
  - 7. The Superintendent and the Director of Transportation recommend the ***rejection of bids submitted*** from the December 14, 2021 Bid # 2021-22-05 due to non-compliance or termination of routes for the 2021-22 School Year as listed on Exhibit A.
  - 8. The Superintendent and the Director of Transportation recommend the ***acceptance of contract addendums*** for routes for the 2021-22 school year as listed on Exhibit A.

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9. The Superintendent and the Director of Transportation recommend the **acceptance of corrections** on the 2021 Extended School Year Renewal as listed on Exhibit A. (The corrections are necessary due to clerical errors to correct the board minutes for county approval of the contracts.)
  
10. The Superintendent and the Director of Transportation recommend the **acceptance of corrections** on the 21-22 School Year Renewal Routes as listed on Exhibit A. (The corrections are necessary due to clerical errors to correct the board minutes for county approval of the contracts.)

**Motion 15a-b through 17f -10**

(ACTION) Motion by Falconi-Shubert, seconded by Gulan

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

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

Mrs. Turkington: Thanked all for coming to meeting; indicated that Ms. Cronin-Terebecke would receive answers to her questions regarding the scheduling of Prom and Graduation on consecutive nights. Always happy for productive conversation. The board is working diligently to ensure good and positive things are happening here and they all have the best interests of the Hopatcong students at heart.

Mrs. Gulan: Thanks Jackie Turkington for all her positive comments. The board should ask questions before meeting and they should all try to communicate better as a team.

Mrs. Polowchena: Ditto to above. Can't wait until March 7 and no more mask wearing. Boys Varsity Basketball are conference champs.

Mrs. Falconi-Shubert: Thank you to Joe for his work on reviving the ski club and working with the Chinese school which took over HMX to establish an Orchestra Club and introduce the Cello, Viola and Violin to our students. A shout-out to Mr. Dipple at the MS who is offering help to students that are not even in his classes. It is so nice to celebrate all these great students and athletes that are wonderful role models to the younger students.

Mr. McLean: Good seeing the kids here in the meeting. Thank you for coming.

Mr. DiStefano: The Pre-K opportunity is great; very happy about that opportunity; Gerry was right, it is not clear on the agenda that there is a separate budget for Co-op.

Mr. Gruenfelder: Very concerned with the \$1.9m budget gap that the district is facing and the Finance Committee is working very hard to try and close that gap.

Mr. Francis: School district finances are a very complicated system; everyone on this board is doing it from their heart; Mr. Francis read a quote that he saw today that says,

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in essence, those that are encouraged to do better...will. He closed with “Stay optimistic” and thank you all for coming.

### 19. **ADJOURNMENT**

**Motion to adjourn:**

(ACTION) Motion by DiStefano, seconded by Falconi-Shubert

All in favor Yes Time: 8:29 pm

Respectfully submitted by,

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Jeff Hallenbeck, Board Secretary