

# HOPATCONG BOARD OF EDUCATION

## ANNUAL APPOINTMENTS AND APPROVALS/PUBLIC HEARING MINUTES

April 29, 2024

6:00 pm. Open the Meeting and enter Executive Session in the Administration Building: Room 21

**Public Portion will begin at 7:00 p.m in the Board Meeting Room**

2 Windsor Avenue, Hopatcong, NJ 07843

### CALL TO ORDER

Time: 7:02 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 following the Executive Session (in room 21) which starts at 6:00 p.m. on April 29, 2024 at the Hopatcong Board of Education, Board meeting room in the Administration Building.

3. **ROLL CALL**

Present	Joseph Falconi	Present	Nicole Falconi-Shubert	Present	Philip DiStefano
Present	Natalia Cappello	Present	Jayson Cittrich	Present	Jayna Gulan
Present	James Chaffee, Jr.	-----		Present	Jennifer Polowchena

4. **EXECUTIVE SESSION**

A motion will be made that the Hopatcong Board of Education will enter Executive Session in room 21 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. following the executive session.

**Motion to enter executive session:**

(ACTION)Motion by DiStefano. seconded by Chaffee

Yes	Joseph Falconi	Yes	Nicole Falconi-Shubert	Yes	Philip DiStefano
Yes	Natalia Cappello	Yes	Jayson Cittrich	Yes	Jayna Gulan
Yes	James Chaffee, Jr.	-----		Yes	Jennifer Polowchena

5. **RECONVENE**

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**Motion to Reconvene**

(ACTION) Motion by Falconi seconded by Gulan

Yes	Joseph Falconi	Yes	Nicole Falconi-Shubert	Yes	Philip DiStefano
Yes	Natalia Cappello	Yes	Jayson Cittrich	Yes	Jayna Gulan
Yes	James Chaffee, Jr.	-----		Yes	Jennifer Polowchena

**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. March 18, 2024 - Executive Session
- b. March 18, 2024 - Regular Meeting

**Motion to approve 6a-6b:**

(ACTION) Motion by Falconi seconded by Gulan

Yes	Joseph Falconi	Yes	Nicole Falconi-Shubert	Yes	Philip DiStefano
Yes	Natalia Cappello	Yes	Jayson Cittrich	Yes	Jayna Gulan
Yes	James Chaffee, Jr.	-----		Yes	Jennifer Polowchena

**7. APPOINTMENT OF BOARD MEMBER TO FILL VACANCY**

a. After considering three candidates to fill the position vacated by Mr. Alex McLean, the Board Education wishes to appoint Scott Francis. Pursuant to N.J.S.A. 18A:12-15, because this vacancy is being filled prior to the third Monday in July, the successful candidate will serve only until the organizational meeting following the next annual school election.

**Motion to approve 7a :**

(ACTION) Motion by Chaffee. Seconded by Polowchena

Yes	Joseph Falconi	Yes	Nicole Falconi-Shubert	Yes	Philip DiStefano
Yes	Natalia Cappello	Yes	Jayson Cittrich	Yes	Jayna Gulan
Yes	James Chaffee, Jr.	-----		Yes	Jennifer Polowchena

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8. **ADMINISTRATION OF OATH OF OFFICE - NEWLY APPOINTED BOARD MEMBER**

Mr. Hallenbeck, Board Secretary administers the Oath of Office to Mr. Francis.

9. **SUPERINTENDENT'S REPORT AND HIB REPORT**

- a. Superintendent's Report – **Mr. Jeffery Hallenbeck, Acting Superintendent of Schools** - Congratulations to the Drama Program. Would like to thank Ms. Batch, Ms. Nardone and Mr. Cerulo and all the parent volunteers for all their hard work. Wonderful performance of *Oklahoma* last week. So proud of the commitment and dedication of all the students and everyone else who worked on this production.
- b. Approval of the Superintendent's HIB report for April 2024 for first reading and review as presented to the Board at the April meeting on April 29, 2024. - There were no HIBs last month. This month there was one confirmed HIB and another incident which after investigation was neither a HIB nor a Code of Conduct.
- c. **Student Representatives**, Lana Cocal - Thomas Galvez Perea  
Miss Cocal reported that NJSLA testing is taking place this week and AP testing begins next week. Hopatcong SAT scores are on the rise. Avery Miller pitched her 200th strike out.

**Motion to approve 9a – 9c:**

((ACTION))Motion by Gulan. Seconded by DiStefano

Yes	Joseph Falconi	Yes	Nicole Falconi-Shubert	Yes	Philip DiStefano
Yes	Natalia Cappello	Yes	Jayson Cittrich	Yes	Jayna Gulan
Yes	James Chaffee, Jr.	Yes	Scott Francis	Yes	Jennifer Polowchena

10. **ACKNOWLEDGEMENTS/CORRESPONDENCE**

- a. The following students were chosen as **Hopatcong High School's Students of the Month** for their outstanding performance in March, 2024.  
Grade 8 – A'nya Dunstan Watt  
Honorable Mention: Gianna Santa  
Grade 9 – Luke-Hayden Cocal  
Honorable Mention: Camila Milan  
Grade 10 – Tegan Sherlock  
Grade 11- Mia Scott  
Grade 12 – Kayla La  
Honorable Mention: Jozdahni Pelaez
- b. The following students were chosen as **Hopatcong High School's Scholar Athlete of the Month** for their outstanding performance in March of 2024:

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Golf– Chase Lessig, Sophomore

Boys Tennis – Thomas Galvez Perea, Senior

- c. Congratulations to **Hopatcong Middle School Students** who made High Honor Roll and Honor Roll for the third marking period of the 2023 – 2024 school year.
- d. Congratulations to **Hopatcong High School Students** who made High Honor Roll and Honor Roll for the third marking period of the 2023 – 2024 school year.
- e. Congratulations to the following Hopatcong staff members who were nominated for the **Governor's Educator of the Year**:

Gary Andolena - High School

ESP- Emily Taylor - High School

Albert Cerulo - Middle School

ESP- Anna Voloshin - Middle School

Norman Sutton - Tulsa

ESP- Shelby Ochs - Tulsa

Susan Mastroviti - Durban

ESP- Lisa Schuffenhauer - Durban

Mr. Hallenbeck congratulated everyone and gave Thomas Galvez Perea his certificate of recognition as Hopatcong High School's Scholar Athlete of the Month.

11. **PARENT/TEACHER ORGANIZATION REPRESENTATIVES**

None

12. **PUBLIC COMMENT – GENERAL DISCUSSION**

13. **ANNUAL APPROVALS AND APPOINTMENTS**

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

Mr. Hallenbeck introduced Matt Robinson, who the board will approve as our Assistant Superintendent in the Personnel section and added that many of these appointments will subsequently be reassigned when he comes on board. Mr. Hallenbeck also shared that many procedures were approved and put in place by the State and County DOE offices to accommodate his position as both the Acting Superintendent and the Business Administrator. He reviewed the remainder of the agenda with the board and discussed the upcoming Referendum planned for November 2024.

a. **APPOINTMENT OF BOARD SECRETARY**

It is recommended by the Superintendent that **Mr. Jeffrey Hallenbeck** be appointed as Board Secretary for the 2024/2025 school year.

b. **APPOINTMENT OF TREASURER OF SCHOOL MONIES**

It is recommended by the Superintendent that **Mrs. Susan Dykstra** be appointed as Treasurer of School Monies for the 2024/2025 school year.

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c. **APPOINTMENT OF PURCHASING AGENT**

It is recommended by the Superintendent that **Mr. Jeffrey Hallenbeck** be appointed as Purchasing Agent for the Hopatcong School District for the 2024/2025 school year through July 31, 2025, and authorization for the Purchasing Agent to award contracts up to the bid threshold of \$32,000 or as per N.J.S.A. 18A: 18A-3.

d. **APPOINTMENT OF HIPPA COMPLIANCE OFFICER**

It is recommended by the Superintendent that **Mr. Jeffrey Hallenbeck** be appointed as HIPPA Compliance Officer for the Hopatcong School District for the 2024/2025 school year through July 31, 2025.

e. **APPOINTMENT OF CUSTODIAN OF PUBLIC RECORDS**

It is recommended by the Superintendent that **Mr. Jeffrey Hallenbeck** be appointed as the Custodian of Public Records under the Open Public Meetings Act for the 2024/2025 school year through July 31, 2025.

f. **APPOINTMENT OF AFFIRMATIVE ACTION OFFICER**

It is recommended by the Superintendent that **Mr. Jeffrey Hallenbeck** be appointed as the Affirmative Action Officer for the 2024/2025 school year.

g. **APPOINTMENT OF LIABILITY, WORKMAN'S COMPENSATION BROKER OF RECORD**

It is recommended by the Superintendent that **Arthur J. Gallagher Risk Management Services Inc.** be appointed as our Liability, Workman's Compensation, etc., Broker of Record for the 2024/2025 school year.

h. **APPOINTMENT OF ARCHITECT OF RECORD**

It is recommended by the Superintendent that **Parette Somjen Architects LLC** be appointed as our Architect of Record for the 2024/2025 school year.

i. **APPOINTMENT OF INTEGRATED PEST MANAGEMENT COORDINATOR**

It is recommended by the Superintendent that **Mr. Gregory Smyth** be appointed as the Integrated Pest Management Coordinator for the Hopatcong School District for the 2024/2025 school year.

j. **APPOINTMENT OF ASBESTOS MANAGEMENT OFFICER, SAFETY AND HEALTH DESIGNEE, INDOOR AIR QUALITY DESIGNEE, RIGHT TO KNOW OFFICER AND CHEMICAL HYGIENE OFFICER**

It is recommended by the Superintendent that **Mr. Gregory Smyth** be appointed as the Asbestos Management Officer, Safety & Health Designee, Indoor Air Quality Designee, Right to Know Officer and Chemical Hygiene Officer for the 2024/2025 school year.

k. **APPOINTMENT OF ATTORNEYS**

It is recommended by the Superintendent that **Porzio, Bromberg & Newman, P.C.** and any **other counsel** as deemed appropriate by the Administration, be appointed as attorneys for the Board of Education for the 2024/2025 school year.

l. **APPOINTMENT OF SCHOOL PHYSICIAN**

It is recommended by the Superintendent that Dr. Salvatore DeFilippo be appointed as school physician for the 2024/2025 school year at a yearly stipend of \$12,000.

m. **APPROVAL OF POLICIES**

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It is recommended by the Superintendent that **existing by-laws, policies and regulations** as listed in our current by-laws and policies book be approved for the 2024/2025 school year.

n. **APPROVAL OF CURRICULUM**

It is recommended by the Superintendent that all existing **curricula and courses of study and textbooks** for the district schools be approved for the 2024/2025 school year.

o. **APPROVAL OF NEWSPAPERS**

It is recommended by the Superintendent that the ***New Jersey Herald***, the ***Daily Record*** and the ***Star Ledger*** be approved as the official newspapers used by the Board of Education at the Board Secretary’s discretion for the 2024/2025 school year.

p. **APPOINTMENT OF TAX SHELTER ANNUITY COMPANIES**

It is recommended by the Superintendent that **Lincoln Investment, Lincoln Financial, Metropolitan Life, Equitable, National Life Group and Security Benefits** be approved as Tax Shelter Annuity Companies for the Board of Education for the 2024/2025 school year.

q. **APPOINTMENT OF AUTHORIZED ACCOUNT SIGNATURES – 2024/2025 SCHOOL YEAR**

**School Activity Accounts:**

High School	<b>Stephanie Martinez</b>	<b>Nicole Roman-Gerena</b>	<b>Jeff Hallenbeck</b>
Athletic Fund	<b>Stephanie Martinez</b>	<b>TBD</b>	<b>Jeff Hallenbeck</b>
Middle School	<b>Lewis Benfatti</b>	<b>Deborah Gates, Tara Santa</b>	<b>Jeff Hallenbeck</b>
Tulsa Trail	<b>Brian Byrne</b>	<b>Maureen O’ Hare</b>	<b>Jeff Hallenbeck</b>
Durban Avenue	<b>Katherine McFadden</b>	<b>Ana Marrazzo</b>	<b>Jeff Hallenbeck</b>

**District Accounts:**

Regular Account	<b>Jeff Hallenbeck</b>	<b>Nicole Falconi-Shubert</b>
Cafeteria Fund	<b>Jeff Hallenbeck</b>	<b>Nicole Falconi-Shubert</b>
Payroll Account	<b>Jeff Hallenbeck</b>	<b>Nicole Falconi-Shubert</b>
Payroll Agency Acct.	<b>Jeff Hallenbeck</b>	<b>Nicole Falconi-Shubert</b>

r. **APPROVAL OF AUTHORIZATION FOR INTERIM TRANSFERS**

It is recommended by the Superintendent that authorization for the School Business Administrator/Board Secretary be approved to make interim **intra-account and intra-fund budgetary transfers** to offset credits and deficits between Board meetings when necessary.

s. **APPROVAL OF AUTHORIZATION FOR INTERIM PAYMENTS**

It is recommended by the Superintendent that authorization for the School Business Administrator/Board Secretary be approved to make interim **payments to vendors between meetings** in cases where a cost savings would accrue to the Board or interference of the operations of the school program would occur in accordance with N.J.S.A. 18A:19-4.1. Approval of these payments would be presented to the Board for ratification at the next Regular Board Meeting.

t. **ADOPTION OF CODE OF ETHICS**

It is recommended by the Superintendent that the Board approve the adoption of the **Code of Ethics** for Board members as required by law, N.J.S.A. 18A:12-2.1 and N.J.S.A. 41:1-1 and 1-3.

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### TRAVEL AND RELATED EXPENSES MAXIMUM.

- u. Approval for the Chief School Administrator to approve and authorize all travel and related expenses for employees and Board Members in accordance with Board Policy No. 6423, up to a maximum of \$75,000 for the 2024/2025 school year.

### 14. FINANCE

Approval of the following Finance items, 14a. –14k, 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, March 18, 2024 through, April 29, 2024 be approved in the following amounts:

General Fund and Special Revenue (Grants) account - \$1,770,876.10

Cafeteria account - \$76,510.86

- b. It is recommended by the Superintendent that the board approve the Board Secretary's Report for March 2024.
- c. It is recommended by the Superintendent that the board approve the Transfer Reports for March 2024.
- d. It is recommended by the Superintendent that the board approve the Treasurer's Report for March 2024.
- e. Motion to approve the certification by the Board Secretary that the Account Balance Report, pursuant to N.J.S.A. 18A:17-9, as of April 29, 2024, no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11(a).
- f. Motion to certify, in accordance with N.J.A.C. 6A:23-2.11(c), as of April 29, 2024, after review of the Board Secretary's and Treasurer's Monthly Financial Reports and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.11(b), and sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
- g. Acceptance of Farm Field Trip Grant from the Center for Dairy Excellence Foundation of Pennsylvania; check# 1826 for \$250.00.
- h. Approval of the following resolution for adoption of the 2024/2025 school budget:

**"WHEREAS**, the Superintendent has presented to the Finance Committee and other members of the Hopatcong Board of Education, a recommended 2024/2025 School District Budget in the total amount of \$ \$37,471,336,00 as follows; and

**WHEREAS**, the Board approves a Local Tax Levy of \$ 27,164,030 ;

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**WHEREAS**, the local tax levy will increase by a total of 4 % for a total local tax levy increase of \$ 1,046,024.

**THEREFORE, BE IT RESOLVED** the Hopatcong School District 2024/2025 budget is approved as follows on the Meeting Agenda of April 29, 2024.”

<b>General Fund</b>		
Fund 10	Charter School Tuition	\$500,000
Fund 10-606	Interest Maintenance Reserve	\$200
Fund 11	General Operating Fund	\$33,708,826
Fund 12	Debt Services Assessment	\$1,114
	Capital Reserve Interest	\$500

<b>Special Revenue Fund</b>		
Fund 20	Federal/State Grants	\$3,409,396
	Debt Service	\$0
<b>Total Budget</b>		<b>\$37,620,036</b>

- i. It is recommended by the Superintendent that the board approve the second year of a continuing contract with Maschio’s Food Services, Inc. for the 2024/2025 School Nutrition Program. The School Food Authority shall pay Maschio’s an annual management fee in the amount of \$ 35,000 with a return guarantee of \$ 0.00 and a total contract cost of \$ 760,757.62.
- j. It is recommended by the Superintendent that the board approve the following school lunch prices for the 2024/2025 school year:

School	Breakfast Student Paid	Lunch Student Paid	Adult Breakfast	Adult Lunch	Milk
Durban Ave.	\$2.35	\$3.85	\$3.10	\$5.35	\$1.00
Tulsa Trail	\$2.35	\$3.85	\$3.10	\$5.35	\$1.00
Middle School	\$2.35	\$4.10	\$3.10	\$5.35	\$1.00
High School	\$2.60	\$4.25	\$3.10	\$5.35	\$1.00

- k. It is recommended by the Superintendent that the board approve writing-off the following checks from the designated accounts.



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DATE	CHECK NUMBER	AMOUNT	ACCOUNT
2018	8806	\$419.88	Net Payroll
9/28/2018	10216	\$334.80	Payroll Agency

### 15. PERSONNEL

Approval of the following personnel items, **15a – 15pp**, as recommended by the Superintendent of Schools and the Student Achievement Committee of the Board:

- a. Approval to accept the resignation with regret, for the purpose of retirement, of **Dominick Spuckes** from his position as a Special Education Teacher effective June 1, 2024. Dominick has worked for the Hopatcong School District for 17 years.
- b. Approval to accept the resignation with regret, for the purpose of retirement, of **Gary Andolena** from his position as a High School Physical Education Teacher effective July 1, 2024. Gary has worked for the Hopatcong School District for 16 years.
- c. Approval to accept the resignation with regret, for the purpose of retirement, of **Linda Padula** from her position as a High School Counselor effective July 1, 2024. Linda has worked for the Hopatcong School District for 9 years.
- d. Approval to accept the resignation with regret, for the purpose of retirement, of **Pamela Brennan** from her position as a High School English Teacher effective July 1, 2024. Pamela has worked for the Hopatcong School District for 18 years.
- e. Approval to accept the resignation with regret, for the purpose of retirement, of **Sandra Hornick** from her position as a Facilities Secretary effective September 30 2024.
- f. Approval to accept the resignation of **Joanna Hughes** from her position as Preschool Instructional coach for the Hopatcong Borough Preschool Expansions Program, effective April 23, 2024.
- g. Approval to accept the resignation of **Heather Bivone** from her position as a Cosmetology Teacher effective May 17, 2024.
- h. Approval of **Donna Ennis** as a long term substitute for Cosmetology effective May 20, 2024 through the remainder of the school year at a rate of \$110/a day.
- i. Approval of **Susan Hill** as a Long-Term Leave Replacement at the Middle School retroactive to March 11, 2024. Susan will be paid 19 days at the substitute per diem rate of \$110/per day then to be paid at a prorated annual salary of \$65,755

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which represents Level BA/Step 1 of the 2023-2024 HEA Salary Guide until the end of the school year.

- j. Approval of **Elissa DeRose** to receive tenure effective April 15, 2024.
- k. Approval of **Stephanie Rochette** as Middle School Special Education Teacher effective September 1, 2024 with a salary of \$68,520, which represents, BA, step 2 on the 2024-2025 HEA guide. Stephanie will be replacing retiring Dominick Spuckes.
- l. Approval of **Patricia Coleman** as Durban Avenue Preschool Teacher effective September 1, 2024 with a salary of \$77,120, which represents, BA+15, step 7 on the 2024-2025 HEA guide. This position is being funded by the Preschool Expansion Grant Funds.
- m. Approval of **Neil Pallotta** as a long term substitute for High School Math for the 2024-2025 school year with a salary of \$76,470, which represents MA+15, step 2 on the 2024-2025 HEA guide.
- n. Approval to accept the resignation of **Farrah Machigua** from her position as a Paraprofessional effective March 22, 2024.
- o. Approval to accept the resignation of **Leslie De La Cruz** from her position as a Paraprofessional effective April 26, 2024.
- p. Approval to accept the resignation of **Kara Pirtle** from her position as a Paraprofessional effective April 22, 2024.
- q. Approval to rescind the employment of **Gihani Perera** from her position as Paraprofessional.
- r. Approval of **Isabel Yarosz** to work as athletic event staff for the Spring as needed.
- s. Approval of Sussex County Community College student **Brooke Stone** to observe three hours of classroom observation at Durban Avenue this school year.
- t. Approval of the following staff to work as athletic/activities Site Supervisor when needed for the 2023-2024 school year: **Nicole Gerena-Roman, Lynn Masterson, Susan Pallotta, Pam Brennan.**
- u. Approval of **Employee #80418** for a paid leave of absence through May 7, 2024 then starting an unpaid leave of absence effective May 8, 2024 through May 30, 2024.
- v. Approval of **Employee #80277** to extend their medical leave for the remainder of the 2023-2024 school year.

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- w. Approval of **Employee #81378** to take an unpaid leave of absence using FMLA/NJFLA beginning September 23, 2024 through December 13, 2024.
- x. Approval of High School Nurse **Aimee Landrud** to work up to 60 hours for Sports Physicals this summer at a rate of \$40 per hour.
- y. Approval of Durban Ave School Nurse **Katarzyna Getto** to work up to 25 hours for Kindergarten Registration this summer at a rate of \$40 per hour.
- z. Approval of Non Renewal of the following Non Tenured Employees:

<b>Employee #</b>	<b>Location</b>
81567	High School
81741	High School

- aa. Approval of the following **Tenured HEA Teacher** Contract Renewals for the 2024 – 2025 school year:

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Last Name	First Name	Guide	FTE	Step	Salary	Longevity
ALZATE	CARMEN	Teacher MA	100.00	16	\$99,370.00	\$1,500.00
AMELIO	LINDSAY	Teacher MA+30	100.00	13	\$96,870.00	\$800.00
ANNETTE	SUZANNE	Teacher MA+15	100.00	16	\$100,470.00	\$1,500.00
BAELI	THOMAS	Teacher MA+30	100.00	16	\$102,870.00	\$1,500.00
BARROQUEIRO	MELLANY	Teacher MA	100.00	17	\$101,370.00	\$1,800.00
BAUER	AUDRA	Teacher MA	100.00	5	\$78,370.00	\$500.00
BAUM	EILEEN	Teacher MA+15	100.00	12	\$92,470.00	\$500.00
BENNINGER	ALANA	Teacher BA	100.00	16	\$92,520.00	\$1,500.00
BISIGNANI	JENNIFER	Teacher MA+15	100.00	5	\$79,470.00	\$0.00
BITETTO	JOSEPH	Teacher BA	100.00	17	\$94,520.00	\$800.00
BOUCHER	KIMBERLY	Teacher MA	100.00	10	\$87,370.00	\$800.00
BRENNAN	KATHLEEN	Teacher BA+15	100.00	17	\$97,120.00	\$1,800.00
BURNS	MARY	Teacher MA	100.00	16	\$99,370.00	\$1,500.00
CAMPAGNA	DAVID	Teacher BA	100.00	16	\$92,520.00	\$500.00
CANZONE	JOHN	Teacher MA	100.00	17	\$101,370.00	\$2,000.00
CATIZONE	CARMELA	Teacher MA	100.00	17	\$101,370.00	\$1,500.00
CERRATO	DONNA	Teacher BA+15	100.00	17	\$97,120.00	\$1,800.00
CERTO	MARK	Teacher MA+45	100.00	17	\$106,170.00	\$1,500.00
CERULO	ALBERT	Teacher MA+30	100.00	16	\$102,870.00	\$0.00
CHRISTIANO	STACEY	Teacher MA+45	100.00	17	\$106,170.00	\$0.00
COLLINS	BRIAN	Teacher MA	100.00	17	\$101,370.00	\$1,500.00
CUBBERLY	KAREN	Teacher MA+30	100.00	17	\$104,870.00	\$1,800.00
CULCASI	MICHELE	Teacher MA+60	100.00	17	\$107,470.00	\$500.00
CUSANO	WILSON	Teacher BA+15	100.00	17	\$97,120.00	\$1,500.00
DE SALVIA	RUTH	Teacher MA+15	100.00	12	\$92,470.00	\$800.00
DEAN	MELISSA	Teacher MA+15	100.00	17	\$102,470.00	\$800.00
DEBOS	EDRIC	Teacher BA+30	100.00	14	\$92,870.00	\$800.00
DELBAGNO	HEATHER	Teacher MA+45	100.00	17	\$106,170.00	\$1,500.00
DELORENZO	MARIA	Teacher MA+15	100.00	16	\$100,470.00	\$1,500.00
DEMETRO	DANA	Teacher MA	100.00	16	\$99,370.00	\$800.00
DEROSA	CHRISTINE	Teacher BA	100.00	8	\$76,520.00	\$500.00
DEROSE	ELISSA	Teacher MA+30	20.00	10	\$18,174.00	\$0.00
DIBRIENZA - CIKOVIC	JACLYN	Teacher MA+60	100.00	11	\$95,470.00	\$500.00
DOUGLAS	JAMIE	Teacher MA	100.00	14	\$95,370.00	\$800.00
DRURY	NANCY	Teacher BA+15	100.00	17	\$97,120.00	\$1,500.00
DUFFY	TRACI	Teacher MA+60	100.00	17	\$107,470.00	\$1,800.00
DUFFY	NANCY	Teacher MA	100.00	17	\$101,370.00	\$800.00
DUTHALER	KATHRYN	Teacher MA	100.00	17	\$101,370.00	\$1,800.00
EMERLING	DINA	Teacher MA	100.00	17	\$101,370.00	\$1,500.00
FAILLA HARRIS	BLAIR	Teacher MA	100.00	14	\$95,370.00	\$0.00
FAJERMAN	ERIC	Teacher BA	100.00	17	\$94,520.00	\$1,800.00
FARRELL	MICHAEL	Teacher MA	100.00	16	\$99,370.00	\$0.00
FIALCOWITZ	JAIME	Teacher BA	100.00	14	\$88,520.00	\$800.00
FORBES	DAWN	Teacher MA+15	100.00	17	\$102,470.00	\$2,000.00
GALLAGHER	KATHRYN	Teacher MA+15	100.00	6	\$80,470.00	\$0.00
GAMBUZZA	JAMIE	Teacher MA+30	100.00	14	\$98,870.00	\$1,500.00
GUEVARA	YANET	Teacher MA	100.00	12	\$91,370.00	\$500.00
HAGGERTY	SHARON	Teacher MA+60	100.00	5	\$84,470.00	\$500.00
HERSH	DAWN	Teacher MA	100.00	16	\$99,370.00	\$1,500.00

# HOPATCONG BOARD OF EDUCATION

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IONNI	EMILY	Teacher MA+30	100.00	5	\$81,870.00	\$500.00
JULIANO	LEEANNE	Teacher MA	100.00	16	\$99,370.00	\$1,500.00
KALEMBA	CHRISTINE	Teacher MA	100.00	17	\$101,370.00	\$800.00
KEEGAN	HEATHER	Teacher BA	100.00	8	\$76,520.00	\$0.00
KENNEDY	MELISSA	Teacher MA+45	100.00	11	\$94,170.00	\$800.00
KESTER	KRISTINE	Teacher MA+60	100.00	17	\$107,470.00	\$800.00
KOVACH	DANIELLE	Teacher MA+60	100.00	17	\$107,470.00	\$1,500.00
KULIK	JACOB	Teacher BA	100.00	14	\$88,520.00	\$500.00
LANDRUD	AIMEE	Teacher BA+15	100.00	4	\$73,120.00	\$0.00
LONGO	JOSEPH	Teacher MA	100.00	16	\$99,370.00	\$1,500.00
MALISZEWSKI	AMANDA	Teacher BA+30	100.00	16	\$96,870.00	\$0.00
MANCUSO	ANDREA	Teacher MA	100.00	17	\$101,370.00	\$1,500.00
MANISA	DANIELLE	Teacher MA	100.00	17	\$101,370.00	\$800.00
MARTIN	HILARY	Teacher MA+60	100.00	17	\$107,470.00	\$800.00
MASTROVITI	SUSAN	Teacher BA	100.00	5	\$71,520.00	\$0.00
MCCONNELL	ALLYSON	Teacher BA	100.00	16	\$92,520.00	\$1,500.00
MCDONALD	JAMES	Teacher MA+45	100.00	17	\$106,170.00	\$1,800.00
MCKOWEN	JAMES	Teacher BA	100.00	10	\$80,520.00	\$500.00
MCLEAN	ALEXA	Teacher MA+30	100.00	17	\$104,870.00	\$800.00
MENDEZ	LUIS	Teacher BA	100.00	17	\$94,520.00	\$1,500.00
MILLER	PAUL	Teacher MA	100.00	17	\$101,370.00	\$1,800.00
MINERVINI	LINDA	Teacher BA+15	100.00	17	\$97,120.00	\$1,500.00
MONRO	DAYNA	Teacher BA+30	100.00	17	\$98,870.00	\$1,800.00
MONTEFUSCO	STACEY	Teacher MA+30	100.00	9	\$88,870.00	\$500.00
MORTELLO	YVONNE	Teacher MA+45	100.00	17	\$106,170.00	\$1,800.00
MORTENSON	JILL	Teacher BA	100.00	14	\$88,520.00	\$800.00
MULVIHILL	JASON	Teacher MA	100.00	17	\$101,370.00	\$1,500.00
MUNOZ	CHRISTINA	Teacher MA+30	100.00	14	\$98,870.00	\$800.00
MURPHY	CHRISTI	Teacher MA	100.00	4	\$77,370.00	\$0.00
MURRAY	MICHELLE	Teacher MA+45	100.00	17	\$106,170.00	\$1,500.00
NARDONE	MEGAN	Teacher MA	100.00	11	\$89,370.00	\$800.00
NEE	MARY	Teacher BA	100.00	10	\$80,520.00	\$500.00
NEU	JENNIFER	Teacher MA	100.00	17	\$101,370.00	\$1,500.00
NOONAN	MARY	Teacher MA	100.00	17	\$101,370.00	\$1,500.00
NORRIS	MCKENZIE	Teacher MA	100.00	10	\$87,370.00	\$500.00
O'SHEA	KRISTEN	Teacher BA	100.00	12	\$84,520.00	\$800.00
OESEN	PETER	Teacher MA+60	100.00	17	\$107,470.00	\$1,800.00
OLSEN	KENNETH	Teacher MA+60	100.00	17	\$107,470.00	\$1,500.00
PAGANO	TANYA	Teacher MA+60	100.00	17	\$107,470.00	\$800.00
PALLOTTA	SUSAN	Teacher MA	100.00	17	\$101,370.00	\$1,500.00
PAPPAS	KELLY	Teacher MA+60	100.00	17	\$107,470.00	\$1,800.00
PARICHUK	BARBARA	Teacher MA	100.00	17	\$101,370.00	\$1,800.00
PAXOS	IRENE	Teacher MA	100.00	17	\$101,370.00	\$1,800.00
PIERETH	MELANIE	Teacher MA+60	100.00	17	\$107,470.00	\$800.00
PINTO	DIANA	Teacher MA+15	100.00	16	\$100,470.00	\$800.00
RISCHAWY	JONATHAN	Teacher MA+15	100.00	17	\$102,470.00	\$800.00
RODICK	KELLY	Teacher BA+15	100.00	9	\$81,120.00	\$0.00
RYDER	MELANIE	Teacher MA+15	100.00	6	\$80,470.00	\$500.00
SCHIAVONE	DOMINIC	Teacher MA+30	100.00	17	\$104,870.00	\$1,500.00
SCHUFFENHAUER	LISA	Teacher MA+15	100.00	17	\$102,470.00	\$800.00
SCOVIL	SONIA	Teacher MA	100.00	8	\$83,370.00	\$500.00

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SEGALE	GEORGE	Teacher BA+15	100.00	13	\$88,155.00	\$800.00
SERRANO-AVILES	LINDA	Teacher BA	100.00	17	\$94,520.00	\$1,500.00
SHRAMKO	ERIC	Teacher BA+30	100.00	17	\$98,870.00	\$1,500.00
SPANO	CONCETTA	Teacher MA	100.00	17	\$101,370.00	\$1,800.00
STEPHENS	NANCY	Teacher MA+15	100.00	7	\$82,470.00	\$0.00
STRZEPEK	ERICA	Teacher MA+15	100.00	17	\$102,470.00	\$800.00
TUTTON	NORMAN	Teacher BA+15	100.00	7	\$77,120.00	\$500.00
TAKACS	CHRISTINA	Teacher MA	100.00	17	\$101,370.00	\$1,500.00
TURNER	LOREN	Teacher BA+15	100.00	17	\$97,120.00	\$1,500.00
VALLARO	CRAIG	Teacher MA	100.00	7	\$81,370.00	\$500.00
VILLANI	MARTINA	Teacher MA+15	100.00	10	\$88,470.00	\$500.00
VOLOSHIN	ANNA	Teacher MA+15	100.00	13	\$94,470.00	\$0.00
WILSON	JULIE	Teacher BA+15	100.00	17	\$97,120.00	\$2,000.00
WINKLER	SIOBHAN	Teacher MA	100.00	6	\$79,370.00	\$0.00
WOLF	HILARY	Teacher MA+15	100.00	16	\$100,470.00	\$1,500.00

bb. Approval of the following **Non-Tenured HEA Teacher Contract Renewals** for the 2024 – 2025 school year:

Last Name	First Name	Guide	FTE	Step	Salary	Longevity
APGAR	SAMANTHA	Teacher MA	100.00	4	\$77,370.00	\$0.00
BOVE	CHRISTOPHER	Teacher MA	100.00	4	\$77,370.00	\$0.00
BROWN	AUSTIN	Teacher MA	100.00	3	\$76,370.00	\$0.00
CADAVID-OROZCO	KATLIN	Teacher BA+15	100.00	4	\$73,120.00	\$0.00
CARDOSA-SCHNABEL	GABRIELLE	Teacher MA	100.00	3	\$76,370.00	\$0.00
COVIELLO	LAUREN	Teacher MA	100.00	3	\$76,370.00	\$0.00
DIAZ	KATHY	Teacher BA+15	100.00	4	\$73,120.00	\$0.00
GETTO	KATARZYNA	Teacher BA+15	100.00	10	\$83,120.00	\$0.00
GIGANTINO	JENNIFER	Teacher BA	100.00	7	\$74,520.00	\$0.00
IANNUZZI	MICHELLE	Teacher MA+15	100.00	8	\$84,470.00	\$0.00
IRELAND	KARYLIN	Teacher BA	100.00	4	\$70,520.00	\$0.00
KARROS	LINDSAY	Teacher MA	40.00	2	\$30,148.00	\$0.00
MALATESTA	CARLA	Teacher BA+30	100.00	6	\$76,870.00	\$0.00
MCCARTHY	AMANDA	Teacher BA+30	100.00	11	\$86,870.00	\$0.00
MICHKO	AMANDA	Teacher MA	100.00	2	\$75,370.00	\$0.00
NIED	CHRISTINA	Teacher MA+15	100.00	5	\$79,470.00	\$0.00
PASCUAL	CHRISTINE	Teacher MA	100.00	2	\$75,370.00	\$0.00
RUSSO	KELCEY	Teacher MA	100.00	8	\$83,370.00	\$0.00
STEIN	MELISSA	Teacher MA+15	100.00	3	\$77,470.00	\$0.00
TAYLOR	EMILY	Teacher MA	100.00	5	\$78,370.00	\$0.00
VALENTI	JENNIFER	Teacher MA+60	100.00	13	\$99,470.00	\$0.00
VALENTINE	JAMES	Teacher MA	100.00	7	\$81,370.00	\$0.00
VITALE	STEPHANIE	Teacher MA+45	100.00	5	\$83,170.00	\$0.00
VOLPE	DEBRA	Teacher MA	100.00	3	\$76,370.00	\$0.00

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ROCHETTE	STEPHANIE	TEACHER BA	100.00	2	\$68,520.00	\$0.00
COLEMAN	PATRICIA	TEACHER BA+15	100.00	7	\$77,120	\$0.00

- cc. Approval of the following **HEA Custodial/Maintenance Staff Members Contract Renewal Recommendations** for the 2024-2025 school year:

Last Name	First Name	FTE1	Salary	Guide	Longevity
BOWKER	CHARLES	100.00	\$ 57,885.00	14	\$ 1,300.00
BRADY	THOMAS	62.50	\$ 28,665.63	2-3	\$0
CALLAGHAN	DANIEL	62.50	\$ 28,665.63	2-3	\$0
DOWLING	SHANE	100.00	\$ 46,365.00	4-5	\$0
DUNN	BRUCE	100.00	\$ 59,165.00	15	\$ 1,300.00
FALCO	THOMAS	100.00	\$ 45,865.00	2-3	\$0
FORST	DONALD	100.00	\$ 47,645.00	6	\$ 1,150.00
HOUTERMAN	PATRICIA	100.00	\$ 50,205.00	8	\$ 1,300.00
LANDSHOF	EDWARD	100.00	\$ 47,645.00	6	\$ 450.00
LARSEN	RAY	62.50	\$ 28,978.13	4-5	\$0
MARCAZO	ERIC	100.00	\$ 45,865.00	2-3	\$0
OVALLES	MANUEL	100.00	\$ 45,865.00	2-3	\$0
PARRENO	ANGELICA	62.50	\$ 28,665.63	2-3	\$0
PETRIZZO	MARTIN	50.00	\$ 25,102.50	8	\$ 1,300.00
POLO	STEFANINA	100.00	\$ 50,205.00	8	\$ 1,300.00
RIVERA	JOHN	100.00	\$ 45,865.00	2-3	\$0
SCARTOZZI	LAWRENCE	100.00	\$ 50,205.00	8	\$ 1,150.00
SMITH	RYAN	100.00	\$ 45,865.00	2-3	\$0
VINCENT	JOSEPH	100.00	\$ 47,645.00	6	\$ 450.00
WARD	THOMAS	100.00	\$ 46,365.00	4-5	\$0
KRAEMER	WILLIAM	100.00	\$ 47,645.00	6	\$ 450.00
KUBIK	WILLIAM	100.00	\$ 64,305.00	19	\$0
MOBILIO	PATRICK	100.00	\$ 45,865.00	2-3	\$0
SORBARA	CHRISTIAN	100.00	\$ 45,865.00	2-3	\$0
TERANTINO	NICHOLAS	100.00	\$ 54,045.00	11	\$ 1,300.00

- dd. Approval of the following **HEA Custodial/Maintenance Staff Member non-pensionable stipends** for the 2024-2025 school year per the collective bargaining agreement:

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Last Name	First Name	Stipend	Amount
Forst	Donald	Day Lead	\$1,200
Landshof	Edward	Day Lead	\$1,200
Houterman	Patricia	Day Lead	\$1,200
Ward	Thomas	Day Lead	\$1,200
Kubik	William	Building Trade License	\$1,200

ee. Approval of

the following **Hopatcong Office Personnel Association Members Contract** Renewal Recommendations for the 2024-2025 school year:

Last Name	First Name	FTE1	STEP	Salary	Longevity	Adjustment
GATES	DEBORAH	100.00	11	\$ 47,676.00	\$ 2,300.00	\$ 2,400.00
HORNICK	SANDRA	62.50	7	\$ 27,860.00	\$0	\$ 1,500.00
MARRAZZO	ANA	100.00	11	\$ 47,676.00	\$ 1,900.00	\$ 2,400.00
MOLISSO	ENDORA	100.00	7	\$ 44,576.00	\$ 1,100.00	\$ 2,400.00
O'HARE	MAUREEN	100.00	11	\$ 47,676.00	\$ 2,300.00	\$ 2,400.00
ROMAN-GERENA	NICOLE	100.00	6	\$ 43,801.00	\$0	\$ 2,400.00
SANTA	TARA	100.00	6	\$ 43,801.00	\$0	\$ 2,400.00
YANKO	STACY	100.00	9	\$ 46,126.00	\$ 1,900.00	\$ 2,400.00
ZAMMITO	MICHELLE	100.00	6	\$ 43,801.00	\$0	\$ 2,400.00

ff. Approval of the following **Confidential/Independent Staff Members** for the 2024-2025 school year:

Last Name	First Name	FTE	Salary	Longevity
BISIGNANI	KYLE	100.00	\$79,228.26	\$1,800.00
HULING	BRITTANY	100.00	\$59,037.04	\$1,000.00
MARCAZO	AMANDA	100.00	\$46,090.29	\$450.00
MULHOLLAND	JOHN	100.00	\$73,106.20	\$1,800.00
REYES	RONALD	100.00	\$87,931.44	\$1,800.00
SCHWAB	KATIE	100.00	\$76,673.88	\$1,000.00
TALMADGE	TRACEY	100.00	\$62,929.86	\$600.00
WARD	KATHLEEN	100.00	\$66,287.09	\$1,800.00
CARLE	WALTER	100.00	\$23,881.73	\$0

gg. Approval of the following **Hopatcong Association of Principals and Supervisors Members** contract Renewal Recommendations for the 2024-2025 school year:



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Last Name	First Name	Job Title	Salary	Longevity
BENFATTI	LEWIS	Middle School Principal	\$181,264.65	\$9,000.00
BYRNE	BRIAN	Tulsa Trail Principal	\$155,213.12	\$7,500.00
MARTINEZ	STEPHANIE	High School Principal	\$140,060.79	\$0
MCFADDEN	KATHERINE	Durban Ave Principal	\$151,265.66	\$4,500.00
MILLER	TAMMY	Director of Special Services	\$165,389.63	\$7,500.00

- hh. Approval of the employment of **Greg Smyth** as Facilities Supervisor, with a salary of \$83,770 beginning July 1, 2024 through June 30, 2025.
- ii. It is recommended by the Superintendent that the Hopatcong Board of Education approve of the employment of **Matthew Robinson** as Assistant Superintendent for Curriculum and Instruction, with a salary of \$165,000 beginning July 1, 2024 through June 30, 2025.
- jj. Approval of **Peter Oesen** as High School Coordinator of Student Activities for the school year with a stipend amount of \$5,000 per season, total \$15,000 for the school year.
- kk. Approval of **Mark Certo** as High School Coordinator of Student Discipline for the 2024-2025 school year with a stipend amount of \$10,000.
- ll. Approval of the following staff for the **Extra Duty/Extra Pay\*** Positions the 2023 – 2024 school year in the Hopatcong School District on an as needed basis:

Name	Nature of Action	Duty/Position	Salary
Anna Voloshin	Appoint	Head Nurse	\$2,500
Ken Olsen	Appoint	SLE Facilitator	\$6,367
Jennifer Valenti	Appoint	Preschool Intervention & Referral Team (PIRT) Facilitator	\$6,367
Jennifer Valenti	Appoint	Community Parent Involvement Specialist (CPIS) Facilitator	\$6,367

- mm. Approval of the following **Fall Coach/Advisor** for the 2024-2025 school year:

Name	Nature of Action	Position	Class	Level	Salary
Gary Andolena	Rescind/Retire	Asst. Football Coach	B	4	\$5,034.00

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nn. 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	Credits	Cost
Tracey Talmadge	Business Statistics Management Information Systems	BUS-1502-HF	4	\$2106
		BUS-2020-OL	4	\$2106
Melissa Kennedy	Literacy Instruction for School Leaders	GED 540	3	credit approval only.
Jeff Hallenbeck	Spring Digitally Driven Educational Practice	ENC 745	3	\$3,228.40
Christopher Bove	Seminar in Curricular Evaluation and Assessment Strategies	GED 550	3	\$1333.32
James Valentine	Anxiety Awareness: Empowering Students with Help and Hope	OL-5102	3	\$475

***\*The maximum rate of reimbursement per credit for the 23-24 school year is \$444.44.***

oo. Approval of the following substitutes for the Hopatcong School District:

1. Boriana Guergueva, Substitute Teacher
2. Melissa Kelly, Substitute Paraprofessional
3. Angelina Zammuto, Substitute Paraprofessional
4. Mia Insalaco, Substitute Paraprofessional

pp. Approval of the following volunteers for the Hopatcong School District:

1. Wendy Vergara & Allyson McDermott, Cheer Competition Judges

16. **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
Jeff Hallenbeck	NJASBO Annual Conference	Registration fee \$500 Conference Hotel \$238 + \$382.74	June 4-7, 2024

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		Meals/Mileage Reimbursement	
Katie Schwab	NJASBO Payroll Administrators - North	\$125 + mileage	May 21, 2024

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

### 17. 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 [Second Reading](#):

Policy/Regulation #	Title
P 1140	Educational Equity Policies/Affirmative Action (M) (Revised)
P 1523	Comprehensive Equity Plan (M) (Revised)
P 1530	Equal Employment Opportunities (M) (Revised)
R 1530	Equal Employment Opportunity Complaint Procedure (M) (Revised)
P 1550	Equal Employment/Anti-Discrimination Practices (M) (Revised)
R 2200	Curriculum Content (M) (Revised)
P 2260	Equity in School and Classroom Practices (M) (Revised)
R 2260	Equity in School and Classroom Practices Complaint Procedure (M) (Revised)
P 2411	Guidance Counseling (M) (Revised)
P 5750	Equitable Educational Opportunity (M) (Revised)
P 5755	Equity in Educational Programs and Services (M) (Abolished)
P & R 2423	Bilingual Education (M) (Revised)
P & R 2431.4 (Revised)	Prevention and Treatment of Sports-Related Concussions and Head Injuries (M)

### 18. STUDENTS AND SERVICES

Approval of the following items, 18a-18g as recommended by the Superintendent of Schools and Student Achievement Committee of the Board:

- a. Approval for 5 hours of home instruction services per week for student no. 13760. Instruction will be provided by Hopatcong certificated staff at the Board approved rate of \$40.00 per hour extended from 3/21/24 until approximately 6/18/24.
- b. Approval for 5 hours of home instruction services per week for student no. 15059. Instruction will be provided by Hopatcong certificated staff at the Board approved rate of \$40.00 per hour effective 3/19/24 until approximately 4/30/24.
- c. Approval for 5 hours of home instruction services per week beginning 4/9/24 until approximately 5/8/24 for student no. 13162. Instruction will be provided by Hopatcong certificated staff at the Board approved rate of \$40.00 per hour.

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- d. Approval of educational instruction services for student no. 12710 for ten hours per week from 3/26/24 until approximately 4/9/24. Instruction will be provided by Learnwell Education at a rate of \$48.25 per hour.
- e. Approval for 5 hours of home instruction services per week beginning 4/22/24 until approximately 5/31/24 for student no. 413028. Instruction will be provided by Hopatcong certificated staff at the Board approved rate of \$40.00 per hour.
- f. Approval of a maximum of ten hours per week of educational instruction services for student no. 12710 from 4/22/24 for a minimum of 6 weeks. Instruction will be provided by New Pathway Counseling at the rate of \$650.00 per week.
- g. Approval of the following field trip requests:

SCHOOL	DATE	TRIP
Middle School	5/9/24	Sandy Hook
High School	6/4/24	State Teen Arts
High School	5/31/24	Hershey Park - 8th Grade Trip
High School	3/24/24	Durban - NHS Service
Tulsa	4/25/24	Tranquility Farms
High School	5/21/24	Sussex County Courthouse
Middle School	6/13/24	Dorney Park - 7th Grade Trip
Durban Ave.	5/6/24	Space Farms - 1st Grade Trip

### 19. **RESOLUTIONS**

Approval of the following resolutions as per the recommendation of the Superintendent of Schools.

- a. It is recommended by the Superintendent that the Board of Education approve the contract extension with Alphabest for a three year term ending August 31, 2027. During the term of the agreement Alphabest agrees to pay the Hopatcong Board of Education a total of \$60,000 per year for the use of its facility to provide before and after school childcare services.
- b. WHEREAS, the Board of Education of the Borough of Hopatcong in the County of Sussex, New Jersey (the "Board"), seeks to potentially submit school facilities projects to the voters consisting of renovations, upgrades and site improvements at Durban Avenue School, Hopatcong Middle School, Hopatcong High School, and Tulsa Trail Elementary School (collectively, the "Project"); and

WHEREAS, the School District would seek Debt Service Aid with respect to the Project; and

WHEREAS, the Board now seeks to take the initial steps in order to proceed with the planning and authorization of (i) the Project and (ii) an election at which a bond referendum authorizing the Project would be presented to the voters.

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NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOROUGH OF HOPATCONG IN THE COUNTY OF SUSSEX, NEW JERSEY, as follows:

Section 1. In accordance with the requirements of Section 6A:26-5.1 through 6A:26-5.3 of the New Jersey Administrative Code, the Board approves the preparation of Schematic Plans and Educational Specifications by Parette Somjen Architects LLC in connection with the Project and the Board further authorizes and directs Parette Somjen Architects LLC to submit same to the New Jersey Department of Education and to the Sussex County Superintendent of Schools for review and approval. The Board further authorizes and directs the submission of the Schematic Plans to the Hopatcong Borough Planning Board for its review, to the extent required.

Section 2. In accordance with the requirements of Section 6A:26-2.3 of the New Jersey Administrative Code, the Board approves an amendment to the Long Range Facilities Plan, as necessary, to reflect the Project and approves the submission of such amendment to the New Jersey Department of Education.

Section 3. In accordance with the requirements of Section 6A:26-3.2 of the New Jersey Administrative Code, the Board approves the Project applications and Parette Somjen Architects LLC is hereby directed to submit such applications to the New Jersey Department of Education seeking debt service aid for the Project.

Section 4. With respect to the Project, the Board authorizes and directs the Board President, the Superintendent, and the Business Administrator/Board Secretary, as applicable, to execute the schematic plans and educational specifications, the amendment to the Long Range Facilities Plan, the Project cost estimate sheets, and all related project documents allowing submission of same to the New Jersey Department of Education.

Section 5. The Board hereby authorizes and directs the Board President, the Superintendent, the Business Administrator/Board Secretary, Parette Somjen Architects LLC, and Bond Counsel, McManimon, Scotland + Baumann, LLC, as applicable to take all action required to preserve the opportunity to present the Project to the voters via a potential bond referendum at a School District Election to be held on November 5, 2024.

Section 6. This resolution shall take effect immediately.

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- c. It is recommended by the Superintendent that the Board of Education approve of the following Independent Contractors to be used for the 2024 Extended School Year Program. Hours are not to exceed the total amount of 60 hours:
  - 1. Lauren Crevani, Occupational Therapist at \$85/hour.
  - 2. Kimberly Astrologo, Speech/Language Specialist at \$90/hour.
  - 3. Jennie Adessa, Speech/Language Specialist at \$90/hour.

### 20. 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 March 19, 2024 through April 29, 2024 in the amount of \$47,973.03 for Regular bills and \$5,373,183.35 for Contractor bills.

b. The Superintendent and the Director of Transportation recommend the approval of the Software Service Agreement with Simfoni, USA, Inc. beginning April 19, 2024 for a three (3) year term at an annual cost of \$31,920.00 for the Sussex County Regional Cooperative's use of their eSourcing proprietary software for the purpose of RFQ, RFI, RFP, Sealed Bids, Auctions.

c. The Superintendent and the Director of Transportation recommend the **approval to hire Chris Harrison** as a substitute school bus driver for the 2023-2024 school year at the hourly rate of \$28.85 beginning May 1, 2024.

d. The Superintendent and the Director of Transportation recommend the **approval to hire Chris Harrison** as a school bus driver for the 2024-2025 school year at the hourly rate of \$29.70 beginning September 1, 2024.

e. The Superintendent and the Director of Transportation recommend the **approval of the following Sussex County Regional Cooperative Office Staff Personnel** for the 2024-2025 school year:

Employee ID #	Salary	Longevity
80522	\$67,884.69	\$3,000.00
81658	\$63,000.00	
80216	\$67,884.69	\$4,000.00
81625	\$75,118.30	
81639	\$51,500.00	
81094	\$63,000.00	\$2,500.00
80515	\$80,000.00	\$3,000.00

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f. The Superintendent and the Director of Transportation recommend the **approval of the following Sussex County Regional Cooperative Administrators** for the 2024-2025 school year:

Employee ID #	Salary	Longevity
80566	\$166,929.57	\$4,500.00
80396	\$116,850.70	\$9,000.00
81726	\$115,000.00	

g. The Superintendent and the Director of Transportation recommend the **approval of Nancy Rosikiewicz, Substitute Receptionist** for the 2024-2025 school year at an hourly rate of \$20.00.

h. The Superintendent and the Director of Transportation recommend the **approval of all bus drivers and bus aides** for the 2024-2025 school year at the following hourly rates effective September 1, 2024. Hours per day to be determined in August 2024 based on bus route schedules.

Employee ID #	2024-25 Hourly Rate	Longevity
81151	\$29.70	
81303	\$29.70	\$600.00
81666	\$29.70	
81751	\$29.70	
81420	\$29.70	\$600.00
81689	\$29.70	
81667	\$29.70	
81668	\$29.70	
81791	\$29.70	
81669	\$29.70	
81170	\$29.70	\$800.00
81750	\$29.70	

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81787	\$29.70	
80269	\$29.70	\$1,050.00
81058	\$29.70	\$800.00
81759	\$29.70	
81702	\$29.70	
81671	\$29.70	
81081	\$29.70	\$800.00
81672	\$29.70	
81673	\$29.70	
81725	\$29.70	
81255	\$29.70	\$600.00
81238	\$29.70	
81599	\$17.50	
81706	\$17.50	
81437	\$17.50	
81357	\$17.50	
81605	\$17.50	
81760	\$17.50	
81140	\$17.50	

i. The Superintendent and the Director of Transportation recommend the **approval** of all **Bus Drivers/Bus Aides** and **Substitute Bus Drivers** to work summer hours/routes as needed.

j. The Superintendent and the Director of Transportation recommend the **approval of the following new member district for the 2023-2024 school year:**

Pleasantville



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k.

1. The Superintendent and the Director of Transportation recommend the **acceptance** of student transportation **quotations for Special Education School Year Routes** for the 2023-2024 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 School Year Routes** to the lowest, responsible and responsive bus contractor companies for the 2023-2024 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 2023-2024 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 2023-2024 School Year as listed on Exhibit A.
5. The Superintendent and the Director of Transportation recommend the **route contract addendums for the 2023 -2024 School Year** as listed on Exhibit A.
6. The Superintendent and the Director of Transportation **recommend the renewal of 2022-2023 School Year Routes for the 2023-24 School Year** at the state issued CPI of 5.86% or less.

**Motion to approve items 13-20:**

(ACTION) Motion by Falconi. seconded by DiStefano

Yes	Joseph Falconi	Yes	Nicole Falconi-Shubert *	Yes	Philip DiStefano #
Yes	Natalia Cappello	Yes	Jayson Cittrich	Yes	Jayna Gulan
Yes	James Chaffee, Jr.	Yes	Scott Francis	Yes	Jennifer Polowchena

\* abstain 15

# present 20

### 21. BOARD OF EDUCATION MEMBER COMMENTS

# HOPATCONG BOARD OF EDUCATION

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22. **ADJOURNMENT**

**Motion to adjourn:**

(ACTION) Motion by DiStefano. seconded by Polowchena  
All in favor Yes. Time: 7:36 pm

Respectfully submitted,



Jeff Hallenbeck Board Secretary