

HOPATCONG BOARD OF EDUCATION

REGULAR MEETING

November 27, 2023

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: 6:03 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 November 27, 2023 at the Hopatcong Board of Education, Board meeting room in the Administration Building.

3. **ROLL CALL**

Present	Scott Francis	Present	Nicole Falconi-Shubert	Present	#Philip DiStefano
Absent	*Joseph Falconi	Present	Jayson Cittrich	Absent	^Jayna Gulan
Present	Jennifer Johnson	Present	Jackie Turkington	Present	Jennifer Polowchena

*arrived 6:02pm

^arrived 6:37pm

#arrived 7:02pm

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 Johnson. seconded by Polowchena

Yes	Scott Francis	Yes	Nicole Falconi-Shubert	Absent	Philip DiStefano
Absent	Joseph Falconi	Yes	Jayson Cittrich	Absent	Jayna Gulan
Yes	Jennifer Johnson	Yes	Jackie Turkington	Yes	Jennifer Polowchena

HOPATCONG BOARD OF EDUCATION

REGULAR MEETING

November 27, 2023

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

5. **RECONVENE**

Motion to Reconvene

(ACTION) Motion by Johnson seconded by Gulan

Yes	Scott Francis	Yes	Nicole Falconi-Shubert	Yes	Philip DiStefano
Yes	Joseph Falconi	Yes	Jayson Cittrich	Yes	Jayna Gulan
Yes	Jennifer Johnson	Yes	Jackie Turkington	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. October 23, 2023 - Executive Session
- b. October 23, 2023 - Public Meeting
- c. October 30, 2023 - Executive Session
- d. October 30, 2023 - Public Meeting

Motion to approve 6a-6d:

(ACTION) Motion by Falconi-Schubert seconded by Polowchena

Yes	Scott Francis	Yes	Nicole Falconi-Shubert	Present	Philip DiStefano
Yes	Joseph Falconi	Yes	Jayson Cittrich	Yes	Jayna Gulan
Yes	Jennifer Johnson	Yes	Jackie Turkington	Yes	Jennifer Polowchena

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

- a. Superintendent's Report – **Mr. Arthur DiBenedetto, Interim Superintendent of Schools**
 1. Review of Agenda
- b. HIB - A second reading and approval of the Superintendent's HIB Report for October 2023 as presented to the Board at the October meeting on October 30, 2023. Approval of the Superintendent's HIB report for November 2023 for first reading and review as presented to the Board at the November meeting on November 27, 2023.
- c. The following students were chosen as Hopatcong High School's Students-of-the-Month for their outstanding performance in October, 2023.
 - Grade 8 – Isabella Juliano

 - Grade 9 – Kayla Wright

 - Grade 10 - Hailey Kennedy

 - Grade 11 – Maya Martinez

HOPATCONG BOARD OF EDUCATION

REGULAR MEETING

November 27, 2023

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

Grade 12 – Greg Smith and Nicole Kelly

The following students were chosen as Hopatcong High School’s Scholar Athletes of the Month for their outstanding performance in September, 2023.

ATHLETICS - Girls Tennis - Addison Realista, Freshman

ATHLETICS - Cross Country - Sean Attas, Junior

Motion to approve 7a – 7c:

((ACTION))Motion by Falconi. Seconded by Polowchena

Yes	Scott Francis	Yes	Nicole Falconi-Shubert	Yes	Philip DiStefano
Yes	Joseph Falconi	Yes	Jayson Cittrich	Yes	Jayna Gulan
Yes	Jennifer Johnson	Yes	Jackie Turkington	Yes	Jennifer Polowchena

8. **PARENT/TEACHER ORGANIZATION REPRESENTATIVES**

9. **PUBLIC COMMENT – GENERAL DISCUSSION**

10. **FINANCE**

Approval of the following Finance items, **10a. – 10h.**, 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, October 30, 2023 through November 27, 2023 be approved in the following amounts:

General Fund and Special Revenue (Grants) account - \$1,147,386.54

Cafeteria account - \$ 87,450.87

- b. It is recommended by the Superintendent that the board approve the Treasurer’s Report for the month of October 2023.
- c. It is recommended by the Superintendent that the board approve the Board Secretary’s Report for the month of October, 2023.
- d. It is recommended by the Superintendent that the board approve the Transfer Report for the month of October, 2023.
- 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 October 30, 2023, 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 October 30, 2023, 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

HOPATCONG BOARD OF EDUCATION

REGULAR MEETING

November 27, 2023

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

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. It is recommended by the Superintendent that the board approve the acceptance of a fiscal year 2023 School Development Authority Capital Maintenance and Emergent Projects funding grant in the amount of \$36,156.

h. It is recommended by the Superintendent that the board accept the donation from Jon Vatcher to the High School of \$250 in ShopRite gift cards to be distributed to families in need.

11. PERSONNEL

Approval of the following personnel items, **11a – 11i**, as recommended by the Superintendent of Schools and the Student Achievement Committee of the Board:

a. Approval of the resignation of Ty Aquilino, part time custodian effective November 1, 2023.

b. Approval of the resignation of Kristin Havyar as a Part-Time Art Teacher at the Middle School effective January 15, 2024 or sooner if a replacement is found.

c. Approval of the employment of **Leslie De La Cruz** as a Paraprofessional at Durban Avenue School effective November 28, 2023 at a rate of \$16.13 per hour, based on Step 1-2 of the 2023 - 2024 HEA Paraprofessionals Salary Guide, for 29.75 hours per week. Should toileting be required, there will be an additional \$1.00 differential per hour added to the hourly rate. Employment is contingent upon completion of paperwork.

d. Approval of a correction in the salary of Assistant Tennis Coach, Heather DelBagno which should have read \$3,287 which represents the salary of Class B, Level 4 for this Spring sport.

e. Approval of the termination of Employee #81740 effective November 15, 2023.

f. Approval of Neil Pallotta as 8th grade Math teacher effective December 2, 2023. Mr. Pallotta retired in June of 2023 and due to the relaxation of rules put forth by the DOE on the hiring of retired teachers due to the shortage, he is approved at MA 15, \$73,705 prorated for the remainder of the school year.

g. Approval of **Aimee Landrud** who is recommended to receive tenure effective December 11, 2023.

h. Approval of the following **Coach/Advisor Positions** for the 2023-2024 school year:

HOPATCONG BOARD OF EDUCATION

REGULAR MEETING

November 27, 2023

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

Name	Nature of Action	Position	Class	Level	Salary
Dominick Spuckes	Appoint	JV Girls Basketball Coach	B	4	\$5,034
B. Egner	Appoint	E Sports volunteer			
M. Winbush	Appoint	Boys Basketball volunteer			

- i. Approval of the following substitutes for the Hopatcong School District:
 - 1. Ty Aquilino, Substitute Custodian (retroactively effective to November 1, 2023)
 - 2. Shay Burdick, Substitute Teacher

12. STUDENTS AND SERVICES

Approval of the following items, **12a-12e** 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. 12031. Instruction will be provided by Hopatcong certificated staff at the Board approved rate of \$40.00 per hour beginning October 31, 2023 until approximately January 5, 2024.
- b. Approval for 5 hours of home instruction services per week for student no. 13243. Instruction will be provided by Hopatcong certificated staff at the Board approved rate of \$40.00 per hour beginning 11/13/23 until approximately 1/29/24.
- c. Approval for educational instruction services for student no. 12425 for 5 hours per week beginning November 17, 2023. Instruction will be provided by Saint Clare's Hospital at a rate of \$55.00 per hour.
- d. Approval for 1 1/4 hours of home instruction services per week for student no. 13271. Instruction will be provided by Hopatcong certificated staff at the rate of \$40.00 per hour effective 11/21/23 until approximately 12/20/23.
- e. Approval of the following field trip requests:

School	Date	Trip
HHS	11/28/23	ELL to Durban Ave (ESSER Grant)
HHS	12/5/23	NJAC Sportsmanship Summit
HHS	1/4/24	Fiddler -Paper Mill Playhouse
HHS	2/15/24	Camelback FIT Club

HOPATCONG BOARD OF EDUCATION

REGULAR MEETING

November 27, 2023

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

13. **RESOLUTIONS**

a. Whereas the DOE and Office of Grants Management has approved the district's request to amend the ESSER ARP application; and whereas that approval has freed up funds from unused accounts related to Covid, it is recommended by the Superintendent that the Hopatcong Board of Education approve continuing the counseling arrangement with the Center of Evaluation and Counseling for one day per week each at the Durban Avenue and Tulsa Trail School and furthermore, the Hopatcong Middle School for one day per week. This arrangement fits into the realm of Board of Education goals for 23-24. Services would begin November 27th and end June 5, 2024. The sixty thousand dollar cost will be derived from the federal ESSER ARP grant.

b. Whereas the SAC Committee has reviewed the survey put out by the Center for prevention and Counseling; and whereas the committee felt that the questions were somewhat beyond the age of HMS students; and whereas the committee recommended that the survey be limited to students at HHS and whereas the survey sponsors have agreed to that stipulation, therefore be it resolved that the board approve the edited survey for students in grades 8-12.

c. Whereas the HEA contract has a limitation of five periods of teaching at HHS for core subject teachers; and whereas the HHS schedule had three exceptions to this contractual language; and whereas the HEA has graciously accepted a one year proposal to pay the three teachers for their extra period of work; it is recommended by the Superintendent that the board agree to additional payment to the following teachers:

Eric Shramko - full year, twelve thousand dollars

Irene Paxos - one marking period, three thousand dollars

Mckenzie Norris - thirty two days, 32/42, twenty three hundred dollars

14. **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 October 31, 2023 through November 27, 2023 in the amount of \$101,772.44 for Regular bills and \$4,953,254.97 for Bus Contractors.

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

HOPATCONG BOARD OF EDUCATION

REGULAR MEETING

November 27, 2023

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

Mendham Borough

C.

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 **renewal** of **2022-2023 School Year Routes for the 2023 – 2024 School Year** at State issued CPI increase of 5.86% or less as listed on Exhibit A.

6. The Superintendent and the Director of Transportation recommend the **route contract addendum for the 2023 Extended School Year** as listed on Exhibit A.

7. The Superintendent and the Director of Transportation recommend the **route contract addendums for the 2023 -2024 School Year** as listed on Exhibit A.

HOPATCONG BOARD OF EDUCATION

REGULAR MEETING

November 27, 2023

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

ADDENDUM

- a. The Board accepts with regret the resignation of Jennifer Johnson from her position as a school board member effective December 18, 2023 as she will be sworn into to office as a member of Hopatcong Borough Council on January 6, 2024.
- b. It is recommended by the Superintendent that the board approve the submission of the QSAC District Improvement Plan to the NJDOE

Motion to approve items 10 – addendum item b:

(ACTION)Motion by Falconi. seconded byGulan

Yes	Scott Francis	Yes	Nicole Falconi-Shubert	Yes	*Philip DiStefano
Yes	Joseph Falconi	Yes	Jayson Cittrich	Yes	Jayna Gulan
Yes	Jennifer Johnson	Yes	Jackie Turkington	Yes	Jennifer Polowchena

*votes present on item 14

15. **BOARD OF EDUCATION MEMBER COMMENTS**

16. **ADJOURNMENT**

Motion to adjourn:

(ACTION)Motion by Falconi-Shubert seconded by Johnson

All in favor **Yes**. Time: