

# HOPATCONG BOARD OF EDUCATION

## REGULAR MEETING

April 28, 2025

**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: \_\_\_\_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 28, 2025 at the Hopatcong Board of Education, Board meeting room in the Administration Building.

#### 3. ROLL CALL

-----... ▾	Natalia Cappello	-----... ▾	Kevin Daviau	----- ▾	Veronica Schram
-----... ▾	James Chaffee, Jr.	-----... ▾	Philip DiStefano	----- ▾	Jennifer Polowchena
-----... ▾	Jayson Cittrich	-----... ▾	Jayna Gulan	----- ▾	Nicole Falconi-Shubert

#### 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 Choose Item ▾ . seconded by Choose Item ▾

-----... ▾	Natalia Cappello	-----... ▾	Kevin Daviau	----- ▾	Veronica Schram
-----... ▾	James Chaffee, Jr.	-----... ▾	Philip DiStefano	----- ▾	Jennifer Polowchena
-----... ▾	Jayson Cittrich	-----... ▾	Jayna Gulan	----- ▾	Nicole Falconi-Shubert

#### 5. RECONVENE

**Motion to Reconvene**

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(ACTION)Motion by Choose Item ▾ seconded by Choose Item ▾

-----... ▾	Natalia Cappello	-----... ▾	Kevin Daviau	-----... ▾	Veronica Schram
-----... ▾	James Chaffee, Jr.	-----... ▾	Philip DiStefano	-----... ▾	Jennifer Polowchena
-----... ▾	Jayson Cittrich	-----... ▾	Jayna Gulan	-----... ▾	Nicole Falconi-Shubert

### 6. PUBLIC BUDGET HEARING

**Motion to open public budget hearing:**

((ACTION)Motion by Choose Item ▾ . Seconded by Choose Item ▾

-----... ▾	Natalia Cappello	-----... ▾	Kevin Daviau	-----... ▾	Veronica Schram
-----... ▾	James Chaffee, Jr.	-----... ▾	Philip DiStefano	-----... ▾	Jennifer Polowchena
-----... ▾	Jayson Cittrich	-----... ▾	Jayna Gulan	-----... ▾	Nicole Falconi-Shubert

- a. Public Budget Presentation
- b. Public Budget Comments

**Motion to close public budget hearing:**

((ACTION)Motion by Choose Item ▾ . Seconded by Choose Item ▾

-----... ▾	Natalia Cappello	-----... ▾	Kevin Daviau	-----... ▾	Veronica Schram
-----... ▾	James Chaffee, Jr.	-----... ▾	Philip DiStefano	-----... ▾	Jennifer Polowchena
-----... ▾	Jayson Cittrich	-----... ▾	Jayna Gulan	-----... ▾	Nicole Falconi-Shubert

### 7. APPROVAL OF 2025-2026 BUDGET

- a. Approval of the following resolution for submission of the tentative 2025/2026 school budget to the Sussex County Superintendent:

“WHEREAS, the Superintendent has presented to the Finance Committee and other members of the Hopatcong Board of Education, a recommended 2025/2026 School District Budget in the total amount of \$ 42,915,084 as follows; and

WHEREAS, the Board approves a Local Tax Levy of \$29,741,657;

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WHEREAS, the local tax levy will increase by a total of 3.62% composed of a 2% increase of \$574,073.78 and a 1.62% banked cap exception in the amount of \$463,894.22 for a total local tax levy increase of \$1,037,968; and

WHEREAS, the budget includes the withdrawal of \$1,369,296 from Capital Reserve for the purposes of paying down referendum bonds; and

THEREFORE, BE IT RESOLVED the Hopatcong School District preliminary 2025/2026 budget for submission to the Sussex County Superintendent's Office is approved as follows on the Meeting Agenda of March 17, 2025."

<b>General Fund</b>		
Fund 10	Charter School Tuition	\$665,481
Fund 10-606	Interest Maintenance Reserve	\$200
Fund 11	General Operating Fund	\$35,024,807
Fund 12	Debt Services Assessment	\$1,370,410
	Capital Reserve Interest	\$500

<b>Special Revenue Fund</b>		
Fund 20	Federal/State Grants	\$808,473
	PEA Funding	\$2,970,522
Fund 40	Debt Service Bonds	\$2,074,691
<b>Total Budget</b>		<b>\$42,915,084</b>

### Motion to approve item 7a:

((ACTION))Motion by Choose Item . Seconded by Choose Item

-----... ▾	Natalia Cappello	-----... ▾	Kevin Daviau	-----... ▾	Veronica Schram
-----... ▾	James Chaffee, Jr.	-----... ▾	Philip DiStefano	-----... ▾	Jennifer Polowchena
-----... ▾	Jayson Cittrich	-----... ▾	Jayna Gulan	-----... ▾	Nicole Falconi-Shubert

### 8. **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:

- March 17, 2025- Executive Session
- March 17, 2025 - Regular Meeting

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### Motion to approve 8a-8b:

((ACTION))Motion by Choose Item . Seconded by Choose Item

-----... ▾	Natalia Cappello	-----... ▾	Kevin Daviau	----- ▾	Veronica Schram
-----... ▾	James Chaffee, Jr.	-----... ▾	Philip DiStefano	----- ▾	Jennifer Polowchena
-----... ▾	Jayson Cittrich	-----... ▾	Jayna Gulan	----- ▾	Nicole Falconi-Shubert

## 9. SUPERINTENDENT'S REPORT AND HIB REPORT

- Student Representatives: **Natalia Gerena-Roman & Lilyanne Zinsli**
- Superintendent's Report – **Mr. Jeffrey Hallenbeck, Superintendent of Schools**
- Approval of the Superintendent's HIB report for April 2025 for first reading and review as presented to the Board at the April meeting on April 28, 2025.

### Motion to approve 9a –9c:

((ACTION))Motion by Choose Item . Seconded by Choose Item

-----... ▾	Natalia Cappello	-----... ▾	Kevin Daviau	----- ▾	Veronica Schram
-----... ▾	James Chaffee, Jr.	-----... ▾	Philip DiStefano	----- ▾	Jennifer Polowchena
-----... ▾	Jayson Cittrich	-----... ▾	Jayna Gulan	----- ▾	Nicole Falconi-Shubert

## 10. ACKNOWLEDGEMENTS/CORRESPONDENCE

- Congratulations to **Hopatcong Middle School Students** who made High Honor Roll and Honor Roll for the third marking period of the 2024 – 2025 school year.
- Congratulations to **Hopatcong High School Students** who made High Honor Roll and Honor Roll for the third marking period of the 2024 – 2025 school year.
- Hopatcong to the following **Hopatcong High School Students-of-the-Marking Period** for their outstanding performance in the Third Marking Period of the 2024-2025 school year:  
**Grade 8** – Melisanda Senat  
Honorable Mention: Hayden Arnold and Giancarlo Gallego  
**Grade 9** – Jacob Lios  
Honorable Mention: Reagan Gravatt and Noah Cortes  
**Grade 10** – Annalise Dillenkofer  
Honorable Mention: Jazlyn Ruiz, Savannah Scott and Lilyanne Zinsli  
**Grade 11** –Jaylynn Ortiz  
Honorable Mention: Antonio Sudak  
**Grade 12** - Andrea Godfrey  
Honorable Mention: Ashley Mower and Ali Elmonier
- Congratulations to the following students who were chosen as **Hopatcong Middle School's Students-of-the-Month** for their outstanding performance in March 2025:  
**Grade 4** - Ramon Santos

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**Grade 5** - Neelah Daron

**Grade 6** - Ian Nunez Delgado

**Grade 7** - Katerina Bender, Brayden Coleman

11. **PARENT/TEACHER ORGANIZATION REPRESENTATIVES**

12. **PUBLIC COMMENT – GENERAL DISCUSSION**

13. **ANNUAL APPROVALS AND APPOINTMENTS**

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

a. **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.

b. **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.

c. **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.

**TRAVEL AND RELATED EXPENSES MAXIMUM.**

- d. 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 2025/2026 school year.

**Motion to approve 13a – 13d:**

(ACTION) Motion by  . Seconded by

<input type="text" value="-----..."/>	Natalia Cappello	<input type="text" value="-----..."/>	Kevin Daviau	<input type="text" value="-----"/>	Veronica Schram
<input type="text" value="-----..."/>	James Chaffee, Jr.	<input type="text" value="-----..."/>	Philip DiStefano	<input type="text" value="-----"/>	Jennifer Polowchena
<input type="text" value="-----..."/>	Jayson Cittrich	<input type="text" value="-----..."/>	Jayna Gulan	<input type="text" value="-----"/>	Nicole Falconi-Shubert

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### 14. FINANCE

Approval of the following Finance items as recommended by the Superintendent of Schools:

- a. It is recommended by the Superintendent that bills for the General Fund and Special Revenues (Grants) account, March 17, 2025, through April 28, 2025 be approved in the following amounts:  
General Fund and Special Revenue (Grants) account - \$1,642,254.98  
Cafeteria account - \$92,777.72  
Fund 30 - \$904,426.87
- b. It is recommended by the Superintendent that the board approve the Treasurer's Report for the month of March 2025.
- c. It is recommended by the Superintendent that the board approve the Board Secretary's Report for the month of March 2025.
- d. It is recommended by the Superintendent that the board approve the Transfer Report for the month of March 2025.
- 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 28, 2025, 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 28, 2025, 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. It is recommended that the Board approve the acceptance of the following donations:

AMOUNT	DONOR	CHECK NUMBER	DONATED TO:
\$501	Linda M. Hill	4852	The Carol McCue Memorial Scholarship
\$501	Doug P. Palermo	104	"Be Good, Work Hard, Help Others" Memorial Scholarship

**Motion to approve 14a – 14g:**

(ACTION) Motion by Choose Item . Seconded by Choose Item

-----... ▾	Natalia Cappello	-----... ▾	Kevin Daviau	----- ▾	Veronica Schram
-----... ▾	James Chaffee, Jr.	-----... ▾	Philip DiStefano	----- ▾	Jennifer Polowchena
-----... ▾	Jayson Cittrich	-----... ▾	Jayna Gulan	----- ▾	Nicole Falconi-Shubert

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### 15. PERSONNEL

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

- a. Approval to accept the resignation of **John Rivera** from his position as Full Time Custodian effective April 16, 2025.
- b. Approval to accept the resignation of **Vianka Taveras Diaz** from her position as Paraprofessional effective April 19, 2025.
- c. Approval to accept the resignation of **Isabella Sortino** from her position as Paraprofessional effective May 6, 2025.
- d. Approval of employment of **Elham Abogendia** as a Paraprofessional at Durban Ave at a rate of \$16.55 an hour effective April 22, 2025. Should toileting apply an additional \$1.00 an hour will be added to the hourly rate.
- e. Approval of **Employee #81545** to take an unpaid leave of absence using FMLA/NJFLA for 12 consecutive weeks beginning August 27, 2025 with a return date of November 24, 2025.
- f. Approval of **Employee #80275** to take a paid leave of absence using earned sick time beginning May 6, 2025 consisting of up to 18 total days and up to 11 total days of unpaid intermittent FMLA leave with an anticipated return date of June 18, 2025 or sooner once medically cleared.
- g. Approval of **Employee#80071** to take a paid sick leave of absence using earned sick time beginning April 23, 2025 with an anticipated return date of May 7, 2025 or sooner once medically cleared.
- h. Approval of **Vincent Marinoni** as Grade 4 Elementary Temporary Assistance Position, 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.
- i. Approval of **Sonia Scovil** as Grade 6 Math Temporary Assistance Position, 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.
- j. Approval of **Nancy Stephens** to work extra duty Middle School Homework Club Advisor at a rate of \$28/hour as needed.

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- k. Approval of the following **Tenured HEA Teacher** Contract Renewals for the 2025 – 2026 school year:

Last Name	First Name	Guide	FTE	Step	Salary	Longevity
ALZATE	CARMEN	Teacher MA	100.00	17	\$103,410.00	\$1,500.00
AMELIO	LINDSAY	Teacher MA+30	100.00	14	\$100,910.00	\$800.00
ANNETTE	SUZANNE	Teacher MA+30	100.00	17	\$106,910.00	\$1,500.00
BAELI	THOMAS	Teacher MA+30	100.00	17	\$106,910.00	\$1,500.00
BARROQUEIRO	MELLANY	Teacher MA	100.00	17	\$103,410.00	\$1,800.00
BAUER	AUDRA	Teacher MA	100.00	6	\$81,410.00	\$500.00
BAUM	EILEEN	Teacher MA+15	100.00	13	\$96,510.00	\$500.00
BELFIORE	CHRISTINA	Teacher MA+15	100.00	6	\$82,510.00	\$0.00
BENNINGER	ALANA	Teacher BA	100.00	17	\$96,560.00	\$1,500.00
BISIGNANI	JENNIFER	Teacher MA+15	100.00	6	\$82,510.00	\$500.00
BOUCHER	KIMBERLY	Teacher MA	100.00	11	\$91,410.00	\$800.00
BRENNAN	KATHLEEN	Teacher BA+15	100.00	17	\$99,160.00	\$1,800.00
BURNS	MARY	Teacher MA	100.00	17	\$103,410.00	\$1,500.00
CADAVID-OROZCO	KATLIN	Teacher BA+15	100.00	5	\$76,160.00	\$0.00
CAMPAGNA	DAVID	Teacher BA	100.00	17	\$96,560.00	\$500.00
CANZONE	JOHN	Teacher MA	100.00	17	\$103,410.00	\$2,000.00
CARDOSA-SCHNAB EL	GABRIELLE	Teacher MA	100.00	4	\$79,410.00	\$0.00
CATIZONE	CARMELA	Teacher MA	100.00	17	\$103,410.00	\$1,800.00
CERRATO	DONNA	Teacher BA+15	100.00	17	\$99,160.00	\$1,800.00
CERTO	MARK	Teacher MA+45	100.00	17	\$108,210.00	\$1,500.00
CERULO	ALBERT	Teacher MA+30	100.00	17	\$106,910.00	\$0.00
CHRISTIANO	STACEY	Teacher MA+45	100.00	17	\$108,210.00	\$0.00
COLLINS	BRIAN	Teacher MA	100.00	17	\$103,410.00	\$1,500.00
CUBBERLY	KAREN	Teacher MA+60	100.00	17	\$109,510.00	\$1,800.00
CULCASI	MICHELE	Teacher MA+60	100.00	17	\$109,510.00	\$500.00
CUSANO	WILSON	Teacher BA+15	100.00	17	\$99,160.00	\$1,500.00
DE SALVIA	RUTH	Teacher MA+15	100.00	13	\$96,510.00	\$800.00
DEAN	MELISSA	Teacher MA+15	100.00	17	\$104,510.00	\$800.00
DEBOS	EDRIC	Teacher BA+30	100.00	15	\$96,910.00	\$800.00
DELBAGNO	HEATHER	Teacher MA+45	100.00	17	\$108,210.00	\$1,500.00
DELORENZO	MARIA	Teacher MA+30	100.00	17	\$106,910.00	\$1,500.00
DEMETRO	DANA	Teacher MA	100.00	17	\$103,410.00	\$1,500.00
DEROSA	CHRISTINE	Teacher BA	100.00	9	\$80,560.00	\$500.00
DEROSE	ELISSA	Teacher MA+30	20.00	11	\$18,982.00	\$0.00
DIBRIENZA -CIKOVIC	JACLYN	Teacher MA+60	100.00	12	\$99,510.00	\$800.00
DOUGLAS	JAMIE	Teacher MA	100.00	15	\$99,410.00	\$1,500.00
DRURY	NANCY	Teacher BA+15	100.00	17	\$99,160.00	\$1,800.00
DUFFY	TRACI	Teacher MA+60	100.00	17	\$109,510.00	\$1,800.00
DUFFY	NANCY	Teacher MA	100.00	17	\$103,410.00	\$800.00
DUTHALER	KATHRYN	Teacher MA	100.00	17	\$103,410.00	\$1,800.00
EMERLING	DINA	Teacher MA	100.00	17	\$103,410.00	\$1,500.00
FAILLA HARRIS	BLAIR	Teacher MA	100.00	15	\$99,410.00	\$0.00
FAJERMAN	ERIC	Teacher BA	100.00	17	\$96,560.00	\$1,800.00
FARRELL	MICHAEL	Teacher MA	100.00	17	\$103,410.00	\$0.00
FIALCOWITZ	JAIME	Teacher BA	100.00	15	\$92,560.00	\$800.00
FORBES	DAWN	Teacher MA+15	100.00	17	\$104,510.00	\$2,000.00



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GALLAGHER	KATHRYN	Teacher MA+15	100.00	7	\$84,510.00	\$0.00
GAMBUZZA	JAMIE	Teacher MA+30	100.00	15	\$102,910.00	\$1,500.00
GIGANTINO	JENNIFER	Teacher BA+15	100.00	8	\$81,160.00	\$0.00
GUEVARA	YANET	Teacher MA	100.00	13	\$95,410.00	\$500.00
HAGGERTY	SHARON	Teacher MA+60	100.00	6	\$87,510.00	\$500.00
HERSH	DAWN	Teacher MA	100.00	17	\$103,410.00	\$1,500.00
IONNI	EMILY	Teacher MA+45	100.00	6	\$86,210.00	\$500.00
JULIANO	LEEANNE	Teacher MA	100.00	17	\$103,410.00	\$1,500.00
KALEMBA	CHRISTINE	Teacher MA	100.00	17	\$103,410.00	\$1,500.00
KEEGAN	HEATHER	Teacher BA	100.00	9	\$80,560.00	\$0.00
KENNEDY	MELISSA	Teacher MA+60	100.00	12	\$99,510.00	\$800.00
KESTER	KRISTINE	Teacher MA+60	100.00	17	\$109,510.00	\$1,500.00
KOVACH	DANIELLE	Teacher MA+60	100.00	17	\$109,510.00	\$1,800.00
KULIK	JACOB	Teacher BA	100.00	15	\$92,560.00	\$500.00
LONGO	JOSEPH	Teacher MA	100.00	17	\$103,410.00	\$1,500.00
MALISZEWSKI	AMANDA	Teacher BA+30	100.00	17	\$100,910.00	\$0.00
MANCUSO	ANDREA	Teacher MA+15	100.00	17	\$104,510.00	\$1,500.00
MANISA	DANIELLE	Teacher MA	100.00	17	\$103,410.00	\$800.00
MARTIN	HILARY	Teacher MA+60	100.00	17	\$109,510.00	\$800.00
MASTROVITI	SUSAN	Teacher BA	100.00	6	\$74,560.00	\$500.00
MCCARTHY	AMANDA	Teacher BA+30	100.00	12	\$90,910.00	\$0.00
MCCONNELL	ALLYSON	Teacher BA	100.00	17	\$96,560.00	\$1,500.00
MCDONALD	JAMES	Teacher MA+60	100.00	17	\$109,510.00	\$1,800.00
MCKOWEN	JAMES	Teacher BA	100.00	11	\$84,560.00	\$500.00
MCLEAN	ALEXA	Teacher MA+30	100.00	17	\$106,910.00	\$800.00
MENDEZ	LUIS	Teacher BA	100.00	17	\$96,560.00	\$1,500.00
MILLER	PAUL	Teacher MA	100.00	17	\$103,410.00	\$1,800.00
MONRO	DAYNA	Teacher BA+30	100.00	17	\$100,910.00	\$1,800.00
MONTEFUSCO	STACEY	Teacher MA+30	100.00	10	\$92,910.00	\$500.00
MORTENSON	JILL	Teacher BA	100.00	15	\$92,560.00	\$800.00
MULVIHILL	JASON	Teacher MA	100.00	17	\$103,410.00	\$1,500.00
MUNOZ	CHRISTINA	Teacher MA+30	100.00	15	\$102,910.00	\$800.00
MURPHY	CHRISTI	Teacher MA	100.00	5	\$80,410.00	\$0.00
MURRAY	MICHELLE	Teacher MA+45	100.00	17	\$108,210.00	\$1,500.00
NARDONE	MEGAN	Teacher MA	100.00	12	\$93,410.00	\$800.00
NEE	MARY	Teacher BA	100.00	11	\$84,560.00	\$800.00
NEU	JENNIFER	Teacher MA	100.00	17	\$103,410.00	\$1,500.00
NOONAN	MARY	Teacher MA	100.00	17	\$103,410.00	\$1,800.00
NORRIS	MCKENZIE	Teacher MA	100.00	11	\$91,410.00	\$500.00
OESSEN	PETER	Teacher MA+60	100.00	17	\$109,510.00	\$1,800.00
OLSEN	KENNETH	Teacher MA+60	100.00	17	\$109,510.00	\$1,800.00
OSBUN	LISA	Teacher MA+15	100.00	17	\$104,510.00	\$800.00
O'SHEA	KRISTEN	Teacher BA	100.00	13	\$88,560.00	\$800.00
PAGANO	TANYA	Teacher MA+60	100.00	17	\$109,510.00	\$800.00
PALLOTTA	SUSAN	Teacher MA	100.00	17	\$103,410.00	\$1,800.00
PAPPAS	KELLY	Teacher MA+60	100.00	17	\$109,510.00	\$1,800.00
PARICHUK	BARBARA	Teacher MA	100.00	17	\$103,410.00	\$2,000.00
PAXOS	IRENE	Teacher MA	100.00	17	\$103,410.00	\$1,800.00
PIERETH	MELANIE	Teacher MA+60	100.00	17	\$109,510.00	\$1,500.00
PINTO	DIANA	Teacher MA+15	100.00	17	\$104,510.00	\$1,500.00
RISCHAWY	JONATHAN	Teacher MA+15	100.00	17	\$104,510.00	\$800.00
RODICK	KELLY	Teacher BA+15	100.00	10	\$85,160.00	\$0.00
RUSSO	KELCEY	Teacher MA	100.00	9	\$87,410.00	\$0.00

# HOPATCONG BOARD OF EDUCATION

## REGULAR MEETING

April 28, 2025

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

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RYDER	MELANIE	Teacher MA+15	100.00	7	\$84,510.00	\$500.00
SCHIAVONE	DOMINIC	Teacher MA+30	100.00	17	\$106,910.00	\$1,500.00
SCOVIL	SONIA	Teacher MA	100.00	9	\$87,410.00	\$500.00
SEGALE	GEORGE	Teacher BA+15	100.00	14	\$93,160.00	\$800.00
SERRANO-AVILES	LINDA	Teacher BA	100.00	17	\$96,560.00	\$1,500.00
SHRAMKO	ERIC	Teacher BA+30	100.00	17	\$100,910.00	\$1,500.00
SPANIO	CONCETTA	Teacher MA	100.00	17	\$103,410.00	\$1,800.00
STEPHENS	NANCY	Teacher MA+15	100.00	8	\$86,510.00	\$0.00
STRZEPEK	ERICA	Teacher MA+30	100.00	17	\$106,910.00	\$800.00
SUTTON	NORMAN	Teacher BA+30	100.00	8	\$82,910.00	\$500.00
TAKACS	CHRISTINA	Teacher MA	100.00	17	\$103,410.00	\$1,500.00
TURNER	LOREN	Teacher BA+15	100.00	17	\$99,160.00	\$1,500.00
VALENTI	JENNIFER	Teacher MA+60	100.00	14	\$103,510.00	\$0.00
VALLARO	CRAIG	Teacher MA	100.00	8	\$85,410.00	\$500.00
VILLANI	MARTINA	Teacher MA+15	100.00	11	\$92,510.00	\$500.00
VOLOSHIN	ANNA	Teacher MA+30	100.00	14	\$100,910.00	\$0.00
WILSON	JULIE	Teacher BA+15	100.00	17	\$99,160.00	\$2,000.00
WINKLER	SIOBHAN	Teacher MA+15	100.00	7	\$84,510.00	\$0.00
WOLF	HILARY	Teacher MA+15	100.00	17	\$104,510.00	\$1,800.00

- I. Approval of the following **Non-Tenured HEA Teacher Contract Renewals** for the 2025 – 2026 school year:

Last Name	First Name	Guide	FTE	Step	Salary	Longevity
APGAR	SAMANTHA	Teacher MA	100.00	5	\$80,410.00	\$0.00
BOVE	CHRISTOPHER	Teacher MA	100.00	5	\$80,410.00	\$0.00
COLEMAN	PATRICIA	Teacher BA+15	100.00	8	\$81,160.00	\$0.00
CORDERO	DOROTHY	Teacher BA	100.00	11	\$84,560.00	\$0.00
COVIELLO	LAUREN	Teacher MA	100.00	4	\$79,410.00	\$0.00
D'AMATO	NOELLE	Teacher BA	100.00	2	\$70,560.00	\$0.00
DIAZ	KATHY	Teacher BA+15	100.00	5	\$76,160.00	\$0.00
IANNUZZI	MICHELLE	Teacher MA+15	100.00	9	\$88,510.00	\$0.00
IRELAND	KARYLIN	Teacher BA	100.00	5	\$73,560.00	\$0.00
KARROS	LINDSAY	Teacher MA	40.00	3	\$31,364.00	\$0.00
MARINONI	VINCENT	Teacher BA	100.00	3	\$71,560.00	\$0.00
MAY-ORTIZ	MCKENZIE	Teacher MA+15	100.00	10	\$90,510.00	\$0.00
PASCUAL	CHRISTINE	Teacher MA	100.00	3	\$78,410.00	\$0.00
ROCHETTE	STEPHANIE	Teacher BA	100.00	3	\$71,560.00	\$0.00
STEIN	MELISSA	Teacher MA+15	100.00	4	\$80,510.00	\$0.00
TAYLOR	EMILY	Teacher MA	100.00	6	\$81,410.00	\$0.00
TYKOWSKI	LAURA	Teacher MA	100.00	2	\$77,410.00	\$0.00
VALENTINE	JAMES	Teacher MA+15	100.00	8	\$86,510.00	\$0.00
VITALE	STEPHANIE	Teacher MA+45	100.00	6	\$86,210.00	\$0.00
ZAREMBA	ASHLEY	Teacher MA	100.00	10	\$89,410.00	\$0.00

# HOPATCONG BOARD OF EDUCATION

## REGULAR MEETING

April 28, 2025

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

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- m. Approval of the following **HEA Custodial/Maintenance Staff Members Contract Renewals** for the 2025-2026 school year:

Last Name	First Name	FTE1	STEP	SALARY	LONGEVITY
BENITEZ FIGUEROA DE M	FANNY	62.50	2	\$28,900.00	\$0.00
BOWKER	CHARLES	100.00	15	\$59,815.00	\$1,300.00
BRADY	THOMAS	100.00	3-4	\$46,740.00	\$0.00
CALLAGHAN	DANIEL	62.50	3-4	\$29,212.50	\$0.00
DOWLING	SHANE	100.00	5-6	\$48,045.00	\$0.00
DUNN	BRUCE	100.00	16	\$61,125.00	\$1,300.00
FANCERA	ANTONIO	62.50	2	\$28,900.00	\$0.00
FORST	DONALD	100.00	7	\$49,350.00	\$1,150.00
HOUTERMAN	PATRICIA	100.00	9	\$51,960.00	\$1,300.00
KRAEMER	WILLIAM	100.00	7	\$49,350.00	\$450.00
KUBIK	WILLIAM	100.00	19	\$65,055.00	\$0.00
LANDSHOF	EDWARD	100.00	7	\$49,350.00	\$450.00
LARSEN	RAY	62.50	5-6	\$30,028.13	\$0.00
MARCAZO	ERIC	100.00	3-4	\$46,740.00	\$0.00
MOBILIO	PATRICK	100.00	3-4	\$46,740.00	\$0.00
OVALLS	MANUEL	100.00	3-4	\$46,740.00	\$0.00
PARRENO	ANGELICA	62.50	3-4	\$29,212.50	\$0.00
PETRIZZO	MARTIN	50.00	9	\$25,980.00	\$1,300.00
POLO	STEFANINA	100.00	9	\$51,960.00	\$1,300.00
SCARTOZZI	LAWRENCE	100.00	9	\$51,960.00	\$1,300.00
SMITH	RYAN	100.00	3-4	\$46,740.00	\$0.00
SORBARA	CHRISTIAN	100.00	3-4	\$46,740.00	\$0.00
TERANTINO	NICHOLAS	100.00	12	\$55,885.00	\$1,300.00
VASQUEZ HERNANDEZ	GLORIA	100.00	2	\$46,240.00	\$0.00
WARD	THOMAS	100.00	5-6	\$48,045.00	\$0.00

- n. Approval of the following **HEA Custodial/Maintenance Staff Member Pensionable Stipends** for the 2025-2026 school year per the collective bargaining agreement:

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

# HOPATCONG BOARD OF EDUCATION

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April 28, 2025

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

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2 Windsor Avenue, Hopatcong, NJ 07843

- o. Approval of the following **Hopatcong Office Personnel Association Members** Contract Renewal Recommendations for the 2025-2026 school year:

Last Name	First Name	FTE	STEP	Salary	Longevity	Equitable Pay
AMELLA	CHRISTINE	100.00	2	\$41,652	\$0	\$ 2,400
GATES	DEBORAH	100.00	11	\$48,627	\$2,300	\$ 2,400
MOLISSO	ENDORA	100.00	8	\$46,302	\$1,100	\$ 2,400
O'HARE	MAUREEN	100.00	11	\$48,627	\$2,300	\$ 2,400
RAZACK	KARLI	100.00	4	\$43,202	\$0	\$ 2,400
ROMAN-GERENA	NICOLE	100.00	7	\$45,527	\$0	\$ 2,400
SANTA	TARA	100.00	7	\$45,527	\$0	\$ 2,400
YANKO	STACY	100.00	10	\$47,852	\$1,900	\$ 2,400
ZAMMITO	MICHELLE	100.00	7	\$45,527	\$0	\$ 2,400

- p. Approval of the following **Confidential/Independent Staff Members** for the 2025-2026 school year:

Last Name	First Name	FTE	Salary	Longevity
BISIGNANI	KYLE	100.00	\$81,803.18	\$2,200
HULING	BRITTANY	100.00	\$64,053.24	\$1,000
JUSKUS	KRISTA	62.50	\$28,532.50	\$0
MULHOLLAND	JOHN	100.00	\$75,482.15	\$2,200
SCHWAB	KATIE	100.00	\$79,165.78	\$1,000
TALMADGE	TRACEY	100.00	\$74,267.58	\$1,000
WARD	KATHLEEN	100.00	\$71,538.92	\$1,800
CARLE	WALTER	100.00	\$24,657.88	\$0

- q. Approval of the following **Hopatcong Association of Principals and Supervisors Members** contract Renewal Recommendations for the 2025-2026 school year:

Last Name	First Name	Job Title	Salary	Longevity
BENFATTI	LEWIS	Middle School Principal	\$187,155.75	\$9,000.00
BYRNE	BRIAN	Tulsa Trail Principal	\$160,257.55	\$7,500.00
MARTINEZ	STEPHANIE	High School Principal	\$144,612.77	\$0
MCFADDEN	KATHERINE	Durban Ave Principal	\$156,181.79	\$4,500.00
MILLER	TAMMY	Director of Special Services	\$170,764.80	\$7,500.00

# HOPATCONG BOARD OF EDUCATION

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- r. Approval of the employment of **Greg Smyth** as Facilities Supervisor, with a salary of \$86,492.53 beginning July 1, 2025 through June 30, 2026.
- s. 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 \$170,362.50 beginning July 1, 2025 through June 30, 2026.
- t. Approval of the non renewal of the following employees for the 2025-2026 school year due to reasons of economy and lack of work:

UPC Code Identifier #
H.MG.02.460.S.PHE
H.MG.01.813.S.PHE
H.MG.02.804.S.GDC
H.MG.02.067.S.SPA
D.MG.01.802.A.NUR
B.AREC.01.440.O.CON
B.TEC.03.368.O.TCN
LT.GR5.01.816.S.ELE
M.MG.01.720.S.TRR

- u. Approval to abolish the UPC Code position **#Cust.DIS.22** for budgetary reasons.
- v. Approval to rescind the employment of **Employee#81535** as a substitute teacher for the Hopatcong School District.
- w. Approval of the following staff for the **Extra Duty/Extra Pay** Positions the 2025 – 2026 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

- x. Approval of the following staff to take and receive tuition reimbursements\*, as per contract, upon successful completion of the course and submission of paperwork

# HOPATCONG BOARD OF EDUCATION

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### ***Course Approval /Reimbursement Approval***

Name	Course Title	Course Number	Credits	Cost
Jeff Hallenbeck	Learning Theory & Instructional Strategies	ENC 743	3	\$3,508.50
Tracey Talmadge	Intermediate Accounting I Federal Income Tax Accounting	ACC-3301	3	\$2186
		ACC-3401	3	\$2186

***\*The maximum rate of reimbursement per credit for the 24-25 school year is \$453.***

y. Approval of all existing staff members to serve as substitute custodians as needed for the 2024-2025 school year.

z. Approval of the following substitutes:

Kayla McManus, Substitute Teacher

Robin Hunt, Substitute Paraprofessional

#### **Motion to approve 15a-15z:**

(ACTION)Motion by Choose Item seconded by Choose Item

-----... ▾	Natalia Cappello	-----... ▾	Kevin Daviau	----- ▾	Veronica Schram
-----... ▾	James Chaffee, Jr.	-----... ▾	Philip DiStefano	----- ▾	Jennifer Polowchena
-----... ▾	Jayson Cittrich	-----... ▾	Jayna Gulan	----- ▾	Nicole Falconi-Shubert

## 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 \$248 + \$407.94 Meals/Mileage/Parking Reimbursement	6/4/25-6/5/25

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

**Motion to approve 16:**

(ACTION)Motion by Choose Item seconded by Choose Item

# HOPATCONG BOARD OF EDUCATION

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-----... ▾	Natalia Cappello	-----... ▾	Kevin Daviau	----- ▾	Veronica Schram
-----... ▾	James Chaffee, Jr.	-----... ▾	Philip DiStefano	----- ▾	Jennifer Polowchena
-----... ▾	Jayson Cittrich	-----... ▾	Jayna Gulan	----- ▾	Nicole Falconi-Shubert

### 17. POLICY & REGULATIONS

Approval of item 17a 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**:

P 55841- Secret Societies

P 5842 - Equal Access of Student Organizations

P 2421 - Career and Technical Education

R 4240 - Employee Training

**Motion to approve 17a:**

(ACTION)Motion by Choose Item ▾ seconded by Choose Item ▾

-----... ▾	Natalia Cappello	-----... ▾	Kevin Daviau	----- ▾	Veronica Schram
-----... ▾	James Chaffee, Jr.	-----... ▾	Philip DiStefano	----- ▾	Jennifer Polowchena
-----... ▾	Jayson Cittrich	-----... ▾	Jayna Gulan	----- ▾	Nicole Falconi-Shubert

### 18. STUDENTS AND SERVICES

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

- Approval for 5 hours per week of educational instruction services for student no. 413062 beginning March 22, 2025. Instruction will be provided by Saint Clare's Hospital at a rate of \$55.00 per hour.
- Approval of the following field trip requests:

SCHOOL	TRIP
High School	Kalahari - Quest
High School	Paterson Great Falls - Quest
Tulsa	Raritan Valley Planetarium
High School	Parsippany Library

# HOPATCONG BOARD OF EDUCATION

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High School	Circle Lanes
High School	Papermill Playhouse
High School	Senior Walk

**Motion to approve 18a-18b:**

(ACTION)Motion by Choose Item seconded by Choose Item

-----... ▾	Natalia Cappello	-----... ▾	Kevin Daviau	----- ▾	Veronica Schram
-----... ▾	James Chaffee, Jr.	-----... ▾	Philip DiStefano	----- ▾	Jennifer Polowchena
-----... ▾	Jayson Cittrich	-----... ▾	Jayna Gulan	----- ▾	Nicole Falconi-Shubert

## 19. RESOLUTIONS

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

- It is recommended by the Superintendent that the Board of Education approve May 23, 2025 as the final giveback day since all snow days were not used that were built into the school calendar.
- It is recommended by the Superintendent that the Board of Education approve the Collaborative Monitoring Corrective Action Plan.
- It is recommended by the Superintendent that the Board of Education approve AlphaBest Summer Camp which will run from 7am to 6pm from July 1 to August 15, 2025 at the Middle School.

**Motion to approve 19a-19c:**

(ACTION)Motion by Choose Item seconded by Choose Item

-----... ▾	Natalia Cappello	-----... ▾	Kevin Daviau	----- ▾	Veronica Schram
-----... ▾	James Chaffee, Jr.	-----... ▾	Philip DiStefano	----- ▾	Jennifer Polowchena
-----... ▾	Jayson Cittrich	-----... ▾	Jayna Gulan	----- ▾	Nicole Falconi-Shubert

## 20. SUSSEX COUNTY REGIONAL COOPERATIVE

- The Superintendent and the Director of Transportation recommend the **approval of bills** for the Sussex County Regional Cooperative Operating account for March 18, 2025 through April 28, 2025 in the amount of \$398,005.63 for Regular bills and \$5,305,984.52 for Contractor bills.
- The Superintendent and the Director of Transportation recommend **the approval of the following new member districts** for the 2024-2025 school year:



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**Bloomfield School District  
Phillipsburg School District**

- c. The Superintendent and the Director of Transportation recommend **the approval of the following new member districts** for the 2025-2026 school year:  
**Bloomfield School District  
New Brunswick School District  
Phillipsburg School District**
- d. The Superintendent and the Director of Transportation recommend the **approval of the Joint Transportation Agreement with Educational Services Commission of Morris County** to transport public, nonpublic and/or special education pupils on established routes for the 2025-2026 school year. The Sussex County Regional Cooperative agrees to pay the Commission the total sum of estimated costs plus a 2% surcharge.
- e. The Superintendent and the Director of Transportation recommend the **approval of the Subscription Busing Agreement** with the North Caldwell Board of Education for the 2025-2026 school year.
- f. The Superintendent and the Director of Transportation recommend the approval **for Christopher Verdi to attend the Pupil Transportation Safety Institute's Behind the Wheel Program** (Train the Trainer format), June 30 – July 3, 2025 at a cost of \$630.00.
- g. BE IT RESOLVED, by the Hopatcong Board of Education that, upon recommendation of the Superintendent, **the employment of the employee ID # 81666 is hereby terminated** effective April 7, 2025, and the Board authorizes the Board Secretary, Superintendent, and/or the Director of the Cooperative to take all action necessary to effectuate the terms of this Resolution.
- h. BE IT RESOLVED, by the Hopatcong Board of Education that, upon recommendation of the Superintendent, **the employment of the employee ID # 81081 is hereby terminated** effective April 15, 2025, and the Board authorizes the Board Secretary, Superintendent, and/or the Director of the Cooperative to take all action necessary to effectuate the terms of this Resolution.
- i. The Superintendent and the Director of Transportation recommend the approval to **accept the resignation of employee ID # 81140** effective April 18, 2025.
- j. The Superintendent and the Director of Transportation recommend the **approval of the contract renewal for the following Sussex County Regional Cooperative Office Staff Personnel** for the 2025-2026 school year:

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Employee ID #	Salary	Longevity
80522	\$69,921.23	\$3,000.00
80515	\$82,400.00	\$3,000.00
81658	\$64,890.00	
80216	\$69,921.23	\$4,000.00
81625	\$77,371.85	
81639	\$53,045.00	
81850	\$71,070.00	
81094	\$64,890.00	\$2,500.00

- k. The Superintendent and the Director of Transportation recommend the **approval of the contract renewal for the following Sussex County Regional Cooperative Administrators** for the 2025-2026 school year:

Employee ID #	Salary	Longevity
80566	\$171,937.46	\$6,000.00
80396	\$120,356.22	\$9,000.00
81726	\$118,965.00	

- l. The Superintendent and the Director of Transportation recommend the **approval of Nancy Rosikiewicz, Substitute Receptionist** for the 2025-2026 school year at an hourly rate of \$20.00.
- m. The Superintendent and the Director of Transportation recommend the **approval of Enrico Fattorusso as a Substitute Bus Driver** for the 2025-2026 school year.
- n. The Superintendent and the Director of Transportation recommend the **approval of contract renewal for the following bus drivers and bus aides** for the 2025-2026 school year. Terms of contract including hours and route assignments to be approved at future meeting date.

Employee ID #
---------------

# HOPATCONG BOARD OF EDUCATION

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81420
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80269
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81058

# HOPATCONG BOARD OF EDUCATION

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81673
81255
81599
81819
81437
81357

- o. The Superintendent and the Director of Transportation recommend the **approval of all 2025-2026 renewed *Bus Drivers/Bus Aides* and *Substitute Bus Drivers*** to work summer hours/routes as needed at 2024-2025 hourly rate.
- p.
  - 1. The Superintendent and the Director of Transportation recommend the **acceptance** of student transportation **quotations for *Special Education School Year Routes*** for the 2024-2025 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 2024-2025 School Year as listed on Exhibit A.
  - 3. The Superintendent and the Director of Transportation recommend the **approval of route contract addendums** for the 2024-2025 School Year as listed on Exhibit A.
  - 4. The Superintendent and the Director of Transportation recommend the **acceptance** of student transportation **quotations for *Athletic/Class/Field Trips*** for the 2024-2025 School Year as listed on Exhibit A.
  - 5. 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 2024-2025 School Year as listed on Exhibit A.
  - 6. The Superintendent and the Director of Transportation recommend the **award of bids submitted from the July 3, 2024 Bid #2024-25-01A** to the lowest, responsible

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and responsive bus contractor company for the 2024-2025 School Year as listed on Exhibit A.

7. The Superintendent and the Director of Transportation recommend the ***acceptance of Parent Transportation Contracts*** for the 2024-2025 School Year as listed on Exhibit A.
8. The Superintendent and the Director of Transportation recommend the ***award of bids submitted from the February 4, 2025 Bid #2024-25-07*** to the lowest, responsible and responsive bus contractor company for the 2024-2025 School Year as listed on Exhibit A.

(ACTION)Motion by Choose Item . seconded by Choose Item

-----... ▾	Natalia Cappello	-----... ▾	Kevin Daviau	----- ▾	Veronica Schram
-----... ▾	James Chaffee, Jr.	-----... ▾	Philip DiStefano	----- ▾	Jennifer Polowchena
-----... ▾	Jayson Cittrich	-----... ▾	Jayna Gulan	----- ▾	Nicole Falconi-Shubert

### 21. **BOARD OF EDUCATION MEMBER COMMENTS**

### 22. **ADJOURNMENT**

**Motion to adjourn:**

(ACTION)Motion by Choose Item . seconded by Choose Item

All in favor: Choose an item. Time: