

# HOPATCONG BOARD OF EDUCATION

## REGULAR MEETING

August 26, 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 pm following the Executive Session (in room 21) which starts at 6:00 p.m. on August 26, 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	Absent	Jayson Cittrich	Present	Jayna Gulan ^
Absent	James Chaffee, Jr.	Present	Scott Francis	Present	Jennifer Polowchena

\*Arrived 6:05pm

^Arrived 6:09pm

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 Polowchena

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

5. **RECONVENE**

**Motion to Reconvene**

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(ACTION) Motion by Falconi seconded by Polowchena

Yes	Joseph Falconi	Yes	Nicole Falconi-Shubert	Yes	Philip DiStefano
Yes	Natalia Cappello	Absent	Jayson Cittrich	Yes	Jayna Gulan
Absent	James Chaffee, Jr.	Yes	Scott Francis	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. July 22, 2024 - Executive Session
- b. July 22, 2024 - Regular Meeting

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

((ACTION) Motion by Cappello. Seconded by Gulan

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

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

- a. Superintendent's Report – **Mr. Jeffery Hallenbeck, Superintendent of Schools** Asst. Superintendent Matthew Robinson reported on the NJGPA and ACCESS for ELLs Results from Spring 2024.
- b. Approval of the Superintendent's HIB report for August 2024 for first reading and review as presented to the Board at the August meeting on August 26, 2024.

**Motion to approve 7a – 7b:**

((ACTION) Motion by Falconi. Seconded by Polowchena

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

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### 8. ACKNOWLEDGEMENTS/CORRESPONDENCE

- a. Congratulations to the Hopatcong High School Students and their impressive scores on their AP English (Mrs. Kalemba) test scores in May 2024:  
AP Literature - 3 Seniors took the exam - 3 earned 4 out of 5.  
AP Language - 17 Juniors took the exam - 4 earned a perfect score of 5.  
4 earned score of 4.  
1 earned score of 3.

### 9. PARENT/TEACHER ORGANIZATION REPRESENTATIVES

- Nicole Roman Gerena mentioned that the week the Music Boosters spent at Band Camp was great and that we have a very young band.
- HHSPTSO is holding a Back to School Breakfast for teachers.
- The Tricky Tray is March 22, 2025
- October 18<sup>th</sup> is Homecoming.

### 10. PUBLIC COMMENT – GENERAL DISCUSSION

There were questions regarding the total number of students currently enrolled; comments regarding communicating to the community more frequently, especially about the upcoming Referendum; our district needs to show more growth in improvement; a comment was made that AlphaBest does not service Hopatcong youth who attend out of district schools.

### 11. FINANCE

Approval of the following Finance items, 11a. – 11o, 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, July 22, 2024 through August 26, 2024 be approved in the following amounts:  
General Fund and Special Revenue (Grants) account - \$1,209,814.64  
Cafeteria account - \$2,821.55
- b. It is recommended by the Superintendent that the board approve the Treasurer's Report for the month of July 2024.
- c. It is recommended by the Superintendent that the board approve the Board Secretary's Report for the month of July 2024.
- d. It is recommended by the Superintendent that the board approve the Transfer Report for the month of July 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 June 30, 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 June 30, 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

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- 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 Jeff Hallenbeck, Superintendent of Schools/Business Administrator be designated as the Public Agency Compliance Officer (P.A.C.O.) for the 2024-2025 School Year.
  - h. It is recommended by the Superintendent that Jeff Hallenbeck, Superintendent of Schools/Business Administrator be authorized to award contracts up to the bid threshold of \$32,000 as per N.J.S.A. 18A: 18A-3.
  - i. It is recommended by the Superintendent that the Board approve the agreement with LinkIt! for student assessment and data analysis software for the 2024-2025 school year.
  - j. It is recommended by the Superintendent that Parette Somjen Architects, LLC be approved as the Architect of Record for the 2024-2025 School Year.
  - k. It is recommended by the Superintendent that the board approve the agreement with the Sussex County Ed Services Commission for the 2024-2025 school year for services, as needed. Currently, the Sussex County Ed Services Commission hosts educational programs for a number of Hopatcong students.
  - l. It is recommended by the Superintendent that the board approve the 2024-2025 Tuition Contract Agreement between the Morris County Vocational School District and the Hopatcong Board of Education to provide educational services for any students electing to or sent to attend commencing July 1, 2024 and terminating June 30, 2025.
  - m. It is recommended by the Superintendent that the board approve the 2024-2025 Tuition Contract Agreement between the Sussex County Technical School and the Hopatcong Board of Education to provide educational services for any students electing to or sent to attend commencing July 1, 2024 and terminating June 30, 2025.
  - n. **Renewal of Lease Purchase**  
Approval of the lease-purchase of 6 Ricoh copiers from October 2024 to September 2029 at a cost of \$4,565.00 per month with Atlantic Tomorrow's Office, State Contract # M2075. (Current lease purchase amount is \$4,778 per month.)
  - o. **QUASI-ENTITY RESOLUTION**  
Whereas, the School Alliance Insurance Fund membership allows additional insured status for Booster Clubs, Foundations and other affiliated entities, and

Whereas, upon completion of the Quasi Entity General Application, and a formal Hopatcong Board of Education resolution recognizing the Entity as an additional insured receiving quasi entity status,

Therefore, be it resolved, the Hopatcong Board of Education formally recognizes the following, as Quasi-Entities of the Hopatcong Board of Education:

- HEPTO – Hopatcong Elementary Parent Teacher Organization
- HHSPTSO – Hopatcong High School Parent Teacher Student Organization
- Hopatcong Chiefs Football and Cheerleading Parents Association
- Hopatcong Wrestling

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- Music/Drama Boosters
- Project Graduation

**Motion to approve 11a – 11o:**

**Mr. DiStefano asked the cost of the LinkIt! Student assessment and data analysis software - \$43,000**

(ACTION) Motion by Falconi. Seconded by Gulan

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

12.

### PERSONNEL

Approval of the following personnel items, **12a – 12bb**, as recommended by the Superintendent of Schools and the Student Achievement Committee of the Board:

- Approval to accept the resignation of **Deena El Sayed** from her position as a Paraprofessional effective July 18, 2024.
- Approval to accept the resignation of **Amie Robertson** from her position as a Paraprofessional effective August 13, 2024.
- Approval to accept the resignation of **Nikki Calfee** from her position as a Paraprofessional effective August 20, 2024.
- Approval to accept the resignation of **Paula Joana** from her position as a Paraprofessional effective August 20, 2024.
- Approval to accept the resignation of **Lien Lai** from her position as a Paraprofessional effective August 20, 2024.
- Approval to accept the resignation of **Nadia Perez** from her position as a Paraprofessional effective August 21, 2024.
- Approval to accept the resignation with regret, for the purpose of retirement, of **Yvonne Mortello** from her position as Psychology Teacher effective November 1, 2024. Yvonne has worked for the Hopatcong School District for the past 25 years.
- Approval of employment of **Eliana Diaz** as a Paraprofessional at the Durban Ave School effective September 1, 2024 at a rate of \$16.55 an hour. Should toileting apply an additional \$1.00 an hour will be added to the hourly rate.

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- i. Approval of employment of **Christine Hoehl** as a Paraprofessional at the Durban Ave School effective September 1, 2024 at a rate of \$16.55 an hour. Should toileting apply an additional \$1.00 an hour will be added to the hourly rate.
- j. Approval of employment of **Jamie Becker** as a Paraprofessional at the Middle School effective September 1, 2024 at a rate of \$16.55 an hour.
- k. Approval of employment of **Donna Maffeo** as a Paraprofessional at the Durban Ave School effective September 1, 2024 at a rate of \$16.55 an hour. Should toileting apply an additional \$1.00 an hour will be added to the hourly rate.
- l. Approval of employment of **Donna Roio** as a Paraprofessional at the High School effective September 1, 2024 at a rate of \$16.55 an hour.
- m. Approval of employment of **Krista Juskus** as Part Time Facilities Secretary effective September 23, 2024 with a salary of \$24,954. Krista is replacing retiring Sandy Hornick.
- n. Approval of employment of **Meghan VanAlstyne** as a Long-Term Leave Replacement at the Middle School effective September 1, 2024. Meghan will be paid 19 days at the substitute per diem rate of \$110/per day then to be paid at a salary of \$67,520 which represents BA/Step 1 of the 2024-2025 HEA salary guide.
- o. Approval of **Employee #80034** to take a paid leave of absence using earned sick days starting September 3, 2024 until cleared by a doctor with a return date.
- p. Approval of High School Nurse **Ashley Zaremba** to work up to 40 hours to complete physicals over the summer.
- q. Approval of **Melissa Kennedy** as the Middle School Coordinator of Student Support for the 2024-2025 school year with a stipend amount of \$10,000.
- r. Approval of the following as Athletic Event Staff Members for 2024-2025 athletic events, to be paid at the Board Approved rate of pay per position: Michael Stec
- s. Approval of the following staff members whom are recommended to receive tenure (effective 9/1/2024):
  - Gabrielle Cardosa-Schnabel
  - Jennifer Gigantino
  - Christina Nied(effective 10/19/2024):
  - Kelcey Russo
- t. Approval of the following staff mentoring partnership in accordance with the provisions and requirements of the Hopatcong District Mentoring Program:

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<b>New Staff Member</b>	<b>Mentor</b>
Meghan VanAlstyne	Jaime Fialcowitz
Emily Pappas	Mary Nee

u. Approval of the following salary guide movements\*

<b>Name</b>	<b>Current Degree Status</b>	<b>Degree Change</b>	<b>Effective Date</b>
Maria DeLorenzo	MA+15	MA+30	9/1/2024
Karen Cubberly	MA+30	MA+60	9/1/2024
Siobhan Winkler	MA	MA+15	9/1/2024
Melissa Kennedy	MA+45	MA+60	9/1/2024
Emily Ionni	MA+30	MA+45	9/1/2024
Suzanne Annette	MA+15	MA+30	9/1/2024
Andrea Mancuso	MA	MA+15	9/1/2024
Norm Sutton	BA+15	BA+30	9/1/2024
James Valentine	MA	MA+15	9/1/2024
Jennifer Gigantino	BA	BA+15	9/1/2024
Erica Strzepek	MA+15	MA+30	9/1/2024
James McDonald	MA+45	MA+60	9/1/2024

**\*Approval of the listed staff members to move up on the HEA guide due to increased education credentials.**

v. Approval of the following staff members to write curriculum over the summer at a rate of \$35/hour for the number of listed hours below which represents the negotiated rate from the HEA Contract (11-000-221-102-01-01)

<b>Course/Subject</b>	<b>Name</b>	<b>Number of Hours</b>
Language Arts 4	Hilary Wolf	15
Language Arts 5	Melissa Dean	15
Pre-Calculus CP, Pre-Calculus AP	Kelcey Russo	20
Language Arts 6	Concetta Spano	15

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Language Arts 7		15
Language Arts Focus 6		8
Language Arts Focus 7		8

w. Approval of the following Extra Duty/Extra Pay Positions for the 2024-2025 school year as needed:

Name	Nature of Action	Position	Salary
Neil Pallotta Craig Vallaro	Appoint	HS Detention Monitor	\$28/hour
Julie Wilson Susan Pallotta McKenzie Norris	Appoint	HS CRAAM	\$40/hour
Dina Emerling Karen Cubberly Neil Pallotta Eileen Baum Craig Vallaro	Appoint	HS Homework Club	\$28/hour
Al Cerulo	Appoint	Events Manager - split	\$3,307.50
James McKowen	Appoint	Events Manager - split	\$3,307.50
Lisa Schuffenhauer	Appoint	Durban Ave Lunch/Recess two periods per week	\$570
Gabriella Cardosa-Schnabel	Appoint	Durban Ave Lunch/Recess three periods per week	\$855
Karylin Ireland	Appoint	Durban Ave Lunch/Recess two periods per week	\$570
Samantha Apgar	Appoint	Durban Ave Lunch/Recess one period per week	\$285

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

Name	Nature of Action	Position	Class	Level	Salary
Cedric Huntington	Appoint	Volunteer Tumbling Coach - Cheerleading	-	-	-

y. 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	Organizational Behavior	BUS-3030-HFA	4	\$2106



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	Social Responsibility in Business	BUS-1050-BUS	4	\$2106
Norm Sutton	Learning Technology Designing and Facilitating E-Learning Experiences for K-12 Students	D294	3	\$1044
		D295	3	*cost subject to change per credit \$1044 *cost subject to change per credit
Stacey Montefusco	Introduction to Counseling	CMHC 501-902 SEM (83119),	3	\$1359
	Multicultural Counseling	CMHC 530-902 LDI (83120)	3	\$1359
Alexa McLean	Leadership in learning communities	EDLP 6010	3	\$1359
Jeff Hallenbeck	Applied Educational Media Instructional Design	ENC 741	3	\$3,325.25
		ENC 742	3	\$3,325.25

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

z. Approval of the following ESY additions:

1. Linda Minervini - Rate of pay for Linda Minervini will be \$40 per hour. She will work a maximum of 12.75 hours over the 16 days.

aa. Approval of Erin Coughlin, Selina Jakows and Nicole Mueller as cheerleading instructors for the cheerleading summer camp held 8/13/24 & 8/14/24.

bb. Approval of the following substitutes:

1. Cecile Nava, Substitute Teacher
2. Allison Ekeman, Substitute Teacher

**Motion to approve 12a-12bb:**

(ACTION) Motion by Falconi seconded by Polowchena

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

**13. TRAVEL AND PROFESSIONAL DEVELOPMENT**

Resolved, that the Hopatcong Board of Education approve travel costs as related in this resolution which are educationally necessary and fiscally prudent and are related to and within the scope of the employee's current responsibilities and promotes the delivery of instruction or furthers the efficient operation of the school district. The reimbursement listed in this resolution are in compliance with the state travel reimbursement guidelines as established by the Department of Treasury and Board of Education policy in accordance with N.J.A.C. 6A:23B-1.1. seq

***Approval of the following staff to attend Professional Development/Conference\****

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Name	Title	Cost	Date
Austin Brown	A Community of Practice (XCART 007) Brookdale	\$770	9/7/2024 - 12/21/2024
Kris Kester	An Introduction to Gestalt Language Processing	\$90+mileage	
Linda Minervini	Dyslexia: How Can We Identify and Help Individuals in the Classroom	\$60	7/25/24
Jennifer Valenti	The National Institute for Early Education Research (NIEER) Pre-K Classroom Quality Speaker Series	\$550	10/17/24, 12/4/24, 2/4/25, 3/13/25
Jennifer Valenti	ECERS 3 Training and Reliability	\$1,500	Online: 11/12/24, 11/13/24, 11/14/14 In class observations: (they will work to coordinate 3 dates from the range provided with the district)
Tammy Miller	Using the Patterns of Strengths and Weaknesses (PSW) Model to Identify Specific Learning Disabilities (SLD) and Other Learning Problems	\$160	11/22/24 & 12/6/24
Stephanie Martinez	NJPSA Conference	\$410 registration fee + \$68.62 mileage + \$10 parking + \$40 meals = \$522.62	10/17-10/18/24
Stephanie Martinez	NJALAS Conference	\$0	9/20/24

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

**Motion to approve Travel and Professional Development:**

(ACTION) Motion by Cappello. seconded by Gulan

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

## 14. POLICY & REGULATIONS

Approval of item 14a, as recommended by the Superintendent of Schools and the Student Achievement and Operations Committees of the Board:

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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 0164.6	Remote Public Board Meetings During a Declared Emergency (M) (Abolished)
P 2200	Curriculum Content (M) (Revised)
P & R 3160	Physical Examination (M) (Revised)
P & R 4160	Physical Examination (M) (Revised)
R 5200	Attendance (M) (Revised)
P 5337	Service Animals (Revised)
P 5350	Student Suicide Prevention (M) (Revised)
P 7231	Gifts From Vendors (M) (Abolished)
P 8420	Emergency and Crisis Situations (M) (Revised)
P & R 8467	Firearms and Weapons (M) (Revised)
P 9181	Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants (Revised)

## 15. STUDENTS AND SERVICES

Approval of the following items, 15a-15b as recommended by the Superintendent of Schools and Student Achievement Committee of the Board:

- a. Approval for 5 hours of home instruction services per week for student no. 13760 for the 2024-2025 school year. Instruction will be provided by Hopatcong certificated staff at the Board approved rate of \$40.00 per hour.
- b. Approval of the following field trip requests:

SCHOOL	DATE	TRIP
High School	9/19/24	Van Campens Glen
High School	10/10/24	Pyramid Mountain
High School	10/3/24	Lake Hopatcong

## 16. 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 agreement of shared services between Hopatcong Board of Education and Elite Prep Academy.
- b. It is recommended by the Superintendent that the Board of Education approve payment for the following providers of summer camp programs. Payment is based on registrations and is at no cost to the board: Craig Vallaro, Irene Paxos, Dana Demetro, Jonathan Rischawy and Eric Fajerman.
- c. It is recommended by the Superintendent that the Board of Education approve the salary adjustment of McKenzie May-Ortiz, previously approved at MA+15, step 9,

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\$84,705, guide 2023-2024 will be MA+15, step 9, guide 2024-2025, \$86,470 effective September 1, 2024.

- d. It is recommended by the Superintendent that the Board of Education approve the District Professional Development Plan
- e. It is recommended by the Superintendent that the Board of Education approve the District Mentoring Plan.
- f. It is recommended by the Superintendent that the Board of Education approve application for waivers for the following:

High School - A6, speech/OT/OT

Durban - PS rooms 10, 11, 12, 13 need waivers for not having bathrooms.

Tulsa - Need waiver for Dual Use Rooms, 1.5 days per week, 2 speech therapists working in same full-sized classroom.

Durban - Dual Use Rooms, 17 OT and PT and 19, Therapist

- g. It is recommended by the Superintendent that the Board of Education of Education approve the use of all current teacher certificated staff and substitutes for home instruction for the 2024/2025 school year, as needed at the Board approved rate of \$40 per hour.
- h. It is recommended by the Superintendent that the Board of Education approve the memorandum of agreement between the Hopatcong BOE and the Hopatcong Borough Police Department as required by law.
- i. It is recommended by the Superintendent that the Board of Education approve the agreement of services between the Hopatcong Borough Schools and Lakeside Counseling Associates.
- j. It is recommended by the Superintendent that the Board of Education approve the Remediation and G&T Substitute Position.
- k. It is recommended by the Superintendent that the Board of Education approve the sidebar agreement with the HEA for a modification of job responsibilities in accordance with terms and conditions of the agreement. (HEA sidebar 24-25-1)
- l. WHEREAS, N.J.A.C. 5:34-7.15 authorizes local contracting units to enter into a Commodity Resale Agreements for the purchase of certain commodities from other contracting unities; and

WHEREAS, Hardyston Township has authorized the creation of the Hardyston Commodity Resale System; and

WHEREAS, it would be in the best interest of Hopatcong Board of Education to become a member of the Hardyston Commodity Resale System.

NOW, THEREFORE, BE IT RESOLVED by the Hopatcong Board of Education that the Business Administrator is hereby authorized to execute any necessary paperwork to join the Hardyston Commodity Resale System.

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### 17. 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 July 23, 2024 through August 26, 2024 in the amount of \$79,918.17 for Regular bills and \$5,852,680.27 for Bus Contractors.
- b. The Superintendent and the Director of Transportation recommend the **approval to hire Daniel Borchert** as a substitute school bus driver for the 2024-2025 school year at the hourly rate of \$29.70, beginning September 1, 2024.
- c. The Superintendent and the Director of Transportation recommend the **approval to hire Rosemary Delgado** as a Bus Aide for the 2024-2025 school Year at the hourly rate of \$17.50, start date September 1, 2024.
- d. The Superintendent and the Director of Transportation recommend the **approval to hire Julia Santiago** as a Bus Aide for the 2024-2025 school Year at the hourly rate of \$17.50, start date September 1, 2024.
- e. The Superintendent and the Director of Transportation recommend the **approval of the resignation of Employee #80369** effective August 26, 2024.
- f. The Superintendent and the Director of Transportation recommend the **approval of hours per day** for the 2024 - 2025 school year for bus drivers and bus aides as follows:

Last Name	First Name	Position	Hours per Day
Arnone	Tracey	Driver	6.5
Bengel	Karen	Driver	6.5
Bliesath	Robert	Driver	6.5
Camacho	Maria	Driver	7.5
Coats	Valerie	Driver	6.5
Connelly	Dorette	Driver	6.5
Delgado	Andrea	Driver	6.5
Elliott	Jayne	Driver	6.25
Giordano	Laurie	Driver	6.5
Giummarra	Jessica	Driver	6.5
Harrison	Chris	Driver	6.5
Jones	Jamie	Driver	7.5
Lotito	Chris	Driver	6.5
Marrugo	Jennifer	Driver	6.5
Marshall	Joan	Driver	7.5
McGrath	Tina	Driver	7.5

# HOPATCONG BOARD OF EDUCATION

## REGULAR MEETING

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Negron	Kim	Driver	6.5
Norlander	Brianna	Driver	6.5
Ramsey	Monika	Driver	6.5
Ridner	Garry	Driver	6.5
Sadowski	Rich	Driver	6.5
Schiller	Charles	Driver	6.5
Swanson	MaryBeth	Driver	6.5
Van Horn	Bobbie Jo	Driver	6.5
Whritenhour	Danielle	Driver	6.5
Danza	Maryann	Aide	6.5
Defranco	Dorothy	Aide	6.5
Delgado	Rosemary	Aide	6.5
Fox	Jennifer	Aide	6.5
Gould	Theresa	Aide	6.5
Holey	Sarah	Aide	5
Kestenholtz	Isabella	Aide	5
Kestenholtz	Tabitha	Aide	5
Santiago	Julia	Aide	5

- g.** The Superintendent and the Director of Transportation recommend the **approval to enroll Danielle Iadarola** in the Rutgers Transportation Supervisor's Course, Employee Training and Safety Education, ST-7004-FA24-2, for the total cost of \$668.00.
- h.** The Superintendent and the Director of Transportation recommend the **approval to enroll Michelle Ketch** in the Rutgers Transportation Supervisor's Course, Fleet Management, ST-7007-FA24-2, for the total cost of \$483.00.
- i.**
1. The Superintendent and the Director of Transportation recommend the **acceptance** of student transportation **quotations for Special Education Extended School Year Routes** for the 2024 Extended 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 Extended School Year Routes** to the lowest, responsible and responsive bus contractor companies for the 2024 Extended School Year as listed on Exhibit A.
  3. 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.

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4. 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.
5. The Superintendent and the Director of Transportation recommend the **approval of route contract addendums** for the 2024 Extended School Year as listed on Exhibit A.
6. The Superintendent and the Director of Transportation recommend the **renewal of 2023 Extended School Year Routes for the 2024 Extended School Year** at State issued CPI increase of 5.81% or less as listed on Exhibit A.
7. The Superintendent and the Director of **Transportation recommend the acceptance of bids submitted from the July 10, 2023 Bid #2024-25-03** 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 July 10, 2024 Bid #2024-25-03** to the lowest, responsible and responsive bus contractor company for the 2024-2025 School Year as listed on Exhibit A.
9. The Superintendent and the Director of Transportation recommend the **rejection of bids submitted from the July 10, 2024 Bid #2024-25-03** due to cost exceeding allowable amount, non-compliance or termination of the routes as listed on Exhibit A.
10. The Superintendent and the Director of **Transportation recommend the acceptance of bids submitted from the July 3, 2024 Bid #2024-25-01A** for the 2024-2025 School Year as listed on Exhibit A
11. 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 and responsive bus contractor company for the 2024-2025 School Year as listed on Exhibit A.
12. The Superintendent and the Director of Transportation recommend the **award of bids submitted from the July 3, 2024 Bid #2024-25-01A** to the second lowest, responsible and responsive bus contractor company for the 2024-2025 School Year as listed on Exhibit A.
13. The Superintendent and the Director of Transportation recommend the **award of bids submitted from the July 3, 2024 Bid #2024-25-01A** to the third lowest, responsible and responsive bus contractor company for the 2024-2025 School Year as listed on Exhibit A.

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14. The Superintendent and the Director of Transportation recommend the **rejection of bids submitted from the July 3, 2024 Bid #2024-25-01A** due to non-compliance or termination of the routes as listed on Exhibit A.
  
15. 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.
  
16. 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.
  
17. The Superintendent and the Director of Transportation recommend the **renewal of 2023-2024 School Year Routes for the 2024-2025 School Year** at State issued CPI increase of 5.81% or less as listed on Exhibit A.
  
18. The Superintendent and the Director of Transportation recommend the **acceptance of Parent Transportation contracts** for Special Education school year routes for the 2024-2025 school year as listed on Exhibit A.

**Motion to approve items 14 – 17:**

(ACTION) Motion by Falconi. seconded by Falconi-Schubert

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

**& Mr. DiStefano voted yes on items 14-16 and “Present” for 17**

18. **BOARD OF EDUCATION MEMBER COMMENTS**  
Mrs. Gulan - thanked everyone for coming out and the support of board members.  
Lily Anne Zinsli – Student Liaison has attended Hopatcong schools since kindergarten and she is in 10<sup>th</sup> grade now. Lily Anne feels that being a spokesperson for the student body is a great opportunity. She attended Leadership camp at Drew University which was awarded by the local Rotary Club.



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Natalia Gerena-Roman – Student Liaison is also in 10<sup>th</sup> grade and has attended since kindergarten. Education is very important to both Natalia and Lily Anne. Natalia was also awarded enrollment at the Leadership camp at Drew University.

Mrs. Falconi-Shubert thanked everyone for attending the meeting and a special thanks to former teachers that were in the audience.

19. **ADJOURNMENT**

**Motion to adjourn:**

(ACTION) Motion by Falconi. seconded by Gulan

All in favor: Aye Time: 7:55 pm

Respectfully submitted,



Jeffrey Hallenbeck, Board Secretary