

STANHOPE  
BOARD OF EDUCATION  
REGULAR MEETING  
August 17, 2011

Time: \_\_\_\_\_

**Pledge of Allegiance**

**Roll Call (\_\_\_\_\_pm.)**

Michael Bender	_____
Michael Stiner	_____
Gil Moscatello	_____
Gene Wronko	_____
Bill Sturdevant	_____
Gina Thomas	_____
Jennifer Russell	_____
Dr. Maria Cleary, Chief School Administrator	_____
Lorraine Snyder, Business Administrator/Board Secretary	_____
Nadia Inskeep, Assistant Principal	_____

Also attending: Faculty \_\_\_\_\_ Community \_\_\_\_\_

**Sunshine Law Statement – N.J.S.A. 10:4-8d; N.J.S.A. 10:4-10a**

This is to advise the general public and to instruct that it be recorded in the Minutes that in compliance with chapter 231 of the Public Laws of 1975, entitled the “Open Public Meetings Act,” Stanhope Board of Education located at 24 Valley Road, Stanhope, New Jersey, has caused this notice to be posted at the Office of Stanhope Board of Education, mailed to the New Jersey Herald, the Municipal Clerk of the Borough of Stanhope, Stanhope Post Office, and posted at the Valley Road School and the Linden Avenue School, setting forth the time, date, and location of this meeting.

**Mission Statement**

The Stanhope School District will provide a diverse and challenging educational environment that encourages individual initiatives, fosters success through teamwork, promotes accountability, demonstrates a passion for educational excellence and ensures student achievement related to the Core Curriculum Content Standards. The Stanhope School District is committed to the development of our students and staff, so that individual aspirations can be achieved throughout their lifetime.

**Executive Session Announcement**

An Executive Session will be held for the purpose of personnel. Formal action may or may not be taken.

**MINUTES FOR APPROVAL –**

A motion was presented by \_\_\_\_\_, and seconded by \_\_\_\_\_, to approve the following motions:

- 1. July 20, 2011 Regular Meeting Minutes (minutes section)
- 2. July 20, 2011 Executive Session Meeting Minutes (minutes section)

**Roll Call (\_\_\_\_\_ pm)**

Michael Bender	_____
Michael Stiner	_____
Gil Moscatello	_____
Gene Wronko	_____
Bill Sturdevant	_____
Gina Thomas	_____
Jennifer Russell	_____

**CORRESPONDENCE – Item # 1-2**

- 1. Mr. Michael Weber, County of Sussex Attachment #1
- 2. Allison Zoty Attachment #2

**CHIEF SCHOOL ADMINISTRATOR’S REPORT – Dr. Maria Cleary**

**PERSONNEL & POLICY COMMITTEE – Chair: Bill Sturdevant**

**FINANCE & FACILTIES COMMITTEE – Chair:**

**CURRICULUM COMMITTEE – Chair: Gene Wronko**

**SCHOOL BUSINESS ADMINISTRATOR’S REPORT – Lorraine Snyder**

**BOARD PRESIDENT’S REPORT – Gina Thomas**

**PUBLIC SESSION #1 – AGENDA ITEMS**

*Policy #9030-Each statement made by a participant shall be limited to five (5) minutes duration, during times when an audience of ten (10) or more residents exists.*

**POLICY/BYLAWS/ADMINISTRATIVE –**

1. Motion to approve the second reading of the following policies:

0142 – Board Member Qualifications

2437 - Use of Facilities Policy

2. Motion to revise approved policy #2437 to reflect the new policy #7510GW - Community Use of School Facilities

**Roll Call (\_\_\_\_\_ pm)**

Michael Bender	_____
Michael Stiner	_____
Gil Moscatello	_____
Gene Wronko	_____
Bill Sturdevant	_____
Gina Thomas	_____
Jennifer Russell	_____

**PERSONNEL AGENDA ACTION ITEMS – Agenda Items # 1-20**

A motion was presented by \_\_\_\_\_, and seconded by \_\_\_\_\_, to approve the following motions:

1. Motion to accept the resignation of Katelyn Downey, Classroom Aide, effective August 5, 2011.
2. Motion to accept the resignation of Vicki Iannotta, Classroom Aide, effective August 5, 2011.
3. Motion to accept the resignation of Carolyn McColly, Classroom Aide, effective August 5, 2011.

4. BE IT RESOLVED that Stanhope Board of Education approves the following substitutes for the 2011-2012 SY:

<b>Name</b>	<b>Certification</b>	<b>Town</b>
<b>Carol Lee Spages</b>	<b>Nurse</b>	<b>Newton</b>
<b>Celeste Mayhood</b>	<b>Elementary</b>	<b>Stanhope</b>
<b>Michelle Stone</b>	<b>K-5 Elementary</b>	<b>Hackettstown</b>
<b>Paula DaGrosa</b>	<b>Teacher of Phys Ed.</b>	<b>Andover</b>
<b>Brigid Walsh</b>	<b>Substitute</b>	<b>Stanhope</b>
<b>Joseph Palumbo</b>	<b>Substitute</b>	<b>Hopatcong</b>
<b>Douglas Earley</b>	<b>Nurse Substitute</b>	<b>Stanhope</b>
<b>Sheila McCullough</b>	<b>Teaching Cert.</b>	<b>Stanhope</b>
<b>Margaret Spooner</b>	<b>Elementary</b>	<b>Stanhope</b>
<b>Joelle DeMasi</b>	<b>Office Sub.</b>	<b>Stanhope</b>
<b>Doreen Serpico</b>	<b>Substitute</b>	<b>Stanhope</b>
<b>Maureen Graham</b>	<b>Substitute</b>	<b>Landing</b>
<b>Grace Schmiedhauser</b>	<b>Substitute</b>	<b>Stanhope</b>
<b>Helene Park</b>	<b>Substitute</b>	<b>Stanhope</b>
<b>Melissa Lashevicki</b>	<b>Elementary</b>	<b>Stanhope</b>
<b>Kim Loftis</b>	<b>Substitute</b>	<b>Stanhope</b>
<b>Vicki Iannotta</b>	<b>Elementary</b>	<b>Franklin</b>
<b>Richard Green</b>	<b>Substitute</b>	<b>Hopatcong</b>
<b>Diana Hergert</b>	<b>Elementary K-5</b>	<b>Stanhope</b>
<b>Patricia Schwartz</b>	<b>Substitute</b>	<b>Hopatcong</b>
<b>Katelyn Downey</b>	<b>Teaching Cert</b>	<b>Hopatcong</b>
<b>Carolyn McColly</b>	<b>Teaching Cert.</b>	<b>Sussex</b>

5. Upon the recommendation of the Superintendent, move to approve the following staff and placements:

Debbie Paich	Classroom Aide	\$12.01/hour for up to 28.75 hours
Kayla Denton	Classroom Aide	\$10.10/hour for up to 28.75 hours
Patti Vance	Classroom Aide	\$11.21/hour for up to 28.75 hours
Jennifer Lockman	Classroom Aide	\$10.10/hour for up to 28.75 hours
Sandra McClellan	Classroom Aide	\$10.10/hour for up to 28.75 hours
Joan Reynolds	Classroom Aide	\$10.10/hour for up to 28.75 hours
Rosa Taddei	Classroom Aide	\$11.56/hour for up to 28.75 hours
Lorianne Madonna	Lunchroom Aide	\$11.39/hour for up to 28.75 hours
Rosangela Tucker	Classroom Aide	\$11.21/hour for up to 28.75 hours
Melissa Akerman	Classroom Aide	\$10.00/hour for up to 28.75 hours

Elise Schlosser	Classroom Aide	\$10.00/hour for up to 28.75 hours
Lisa Antontiello	Classroom Aide	\$10.00/hour for up to 28.75 hours
Monica Hertel	Classroom Aide	\$10.00/hour for up to 28.75 hours

6. Upon recommendation of the Chief School Administrator, motion to approve Mario Della Fortuna as Middle School Science Teacher effective, September 1, 2011 at a salary of \$47,400.00 BA Step 3-4 (2010-2011 Salary Guide) for the 2011-2012 school year.
7. Motion to approve the settlement agreement, including reimbursement to the teacher at issue in the amount of \$6,000.00, which resolves and releases two pending claims, PERC docket #CO-2100-309 and AR-2011-839, between the Stanhope Education Association and the Stanhope Board of Education.
8. Upon recommendation of the Chief School Administrator, motion to approve Meghan Jaust as a Home-Bound Instructor at the rate of \$35.00 per hour for up to 10 hours per week for student #8153047 from September 6, 2011 – June 30, 2012.
9. Upon recommendation of the Chief School Administrator, motion to transfer Courtney Pipher from Science Teacher, Grades 6-8, to Grade 3 teacher for the 2011-2012 school year.
10. Upon recommendation of the Chief School Administrator, motion to approve Terry Snyder as 8<sup>th</sup> grade advisor at a contracted rate of \$2,840.00 (2010-2011 Salary Guide) for the 2011-2012 school year.
11. Upon recommendation of the Chief School Administrator, motion to approve Terry Snyder as Yearbook advisor at a contracted rate of \$2,415.00 (2010-2011 Salary Guide) for the 2011-2012 school year.
12. Upon recommendation of the Chief School Administrator, motion to approve administrative stipend of \$5,000.00 for Nadia Inskip as Assistant Principal for the 2011-2012 school year.
13. Upon recommendation of the Chief School Administrator, motion to approve Felice Walker as Supervisor of Special Services at a salary of \$63,630.00 from September 1, 2011 to June 30, 2012.
14. Upon recommendation of the Chief School Administrator, motion to approve Carissa Berkowicz as the full time Assistant to the Business Administrator for a salary of \$43,525.79 effective July 1, 2011 through June 30, 2012.
15. Motion to appoint Carissa Berkowicz as the 2011-2012 E-Rate Coordinator for a stipend of \$500.00.
16. Upon the recommendation of the Chief School Administrator, motion to accept the Agreement with the Sussex County Educational Services Commission to provide an LDTC for up to 12 hours per week at \$75.00 per hour.

- 17. Upon recommendation of the Chief School Administrator, motion to appoint Janice Bunce-Escobar as part-time Physical Therapist from September 1, 2011 through June 30, 2012 for up to three hours per week at \$65 per hour.
- 18. Upon recommendation of the Chief School Administrator, motion to appoint Vicki Iannotta as Long-Term Maternity Leave Replacement from September 6, 2011 through November 4, 2011 at \$70 per diem for the first ten days and \$75 per diem for the remainder of the days.
- 19. Upon recommendation of the Chief School Administrator, motion to appoint Patricia Howell as Child Study Team Secretary retroactive from August 15, 2011 through June 30, 2012 for 24.5 hours per week at a salary of \$20,500.00 prorated.
- 20. Upon recommendation of the Chief School Administrator, motion to approve the 2011-2012 contracts for the staff listed in the attachment. Attachment #3

**Roll Call (\_\_\_\_\_ pm)**

Michael Bender	_____
Michael Stiner	_____
Gil Moscatello	_____
Gene Wronko	_____
Bill Sturdevant	_____
Gina Thomas	_____
Jennifer Russell	_____

**BUSINESS/FACILITIES AGENDA ACTION ITEMS – Agenda Items # 1-9**

A motion was presented by \_\_\_\_\_, and seconded by \_\_\_\_\_, to approve the following motions:

- 1. Motion to approve the Treasurer’s Report for the month of June, 2011. Attachment #4
- 2. Motion to approve the line item appropriation transfers for the month of June 2011 as recommended by the Superintendent and School Business Administrator. Attachment #5
- 3. Motion to approve the Board Secretary Report for the month June 2011.  
Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3 that as of May 31, 2011, 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). Pursuant to N.J.A.C. 6A:23-16.10 (c) 4, the Stanhope Board of Education, after review of the Board Secretary’s and Treasurer’s monthly financial reports certify that as of June 2011 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 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Attachment #6

4. Motion to approve use of facilities as per attached. Attachment #7
5. Upon recommendation of the Chief School Administrator, motion to approve the Linden Avenue Preschool Program for the 2011-2012 school year, operating Monday through Friday, 12:00 pm – 2:30 pm. Session rates are 5 days/week = \$360.00/month; 4 days/week = \$288/month; 3 days/week = \$216/month. This program follows the Stanhope Public School calendar.
6. Upon recommendation of the Chief School Administrator, motion to approve Friday, December 30, 2011 as the school holiday to observe the federal holiday on Sunday, January 1, 2012.
7. Motion to approve the subscriber agreement between Discovery Education Inc. and the Stanhope School District in the amount of \$1570.00 for a license to access *Discover Education streaming* from September 1, 2011 through August 31, 2012.
8. Motion to approve district professional development travel and expense reimbursement for Michael Bender, Maria Cleary and Lorraine Snyder to attend the 2011 Annual NJSBA Workshop in Atlantic City, New Jersey on October 24-26, 2011, in accordance with Stanhope Board of Education Policy and NJ Regulation A-5. Lodging fees not to exceed \$100.00/night/person. Registration fee of \$150.00 per person will be paid by NJSBA Service Credit at no charge to district. Meals & Incidentals not to exceed the federal per diem rate of \$66.00/day/person and \$49.50 per half day. Mileage reimbursement paid at the Federal per diem rate of \$0.31 per mile.  
(Note: Mr. Bender will not require lodging)
9. Motion to approve the 2011-2012 Special Education tuition contract between the Stanhope Board of Education and Northern Hills Academy in the amount of \$45,062.50 for student #8108042 commencing on September 6, 2011 through June 30, 2012.

**Roll Call (\_\_\_\_\_ pm)**

Michael Bender	_____
Michael Stiner	_____
Gil Moscatello	_____
Gene Wronko	_____
Bill Sturdevant	_____
Gina Thomas	_____
Jennifer Russell	_____

**NEW BUSINESS**

**OLD BUSINESS**

**PUBLIC SESSION #2 – NON-AGENDA ITEMS**

*Policy #9030-Each statement made by a participant shall be limited to five (5) minutes duration, during times when an audience of ten (10) or more residents exists.*

**EXECUTIVE SESSION –**

A motion was presented by \_\_\_\_\_, and seconded by \_\_\_\_\_ to accept the following declaration of Executive Session as presented @ \_\_\_\_\_ p.m.:

BE IT RESOLVED that the Board of Education adopt the following resolution:

"WHEREAS, The Open Public Meeting Act, Chapter 231, P.L. 1975 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, The Stanhope Board of Education is of the opinion that such circumstances presently exist;

NOW, THEREFORE, BE IT RESOLVED by the Stanhope Board of Education, County of Sussex, State of New Jersey that a closed session of this Board of Education (where the public shall be excluded) will be held at this time for the purpose of discussing personnel matters.

BE IT FURTHER RESOLVED that the action of the Board with regard to the above entitled matter shall be disclosed to the public at a later date and to the extent that the same is not prejudicial to the interests of the parties involved and would not result in a possible invasion of their right to privacy."

**RE-ENTER PUBLIC SESSION**

A motion was presented by \_\_\_\_\_, and seconded by \_\_\_\_\_ that

Stanhope Board of Education return to Public Session at \_\_\_\_\_ p.m.

**ADJOURNMENT**

A motion was presented by \_\_\_\_\_, and seconded by \_\_\_\_\_ that Stanhope Board of Education adjourn the meeting at \_\_\_\_\_ p.m.