



Stanhope Board of Education
24 Valley Road, Stanhope, New Jersey
Media Center
Regular Meeting
February 13, 2019

Time: _____

Pledge of Allegiance

Roll Call			
Mr. Najib Iftikhar		Mr. Steven Hagemann, Superintendent	
Mrs. Cynthia Percarpio		Mrs. Alicia Finklea-DiCataldo, Principal	
Mrs. Mattia Scharfstein		Mr. Gordon Gibbs, Board Secretary/Business Administrator	
Mr. Jonathan Clauson			
Mrs. Daniele Ferrone		Faculty (number)	
Mr. Frank Shay		Community (number)	
Mr. Gil Moscatello			

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 the Stanhope Board of Education, mailed to the New Jersey Herald, the Municipal Clerk of the Borough of Stanhope, the Stanhope Post Office, and posted at the Valley Road School and Linden Avenue School, setting forth the time, date, and location of the 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 New Jersey Student Learning Standards. The Stanhope School District is committed to the development of our students and staff, so that individual aspirations can be achieved through their lifelong learning.

Presentations

1. Leigha Arnott – Student Proposal for School Track Team

Correspondence (Agenda Items 1 - 3)

1. First Presbyterian Church, Stanhope to L. Benedetto Food Drive (attachment #1)
2. Project Self-Sufficiency - Season of Hope Toy Drive (attachment #2)
3. Stanhope Borough Senior Citizens (attachment #3)

Superintendent’s Report – Mr. Steven Hagemann

1. HIB/ABS/Suspensions
2. School Safety Data System submission report
3. District goals update
4. All Schools concert
5. Visit to Stanhope Borough Senior Citizens organization
6. New TV monitor in main entrance vestibule – funded through ESSA Title IV
7. Administrative support staff assistance to Educational Services administrative staff
8. Hardyston Basketball Tournament

Business Administrator’s Report – Mr. Gordon Gibbs

1. AlphaBest - Update on Registrations
2. Linden Ave. – Update on a potential tenant
3. Ethics Disclosure Forms – Reminder to complete you Ethics Disclosure Forms.
4. Governance Training – Reminder to check the status of their Governance Training.
5. Minimum Wage Changes Impact on Future Budgets – Aides, Substitutes, and Part-time Custodian.

Note: Impact reflects current hourly rate with 2.75% annual increments vs. the new minimum wage rate. Amounts listed below do not include a fairness increase factor.

			Budget Increase
Current Minimum Wage	\$	8.85	
July 1st, 2019	\$	10.00	13%
January 1st, 2020	\$	11.00	10%

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January 1st, 2021	\$ 12.00	9%	\$ 538.00	Cafeteria Aides
January 1st, 2022	\$ 13.00	8%	\$ 7,678.00	Cafeteria Aides & Substitutes
January 1st, 2023	\$ 14.00	7.7%	\$ 20,177.00	All Aides & Subs.
January 1st, 2024	\$ 15.00	7%	\$ 34,271.00	All Aides, Subs. & PT Custodian
Total Estimated Impact			\$ 62,664.00	

Personnel and Curriculum Committee Meeting Update – Mrs. Cynthia Percarpio (Chair)

Business Services Committee Meeting Update – Mr. Najib Iftikhar (Chair)

Policy Committee Meeting Update – Mrs. Daniele Ferrone (Chair)

Sussex County Educational Services Commission Update – Mr. Gil Moscatello

Board President’s Report – Mr. Gil Moscatello

Public Session #1 – Agenda Items

Policy #0167; 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.

Travel & Workshop Reports

1. Alicia Finklea-DiCataldo – ABS (attachment #4)
2. Alicia Finklea-DiCataldo – HIB (attachment #5)
3. Elizabeth Ettinger (attachment #6)
4. Sherry Fehir (attachment #7)

5. Yael Gabbay (attachment #8)
6. Gordon Gibbs (attachment #9)
7. Assunta Jardine (attachment #10)
8. Juana Magan (attachment #11)
9. Maureen Mason (attachment #12)
10. Celeste Mayhood (attachment #13)
11. Debbie McNear (attachment #14)
12. Rebecca Morgan (attachment #15)
13. Magret Reilly (attachment #16)
14. Leif Ruschmeyer (attachment #17)
15. Justine Waldron (attachment #18)
16. Brianna Wamback (attachment #19)

Minutes for Approval (Agenda Item 1)

A motion was presented by _____, and seconded by _____, to approve the following:

Upon recommendation of the Superintendent, motion to approve the following:

1. January 16, 2019 Regular Meeting Minutes (attachment #20)

Voice Vote:

Yes: _____
No: _____
Abstain: _____

Administrative Action Items (Agenda Item 1)

A motion was presented by _____, and seconded by _____, to approve the following:

Upon recommendation of the Superintendent, motion to approve the following
Administrative action items:

1. Approve the Suspension and Harassment, Intimidation, and Bullying Report.
(attachment #21)

Roll Call:

Mr. Najib Iftikhar _____
Mrs. Cynthia Percarpio _____
Mrs. Mattia Scharfstein _____
Mr. Jonathan Clauson _____

Mrs. Daniele Ferrone
Mr. Frank Shay
Mr. Gil Moscatello

Policy Action Items (Agenda Items 1 - 2)

A motion was presented by _____, and seconded by _____ to approve the following:

Upon recommendation of the Superintendent, motion to approve the following Policy action items:

1. Approve the first reading of the following policies. (attachment #22)

- | | |
|---------|---|
| 1240 | Evaluation of Superintendent |
| 2415.06 | Unsafe School Choice Option |
| 2422 | Health and Physical Education |
| 2431.3 | Practice and Pre-Season Heat-Acclimation for School-Sponsored Athletics |
| 2610 | Educational Program Evaluation |
| 3126 | District Mentoring Program |
| 3221 | Evaluation of Teachers |
| 3222 | Evaluation of Teaching Staff members, Excluding Teachers and Administrators |
| 3223 | Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals |
| 3224 | Evaluation of Principals, Vice Principals, and Assistant Principals |
| 3240 | Professional Development for Teachers and School Leaders |
| 5111 | Eligibility of Resident/Nonresident Students |
| 5330.04 | Administering an Opioid Antidote |
| 5337 | Service Animals |
| 5600 | Student Discipline/Code of Conduct |
| 5610 | Suspension |
| 5611 | Removal of Students for Firearms Offenses |
| 5612 | Assaults on District Board of Education Members or Employees |
| 5613 | Removal of Students for Assaults with Weapons Offenses |
| 5620 | Expulsion |
| 5756 | Transgender Students |
| 7424 | Bed Bugs |
| 7440 | School District Security |
| 8461 | Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses |

- 8505 Local Wellness Policy/Nutrient Standards for Meals and Other Foods
- 8550 Unpaid Meal Charges/Outstanding Food Service Charges
- 8561 Procurement Procedures for School Nutrition Program
- 8860 Memorials

2. Approve the first reading of the following regulations. (attachment #23)

- R1240 Evaluation of Superintendent
- R2460.8 Special Education – Free and Appropriate Public Education
- R3126 District Mentoring Program
- R3221 Evaluation of Teachers
- R3222 Evaluation of Teaching Staff Member, Excluding Teachers and Administrators
- R3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
- R3224 Evaluation of Principals, Vice Principals, and Assistant Principals
- R3240 Professional Development for Teachers and School Leaders
- R5111 Eligibility of Resident/Nonresident Students
- R5330.04 Administering an Opioid Antidote
- R5530 Substance Abuse
- R5600 Student Discipline/Code of Conduct
- R5610 Suspensions
- R5611 Removal of Students for Firearms Offenses
- R5612 Assaults on District Board of Education Members or Employees
- R5613 Removal of Students for Assaults with Weapons Offenses
- R7424 Bed Bugs
- R7440 School District Security
- R8461 Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses

Roll Call:

- Mr. Najib Iftikhar _____
- Mrs. Cynthia Percarpio _____
- Mrs. Mattia Scharfstein _____
- Mr. Jonathan Clauson _____
- Mrs. Daniele Ferrone _____
- Mr. Frank Shay _____
- Mr. Gil Moscatello _____

Education Action Items (Agenda Items 1 – 2)

A motion was presented by _____, and seconded by _____, to approve the following:

Upon recommendation of the Superintendent, motion to approve the following Education action items:

1. Approve the trips for the 2018-2019 school year as per attached. (attachment #24)
2. Approve the calendar for the 2019-2020 school year as per attached. (attachment #25)

Roll Call:

Mr. Najib Iftikhar	_____
Mrs. Cynthia Percarpio	_____
Mrs. Mattia Scharfstein	_____
Mr. Jonathan Clauson	_____
Mrs. Daniele Ferrone	_____
Mr. Frank Shay	_____
Mr. Gil Moscatello	_____

Personnel Action Items (Agenda Items 1 - 5)

A motion was presented by _____, and seconded by _____, to approve the following:

Upon recommendation of the Superintendent, motion to approve the following Personnel action items:

1. Approve the extended leave of absence request for employee #39038 for voluntary FMLA leave through February 1, 2019.
2. Approve resignation of Classroom Paraprofessional Sebastian Castillo-Giraldo effective February 13, 2019. (attachment #26)
3. Approve updated job description for Student Club Advisor to include additional advisor for Girls on the Run club. (attachment #27)
4. Approve appointment of Shawna Kehley as Part Time Lunchroom Paraprofessional for the 2018-2019 school year at a rate of \$12.00 per hour, up to 12.5 hours per week, effective April 16, 2019, pending criminal history review clearance and P.L. 2018, c5, S414 employment verification compliance.
5. Approve appointment of the following individual as substitute teacher for the 2018-2019 school year pending criminal history review clearance and P.L. 2018, c5, S414 employment verification compliance:

Name	Position	Certificate
William Cogan	Substitute Teacher/Substitute Aide	Pending Substitute Certificate (applied)

Shawna Kelley	Substitute Teacher/Substitute Aide	Pending Substitute Certificate (applied)
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Roll Call:

Mr. Najib Iftikhar	_____
Mrs. Cynthia Percarpio	_____
Mrs. Mattia Scharfstein	_____
Mr. Jonathan Clauson	_____
Mrs. Daniele Ferrone	_____
Mr. Frank Shay	_____
Mr. Gil Moscatello	_____

Business Services Action Items (Agenda Items 1 - 21)

A motion was presented by _____, and seconded by _____, to approve the following:

Upon recommendation of the Superintendent, motion to approve the following Business Services action items:

1. Approve the line item appropriation transfers for the month of December 2018 as recommended by the Superintendent and the Business Administrator. (attachment #28)
2. Approve the Treasurer’s Report for the month of December 2018. (attachment #29)
3. Approve the Board Secretary’s Report for the month of December 2018. Pursuant to N.J.A.C. 6A:23-2.12(c) that as of December 31, 2018, 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:23-2.14(c)4, the Stanhope Board of Education, after review of the Board Secretary’s and Treasurer’s monthly financial reports certify that as of December 31, 2018 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 #30)
4. Approve the January 15, 2019 through January 31, 2019 bill list in the amount of \$480,496.67. (attachment #31)
5. Retroactively approve the contract agreement between Stanhope Board of Education and the Center for Children’s Behavioral Health to provide home instruction services at a rate of \$75.00 per hour for up to 10 hours per week per student, effective January 1, 2019 through June 30, 2019.
6. Retroactively approve the contract agreement between Stanhope Board of Education and Saint Clare’s Behavioral Health to provide crisis intervention and back to school

- assessment effective February 1, 2019 through August 31, 2019 at a rate of \$222.00 for each evaluation performed at the request of administration.
7. Retroactively approve the Joint Transportation Agreement between Stanhope Board of Education and Region V District – River Edge to provide transportation services from February 1, 2019 through June 30, 2019 for the purpose of special education transportation.
 8. Approve the IDEA Preschool funds for the salary of Tara Koval, from September 1, 2018 through December 31, 2018, in the amount of \$2,521.00.
 9. Approve the IDEA Basis funds for the salary of Christine Rudinsky, from September 1, 2018 through December 31, 2018, in the amount of \$5,150.40.
 10. Retroactively approve the 2018-2019 Special Education School Year Tuition Contract between Netcong Board of Education for student #8439357483 effective January 4, 2019 (IEP revision) to attend the autism spectrum disorder program at a tuition rate of \$24,173.00 (prorated to \$14,503.80), plus all expenses for related services as required by the IEP (speech = \$1,820.00, O/T = 1,547.00, counseling = \$1,121.85, aide = \$13,604.50), tuition subject to State audit.
 11. Approve district professional development travel and expense reimbursement for Brianna Wamback to attend 2019 NASW-NJ Annual Conference Registration Form in Atlantic City, New Jersey on April 29, 2019 through April 30, 2019, in accordance with the Stanhope Board of Education School District Travel Policy (6471) and A-5 regulations. Lodging fees not to exceed \$94.00 (per General Service Administration Per Diem Rates for New Jersey in Jan./Feb. 2019) per night/per person (w/occupancy fee rate). Registration is \$365.00, and actual food & miscellaneous reimbursement not to exceed the federal per diem rate for Meals & Incidental Expenses as per GSA guidelines. Mileage reimbursement will be paid at the rate of \$0.31 per mile. Parking and tolls will be reimbursed with receipts.
 12. Approve the AUTHORIZING EXECUTION OF AN AGREEMENT WITH THE MORRIS COUNTY COOPERATIVE PRICING COUNCIL TO BECOME A MEMBER FOR THE PERIOD OF OCTOBER 1, 2016 THROUGH SEPTEMBER 30, 2021 WHEREAS, the Morris County Cooperative Pricing Council (“MCCPC”) was created in 1974 to conduct a voluntary cooperative pricing system with municipalities, boards of educations, and other public bodies located in the County of Morris and adjoining counties; and WHEREAS, the purpose of the MCCPC is to provide substantial savings on various goods and services to its members through the cooperative public bidding process; and WHEREAS, Stanhope Borough Board of Education desires to enter into an Agreement with the MCCPC, which is administered by Randolph Township as Lead Agency, to become a member of the MCCPC for the period of October 1, 2016 through September 30, 2021. BE IT RESOLVED, by the Stanhope Borough Board of Education, County of Sussex, State of New Jersey as follows: 1. Stanhope Borough Board of Education hereby authorizes the execution of an Agreement with the Morris County Cooperative Pricing Council by the Township of Randolph as Lead Agency dated October 1, 2016 pursuant to N.J.S.A. 40A:11-11(5). Said Agreement is to become a member of the MCCPC for a

five (5) year period from October 1, 2016 through September 30, 2021. 2. The Stanhope Borough Board of Education Clerk is hereby directed to submit a copy of this adopted Resolution, along with an executed Agreement, to Randolph Township as Lead Agency of the MCCPC. Morris County Cooperative Pricing Council 502 Millbrook Avenue, Randolph, NJ 07869-3799 Tel: (973) 989.7059 • Fax: (973) 989.7076 2 3. This Resolution shall take effect immediately upon final passage according to law. 4. All appropriate Stanhope Borough Board of Education officials are authorized and directed to perform all required acts to affect the purpose of this Resolution. The cost of the application is \$1,210.00 which will be pro-rated based on final approval from the New Jersey Department of Education.

13. Approve the removal of three trees in front of the Linden Ave. School by Peterson & Sons Tree Service, 24 Kelly Place, Stanhope, New Jersey in the amount of \$1,500.00, subject to available funds.
14. RESOLVED, that the Stanhope Board of Education accept the Comprehensive Annual Financial Report (CAFR) and the Auditor's Management Report on Administrative Findings as submitted by the firm of Nisivoccia, LLP for the fiscal year ended June 30, 2018.

15.

**Resolution
Waiver of Requirements
Special Education Medicaid Initiative (SEMI) Program**

WHEREAS, N.J.A.C. 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2019-2020 school year.

WHEREAS, the Stanhope Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students.

NOW, THEREFORE, BE IT RESOLVED, that the Stanhope Board of Education hereby authorizes the Superintendent to submit to the Executive County Superintendent of Schools in the County of Sussex, an appropriate waiver of the requirements of N.J.A.C. 6A:23A-5.3 for the 2019-20 school year.

16. Approve the termination of the 2018-2019 Special Education School Year Tuition Contract between Stanhope Board of Education and Byram Township Board of Education for student #2589035686, effective February 1st, 2019.
17. Approve the purchase of eighteen 15,000 BTU window air conditioners for the purpose of air conditioning eighteen classrooms from The Home Depot, Rt. 10 East, Succasunna, New Jersey, 07876 at a cost not to exceed \$10,800.00, subject to available funds.
18. Approve the purchase of one carpet extractor from Atra Janitorial Supply Company Inc., PO Box 385, Pompton Plains, New Jersey, 07444, at a cost of \$2,784.86.
19. Approve the Maschio's Food Service, Inc., 525 E. Main Street, Chester, New Jersey 07930, as the Food Service Management Company from March 1st, 2019 to June 30th, 2019 with a management fee of \$2,960.40 and a minimum profit guarantee of \$56.47.

- 20. Approve additional Professional Development Requests as per attached.
(attachment #32)
- 21. Approve additional Facilities Use Requests as per attached. (attachment #33)

Roll Call:

Mr. Najib Iftikhar	_____
Mrs. Cynthia Percarpio	_____
Mrs. Mattia Scharfstein	_____
Mr. Jonathan Clauson	_____
Mrs. Daniele Ferrone	_____
Mr. Frank Shay	_____
Mr. Gil Moscatello	_____

New Business

Old Business

Adjournment

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

Voice Vote:

Yes:	_____
No:	_____
Abstain:	_____