



**Stanhope Board of Education**  
**24 Valley Road, Stanhope, New Jersey**  
**Media Center**  
**Regular Meeting**  
**January 22, 2018**

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

## Pledge of Allegiance

<b>Roll Call</b>			
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. Honor Roll Recognition
2. Governor’s Educator of the Year Recognition
  - a. Teacher of the Year – Mrs. Maureen Mason;
  - b. Educational Services Professional of the Year – Mr. William McNeir
3. Donation from Valley Road Students for school playground equipment presented to Board of Education

**Executive Session Announcement**

An Executive Session will be held for the purpose of administrative organization. Formal action may be taken.

**Executive Session**

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

***BE IT RESOLVED*** that the Stanhope Board of Education adopts 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, THEREFOR, BE IT RESOLVED*** by the Stanhope Board of Education, County of Sussex, and 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 administrative organization.

***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.

***Voice Vote:***

Yes: \_\_\_\_\_  
No: \_\_\_\_\_  
Abstain: \_\_\_\_\_

**Re-Enter Public Session**

A motion was presented by \_\_\_\_\_, and seconded by \_\_\_\_\_, that the Stanhope Board of Education return to Public Session at \_\_\_\_\_ p.m.:

*Voice Vote:*

Yes: \_\_\_\_\_

No: \_\_\_\_\_

Abstain: \_\_\_\_\_

**Correspondence (Agenda Items 1 - 2)**

1. Mr. Timothy Nicinski (attachment #1)
2. Mr. William McNeir (attachment #2)

**Superintendent's Report – Mr. Steven Hagemann**

1. HIB/ABS/Suspensions
2. School Board Recognition Month
3. 8<sup>th</sup> Grade students' visit to Lenape Valley Regional High School
4. Gossip Free Starts with Me Assembly
5. Internet Safety Parent Program – February 26, 2018, 6:30 PM
6. Administrative transition

**Business Administrator's Report – Mr. Gordon Gibbs**

1. Reminder that the Personal/Relative and Financial Disclosure Statements need to be completed.
2. February Committee Meetings – **Wednesday**, February 14<sup>th</sup>, 2018
  - a. Policy Committee Meeting is at 6:00 pm
  - b. Personnel Committee Meeting is at 6:30 pm
  - c. Business Services Committee Meeting is at 7:00 pm
3. February Regular Meeting date – **Tuesday**, February 20<sup>th</sup>, 2018 at 7:00 pm

**Curriculum Update**

- Attended weekly P.L.C. meetings with teachers to discuss curriculum and assessment.
- Worked collaboratively with teachers to develop quality, data driven S.G.O.'s (Student Growth Objectives) to track student achievement.

- Assisted with the interview process for new building principal, and Grade 4 teacher.
- Continued work on researching and adding curriculum resources to Rubicon Atlas
- Worked with STAR Reading to plan teacher professional development scheduled for February.
- Continued to attend executive board meetings for the Sussex County Curriculum Consortium to bring relevant guest speakers to LVHS to share best practice across a wide variety of topics.
- Was selected as a presenter for the NGSS Implementation Roundtable recently held at Montclair State University, where I was asked to share my experiences with NGSS implementation challenges for K-12 curriculum with close to 200 teachers and administrators.

**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. Juana Magan (attachment #3)
2. Ellen Mutz (attachment #4)
3. Amanda Forest (attachment #5)

**Minutes for Approval (Agenda Items 1 - 3)**

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

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

1. Approve the December 11, 2017 Regular Meeting Minutes. (attachment #6)
2. Approve the December 11, 2017 Executive Session Meeting Minutes. (attachment #7)
3. Approve the January 3, 2018 Annual Reorganization Meeting Minutes. (attachment #8)

***Voice Vote:***

Yes: \_\_\_\_\_  
No: \_\_\_\_\_  
Abstain: \_\_\_\_\_

**Administrative 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 Administrative action items:

1. Approve the Suspension and Harassment, Intimidation, and Bullying Report. (attachment #9)
2. Approve QSAC Equivalency Application to allow district to use alternate measure of progress rather than using standardized test scores from 2013-2014 school year.(attachment#10)
3. Approve sidebar agreement between the Stanhope Education Association and the Stanhope Board of Education to have the In-Class Counselor also serve as Acting Social Worker effective January 1, 2018 through June 30, 2018. (attachment #11)
4. Approve appointments of Superintendent and Principal to board official positions of District level and School level McKinney Vento-Homeless Liaisons, respectively, for the 2017-2018 school year.

5. **WHEREAS**, the New Jersey State Board of Education, which adopts the administrative code to implement state education law, has established rigorous standards through its promulgation of the New Jersey Student Learning Standards, which set the expectations of academic achievement for nearly 1.4 million public schoolchildren; and

**WHEREAS**, New Jersey’s locally elected and appointed boards of education play a vital role in ensuring that their local school districts meet state standards and adhere to all code provisions, with the goal of providing an outstanding education to prepare all students for college and the workplace and to enable them to compete in a global economy; and

**WHEREAS**, New Jersey’s 5,000 non-partisan local board of education members and charter school trustees are public servants who dedicate their time, without pay or benefit, to the oversight of school district operations, sound financial practices, comprehensive policies, curriculum, staffing, and the well-being and academic achievement of all students in the district; and

**WHEREAS**, the efforts of local boards of education, in conjunction with state education officials and local educators, have built a foundation of success that has led to New Jersey’s status as a leader in student achievement, as evidenced by the National Assessment of Educational Progress scores; and

**WHEREAS**, the National School Boards Association and the New Jersey School Boards Association have declared January 2018 to be School Board Recognition Month; now, therefore, be it

**RESOLVED**, that the New Jersey State Board of Education recognizes the contributions of our state’s local boards of education to the academic success of its public school students and expresses its sincere appreciation to local board of education members for their continued focus on the achievement of children throughout New Jersey; and be it further

**RESOLVED**, that the New Jersey State Board of Education encourages qualified New Jersey citizens to consider serving as members of their local school boards.

***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 - 3)**

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 2017-2018 school year as per attached. (attachment #12)
2. Approve the Stanhope basketball team to participate in the 2017-2018 Hardyston Basketball Tournament on February 5, 2018 (advancement in the tournament may require attendance on future dates). The entrance fee is \$115.00 per team, participation pending invitational seeding.
3. Approve the calendar for the 2018-2019 school year as per attached. (attachment #13)

**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 - 7)**

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. Accept resignation of Emily Hendershot, part-time Classroom Paraprofessional effective January 17, 2018. (attachment #14)
2. Approve appointment of Christina Morrison as a mentor to novice teacher Stephanie DiIonno for the 2017-2018 school year. A mentor fee of \$550.00, based on Certificate of Eligibility with Advanced Standing to be paid to the mentor as per SEA agreement, settled through the business office by way of payroll payments.
3. Appoint Christopher Dimitriou as part-time Classroom Paraprofessional for the 2017-2018 school year effective January 23, 2018 at a rate of \$12.00 per hour, up to 28.75 hours per week, as determined by schedule.
4. Appoint Linette Benes as part-time Classroom Paraprofessional for the 2017-2018 school year effective January 23, 2018 at a rate of \$12.00 per hour, up to 28.75 hours per week, as determined by schedule.
5. Approve payment of revised stipend amount of \$500 each, resulting from new SEA contract in place, to be paid for 6th Grade camping trip and 7th Grade Boston trip to Sherry Fehir and Elisabeth Yanakas, respectively.

6. Approve retroactive appointment of Sherry Fehir as substitute for Homework Club stipend for the 2017-2018 school year at a rate of \$25.00 per hour, not to exceed one hour per day.
7. Approve payment of stipend to Renee Petersen for additional archive project work to be completed during the 2017-2018 school year at a rate of \$13.00 per hour and at a cost not to exceed \$1,500.00.

**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 - 13)**

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 November 2017 as recommended by the Superintendent and the Business Administrator. (attachment #15)
2. Approve the Treasurer's Report for the month of November 2017. (attachment #16)
3. Approve the Board Secretary's Report for the month of November 2017. Pursuant to N.J.A.C. 6A:23-2.12(c) that as of November 30, 2017, 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 November 30, 2017 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 #17)
4. Approve the donation of \$5,531.00 to the Student Activity Account – Playground from Stanhope Home and School Association.
5. Approve the donation of \$448.00 to the Student Activity Account – Playground – from Suzanne Balogh on behalf of the following students:  
Sydney and Charley Herold  
Samantha Balogh



Scarlett and Sienna Zapata

6. Authorize the signature for 2017-2018 school year as follows:

Bank	Description	Signatories
TD Bank	General Account	3 Signatures Required Board President – Gilbert Moscatello Board Secretary – Gordon Gibbs Treasurer – Sallyann McCarty Assistant to BA/BS – Carissa Berkowicz
TD Bank	Payroll Account	1 Signature Required Board President - Gilbert Moscatello Board Secretary – Gordon Gibbs Assistant to BA/BS – Carissa Berkowicz
TD Bank	Agency Account	1 Signature Required Board President – Gilbert Moscatello Board Secretary – Gordon Gibbs Assistant to BA/BS – Carissa Berkowicz
TD Bank	Cafeteria Account	2 Signatures Required Board Secretary – Gordon Gibbs Superintendent – Steven Hagemann Principal – Alicia Finklea-DiCataldo Assistant to BA/BS – Carissa Berkowicz
TD Bank	Student Activity Account	2 Signatures Required Board Secretary – Gordon Gibbs Superintendent – Steven Hagemann Principal – Alicia Finklea-DiCataldo Assistant to BA/BS – Carissa Berkowicz
TD Bank Lakeland Bank	Eighth Grade Account	2 Signatures Required Board Secretary – Gordon Gibbs Superintendent – Steven Hagemann Principal – Alicia Finklea-DiCataldo Assistant to BA/BS – Carissa Berkowicz

7. Approve the non-renewal of the agreement between Weichert Commercial Realty and the Stanhope Board of Education as Broker for the leasing of the Linden Avenue School, effective January 1st, 2018.
8. Approve the listing of the Linden Avenue School for rent on Craig’s List. Stanhope Board of Education will list the Linden Avenue School for rent at \$6.00 per square foot – triple net, effective January 23rd, 2018 through June 30th, 2018, at no additional cost to the district.
9. Approve AccuScan Digital Archiving Solutions, 950 Mt. Holly Road, Edgewater Park, NJ 08010, to remove the archived information located at the Linden Avenue School, scan the information, put into digital format, obtain State approval for

shredding, and shred the scanned documentation at a cost not to exceed \$4,500.00. There is no additional cost for the software to view the scanned documentation.

10. Approve the lease agreement between Municipal Capital Finance, 4600 Broadway, Allentown, PA 18104, and the Stanhope Board of Education for the purpose of leasing a new copier to replace the copier located in the Library. The commencement date of the lease is February 28th, 2018 to January 26th, 2023 at a cost of \$158.00 per month.
11. Approve Nicholas Lalama to be reimbursed for the use of his private cell phone for up to \$50.00 per month, retroactive to September 1st, 2017. Voucher and usage/billing shall be submitted by the employee.
12. Approve the Facilities Use Requests as per attached. (attachment #18)
13. Approve the Professional Development Requests as per attached. (attachment #19)

***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**

**Public Session #2 – Non 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.*

**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: \_\_\_\_\_