



Stanhope Board of Education
24 Valley Road, Stanhope, New Jersey
Media Center
Regular Meeting
March 27, 2018

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.

Executive Session Announcement

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

Presentations

1. MP2 Honor Roll Student Recognition
2. #WeAreVRS Awards

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 personnel.

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 - 3)

1. SEMI Waiver acceptance letter (attachment #1)
2. Notification of the approval of the Equivalency Application to utilize the new Instruction and Program portion of the District Performance Review. (attachment #2)
3. Jessica Krauklis email (attachment #3)

Superintendent's Report – Mr. Steven Hagemann

1. HIB/ABS/Suspensions
2. Future Ready NJ Certification
3. Career Day
4. Fine Arts Club performance
5. Arbor Day, Tuesday, April 24, 2018 (rain date Thursday, April 26, 2018)
6. School security update

Business Administrator's Report – Mr. Gordon Gibbs

1. School Ethics Commission – Personal Financial Disclosure forms are due

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

Budget 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 (Agenda Items 1 - 7)

1. Dineen Belfiore (attachment #4)
2. Dineen Belfiore (attachment #5)
3. Assunta Jardine/Alicia DiCataldo (attachment #6)
4. Steve Hagemann (attachment #7)
5. Steve Hagemann (attachment #8)
6. Gilbert Moscatello (attachment #9)
7. Assunta Jardine (attachment #10)

2018-2019 Budget Adoption (Agenda Items 1 - 4)

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

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

- 1.

**Adoption of Tentative Budget
 2018-2019**

BE IT RESOLVED that the tentative budget be approved for the 2018-2019 School Year using the 2018-2019 state aid figures and the Secretary of the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>General Fund</u>	<u>Special Revenues</u>	<u>Debt Service</u>	<u>Total</u>
2018-2019 Total Expenditures	\$5,947,070.00	\$151,887.00	\$340,400.00	\$6,439,357.00
Less: Anticipated Revenues	\$1,772,587.00	\$151,887.00	\$0.00	\$1,924,474
Taxes to be Raised	\$4,174,483.00	\$0.00	\$340,400.00	\$4,514,883.00

And to advertise said tentative budget in the New Jersey Herald in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held at the Valley Road School, Stanhope, New Jersey on April 25, 2018 at 7:00 pm for the purpose of conducting a public hearing on the budget for the 2018-2019 School Year. (attachment #11)

2.

**Adjustment
Health Benefits
2018-2019**

BE IT FURTHER RESOLVED, that the Stanhope Board of Education does not include in the proposed budget the adjustment for increased costs of health benefits in the amount of \$69,734.00. The additional funds will not be used to pay for the additional increases in health benefits.

3.

**Capital Reserve Resolution
2018-2019**

Approve the use of the 2018-2019 Capital Reserve Funds in the amount of \$55,349.00 for the installation of additional security to the entrance of the school building and partial payment of a new playground at the Valley Road School, in accordance with the 2018-2019 proposed budget.

4.

**Travel and Related Expense Reimbursement
2018-2019**

WHEREAS, the Stanhope Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$1,500 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$15,000 for all staff and board members.

Roll Call:

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

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. February 20, 2018 Regular Meeting Minutes (attachment #12)

Voice Vote:

Yes:	_____
No:	_____
Abstain:	_____

Administrative 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 Administrative action items:

1. Approve the Suspension and Harassment, Intimidation, and Bullying Report. (attachment #13)
2. Approve the resolution to participate in Future Ready Schools NJ program:

WHEREAS, The Stanhope Board of Education first seeks to support the identification of a Future Ready Schools – New Jersey district team lead and create a team of FRS-NJ specialists that infuse Digital Learning across multiple disciplines including: math, technology, media, arts, science, language arts, and Career and Technical Education.

WHEREAS, The Stanhope Board of Education will support and promote the development of individual school Future Ready teams that infuse Digital Learning across multiple disciplines including: math, technology education, media, arts, science, language arts, and Career and Technical Education.

THEREFORE, IT IS RESOLVED that the Stanhope Board of Education agrees to participate in the Future Ready Schools – New Jersey.

WE HEREBY APPOINT Steve Hagemann, Superintendent to be the district’s liaison to the Future Ready Schools – New Jersey, who will report to the board upon the completion of tasks for the certification program.

WE DO HEREBY RECOGNIZE that Steve Hagemann, Superintendent will be the responsible agent at the district level to carry out the district’s commitment for its schools to participate in Future Ready Schools – New Jersey.

WE AGREE to follow through with the district’s commitment and support our schools achieve certification through the Future Ready Schools – New Jersey Certification Program.

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 - 3)

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 second reading of the following bylaws: (attachment #14)
0169.02 Board Member Use of Social Network
2. Approve the second reading of the following policies: (attachment #15)
3437 Military Leave
4437 Military Leave
7425 Lead Testing of Water in Schools
7440 School District Security
7441 Electronic Surveillance in School Buildings and on School Grounds
8630 Bus Drive/Bus Aide Responsibility
9242 Use of Electronic Signatures
3. Approve the second reading of the following regulations: (attachment #16)
R7101 Educational Adequacy of Capital Projects
R7440 School District Security
R7441 Electronic Surveillance in School Buildings and on School Grounds
R8630 Bus Driver/Bus Aide Responsibility

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 - 9)

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 #17)
2. Approve the 2017-2018 calendar adjustment to account for the three (3) additional emergency closing days used through March 21, 2018 making June 28, 2018 the last day of school. (attachment #18)

3. Approve the Preschool Extended School Year program for the 2018-2019 school year. Special Education students requiring an ESY program will be eligible to attend for the 4-week session beginning July 2, 2018 through July 26, 2018. General Education students may register to attend the program at a tuition cost of \$300.00.
4. Approve the Autism Spectrum Disorder Extended School Year program for the 2018-2019 school year. The program will run from July 2, 2018 through August 2, 2018.
5. Approve the Behavioral Disabilities Program Extended School Year program for the 2018-2019 school year. The program will run from July 2, 2018 through July 26, 2018.
6. Approve the Language Learning Disabilities Program Extended School Year program for the 2018-2019 school year. The program will run from July 2, 2018 through August 2, 2018.
7. Approve the Summer Reading Enrichment Program for 2018. The program will be located at the Valley Road School and begin on July 9, 2018 through July 26, 2018.
8. Approve the Summer Intensive Reading Program for 2018. The program will be located at the Valley Road School and begin on July 9, 2018 through July 26, 2018.
9. Approve the Summer Intensive Math Program for 2018. The program will be located at the Valley Road School and begin on July 9, 2018 through July 26, 2018.

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 - 6)

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 resignation of Classroom Paraprofessional Meghan Walsh, effective March 9, 2018. (attachment #19)
2. Approve resignation of Lunchroom Paraprofessional Cynthia Stone, effective March 23, 2018. (attachment #20)
3. Approve appointment of Christian Samuels as Part Time Classroom Paraprofessional for the 2017-2018 school year, effective March 28, 2017, at a rate of \$12.00 per hour as determined by schedule, not to exceed 28.75 hours.

4. Approve appointment of Valerie Puco as homebound instructor, for the 2017-2018 school year, effective March 26, 2018, at a rate of \$35.00 per hour.
5. Approve revised job description for School Nurse (attachment #21)
6. Approve appointment of the following individual as substitute teacher for the 2017-2018 school year pending criminal history review clearance:

Name	Position	Certificate
Lauren Driscoll	Substitute Teacher	Teaching Certificate

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 January 2018 as recommended by the Superintendent and the Business Administrator. (attachment #22)
2. Approve the Treasurer’s Report for the month of January 2018. (attachment #23)
3. Approve the Board Secretary’s report for the month of January 2018. Pursuant to N.J.A.C. 6A:23-2.12(c) that as of January 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 January 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 #24)

4. Approve the following resolution:

A RESOLUTION BINDING THE STANHOPE BOARD OF EDUCATION TO PURCHASE ELECTRIC GENERATION SERVICES THROUGH THE ALLIANCE FOR COMPETITIVE ENERGY SERVICES ("ACES") Bid Cooperative Pricing System ID#E8801-ACESCPS

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as "ACES"), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as "NJSBA"), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from electric power suppliers for electric generation services through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the "Public School Contracts Law", N.J.S.A. 18A:18A-1 et seq., and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 et seq. ("EDECA") and the regulations promulgated thereunder; and

WHEREAS, the Stanhope Board of Education is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain electric generation services for its own use through one or more contracts to be awarded to electric power suppliers following said bids for electric generation services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2023 hereinafter referred to as "Effective Period") issue one or more Requests for Bids for electric generation services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale electric market, Participating Members will preauthorize the Lead Agency to award contracts for Electric Generation Service in each service territory to one or more electric power suppliers that submit bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous electric usage and utility provided Basic Generation Service rates; and

WHEREAS, the Lead Agency will only award contracts for said electric generation services to electric power suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic generation service; and

WHEREAS, the District agrees to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period through any electric power supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law;

WHEREAS, the Lead Agency will notify the Department of Community Affairs' Division of Local Government Services by mail prior to the issuance a Request for Bids for electric generation services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW, therefore, be it

RESOLVED that the District binds itself to the ACES Cooperative Pricing System ##E8801-ACESCPS to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period from the electric power supplier or suppliers awarded a contract for electric generation services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase electricity at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the Districts relative to the price charged for basic generation service by the electric public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain electric generation services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2023 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission or expiration of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

5. Approve the February 17, 2018 through February 28, 2018 bill list in the amount of \$185,381.64. (attachment #25)
6. Approve the March 1, 2018 through March 16, 2018 bill list in the amount of \$356,385.81. (attachment #26)
7. Approve the Joint Resolution for participation of transportation services between Stanhope Board of Education and Sussex County Regional Cooperative effective July 1, 2018 through June 30, 2019.

8. Approve the Agreement between Stanhope Board of Education and J and B Therapy, LLC. for Occupational Therapy Services (not to exceed 25 hours/week) for the Child Study Team from July 1, 2018 through June 30, 2019 at a rate of \$85.00/hour of services rendered. Also, to provide Occupational Therapy Evaluations on an as need bases for a cost of \$405.00/evaluation for the 2018-2019 school year.
9. Approve the appointment of Nisivoccia, LLP, to provide auditing services for year ending June 30, 2018.
10. Approve the Professional Development Requests as per attached. (attachment #27)
11. Approve the Pre-Kindergarten Program for the 2018-2019 school year, operating Monday through Friday. Session rates as follows:

Full Day Session (5 hours)	5 days/week	\$550.00/month
Half-Day Session (2.5 hours) PM Session ONLY	5 days/week	\$300.00/month

12. Approve the Preschool Program for the 2018-2019 school year, operating Monday through Friday. Session rates as follows:

Half-Day Session (2.5 hours) AM Session Only	5 days/week	\$300.00/month
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13. Approve the Pre-Kindergarten and Preschool tuition discount opportunities for the 2018-2019 school year:
 - a. Sibling Discount 10%
 - b. Veteran’s Discount 15%
 - c. Extenuating Circumstance 25 % (at the discretion of the administration)

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: _____