



**Stanhope Board of Education**  
**24 Valley Road, Stanhope, New Jersey**  
**Media Center**  
**Regular Meeting**  
**September 17, 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. #WeAreVRS – Recognition – Playground volunteers
2. PARCC Scores

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

1. HIB/ABS/Suspensions
2. Opening of School
3. Thank you - Moscatello Family – Welcome Back Breakfast
4. Thank you – Stanhope Education Association – Welcome Back Luncheon
5. Thank you - HSA – Ice Cream Social; Welcome Back Luncheon
6. Back To School Night – September 13, 2018
7. Walk to School Day – October 10, 2018
8. Board of Education Retreat – October 17, 2018

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

1. **Emergency Aid Application** – The Emergency Aid application was submitted on August 23<sup>rd</sup>. There is a correction to the amount requested from \$59,016.00 to \$48,848.00 as the District should receive one of the Other State Aid – Extraordinary State Aid as budgeted. The revised State Aid reduction of \$52,016.00 includes the additional catch-up State Aid of \$3,136.00 which was eliminated. The amount requested in additional State Aid or “Emergency Aid”, will be \$48,848.00.
2. **Board Goals** (attachment #1)
  - a. 2017-2018 Additional Revenue
  - b. Savings on the Community Playground Build
  - c. Donations Received

**Curriculum Update**

**Math:**

- Additional Individual lessons that support specific Math objectives have been loaded for grades K-6 into the Rubicon Math curriculum. These lessons are grounded in the Instructional areas of Fluency Practice, Application Problems, and Concept Development
- These are the same areas of focus that the Math consultant is working on.
- Over 300 individual lessons have been uploaded.
- Teachers will be introduced to this resource during the first PLC meeting. It is hoped that they will be encouraged to use these quality lessons to supplement their instruction and be supported in trying some new techniques.
- During the recent training on Envisions 2.0, it became evident that some of the original unit structures have been combined or re-sequenced. This will require some adjustment to the pacing guide in Rubicon and will also be addressed during weekly PLC's.

**Language Arts:**

- Work is near completion on re-ordering or completely changing the Readers Writers Workshop instructional units in Rubicon to match the current instructional materials.

**Standards Based Report Cards:**

- K-3 teachers have requested to use PLC meetings to construct and or locate quality assessments that align with the standards measured on the new report cards.
- These assessments will eventually be archived in Rubicon.

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

**Business Services Committee Meeting Update – Mr. Najib Iftikhar (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. Leif Ruschmeyer (attachment #2)
2. Lisa Benedetto (attachment #3)
3. Margret Reilly (attachment #4)
4. Gordon Gibbs (attachment #5)
5. Rebecca Morgan (attachment #6)

**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. August 15, 2018 Regular Meeting Minutes (attachment #7)

***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 #8)

***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 - 11)**

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 *REVISED* disability leave of absence for Employee #60170, beginning on September 10, 2018 and ending on or about November 30, 2018.
2. Approve, with regret and appreciation for over 12 years of service, the resignation, for the purpose of retirement of Maryann Simpson, effective October 1, 2018. (attachment #9)
3. Accept the resignation of Part Time Classroom Paraprofessional, Jamie Lios, effective September 1, 2018. (attachment #10)
4. Accept the resignation of Part Time Classroom Paraprofessional, Melissa Estwin, effective September 1, 2018. (attachment #11)
5. Appointment of the following individuals as Part Time Classroom Paraprofessionals, for the 2018-2019 school year, at a rate of \$12.00 per hour, not to exceed 28.75 hours, as determined by schedule, pending criminal history review clearance and P.L. 2018, c5, S414 compliance, where indicated:

<b>Name</b>	<b>Effective Date</b>	
Mary-Elizabeth Clauson	September 1, 2018	retroactive
Richard Shahpazian	September 1, 2018	retroactive
John Savino	September 1, 2018	retroactive
Marielena Bullock	September 1, 2018	retroactive
Ashley Johnson	September 13, 2018	retroactive, pending criminal history clearance
Ariel Schmiedhauser	September 24, 2018	

6. Approve appointment of Leanne Sweeney as Extra-Curricular Activities Advisor - Fine Arts during the 2018-2019 school year at a stipend amount of \$1,210.00.
7. Approve appointment of Sara Beattie as Student Club Advisor - Robotics Club for the 2018-2019 school year at a stipend amount of \$500.00.
8. Approve appointment of Margret Reilly as Student Club Advisor – Fitness Club for the 2018-2019 school year at a stipend amount of \$500.00.
9. Approve appointment of Steven Machuga as Long Term Leave Replacement for Social Studies Teacher position, at a per diem rate of \$85.00, beginning on about September 18, 2018 through November 30, 2018, pending criminal history clearance, and P.L. 2018, c5, S414 compliance.
10. Approve request for placement of Centenary University practicum student, Amanda Madonna, for 50 hours, under the supervision of Assunta Jardine, beginning on or about September 18, 2018.
11. Appointment of the following individuals as substitute teachers, substitute aides and substitute nurse for the 2018-2019 school year, pending criminal history review clearance, and issuance of certificate, where required:

<b>Name</b>	<b>Position</b>	<b>Certificate</b>
Mary-Elizabeth Clauson	Substitute Teacher	Certificate pending
Richard Shahpazian	Substitute Teacher	Substitute certificate
Heather Scialpi	Substitute Aide	N/A

Linda Colananni	Substitute Aide	Teaching Certificate
Tara Koval	Substitute Aide	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 - 18)**

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 *REVISED* line item appropriation transfers for the month of June 2018 as recommended by the Superintendent and the Business Administrator. (attachment #12)
2. Approve the *REVISED* Treasurer’s Report for the month of June 2018. (attachment #13)
3. Approve the *REVISED* Board Secretary’s Report for the month of June 2018. Pursuant to N.J.A.C. 6A:23-2.12(c) that as of June 30, 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 June 30, 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 #14)
4. Approve the line item appropriation transfers for the month of July 2018 as recommended by the Superintendent and the Business Administrator. (attachment #15)
5. Approve the Treasurer’s Report for the month of July 2018. (attachment #16)
6. Approve the Board Secretary’s Report for the month of July 2018. Pursuant to N.J.A.C. 6A:23-2.12(c) that as of July 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 July 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 #17)

7. Approve the August 15, 2018 through August 31, 2018 bill list in the amount of \$188,001.44. (attachment #18)
8. Approve the September 1, 2018 through September 13, 2018 bill list in the amount of \$158,129.58. (attachment #19)
9. Approve the revision to the reduction of Excess Earnings (Fund Balance) that was approved at the July 23<sup>rd</sup>, 2018 Board Meeting in accordance with the 2018-2019 State Aid reduction from \$59,016.00 to \$52,016.00.
10. Approve the revised submission of a request for Additional State Assistance to the Sussex County Office from \$59,016.00 to \$48,848.00 that would help alleviate part of the reduction in State Aid for the 2018-2019 school year. The specific reasons for the request is to meet the district's T&E, (Thorough and Efficient) are stated as follows: To follow the letter and spirit of providing an FAPE, (Free Appropriate Public Education) in the least restrictive environment. The district has worked for several years to build and develop programing that will allow their Special Needs Students to participate in programming in their home district with their developmentally appropriate peers. Due to the number of, and age span of our current Autistic population, an additional teacher is required to provide adequate academic, social, and behavior support. In addition there are a number of Stanhope students attending the district's Behavior Disability Program which is an additional cost to keep them in District, and requires additional paraprofessional support in the classroom. Despite providing these special education placements, there are also students in the district that require out of district placements due to the severity of their disability, which is an additional cost to the district. We are in need of upgrading our security system in order to maintain a proper level of safety for our students and staff. This proper level of safety includes modification to the entrance to the school to restrict access to the central office and the school. These modifications include a second set of entrance doors with electric locks and transom, a panic button, an outside strobe light, and a pass-through drawer.
11. Approve the testing for mold at the Linden Avn. School by LEW Corporation, 1090 Bristol Road, Mountainside, N.J. 07092, for an amount not to exceed \$2,500.00.
12. Approve the disposal or possible donation of library books. (attachment #20)
13. Retroactively approve the donation of a Tuba Case to the music program from the Valley Road Music Parents Association in the amount of \$255.00.
14. Approve the donation of a \$100.00 Wal-Mart gift card from the Stanhope American Legion Ladies' Auxiliary for the purpose of purchasing classroom supplies at the discretion of the principal.

15. Approve the *REVISED* Shared Services Agreement with Lenape Valley Regional High School Board of Education – Speech Services:

*WHEREAS*, The Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq., authorizes local school districts to enter into a contract with each other to subcontract any service which the parties to an agreement are empowered to render with their own jurisdiction; and

*WHEREAS*, The Lenape Valley Regional High School Board of Education (herein “Lenape”) and the Stanhope Boards of Education (herein “Stanhope”) are authorized to provide the school services set forth herein for their respective school districts;

*WHEREAS*, Lenape and Stanhope are of the opinion that the proposed services can be more efficiently and economically provided to their respective school districts through a joint agreement for the sharing of services;

*WHEREAS*, The parties are desirous of entering into a Purchased Services Agreement which would authorize the subcontracting of services between the Lenape and Stanhope school districts;

*BE IT RESOLVED*, That the Stanhope Board of Education approves a Purchased Services Agreement retroactively effective September 1, 2018, through June 30, 2019, whereby Stanhope agrees to purchase the services of Ms. Yael Gabbay for the purpose of providing speech services, wherein Stanhope shall pay \$41,238.60, and Lenape Valley shall pay \$27,492.40 for salary and benefits; and

*BE IT FURTHER RESOLVED*, That the President of the Stanhope Board of Education and Business Administrator/Board Secretary are authorized to execute the aforesaid purchased services agreements.

16. Approve the *REVISED* agreement between Stanhope Board of Education and Hand over Hand, for Applied Behavior Analysis related services for the Child Study Team from September 19, 2018 through June 30, 2019 at a rate of \$115.00/hour for BCBA Supervision/Assessment (of services rendered, not to exceed 80 hours total) and a rate of \$75.00/hour for Indirect BCBA (of services rendered, upon prior written request from Administration).
17. Approve additional Professional Development Requests as per attached. (attachment #21)
18. Approve additional Facilities Use Requests as per attached. (attachment #22)

**Roll Call:**

Mr. Najib Iftikhar \_\_\_\_\_

Mrs. Cynthia Percarpio \_\_\_\_\_

Mrs. Mattia Scharfstein \_\_\_\_\_



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

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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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