



Stanhope Board of Education
24 Valley Road, Stanhope, New Jersey
Media Center
Regular Meeting
December 19, 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.

Presentations

1. Honor Roll Recognition
2. #WeAreVRS Recognition
3. 2018 ESSA Accountability Profile

Correspondence (Agenda Items)

1. Ray Chimileski, Operation Chillout (attachment #1)
2. GI Go Fund (attachment #2)

Superintendent's Report – Mr. Steven Hagemann

1. HIB/ABS/Suspensions
2. Winter Concert, December 13, 2018
3. HSA Events (Holiday Boutique, Vendor/Craft Fair)
4. Inaugural issue of the *Stanhope Charger* district newsletter
 - Local distribution
5. Veterans Program
 - Coverage in *New Jersey Herald*

Business Administrator's Report – Mr. Gordon Gibbs

1. Stanhope Board of Education Annual Reorganizational Meeting January 2, 2019 beginning at 7:00 p.m.
2. Updated 2019 Board Meeting and Committee Schedule – pending approval at annual reorganizational meeting
3. 2018-2019 Food Service Contract – Maschio's can no longer provide lunches to Stanhope Students at the current fixed cost rate. They are requesting that the district go out for bid on a "Cost Reimbursable Rate", as they will be losing an estimated \$8k for the 2018-2019 school year. When awarded, a new contract will start March 1st, 2019.

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. Amanda Forest (attachment #3)
2. Gordon Gibbs (attachment #4)
3. Bonnie Gutwein (attachment #5)
4. Roger Hedden (attachment #6)
5. Tara Koval (attachment #7)
6. Tara Koval (attachment #8)
7. Maureen Mason (attachment #9)
8. Ellen Mutz (attachment #10)
9. Maureen Thornton (attachment #11)

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. November 14, 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 attached Board Goals / District Goals Action Plan for the 2018-2019 school year. (attachment #14)

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 #15)
2. Retroactively approve the termination of contract agreement for out of district placement to the Windsor Learning Center, Pompton Lakes, New Jersey, for classified student number 8166910883 effective December 6, 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 - 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. Retroactively approve the request for employee #39015 for extension of voluntary FMLA leave beginning December 1, 2018 through December 31, 2018.
2. Accept resignation of Lunchroom Paraprofessional Sheri Wichart, effective December 10, 2018. (attachment #16)
3. Approve appointment of George Yonki as Part Time Lunchroom Paraprofessional for the 2018-2019 school year at a rate of \$12.00 per hour, effective December 20, 2018.
4. Appointment of Allison Kumetz as Part Time Classroom Paraprofessional for the 2018-2019 school year, at a rate of \$12.00 per hour, not to exceed 28.75 hours, as determined by schedule, effective December 20, 2018, pending criminal history review clearance and P.L. 2018, c5, S414 compliance.
5. Approve advancement on salary guide for Courtney Pipher from Step 11-MA to Step 11-MA +15, to be effective February 1, 2019.
6. Approve J&B Therapy clinical fieldwork occupational therapy placement of Seton Hall student Christina Nied with Occupational Therapist Leslie Salmon for a period of 24 weeks beginning on or about January 7, 2018.
7. Approve request for placement of Kean University practicum Psychology student, Analisse Seise, under the supervision of Mrs. Harmon for a total of 110 to 125 hours beginning on or about January 2, through June 30, 2019.
8. Approve placement of Lenape High School student, Kenny Ramirez, as volunteer assistant for basketball for the 2018-2019 season.
9. Approve the appointment of Frank Kopich as the school's State Certified Underground Storage Tank representative starting January 1st, 2019 to June 30th, 2019 at a stipend amount of \$250.00.
10. Approve job description for Social Media Coordinator stipend position. (attachment #17)
11. Appointment of the following individuals as substitute teachers, substitute aides, substitute lunchroom aide and substitute custodian for the 2018-2019 school year, pending criminal history review clearance, and issuance of certificate, where required:

Name	Position	Certificate
Nicholas Polacek	Substitute Teacher	Substitute Certificate pending

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 - 19)

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 October 2018 as recommended by the Superintendent and the Business Administrator. (attachment #18)
2. Approve the Treasurer’s Report for the month of October 2018. (attachment #19)
3. Approve the Board Secretary’s Report for the month of October 2018. Pursuant to N.J.A.C. 6A:23-2.12(c) that as of October 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 October 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 #20)
4. Approve the November 13, 2018 through November 30, 2018 bill list in the amount of \$480,707.42. (attachment #21)
5. Approve the Agreement between Stanhope Board of Education and J and B Therapy, LLC. to include Homebound Instruction Services (on an as needed basis), retroactively effective November 26, 2018 through June 30, 2019 at a rate of \$65.00/hour of services rendered.
6. Approve Mr. Gibbs, Business Administrator/Board Secretary, to send out a Request for Proposal (RFP) for a School Food Service provider for the 2018-2019 contract year effective March 1st, 2019.
7. *Whereas*, the Department of Agriculture sent a notice on June 14, 2017 to New Jersey school districts participating in the National School Lunch program announcing a

significant change in the procurement protocol for the contracting of food service management companies that operate lunch programs for New Jersey public schools, and

Whereas, this new procurement protocol has changed the fundamental basis for awarding food service management contracts from a “Cost Reimbursement Basis” to a “Fixed Price Basis” for contract awards, and

Whereas, the Stanhope Board of Education complied with the new “Fixed Price” procurement system during the 2018-2019 RFP process and received one proposal and awarded that proposal, and

Whereas, the Stanhope Board of Education must now begin the RFP process again since the vendor can no longer adhere to the “Fixed Price” contract and needs to terminate the contract due to a projected loss in the program, and

Whereas, the Stanhope Board of Education declares that the “Fixed Price” procurement system has dramatically reduce the school district’s ability to change or alter its food service operations without the need to rebid for food service management service, and

Whereas, the Stanhope Board of Education further declares that the “Fixed Price” procurement method may impact the quality of meals serviced to its children and therefore impact the participation of children in our lunch program, and

Whereas, the Stanhope Board of Education further declares that the “Fixed Price” procurement method limited the number of competitive proposals received by the board, and

Whereas, the Stanhope Board of Education, now rejects the Department of Agriculture’s underlying reasons for making this change without giving the New Jersey School Districts the opportunity to address their concerns in an attempt to keep this procurement method in place, and

Whereas, the Stanhope Board of Education now prefers an optional procurement system for securing Food Service Management Companies for the remainder of the 2018-2019 school year, whereby the district must choose “Cost Reimbursement” over “Fixed Price” as a basis for contract awards.

Now, Therefore be it Resolved, that the Stanhope board of Education hereby requests the Department of Agriculture to reconsider its plans to move the basis of awarding Food Service Management contracts to a “Fixed Price” basis and allow the option of continuing to use a “Cost Reimbursement” procurement model in an effort to allow schools to secure and continue contracts with vendors,

Be It Further Resolved, that copies of this resolution shall be forwarded to:

New Jersey Association of School Business Officials

New Jersey Secretary of Agriculture

Local Legislators

New Jersey School Boards

New Jersey School Superintendents

New Jersey Principals and Supervisors

New Jersey Parent Teacher Association

8. Approve Bridge Media, LLC, 506 Stevens Road, Landing, New Jersey 07850, Public Works Number 719146, to provide and install a new security camera system for the Valley Road School at a cost of \$31,245.00. Two other quotes were provided by Triad Security Systems, 971 Lehigh Ave. Union, N.J. 07083 at a cost of \$55,905.20 and Open Systems Integrations, Inc., 211 Yardville Hamilton Sq. Road, Hamilton, N.J. 08620 at a cost of \$75,275.00.
9. Approve retroactive appointment of Aero Environmental Services, 275 Route 10 west 220-306, Succasunna, N.J. 07876, to provide a retest of the Linden Ave. School's mold remediation in the amount of \$1,560.00.
10. Approve the Shared Services Agreement between Stanhope Board of Education, 24 Valley Road, Stanhope, New Jersey 07874, Netcong Board of Education, 26 College Road, Netcong, New Jersey 07857, Byram Township Board of Education, 12 Mansfield Drive Stanhope, New Jersey 07874, and Lenape Valley Regional High School Board of Education, 28 Sparta Road, Stanhope, New Jersey 07874, for the purpose of providing a demographic study to the districts for the possibility of regionalization.
11. Approve Ross Haber and Associates, 24 Garden Terrace, Milltown, N.J. 08850, as the Demographer in an amount not to exceed, \$9,900.00, subject to the terms and conditions of the Shared Services Agreement between Stanhope Board of Education, Netcong Board of Education, Byram Township Board of Education, and Lenape Valley Regional High School Board of Education.
12. Approve the Annual Re-organizational meeting for January 2nd, 2019 starting at 7:00 pm in the Media Center at the Valley Road School, 24 Valley Road, Stanhope, N.J. 07874.
13. Approve an amendment to the FY 2019 ESEA Grant to reflect carry-over funds as follows:
Title IA \$10,061.00 Title IIA \$35.00 Title IV \$848.00
14. Approve an amendment to the FY 2019 IDEA Grant to reflect carry-over funds as follows:
Basic \$10,387.00 Preschool \$661.00
15. Approve the use of Capital Reserve Funds in the amount of \$34,980.00 to cover the cost of an unexpected need for mold remediation at the Linden Ave. School, subject to County and State approval.
16. 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.
17. Approve district professional development travel and expense reimbursement for Leanne Sweeney to attend the 2019 NAEA National Convention in Boston, Massachusetts on March 14 – 16, 2019, in accordance with the Stanhope Board of Education School District Travel Policy (6471) and A-5 regulations. Lodging fees not to exceed \$273.00 (per General Service Administration Per Diem Rates for Massachusetts in March 2019) per night/per person (w/occupancy fee rate).

Registration is \$175.00 (\$205 after 2/7/19), 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.

- 18. Approve additional Professional Development Requests as per attached. (attachment #22)
- 19. Approve additional Facilities Use Requests as per attached. (attachment #23)

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: _____