



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

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.

### **Executive Session Announcement**

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

**Presentations**

1. We Are VRS Presentation (Cafeteria)
2. Honor Roll Presentation (Cafeteria)
3. Curriculum Based Instruction Presentation (Media Center)
4. Ross Haber, Demographic Study for Regionalization (Media Center)

**Correspondence (Agenda Item 1)**

1. Stephen Sweeney, NJ Senate President (attachment #1)

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

1. HIB/ABS/Suspensions
2. Business Administrator/Board Secretary Search - Update
3. Arbor Day
4. Teacher Appreciation Week
5. 6<sup>th</sup> Grade Camping Trip

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

1. **AlphaBest Summer Program** - Update
2. **2019-2020 Food Service RFP** – Maschio's Food Services, Inc. was the only proposal submitted. The Cost Reimbursement Contract includes an annual Management Fee of \$7,401.00 and an annual profit guarantee of \$823.49.

**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. Sue Davis (attachment #2)
2. Jessica Frank (attachment #3)
3. Jessica Frank (attachment #4)
4. Rebecca Morgan (attachment #5)
5. Ellen Mutz (attachment #6)
6. Heidi Truesdell (attachment #7)

**Minutes for Approval (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:

1. April 29, 2019 Regular Meeting Public Hearing Minutes (attachment #8)
2. April 29, 2019 Executive Session Meeting Minutes (attachment #9)

***Voice Vote:***

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

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

**Administrative Action Items (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 Administrative action items:

1. Approve the Suspension and Harassment, Intimidation, and Bullying Report. (attachment #10)

2. Approve appointment of Superintendent as Affirmative Action Officer for the 2019-2020 school year.
3. Authorize the Affirmative Action Team to conduct needs assessment and development a three-year Comprehensive Equity Plan for the school years 2019-2020 through 2021-2022.
4. Approve and submit proposed three-year Comprehensive Equity Plan for the school years 2019-2020 through 2021-2022.

**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 second reading of the following policies. (attachment #11)  
1642 Earned Sick Leave Law
2. Approve the second reading of the following regulations (attachment #12)  
R1642 Earned Sick Leave Law

**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)**

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 #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 - 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 the certificated staff for the 2019-2020 school year as per attached. (attachment #14)
2. Approve the non-certificated, staff for the 2019-2020 school year as per attached. (attachment #15)
3. Approve the appointment of Dr. Steven McHugh, Sr. as Business Administrator/Board Secretary effective July 15, 2019 through June 30, 2020 at a salary of \$88,000.00, prorated. Contract pending approval from the Sussex County Executive Superintendent of Schools, criminal history review clearance and P.L. 2018, c5, S414 employment verification compliance.
4. Approve appointment of Anthony Oliveri as summer custodial employee between July 1 and August 30, 2019 at the rate of \$12.50 per hour.
5. Accept the resignation of substitute Stacy Zagar-Maldonado effective April 30, 2019.
6. Approve appointment of the following individuals as substitute teachers, substitute nurses, substitute aides and substitute custodians for the 2019-2020 school year:

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<b>Name</b>	<b>Position</b>	<b>Certificate</b>
Nidal Abdallah	Substitute School Nurse	Substitute Certificate
Michael Altmann	Substitute Teacher	Substitute Certificate
Nancy Bailey	Substitute Teacher	Substitute Certificate
Isabelle Becker	Substitute Teacher	Substitute Certificate
Nicole Bias	Substitute Teacher	Substitute Certificate
Donna Bigley	Substitute Teacher	Teaching Certificate
Joel Branham	Substitute Teacher	Teaching Certificate
Dolores Bollinger	Substitute Teacher	Teaching Certificate
Alan Chorun	Substitute Teacher	Teaching Certificate
Matthew Chretien	Substitute Teacher	Teaching Certificate
Mary Elizabeth Clauson	Substitute Teacher	Substitute Certificate <i>(pending)</i>
Linda Colannani	Substitute Teacher	Teaching Certificate
Christine Conte	Substitute Teacher	Substitute Certificate
Mary Damerel	Substitute Teacher & Secretary	Teaching Certificate
Dana DeMarco	Substitute Teacher	Teaching Certificate
Krista Fetherman	Substitute Teacher	Teaching Certificate
Brenda Fromme	Substitute Teacher	Substitute Certificate
Sita Goss	Substitute Teacher	Substitute Certificate
Bonnie Gutwein	Substitute Teacher	Teaching Certificate
Jean Holton	Substitute Teacher	Substitute Certificate
Katie Joslin	Substitute Teacher	Substitute Certificate
Donna Kali	Substitute Teacher	Teaching Certificate
Gail Kanter	Substitute Teacher	Teaching Certificate
Tara Koval	Substitute Teacher	Teaching Certificate
Troy Kreider	Substitute Teacher	Teaching Certificate
Darlene McClellan	Substitute Teacher	Substitute Certificate
William McNeir	Substitute Teacher	Substitute Certificate
Effie Noufrious-Bonilla	Substitute Teacher	Substitute Certificate
Heather Parrish	Substitute Teacher	Teaching Certificate. <i>Pending crim. history clearance</i>
Madeline Pfaff	Substitute Teacher	Substitute Certificate
Nicholas Polacek	Substitute Teacher	Substitute Certificate

Amanda Polillo	Substitute Teacher	Substitute Certificate
Valerie Puco	Substitute Teacher	Teaching Certificate
Christine Rudinsky	Substitute Teacher	Teaching Certificate
Anjali Shah	Substitute Aide	N/A
Richard Shapazian	Substitute Teacher; Substitute Custodian	Substitute Certificate
Grace Schmiedhauser	Substitute Teacher	Teaching Certificate
Candice Smith	Substitute Teacher	Teaching Certificate
Carol Lee Spages	Substitute Nurse	Substitute Certificate
Margaret Spooner	Substitute Teacher	Teaching Certificate
Myra Stansfield	Substitute Nurse	Substitute Certificate
Maryann Sweizer	Substitute Teacher	Substitute Certificate
Samantha Sweizer	Substitute Aide	N/A
Frank Kopich	Substitute Custodian	N/A
Carol Vanderhoof	Substitute Custodian	N/A
Benjamin Scheer	Substitute Custodian	N/A
George Yonki	Substitute Custodian	N/A

**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 - 12)**

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 March 2019 as recommended by the Superintendent and the Business Administrator. (attachment #16)
2. Approve the Treasurer’s Report for the month of March 2019. (attachment #17)



3. Approve the Board Secretary's report for the month of March 2019. Pursuant to N.J.A.C. 6A:23-2.12(c) that as of March 31, 2019, 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 March 31, 2019 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 #18)
4. Approve the April 30, 2019 bill list in the amount of \$195,012.93. (attachment #19)
5. **WHEREAS**, the Stanhope Board of Education requires the awarding of a contract for educational professional services by resolution of the Board of Education at a public meeting, and that such award may be made without public advertising for bids;  
**NOW, THEREFORE, BE IT RESOLVED** by the Stanhope Board of Education that:
  - a. Advancing Opportunities, of Ewing, New Jersey, be appointed as a consultant for assistive technology services for the Stanhope Board of Education
  - b. The above appointment is made without competitive bidding because it is a profession that will not reasonably permit the receipt of competitive bids due to the qualitative nature of the services performed.

Assistive technology services will be provided to the Stanhope Board of Education for the 2019-2020 school year. All services are on an as-needed basis and require prior administrative approval.

6. **WHEREAS**, the Stanhope Board of Education requires the awarding of a contract for educational professional services by resolution of the Board of Education at a public meeting, and that such award may be made without public advertising for bids;  
**NOW, THEREFORE, BE IT RESOLVED** by the Stanhope Board of Education that:
  - c. Hand Over Hand, of Morris Plains, New Jersey, be appointed as the Applied Behavior Analysis related services for the Stanhope Board of Education
  - d. The above appointment is made without competitive bidding because it is a profession that will not reasonably permit the receipt of competitive bids due to the qualitative nature of the services performed.

Applied Behaviorist Analysis related services will be provided to the Stanhope Board of Education for the 2019-2020 school year at a rate of \$115.00/hour for BCBA Supervision/Assessment (of services rendered, not to exceed 40 hours total) and a rate of \$75.00/hour for Indirect BCBA (of services rendered, upon prior written request from Administration).

7. Approve the amount of tax monies required for school purposes for 2019-2020, \$4,216,228.00 for the General Fund and \$342,300.00 for Debt Service and that the Borough of Stanhope is hereby required to place in the hands of the Stanhope Treasurer of School Monies the below listed amounts:

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<u>2019</u>	<u>General Fund</u>	<u>Debt Service</u>	<u>Total</u>
July	\$ 347,873.58	\$28,366.67	\$376,240.25
August	\$ 347,873.58	\$28,366.67	\$376,240.25
September	\$ 347,873.58	\$28,366.67	\$376,240.25
October	\$ 347,873.58	\$28,366.67	\$376,240.25
November	\$ 347,873.58	\$28,366.67	\$376,240.25
December	\$ 347,873.10	\$28,366.65	\$376,239.75
 <u>2020</u>			
January	\$354,831.17	\$43,025.00	\$397,856.17
February	\$354,831.17	\$43,025.00	\$397,856.17
March	\$354,831.17	\$43,025.00	\$397,856.17
April	\$354,831.17	\$43,025.00	\$397,856.17
May	\$354,831.17	-	\$354,831.17
June	\$354,831.15	-	\$354,831.15
	\$4,216,228.00	\$342,300.00	\$4,558,528.00

8. Approve the replacement of four leaders by RIS Construction, Inc. 143 N. Fullerton Ave., Montclair, N.J. 07072. The areas being replaced are two leaders by the gym and two leaders in the back of the school. The cost for the replacements is \$1,200.00.
9. Approve Maschio's Food Services, Inc., 525 E. Main Street, Chester, New Jersey 07930 as the Food Service Management Company for the 2019-2020 school year with the option of four annual renewals. The contract includes a management fee for the 2019- 2020 school year in the amount of \$7,401.00 and an annual profit guarantee of \$823.49. The new contract is subject to State approval.
10. Approve the school lunch and milk prices for the 2019-2020 school year as follows:

Lunch	\$3.00
Adult Lunch	\$3.50
Milk	\$0.55
11. Approve the Professional Development Requests as per attached. (attachment #20)
12. Approve additional Facilities Use Requests as per attached. (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	_____

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