



Stanhope Board of Education
24 Valley Road, Stanhope, New Jersey
Media Center (Virtual Meeting)
Regular Meeting / Public Hearing
April 29, 2020

Time:

NOTICE IS HEREBY GIVEN to the legal voters of the Stanhope Public School District, in the County of Sussex, of the State of New Jersey, that a Public Hearing will be held on Wednesday, April 29, 2020 at 7:00 PM, for the purpose of conducting a public hearing on the following budget for the 2020/2021 school year. This meeting will be conducted remotely using a virtual platform due to the state of emergency declaration by the Governor of New Jersey on March 9, 2020, and in accordance with his subsequent issuance of Executive Order 107.

At 6:30 PM, before the meeting, on Wednesday, April 29, 2020 a link and phone number will be provided on the Stanhope Public School District’s website (www.stanhopeschools.org) for anyone wishing to attend or participate in the hearing. Public participation will be permitted during two separate public sessions by using the “chat” feature or by responding verbally, when prompted.

Pledge of Allegiance

Roll Call			
Mr. Jonathan Clauson		Mr. Steven Hagemann, Superintendent	
Mrs. Jennifer Herold		Mrs. Alicia Finklea-DiCataldo, Principal	
Mr. Najib Iftikhar		Dr. Steven E. McHugh, Sr. Business Administrator/Board Secretary	
Mrs. Cynthia Percarpio			
Mrs. Mattia Scharfstein			
Mr. Frank Shay		Faculty (number)	
Mr. Gil Moscatello		Community (number)	

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. NJ SLA Science results
2. District (School) Performance Report

Public Hearing

1. Presentation of the 2020-2021 Budget - Presented by Mr. Steven Hagemann and Dr. Steven McHugh

Superintendent's Report – Mr. Steven Hagemann

1. HIB/ABS/Suspension
2. 6th Grade Camping Trip postponed - rescheduled to June 8-9 2020
3. TREP\$ Marketplace - Thank you - Mrs. DiCataldo, Mrs. Jardine, Mrs. Beattie, and Mrs. Ettinger
4. Virtual Instruction and COVID-19 Response

Business Administrator's Report – Dr. Steven E. McHugh, Sr.

1. FY20 Financial Update
2. Valley Road School
3. Linden Avenue School
4. COVID-19 Facility Issues

Personnel, Curriculum, School Climate & Culture Committee Meeting Update – Mrs. Mattia Scharfstein(Chair)

Business Services, Facilities & Technology Committee Meeting Update – Mr. Frank Shay(Chair)

Policy & Communications Committee Meeting Update – Mr. Jonathan Clauson (Chair)

Negotiations Committee Meeting Update - Mr. Gil Moscatello

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. Sara Beattie (attachment #1)
2. Dineen Belfiore (attachment #2)
3. Jessica Frank (attachment #3)
4. Scott Jacobus (attachment #4)
5. Nick Lalama (attachment #5)
6. Maureen Mason (attachment #6)
7. Rebecca Morgan (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. March 11, 2020 Regular Meeting Minutes (attachment #8)
2. March 11, 2020 Executive Session Meeting Minutes (attachment #9)

Voice Vote:

Yes: _____

No: _____

Abstain: _____

2020-2021 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 Budget

2020-2021

BE IT RESOLVED that the tentative budget be approved for the 2020-2021 School Year using the 2020-2021 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: (attachment #10)

	<u>General Fund</u>	<u>Special Revenues</u>	<u>Debt Service</u>	<u>Total</u>
2020-2021 Total Expenditures	\$6,287,119	\$125,243	\$342,400	\$6,754,762
Less: Anticipated Revenues	\$1,750,086	\$125,243	\$0	\$1,875,329
Taxes to be Raised	\$4,537,033	\$0	\$342,400	\$4,879,433

2.

Banked Cap Adjustment

BE IT FURTHER RESOLVED, that the Stanhope Board of Education includes in the proposed budget the allowable Banked Cap from FY2018 in the amount of \$5,177.00 and FY2019 in the amount of \$69,934.00.

3.

Enrollment Adjustment

BE IT FURTHER RESOLVED, that the Stanhope Board of Education includes in the proposed budget the allowable enrollment adjustment from FY2020 in the amount of \$118,989.12.

4.

**Travel and Related Expense Reimbursement
2020-2021**

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, 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. Jonathan Clauson
Mr. Najib Iftikhar
Mrs. Jennifer Herold
Mrs. Cynthia Percarpio
Mrs. Mattia Scharfstein
Mr. Frank Shay
Mr. Gil Moscatello

Administrative 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 Administrative action items:

1. Approve the Suspension and Harassment, Intimidation, and Bullying Report. (attachment #11)
2. Approve the abolishment of the following positions in accordance to policy #3112, effective July 1, 2020:
 - a. Reduce one Full Time Special Education Position
 - b. Reduce Full Time Social Worker Position to .70 FTE
3. Approve the creation/increase of hours for the following positions in accordance to policy #3111, effective July 1, 2020:
 - a. Increase School Psychologist Position to .70 FTE

Roll Call:

Mr. Jonathan Clauson
Mr. Najib Iftikhar
Mrs. Jennifer Herold
Mrs. Cynthia Percarpio
Mrs. Mattia Scharfstein
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 first reading of the following Bylaws: (attachment #12)
0152 Board Officers
2. Approve the first reading of the following Policies: (attachment #13)
1581 Domestic Violence

- | | |
|---------|--|
| 2422 | Health and Physical Education |
| 3421.13 | Postnatal Accommodations |
| 4421.13 | Postnatal Accommodations |
| 5330 | Administration of Medication |
| 7243 | Supervision of Construction |
| 8210 | School Year |
| 8220 | School Day |
| 8462 | Reporting Potentially Missing or Abused Children |
3. Approve the first reading of the following Regulations: (attachment #14)
- | | |
|-------|------------------------------|
| R1581 | Domestic Violence |
| R5330 | Administration of Medication |
| R8220 | School Closings |

Roll Call:

Mr. Jonathan Clauson
Mr. Najib Iftikhar
Mrs. Jennifer Herold
Mrs. Cynthia Percarpio
Mrs. Mattia Scharfstein
Mr. Frank Shay
Mr. Gil Moscatello

Personnel Action Items (Agenda Items 1 - 14)

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 submission of the revised Superintendent Qualitative and Quantitative Merit Criteria Goals to the Executive County Superintendent of Sussex County for the 2019-2020 school year. (attachment #15)
2. Approve the appointment of Joseph Neal as Full Time Facilities Coordinator effective June 16, 2020 through June 30, 2020 at an annual salary of \$55,000.00, prorated.
3. Accept resignation of substitute teacher Sal Esposito, effective February 27 2020.
4. Approve the appointment of Jessica Frank as the School Nurse for the 2020 extended school year program for 4 hours per day, not to exceed 19 days, at a rate of \$50.00 per hour.
5. Approve appointment of Theresa Snyder for the 2020 Summer Reading Enrichment Program stipend position, at an amount of \$2,500.00.
6. Approve appointment of Elizabeth Ettinger for the 2020 BSI Math Program Teacher, at a rate of \$50.00 per hour for 4.75 hours per day, not to exceed 12 days, to be funded through the ESEA Title I Grant.
7. Approve appointment of Celeste Mayhood for the 2020 BSI Reading Program Teacher, at a rate of \$50.00 per hour for 4.75 hours per day, not to exceed 12 days, to be funded through the ESEA Title I Grant.

8. Approve the appointment of Maureen Mason as ASD ESY Teacher for the 2020 Autistic extended school year program, for 4.75 hours per day; not to exceed a total of 19 days; at a rate of \$50.00 per hour.
9. Approve the appointment of Justine Waldron as ASD ESY Teacher for the 2020 Autistic extended school year program, for 4.75 hours per day; not to exceed a total of 19 days; at a rate of \$50.00 per hour.
10. Approve the appointment of Deborah McNear as the Preschool ESY Teacher for the 2020 Preschool extended school year program for 3 hours per day, not to exceed 15 days, at a rate of \$50.00 per hour.
11. Approve the appointment of Leif Ruschmeyer as Behavioral Disabilities (BD) ESY Teacher for the 2020 BD extended school year program, for 4.75 hours per day; not to exceed a total of 15 days; at a rate of \$50.00 per hour.
12. Approve the appointment of Juana Magan as the Speech Therapist for the 2020 extended school year program, not to exceed a total of 15 hours per week, at a rate of \$50.00 per hour in July and August 2020.
13. Approve the appointment of Juana Magan as the Speech Therapist to conduct evaluations for the 2020-2021 school year, at a rate of \$250.00 per evaluation effective July 1, 2020 through June 30, 2021.
14. Approve the following teachers/certificated staff to attend Child Study Team meetings on an as needed basis between June 22, 2020 and August 30, 2020 at a rate of \$50.00 per hour:

Lisa Benedetto
Sherry Fehir
Amanda Forest
Cindy Groseibl
Karen Henry
Dee Hergert
Juana Magan
Trish Marra
Maureen Mason
Deborah McNear

Roll Call:

Mr. Jonathan Clauson
Mr. Najib Iftikhar
Mrs. Jennifer Herold
Mrs. Cynthia Percarpio
Mrs. Mattia Scharfstein
Mr. Frank Shay
Mr. Gil Moscatello

Business Services 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 Business Services action items:

1. Approve the line item appropriation transfers for the month of February 2020 as recommended by the Superintendent and the Business Administrator/Board Secretary. (attachment #16)
2. Approve the Treasurer's Report for the month of February 2020. (attachment #17)
3. Approve the Board Secretary's Report for the month of February 2020. Pursuant to N.J.A.C. 6A:23-2.12(c) that as of February 29, 2020, 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), the Stanhope Board of Education, after review of the Board Secretary's and Treasurer's monthly financial reports certify that as of February 29, 2020 and upon consultation with the appropriate officials, to the best of our knowledge, no major account or funds 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 March 12, 2020 through March 31, 2020, bill list in the amount of \$496,914.17. (attachment #19)
5. Approve the April 1, 2020 through April 24, 2020, bill list in the amount of \$770,150.12. (attachment #20)

Roll Call:

Mr. Jonathan Clauson
Mr. Najib Iftikhar
Mrs. Jennifer Herold
Mrs. Cynthia Percarpio
Mrs. Mattia Scharfstein
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.

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: _____

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: _____