



**Stanhope Board of Education**  
**24 Valley Road, Stanhope, New Jersey**  
**Media Center**  
**Regular Meeting**  
**September 16, 2020**

**Time:**

*NOTICE IS HEREBY GIVEN* that the Stanhope Board of Education, in the County of Sussex, of the State of New Jersey, will conduct a regular meeting remotely using an “In Person” and “Virtual” platform due to the continued state of emergency declaration by the Governor of New Jersey in accordance with his subsequent issuance of Executive Order 107. All attending are required to arrive wearing face coverings and adhere to proper social distancing.

At 6:30 PM, before the meeting, on Wednesday, September 16, 2020 a link and phone number will be provided on the Stanhope Public School District’s website ([www.stanhopeschools.org](http://www.stanhopeschools.org)) for anyone wishing to virtually attend or participate in the meeting. Public participation will be permitted during two separate public sessions by using the “chat” feature or by responding verbally, when prompted.

## Pledge of Allegiance

<b>Roll Call</b>			
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. 2019-2020 HIB Self Assessment

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

1. HIB/ABS/Suspensions
2. School opening
3. Thank you to teaching, support, facilities and office staff
4. Staffing update
5. QSAC
6. Thank you for entrance planter fall flowers - Mrs. Percarpio

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

1. Reopening & Facilities Update
2. Linden Ave.
3. FY21 Budget
4. Lighting Program
5. Audit

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

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

**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. August 26, 2020 Regular Meeting Minutes (attachment #1)
2. August 26, 2020 Executive Session Meeting Minutes (attachment #2)

***Voice Vote:***

Yes: \_\_\_\_\_

No: \_\_\_\_\_

Abstain: \_\_\_\_\_

**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 Suspensions and Harassment, Intimidation and Bullying report as per attached. (attachment #3)
2. Approve and submit the State of New Jersey Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act Summary Report for the 2019-2020 school year. (attachment #4)
3. Approve the submission of the Statement of Assurance for the School Safety and Security Plan Annual Review for the 2020-2021 school year.

**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 Item 1)**

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 #5)

1648.02 - Remote Learning Options for Families

**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 - 17)**

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

1. Approve the submission of the revised 2020-2021 Superintendent Qualitative and Quantitative Merit Criteria Goals to the County Executive Superintendent. (attachment #6)
2. Approve that the Board of Education delegates to the Superintendent, upon consultation with the district attorney, the authority to determine and approve of COVID-19 related leave requests during the period of September 17, 2020 through the next available meeting whereupon the board will take formal action.
3. Approve that the Board of Education delegates to the Superintendent authority to appoint personnel and issuance of contracts for the 2020-21 school year during the period of September 17, 2020 through the next available meeting whereupon the board will take formal action.

Upon recommendation of the Superintendent, motion to approve the following  
Personnel action items:

4. Approve the *REVISED* Paraprofessional Staff salaries/hourly rates and scheduled hours in accordance with the Stanhope Education Association 2020-2021 collective bargaining agreement. (attachment #7)
5. Approve the retroactive appointment of Brian Baird as Part Time (.70) Music Teacher for the 2020-2021 school year, at Step 1, BA \$39,147.50, effective September 1, 2020.
6. Accept the resignations of the following classroom paraprofessionals effective August 31, 2020 (except as noted):
  - Donna Bigley
  - Kenneth Costa
  - Carmen D’Aiuto
  - Derenda Hansen
  - Linda Colanannn
  - Margaret Seme
  - Casey Levens (Effective September 3, 2020)
  - Anne Connery-Lee
  - Summer Boehm (Effective September 19, 2020)
7. Accept resignation of substitute teacher Isabelle Becker, effective August 31, 2020.
8. Approve appointment of following Part Time (.68) Classroom Paraprofessionals for the 2020-2021 school year, for up to 27.5 hours per week as determined by schedule, at a rate of \$12.50 per hour effective September 1, 2020 pending criminal history review clearance and P.L. 2018, c5, S414 compliance:
  - Kelly Polacek
  - Kaeleen Sylvester
  - Renee Reilly
9. Approve retroactive appointment of Iluminada Rodriguez as Part Time (.56) Classroom Paraprofessional for the 2020-2021 school year, for up to 22.5 hours per week as determined by schedule, at a rate of \$12.50 per hour effective September 16, 2020.
10. Approve appointment of Scott Jacobus as a mentor to novice teacher Brian Baird for the 2020-2021 school year. A fee of \$550.00, based on novice teacher’s Certificate of Eligibility with Advanced Standing, to be paid to the mentor by the district settled through the business office by way of payroll payment in accordance with the Stanhope Education Association Agreement.
11. Approve the appointment of Kerri Nehlsen as the Speech Therapist to conduct evaluations for the 2020-2021 school year, at a rate of \$250.00 per evaluation effective September 1, 2020 through June 30, 2021.
12. Appointment of Margret Reilly as Student Club Advisor – Girls on the Run Club for the 2020-2021 school year at a stipend amount of \$500.00.
13. Appointment of Stephanie DiIonno as Student Club Advisor – Girls on the Run Club for the 2020-2021 school year at a stipend amount of \$500.00.
14. Approve the appointment of Geoff Laurie as Substitute Custodian operating in a Part-Time, Temporary Active role at a rate of \$14.50 per hour, not to exceed 25 hours per week, funded by the Stanhope Public School’s CARES Act allocation, to be discontinued upon reallocation or diminishment of these funds.

15. Approve funding through ESSA IDEA Preschool grant for 50% salary of Dawn Perry, during the 2020-2021 school year, not to exceed \$2,000.00.
16. Approve funding through ESSA IDEA Preschool grant for 50% salary of Maureen Thornton, during the 2020-2021 school year, not to exceed \$2,000.00.
17. Approve appointment of following substitute teachers/aides for the 2020-2021 school year, pending criminal history review clearance, P.L. 2018, c5, S414 compliance and issuance of substitute certificate where indicated:

<b>Name</b>	<b>Position</b>	<b>Certificate (if needed)</b>
Lori Kelterborn	Substitute Teacher/Aide	Substitute Teacher Certificate - <i>application pending</i>
Kelly Polacek	Substitute Teacher	Substitute Certificate
Valerie Puco	Substitute Teacher	Teaching Certificate
Kaeleen Sylvester	Substitute Teacher	NJDOE Speech Language Pathologist certificate
Summer Boehm	Substitute Aide	N/A

***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 - 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 July 2020 as recommended by the Superintendent and the Business Administrator/Board Secretary. (attachment #8)
2. Approve the Treasurer’s Report for the month of July 2020. (attachment#9)
3. Approve the Board Secretary’s Report for the month of July 2020. Pursuant to N.J.A.C. 6A:23-2.12(c) that as of July 31, 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 July 31, 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 #10)

4. Approve the August 27, 2020 through August 31, 2020, bill list in the amount of \$\_\_\_\_\_. (attachment #11)  
*\*NOTE: Amount of bill list and attachment will be posted by Wednesday, September 16, 2020 for the meeting.*
5. Approve the September 1, 2020 through September 16, 2020 bill list in the amount of \$\_\_\_\_\_. (attachment #12)  
*\*NOTE: Amount of bill list and attachment will be posted by Wednesday, September 16, 2020 for the meeting.*
6. Approve the School Business Administrator to review and submit the lighting program application by the September 30, 2020 deadline.
7. Approve the following resolution - Precision HR Solutions, Inc..

**WHEREAS**, the Stanhope Board of Education requires the awarding of a contract for 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:

1. Precision HR Solutions, Inc., of Pennsylvania, be appointed as a professional consultant to provide Custodial (non-black seal) and Educational services for the Stanhope Board of Education.
  2. 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.
  3. Professional consultant services will be provided to the Stanhope Board of Education for the 2020-2021 school year on an as needed basis in accordance to the rates provided in the contract for each service requested.
8. **RESCIND** the 2020-2021 Special Education School Year Tuition Contract, effective September 1, 2020, between Netcong Board of Education and Stanhope Board of Education for student #8664505632 to attend the behavioral disorder program at a tuition rate of \$30,274.00, plus all expenses for related services as required by the IEP (speech = \$977.40, aide = \$14,570.50, O/T = \$1,574.70, counseling = \$316.80, social skills = \$316.80), tuition subject to State audit.
  9. **RETROACTIVELY** Approve the 2020-2021 Special Education School Year Tuition Contract, effective September 1, 2020, between Byram Board of Education and Stanhope Board of Education for student #8664505632 to attend the behavioral disorder program at a tuition rate of \$30,274.00, plus all expenses for related services as required by the IEP (speech = \$977.40, aide = \$14,570.50, O/T = \$1,574.70, counseling = \$316.80, social skills = \$316.80), tuition subject to State audit.
  10. **RESCIND** the following resolution - Speech Purchased Services Agreement

*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 Board 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 with Lenape Valley Regional High School Board of Education, effective September 1, 2020 through June 30, 2021, whereby Stanhope agrees to purchase the services of Mrs. Yael Gabbay for the purpose of providing speech services, wherein Stanhope shall pay \$46,050.00; and

*BE IT FURTHER RESOLVED*, that the President of the Stanhope Board of Education and the Board Secretary of the Stanhope Board of Education are authorized to execute the aforesaid purchase services agreement.

11. *RETROACTIVELY APPROVE* the following resolution - Speech Purchased Services Agreement

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

*WHEREAS*, Stanhope and Lenape 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 Stanhope and Lenape school districts;

*BE IT RESOLVED*, that the Stanhope Board of Education approves a Purchased Services Agreement with Lenape Valley Regional High School Board of Education, effective September 1, 2020 through June 30, 2021, whereby Lenape agrees to purchase the services of Mrs. Kerri Nehlsen for the purpose of providing speech services, wherein Lenape shall pay \$34,970.39 (40% salary and benefits); and



*BE IT FURTHER RESOLVED*, that the President of the Stanhope Board of Education and the Board Secretary of the Stanhope Board of Education are authorized to execute the aforesaid purchase services agreement.

12. Approve Professional Development requests as per attached. (attachment #13)
13. Approve Facilities Use requests as per attached (attachment #14)

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