



Stanhope Board of Education
24 Valley Road, Stanhope, New Jersey
Media Center
Regular Meeting
December 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, December 16, 2020 a link and phone number will be provided on the Stanhope Public School District’s website (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

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 on the Stanhope Public Schools’ website, 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. Marking Period 1 Honor Roll
2. Presentation of the 2019-2020 Comprehensive Annual Financial Report (CAFR)
Man Lee, CPA, RMA, PSA of Nisivoccia, LLC. (attachment #1)

Correspondence (Agenda Item 1)

1. New Jersey Clean Energy Program Light Project (attachment #2)

Superintendent's Report – Mr. Steven Hagemann

1. HIB / ABS / Suspensions
2. 2020-2021 Governor's Educators of the Year
 - a. Teacher of the Year: Kimberly Kranz
 - b. Educational Services Professional of the year Jessica Frank, RN
3. Hybrid/Remote Learning Update

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

1. Official Election Results - Official results will be formally recognized at the Annual Reorganizational Meeting on January 6, 2021.
2. Audit
3. FY21 Budget
4. FY22 Budget
5. QSAC
6. SSO Lunch Program

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)

Budget 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. Steven Hagemann (attachment #3)
2. F. Frank Shay (attachment #4)
3. Joe Neal (attachment #5)
4. Assunta Jardine (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. November 18, 2020 Regular Meeting Minutes (attachment #7)

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 Suspensions and Harassment, Intimidation and Bullying report as per attached. (attachment #8)
2. Approve the Uniform State Memorandum of Agreement (revised for 2019) between Stanhope Board of Education and Law Enforcement Officials for the 2020-2021 school year, and authorize submission, with no revisions to current version, to Sussex County Executive Superintendent of Schools, Sussex County Prosecutor, and any other applicable law enforcement agencies for appropriate signatures.

Roll Call:

Mr. Jonathan Clauson
Mrs. Jennifer Herold
Mr. Najib Iftikhar
Mrs. Cynthia Percarpio
Mrs. Mattia Scharfstein
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 #9)
 - 1620 - Administrative Employment Contracts
 - 2431 - Athletic Competition
 - 2464 - Gifted and Talented Students
 - 5330.05 - Seizure Action Plan
 - 6440 - Cooperative Purchasing
 - 6470.01 - Electronic Funds Transfer and Claimant Certification
 - 7440 - School District Security
 - 7450 - Property Inventory
 - 7510 - Use of School Facilities
 - 8420 - Emergency and Crisis Situations
 - 8561 - Procurement Procedures for School Nutrition Program
2. Approve the second reading of the following regulations: (attachment #10)
 - R2431.1 - Emergency Procedures for Sports and Other Athletic Activity
 - R5330.05 - Seizure Action Plan
 - R6470.01 - Electronic Funds Transfer and Claimant Certification
 - R7440 - School District Safety
 - R7510 - Use of School Facilities

Roll Call:

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

Personnel Action Items (Agenda Items 1 - 7)

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

1. 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 December 17, 2020 through the next available meeting whereupon the board will take formal action.
2. Approve that the Board of Education delegates to the Superintendent authority to appoint personnel and issue contracts for the 2020-2021 school year during the period of December 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:

3. Appointment of Elizabeth Ettinger as Eighth Grade Advisor for the 2020-2021 school year at a stipend amount of 1,420.00.
4. Retroactively accept resignation of Classroom Paraprofessional Iryna Coleman effective December 1, 2020.
5. Approve retroactive appointment of Allison Inga as Part-time (.50 FTE) Paraprofessional for virtual instruction for up to 20 hours per week , at a rate of \$12.50 per hour, effective November 30, 2020.
6. Approve the retroactive leave request for Employee number #49269 pursuant to the Federal Families First Coronavirus Response Act and Stanhope Board of Education Policy 1649 effective November 23, 2020 through November 25, 2020.
7. Approve the retroactive leave request for Employee number #49269 pursuant to the Federal Families First Coronavirus Response Act and Stanhope Board of Education Policy 1649 effective December 7, 2020 through December 14, 2020 or until such time as a medical doctor clears the employee for return to work.

Roll Call:

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

Business Services Action Items (Agenda Items 1 - 7)

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 2020 as recommended by the Superintendent and the Business Administrator/Board Secretary. (attachment #11)
2. Approve the Treasurer's Report for the month of October 2020. (attachment #12)
3. Approve the Board Secretary's Report for the month of October 2020. Pursuant to N.J.A.C. 6A:23-2.12(c) that as of October 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 October 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 #13)
4. Approve the November 14, 2020 through November 30, 2020, bill list in the amount of \$196,918.66. (attachment #14)
5. Approve the December 1, 2020 through December 11, 2020 bill list in the amount of \$94,156.71. (attachment #15)
6. Retroactively, approve district professional development travel and expense reimbursement for Gil Moscatello to attend the 2019 Annual NJSBA Workshop in Atlantic City, New Jersey on October 21 - 24, 2019, in accordance with the Stanhope Board of Education School District Travel Policy (6471) and A-5 regulations. Lodging fees not to exceed \$94.00 (pending General Service Administrative Per Diem Rates for New Jersey in October 2019) per night/per person (w/occupancy fee rate). Registration is \$375.00, 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 \$0.35 per mile. Parking and tolls will be reimbursed with receipts.

7. Retroactively, approve district professional development travel and expense reimbursement for Cynthia Percarpio to attend the 2019 Annual NJSBA Workshop in Atlantic City, New Jersey on October 21 - 24, 2019, in accordance with the Stanhope Board of Education School District Travel Policy (6471) and A-5 regulations. Lodging fees not to exceed \$94.00 (pending General Service Administrative Per Diem Rates for New Jersey in October 2019) per night/per person (w/occupancy fee rate). Registration is \$375.00, 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 \$0.35 per mile. Parking and tolls will be reimbursed with receipts.

Roll Call:

Mr. Jonathan Clauson
Mrs. Jennifer Herold
Mr. Najib Iftikhar
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.

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: _____