



**Stanhope Board of Education**  
**24 Valley Road, Stanhope, New Jersey**  
**Media Center**  
**Regular Meeting**  
**March 10, 2021**

Time:

## Pledge of Allegiance

<b>Roll Call</b>			
Mrs. Kenia Choquette		Mr. Steven Hagemann, Superintendent	
Mr. Jonathan Clauson		Mrs. Alicia Finklea-DiCataldo, Principal	
Mrs. Jennifer Herold		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.

### Executive Session Announcement

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

**Presentations**

1. MP2 Honor Roll
2. #WeAreVRS Award - Dena Spelling - Maschio's
3. Tentative Budget Presentation

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

1. HIB/ABS/Suspension
2. Sussex County Superintendents' Roundtable Student Award Winner - Adam Wien
3. Parent Teacher Conferences
4. Kindergarten Registration
5. Virtual Career "week" March 22-26, 2021
6. COVID-19 update
7. Thank you to Mrs. Percarpio for the St. Patrick's Day themed decorations for the entryway planters
8. District calendar 20/21
9. Board meeting date changes:
  - o June meeting: new date is June 16, 2021
  - o August meeting: new date is August 18, 2021
10. Junior Model United Nations Conference
  - o Best Delegation-China: Michael Signorile, Nathan Gonzalez
  - o Best Position Paper-Russian Federation: Santiago Valencia, Lucas Granada
  - o Outstanding Position Paper-U.S. Delegation: Sydney Herold, Malia Gomez

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

1. 2021 Personal/Relative Financial Disclosure Statements
2. Linden Ave
3. Light Project
4. Lower Field

**Personnel, Curriculum, School Climate & Culture Committee Meeting Update – Mr. Frank Shay (Chair)**

**Business Services, Facilities & Technology Committee Meeting Update – Mr. Jonathan Clauson (Chair)**

**Policy & Communications Committee Meeting Update – Mrs. Jennifer Herold (Chair)**

Negotiations Committee Meeting Update - Mr. Gil Moscatello

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. Joseph Neal (Attachment #1)

**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. February 10, 2021 Regular Meeting Minutes (attachment #2)

***Voice Vote:***

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

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

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

**2021-2022 Budget Adoption (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.

**Adoption of Tentative Budget  
 2021-2022**

*BE IT RESOLVED* that the tentative budget be approved for the 2021-2022 School Year using the 2021-2022 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:

	<u>General Fund</u>	<u>Special Revenues</u>	<u>Debt Service</u>	<u>Total</u>
<b>2020-2021 Total Expenditures</b>	\$6,615,662	\$128,729	\$340,200	\$7,084,591
<b>Less: Anticipated Revenues</b>	\$1,987,888	\$128,729	\$0.00	\$2,116,617
<b>Taxes to be Raised</b>	\$4,627,774	\$0.00	\$340,200	\$4,967,974

And to advertise said tentative budget in the New Jersey Herald in accordance with the form suggested by the State Department of Education and according to law; and

*BE IT FURTHER RESOLVED*, that a public hearing be held at the Valley Road School, Stanhope, New Jersey on April 28, 2021 at 7:00 pm for the purpose of conducting a public hearing on the budget for the 2021-2022 School Year.

2.

**Travel and Related Expense Reimbursement  
 2021-2022**

*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:***

Mrs. Kenia Choquette  
Mr. Jonathan Clauson  
Mrs. Jennifer Herold  
Mrs. Cynthia Percarpio  
Mrs. Mattia Scharfstein  
Mr. Frank Shay  
Mr. Gil Moscatello

**Administrative 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  
Administrative action items:

1. Approve the Suspensions and Harassment, Intimidation and Bullying report as per attached. (attachment #3)

***Roll Call:***

Mrs. Kenia Choquette  
Mr. Jonathan Clauson  
Mrs. Jennifer Herold  
Mrs. Cynthia Percarpio

Mrs. Mattia Scharfstein  
Mr. Frank Shay  
Mr. Gil Moscatello

**Policy 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 Policy action items:

1. Approve the following bylaw for immediate adoption (first and second readings): (attachment #4)
  - 0164.6 Remote Public Board Meetings During a Declared Emergency
2. Approve the first reading of the following bylaws: (attachment #5)
  - 0145 Board Member Resignation and Removal
3. Approve the first reading of the following policies: (attachment #6)
  - 1643 Family Leave
  - 2415 Every Student Succeeds Act
  - 2415.02 Title I - Fiscal Responsibility
  - 2415.05 Student Surveys, Analysis, and/or Evaluations
  - 2415.20 Every Student Succeeds Act Complaints
  - 4125 Employment of Support Staff Members
  - 5330.01 Administration of Medical Cannabis
  - 6360 Political Contributions
  - 7425 Lead Testing of Water in Schools
  - 7430 School Safety
  - 8330 Student Records
  - 9713 Recruitment of Special Interest Groups
4. Approve the first reading of the following regulations: (attachment #7)
  - R1642 Earned Sick Leave Law
  - R2415.20 Every Student Succeeds Act Complaints
  - R5330.01 Administration of Medical Cannabis
  - R7425 Lead Testing of Water in Schools
  - R7430 School Safety

***Roll Call:***

Mrs. Kenia Choquette  
Mr. Jonathan Clauson  
Mrs. Jennifer Herold  
Mrs. Cynthia Percarpio

Mrs. Mattia Scharfstein  
Mr. Frank Shay  
Mr. Gil Moscatello

**Education 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 Education action items:

1. Approve revised school calendar for the 2020-2021 school year (attachment #8)
2. Approve the Preschool Extended School Year program for the 2021-2022 school year. Special Education students requiring an ESY program will be eligible to attend for the 4-week session beginning June 28, 2021 through July 22, 2021. General Education students may register to attend the program at a tuition cost of \$300.00.
3. Approve the Autism Spectrum Disorder Extended School Year program for the 2021-2022 school year. The program will run from June 28, 2021 through July 29, 2021.
4. Approve the Behavioral Disabilities Program Extended School Year program for the 2021-2022 school year. The program will run from June 28, 2021 through July 22, 2021.

***Roll Call:***

Mrs. Kenia Choquette  
Mr. Jonathan Clauson  
Mrs. Jennifer Herold  
Mrs. Cynthia Percarpio  
Mrs. Mattia Scharfstein  
Mr. Frank Shay  
Mr. Gil Moscatello

**Personnel 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 Personnel action items:

1. Approve the retroactive placement on involuntary FMLA leave for Employee #2538 beginning January 5, 2021.
2. Approve a disability leave of absence (FMLA) for Employee #60170, beginning on or about May 24, 2021 through June 30, 2021.

3. Approve appointment of Part Time (.687 FTE) Paraprofessional Amanda White for the 2020-2021 school year at an hourly rate of \$12.50, up to 27.5 hours per week, as determined by schedule, effective March 15, 2021, pending criminal history review clearance and P.L. 2018, c.5 compliance.
4. Approve funding through ESSA IDEA BASIC grant for 75% salary of Wyatt Nicinski from October 5, 2020 through June 30, 2021.
5. Approve the appointment of the following substitute teachers for the 2020-2021 school year, effective March 15, 2021, pending criminal history review clearance and P.L. 2018, c.5 compliance:

Margaret McNeir	Substitute Teacher/Aide	Teacher Certificate
Paul Kelly	Substitute Teacher/Aide	Teacher Certificate

***Roll Call:***

- Mrs. Kenia Choquette
- Mr. Jonathan Clauson
- Mrs. Jennifer Herold
- Mrs. Cynthia Percarpio
- Mrs. Mattia Scharfstein
- Mr. Frank Shay
- Mr. Gil Moscatello

**Business Services 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 Business Services action items:

1. Approve the line item appropriation transfers for the month of January 2021 as recommended by the Superintendent and the Business Administrator/Board Secretary. (attachment #9)
2. Approve the Treasurer’s Report for the month of January 2021. (attachment #10)
3. Approve the Board Secretary’s Report for the month of January 2021. Pursuant to N.J.A.C. 6A:23-2.12(c) that as of January 31, 2021, 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 January 31, 2021 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 #11)



4. Approve the February 6, 2021 through February 28, 2021, bill list in the amount of \$467,429.23. (attachment #12)
5. Approve the March 1, 2021 through March 4, 2021, bill list in the amount of \$48,156.90. (attachment #13)
6. Approve the funding through ESSA IDEA Basic grant for the salary of Iluminada Rodriguez from September 2020 through February 28, 2021 in the amount of \$6,033.05.
7. Approve the funding through ESSA IDEA Basic grant for the salary of Wyatt Nicinski from October 2020 through February 28, 2021 in the amount of \$4,606.59.
8. Approve the funding through the CARES Act grant for the salary of Geoff Laurie from September 2020 through February 28, 2021 in the amount of \$7,333.38.
9. Approve the funding through ESSA IDEA Preschool grant for the salary of Dawn Perry from September 2020 through December 2020 in the amount of \$2,000.00 (maximum allowable amount).
10. Approve the funding through ESSA IDEA Preschool grant for the salary of Maureen Thornton from September 2020 through December 2020 in the amount of \$2,000.00 (maximum allowable amount).
11. Approve Use of Facilities Request as per attached. (attachment #14)

***Roll Call:***

Mrs. Kenia Choquette  
Mr. Jonathan Clauson  
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: \_\_\_\_\_