



**Stanhope Board of Education**  
**24 Valley Road, Stanhope, New Jersey**  
**Media Center**  
**Regular Meeting**  
**July 10, 2019**

**Pledge of Allegiance**

The Regular Meeting was called to order on July 10, 2019 at 7:04 p.m. in the Media Center, 24 Valley Road, Stanhope, New Jersey, 07874. Board members present included: Najib Iftikhar, Mattia Scharfstein, Jonathan Clauson, Frank Shay, and Gilbert Moscatello. Cynthia Percarpio arrived at 7:16 p.m. and Daniele Ferrone was absent. Also attending were Steven Hagemann, Superintendent, and Carissa Berkowicz, Interim Board Secretary. There was one community members present, Dr. Steven McHugh, Sr. and no faculty members present.

**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.

**Correspondence (Agenda Items 1 - 3)**

1. Borough of Stanhope, Ellen Horak, Municipal Clerk (attachment #1)
2. Canfield, Alyssa - ELA (attachment #2)
3. Canfield, Alyssa - Math (attachment #3)

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

1. HIB/ABS/Suspensions – 0 HIB / 0 ABS / 0 Suspensions
2. Close of school – Thank you to all the faculty, parents, volunteers, and H.S.A.

- a. Honor Roll Breakfast
  - b. Attendance Awards Assembly
  - c. End of Year Plays - performed by multiple grade levels
  - d. Preschool Graduation Ceremony
  - e. 5<sup>th</sup> Grade Moving Up Ceremony
  - f. End of Year Parties
  - g. Middle School BBQ
  - h. 8<sup>th</sup> Grade Dinner Dance
  - i. Clap-Out from the entire school for the graduating 8<sup>th</sup> grade class
  - j. Graduation
3. Summer newsletter – Thank you to Mrs. Yonki for long hours and hard work. The newsletter has been distributed to local businesses and will be linked to the town’s website.
  4. Parking lot – The project is underway. There are still some low spots that will be corrected prior to the completion of the project. There will be movable signs placed so they may be moved during snow storms.
  5. Extended School Year/Summer Programs – Programs are in full swing and successful.
  6. October 23, 2019 meeting is in conflict with the NJSBA Annual Workshop, a new date will be determined for the meeting so all board members have the option to attend the workshop.

### **Business Administrator’s Report**

1. Petitions are due to the Sussex County Clerk’s Office for the November Elections by Monday, July 29, 2019.

*\*Mrs. Percarpio arrived at 7:16 p.m.*

### **Regionalization Update – Mr. Gil Moscatello**

1. The regionalization processes is still in motion even after Governor Murphy’s state budget announcement in re-appropriating regionalization funds and lower the amount that was originally going to be available throughout the state.
2. A report from the regionalization committee was submitted to Senator Sweeney prior to the state budget approval requesting funds for the regionalization process and reimbursement of the demographic study.
3. The regionalization committee has requested formal written notification from the State that the monies discussed will be available for the regionalization process prior to funding the next steps in the feasibility study.

4. Discussion of some of the community concerns and surrounding town community concerns were shared with the board members. The regionalization committee is hoping to have the written notification from the state regarding the funding and then hold community information forums and provide an informational website to help with questions and concerns.
5. At this point, it is important to remind community members that board of education meetings in all four districts are open to the public and regionalization updates are given as the information becomes available. In addition, after board approval, the minutes are posted to the websites with general information regarding the updates.
6. The development of the Request For Proposal (RFP) document for the Feasibility Study is beginning. The funds from the state are not needed to begin the request for proposal, but will be needed to accept and award the RFP.

#### **Board President's Report – Mr. Gil Moscatello**

None

#### **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.*

None

#### **Travel & Workshop Reports**

1. Dee Hergert – Literacy (attachment #4)
2. Dee Hergert – Winners (attachment #5)

#### **Minutes for Approval (Agenda Items 1 - 2)**

A motion was presented by Mattia Scharfstein, and seconded by Najib Iftikhar, to approve the following:

Upon recommendation of the Superintendent, motion to approve the following:

1. June 19, 2019 Annual Adoptions, Board Goals, and Regular Meeting Minutes (attachment #6)
2. June 19, 2019 Executive Session Meeting Minutes (attachment #7)

***Voice Vote:***

*All in favor voice vote of all board members present.*

**Administrative Action Items (Agenda Items 1 - 2)**

A motion was presented by Frank Shay, and seconded Cynthia Percarpio, 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. (attachment #8)
2. Approve the adoption of the Board Goals / District Goals for the 2019-2020 school year (attachment #9):
  - Board Goals:
    - i. With financial support from the State, pursue taking the question of regionalization to referendum.
  - District Goals:
    - i. To establish a multi-year framework towards implementation of the Response to Intervention (RTI) model, this includes several components. The components include:
      - a. Standards-Based Grading
      - b. PBIS (Positive Behavior Intervention and Supports)
      - c. Data Analysis
      - d. Review of Interventions and Support
      - e. Development of an RTI Team
      - f. Review of Curriculum to Support Data Findings
    - ii. To investigate and implement progressive and innovative strategies and practices to improve instruction, professional development opportunities and implementation of instructional technologies.

***Roll Call:***

*All in favor roll call vote of all board members present.*

**Personnel Action Items (Agenda Items 1 - 31)**

A motion was presented by Najib Iftikhar, and seconded by Mattia Scharfstein, to approve the following:

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

**Stanhope Board of Education**  
**Regular Meeting**  
**July 10, 2019**

1. Approve advancement on salary guide for Dineen Belfiore from Step 2-3, MA to Step 2-3, MA +15, to be effective September 1, 2019.
2. Appointment of Grace Schmiedhauser as Extra Curricular Activities Advisor – Fine Arts during the 2019-2020 school year at a stipend amount of \$1,210.00.
3. Appointment of Elizabeth Ettinger as Head Athletic Coach – Girls’ Basketball during the 2019-2020 school year at a stipend amount of \$2,350.00.
4. Appointment of Elisabeth Yanakas as Assistant Athletic Coach – Girls Coach Stipend during the 2019-2020 school year at a stipend amount of \$1,000.00.
5. Appointment of Scott Jacobus as Head Athletic Coach – Boys’ Basketball during the 2019-2020 school year at a stipend amount of \$2,350.00.
6. Appointment of Keith Morrissey as Head Athletic Coach – Track Team during the 2019-2020 school year at a stipend amount of \$2,350.00.
7. Appointment of Sherry Fehir and Celeste Mayhood as Extra Curricular Activities Advisors - Yearbook during the 2019-2020 school year at a stipend amount of \$1,210.00 each.
8. Appointment of Dineen Belfiore and Elizabeth Ettinger as Grade 8 Advisors during the 2019-2020 school year at a stipend amount of \$1,420.00 each.
9. Appointment of Sherry Fehir and Courtney Pipher as Extra Curricular Activities Advisors – Battle of the Books during the 2019-2020 school year at a stipend amount of \$1,210.00 each.
10. Appointment of Keith Morrissey as Homework Club Advisor during the 2019-2020 school year at a stipend rate of \$25.00 per hour, not to exceed 1 hour per day.
11. Appointment of Celeste Mayhood as Homework Club Advisor during the 2019-2020 school year at a stipend rate of \$25.00 per hour, not to exceed 1 hour per day.
12. Appointment of Sherry Fehir as a substitute for Homework Club Advisor during the 2019-2020 school year at a stipend rate of \$25.00 per hour, not to exceed 1 hour per day.
13. Appointment of Lisa Benedetto and Christina Morrison as Family Math Coordinators during the 2019-2020 school year at a stipend amount of \$310.00 each.
14. Appointment of Lisa Benedetto and Celeste Mayhood as Family Science Coordinators during the 2019-2020 school year at a stipend amount of \$310.00 each.
15. Appointment of Nicholas Lalama as the Social Media Coordinator for the 2019-2020 school year, effective July 1, 2019, at a stipend amount of \$1,000.00, to be paid out of Title IV.
16. Appointment of Courtney Pipher as the Technology Coach for the 2019-2020 school year at a stipend amount of \$2,500.00 for 50 hours, to be paid out of Title I.
17. Appointment of Margret Reilly as Student Club Advisor – Girls on the Run Club for the 2019-2020 school year at a stipend amount of \$500.00.
18. Appointment of Stephanie DiIonno as Student Club Advisor – Girls on the Run Club for the 2019-2020 school year at a stipend amount of \$500.00.
19. Approve appointment of Milanda Marshall as Student Club Advisor - Ski Club for the 2019-2020 school year at a stipend amount of \$500.00.

20. Appointment of the following individuals as (after school) Detention Monitors during the 2019-2020 school year at a stipend hourly rate of \$15.00 per hour, (limit 1 hour per day), as needed:

Keith Morrissey  
Terry Snyder

21. Approve appointment of the following individual(s) as Lunch Detention Monitors during the 2019-2020 school year at a stipend amount of \$10.00 per 40-minute lunch period, as needed:

Keith Morrissey  
Heidi Truesdell  
Terry Snyder

22. Approve appointment of Courtney Pipher as Student Club Advisor - Robotics Club for the 2019-2020 school year at a stipend amount of \$500.00, to be funded through Title IV.
23. Approve appointment of Courtney Pipher as Student Club Advisor - Lego Club for the 2019-2020 school year at a stipend amount of \$500.00, to be funded through Title IV.
24. Approve rate of \$40 per hour, not to exceed one hour per page, for foreign language translation of school related documents.
25. Accept resignation of Classroom Paraprofessional Sarah Goncalves, effective August 2, 2019.
26. Appointment of the following individual(s) as substitute teachers and substitute aides for the 2019-2020 school year, pending criminal history review clearance, P.L. 2018, c5, S414 compliance , and issuance of certificate, where required:

<b>Name</b>	<b>Position</b>	<b>Certificate</b>
Rachel Bigley	Substitute Teacher	Teaching Certificate
Ruth Prosser	Substitute Teacher	Substitute Certificate

27. Approve retroactive appointment of Dee Hergert as substitute teacher for the 2019 Preschool, ASD, Learning Language Disabilities, Behavioral Disabilities extended school year programs at the rate of \$17.50 per hour.
28. Approve retroactive appointment of the following individuals as substitute aides for the 2019 Preschool, ASD, Learning Language Disabilities, Behavioral Disabilities extended school year programs at the rate of \$12.00 per hour:
- Maggie Reilly  
Dee Hergert
29. Approve appointment of Lisa Benedetto as substitute teacher for the 2019 Preschool, ASD, Learning Language Disabilities, Behavioral Disabilities extended school year programs at the rate of \$17.50 per hour.
30. Approve appointment of Lisa Benedetto as substitute aide for the 2019 Preschool, ASD, Learning Language Disabilities, Behavioral Disabilities extended school year programs at the rate of \$12.00 per hour.

31. Approve appointment of Mary Ann Sweizer as substitute aide and substitute teacher for the 2019 Preschool, ASD, Learning Language Disabilities, Behavioral Disabilities extended school year programs at the rate of \$12.00 per hour.

***Roll Call:***

*All in favor roll call vote of all board members present.*

**Business Services Action Items (Agenda Items 1 - 11)**

A motion was presented by Frank Shay, and seconded by Mattia Scharfstein, 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 May 2019 as recommended by the Superintendent and the Interim Business Administrator. (attachment #10)
2. Approve the Treasurer's Report for the month of May 2019. (attachment #11)
3. Approve the Board Secretary's Report for the month of May 2019. Pursuant to N.J.A.C. 6A:23-2.12(c) that as of May 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 May 31, 2019 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 #12)
4. Approve the bill list from June 20, 2019 to June 28, 2019 in the amount of \$271,900.84. (attachment #13)
5. Approve the funding through ESSA Title IV grant for the stipend position of Student Club Advisor - Robotics, Courtney Pipher, for the 2018-2019 school year in the amount of \$500.00.
6. Approve the funding through ESSA Title IV grant for the stipend position of Student Club Advisor - Robotics, Sara Beattie, for the 2018-2019 school year in the amount of \$500.00.
7. Approve the agreement between Joseph J. Casella, DO (school physician) and the Stanhope Board of Education for the 2019-2020 school year, at an annual rate of \$2,500.00.
8. Approve the Professional Development Requests as per attached. (attachment #14)
9. Approve the Facilities Use Requests as per attached. (attachment #15)
10. Approve the June 29, 2019 bill list in the amount of \$32,423.90. (attachment #16)

11. Approve going forward with the last two components of the feasibility study (educational and financial) for potential regionalization of the Byram, Lenape Valley, Netcong and Stanhope School Districts, pending approval of anticipated funding by the State of New Jersey.

Discussion: Mr. Moscatello brought to the board members' attention that the approval of action item #11 pending formal written notification of funding by the State of New Jersey.

***Roll Call:***

***All in favor roll call vote of all members present.***

**New Business**

1. Mr. Hagemann discussed the overnight trips for the middle school students. An alternative location of Philadelphia is being looked at for the 7<sup>th</sup> grade trip and possibly reducing it from a two-night trip to a one-night trip. This change will help decrease the amount of time that students spend on the bus and lower the cost of the trip for both parents and the district.
2. Mrs. Scharfstein gave an update from Sussex County School Boards regarding the dates and topics of the 2019-2020 meetings that will be offered. The September 26, 2019 meeting will discuss Social Emotional Wellness. The December meeting will discuss Regionalization. Other topics throughout the year include Board Leadership, 8<sup>th</sup> Grade Panel Discussion, and Student Presentations.

**Old Business**

1. Mr. Moscatello addressed the discussion from last month's meeting regarding the length of time for the meetings. He also reminded the board that multiple meetings throughout the year require presentations.  
Mr. Iftikhar suggested to put a time limit on discussions.
2. Mr. Shay asked if the school had an update from the town on the installation of the lights between the school and High Point Condos.  
Mr. Hagemann and Mr. Moscatello both are under the impression that the project is still underway.

**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.*

None



**Adjournment**

A motion was presented by Cynthia Percarpio, and seconded by Frank Shay, that the Stanhope Board of Education adjourns the meeting at 8:25 p.m.:

***Voice Vote:***

***All in favor voice vote of all board members present.***

Respectfully Submitted,

Carissa Berkowicz  
Interim Board Secretary

Approved: August 14, 2019