



Stanhope Board of Education
24 Valley Road, Stanhope, New Jersey
Regular Meeting
Gymnasium & Virtual
November 18, 2020

Pledge of Allegiance

The Regular Meeting of the Stanhope Board of Education was called to order on November 18, 2020 at 7:02 PM. The meeting was conducted 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. The Board of Education Members present included: Mr. Jonathan Clauson, Mrs. Jennifer Herold, Mr. Najib Iftikhar, Mrs. Cynthia Percarpio, Mrs. Mattia Scharfstein, Mr. Frank Shay, and Mr. Gil Moscatello. Also attending the meeting was Mr. Steven Hagemann, Superintendent, Mrs. Alicia Finklea-DiCataldo, Principal, and Dr. Steven E. McHugh, Sr., Business Administrator/Board Secretary. There were 19 individuals present (online) and 1 in person for the meeting.

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 the 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

1. Borough of Stanhope - Notice of Hearing

Superintendent’s Report – Mr. Steven Hagemann

1. HIB / ABS / Suspensions
2. QSAC
3. Parent Teacher Conferences
4. GEOY/ESPOY nominations period
5. Safe Routes to School Certificate Issued
6. Staffing updates

7. Preparedness for Possibility of Directed Instructional Shift
8. Staff Wellness Committee

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

1. Unofficial Election Results:
 - Official Results formally recognized at the Annual Reorganizational Meeting in January, 2021.
2. FY22 Budget Calendar
3. 2021 Board of Education Meeting Calendar
4. Budget Update FY21:
 - Food Service Update
5. Linden Ave/LRFP Update
6. Healthcare Open Enrollment
7. School Board Convention

Personnel, Curriculum, School Climate & Culture Committee Meeting

1. Information reviewed During the Superintendent’s Report

Business Services, Facilities & Technology Committee Meeting

1. Information reviewed During the School Business Administrator’s Report

Policy & Communications Committee Meeting

1. Information reviewed During the Superintendent’s Report

BOARD ACTION - Negotiations & Budget Committee Appointments

A motion was presented by Mr. Iftikhar, and seconded by Mrs. Scharfstein, to approve the following appointment committee Chairs and Members:

Budget Committee

Chair: Gil Moscatello
Members: Mattia Scharfstein
Jennifer Herold

Negotiations Committee

Chair: Gil Moscatello
Members: Mattia Scharfstein
Jennifer Herold

Roll Call:

<i>Mr. Jonathan Clauson</i>	<i>Yes</i>
<i>Mrs. Jennifer Herold</i>	<i>Yes</i>
<i>Mr. Najib Iftikhar</i>	<i>Yes</i>
<i>Mrs. Cynthia Percarpio</i>	<i>Yes</i>
<i>Mrs. Mattia Scharfstein</i>	<i>Yes</i>
<i>Mr. Frank Shay</i>	<i>Yes</i>
<i>Mr. Gil Moscatello</i>	<i>Yes</i>

Motion Passes

Sussex County Educational Services Commission Update

1. The school is challenge with the employee leaves due to Covid-19 protocols.
2. The SCESC did not receive funding from the Coronavirus Relief Fund Grant.

Board President's Report – Mr. Gil Moscatello

1. The Negotiations Team participated in NJSBA Training.
2. The BOE President is in communications with the District's Superintendent as needed and when necessary for critical matters.

Public Session #1 – Agenda Items

1. Mrs. Choquette asked why the current Stanhope Employment Association Collective Bargaining Agreement was a one-year contract and not the normal three-year Contract.

Minutes for Approval

A motion was presented by Mr. Shay, and seconded by Mrs. Iftikhar, upon the recommendation of the Superintendent, to approve:

1. October 14, 2020 Regular Meeting Minutes

Voice Vote:

<i>Yes:</i>	<i>7</i>
<i>No:</i>	<i>0</i>
<i>Abstain:</i>	<i>0</i>

Motion Passes

Administrative Action Items

A motion was presented by Mrs. Scharfstein, and seconded by Mrs. Herold, upon the recommendation of the Superintendent, to approve the following Administrative action items:

1. Approve the Suspensions and Harassment, Intimidation and Bullying report as per attached.
2. Approve the accuracy and submission of the New Jersey Quality Single Accountability Continuum (NJQSAC) District Performance Report for the 2020-2021 school year.

Roll Call:

<i>Mr. Jonathan Clauson</i>	<i>Yes</i>
<i>Mrs. Jennifer Herold</i>	<i>Yes</i>
<i>Mr. Najib Iftikhar</i>	<i>Yes</i>
<i>Mrs. Cynthia Percarpio</i>	<i>Yes</i>
<i>Mrs. Mattia Scharfstein</i>	<i>Yes</i>
<i>Mr. Frank Shay</i>	<i>Yes</i>
<i>Mr. Gil Moscatello</i>	<i>Yes</i>

Motion Passes

Policy Action Items

A motion was presented by Mr. Shay, and seconded by Mrs. Percarpio, to approve the following Policy action items at the recommendation of the Superintendent:

1. Approve the first reading of the following policies:
 - 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 first reading of the following regulations:
 - 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:

<i>Mr. Jonathan Clauson</i>	<i>Yes</i>
<i>Mrs. Jennifer Herold</i>	<i>Yes</i>
<i>Mr. Najib Iftikhar</i>	<i>Yes</i>
<i>Mrs. Cynthia Percarpio</i>	<i>Yes</i>
<i>Mrs. Mattia Scharfstein</i>	<i>Yes</i>
<i>Mr. Frank Shay</i>	<i>Yes</i>
<i>Mr. Gil Moscatello</i>	<i>Yes</i>

Motion Passes

Personnel Action Items

A motion was presented by Mrs. Herold, and seconded by Mr. Shay, to approve the following Personnel action items:

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 November 19, 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 2020-21 school year during the period of November 19, 2020 through the next available meeting whereupon the board will take formal action.

A motion was presented by Mrs. Herold, and seconded by Mr. Shay to, upon recommendation of the Superintendent, approve the following Personnel action items:

3. Approve retroactive appointment of Kaeleen Sylvester as the Speech Therapist to conduct evaluations at a rate of \$250.00 per evaluation, effective October 30, 2020 through January 22, 2021.
4. Approve appointment of Sherry Fehir and Celeste Mayhood as Extra Curricular Activities Advisors - Yearbook during the 2020-2021 school year at a stipend amount of \$1,210.00 each.
5. Approve the retroactive appointment of Lisa Marie Dybus as Part Time (.70) Art Teacher for the 2020-2021 school year, at Step 1, BA \$39,147.50, prorated, effective November 16, 2020 pending criminal history review clearance and P.L. 2018, c.5 compliance.
6. Accept resignation of Classroom Paraprofessional Christopher Dimitriou effective November 10, 2020.
7. Accept resignation of Classroom Paraprofessional Kaeleen Sylvester effective October 23, 2020.
8. Accept resignation of Classroom Paraprofessional Mary-Elizabeth Clauson effective October 24, 2020.
9. Approve retroactive appointment of Long-Term Substitute Leave Replacement Elementary Teacher, Mary-Elizabeth Clauson, effective October 30, 2020 through approximately January 29, 2021.

10. Approve retroactive appointment of Part Time (.687) Classroom Paraprofessional Hema Patel for the 2020-2021 school year at a rate of \$12.50 per hour, up to 27.5 hours per week, effective October 26, 2020 pending criminal history review clearance and P.L. 2018, c.5 compliance.
11. Approve appointment of Lisa Marie Dybus as substitute teacher effective November 12, 2020.
12. Approve request from Mrs. Sherry Fehir for movement on the SEA salary guide from MA Step 13 to MA+15 Step 13, effective February 1, 2021.
13. Approve retroactive appointment of Meghan Jaust as a mentor to novice Leave Replacement Teacher, Mary-Elizabeth Clauson beginning on or about November 9, 2020 for a period of approximately 10 weeks, through January 29, 2021. A fee of \$1,000.00, to be prorated to duration of the assignment, based on a novice teacher's Certificate of Eligibility, 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.
14. Approve appointment of Allison Abney as substitute custodian for the 2020-2021 school year at the rate of \$12.50 per hour, effective November 19, 2020.
15. Approve appointment of Steven E. McHugh, Jr. as substitute custodian for the 2020-2021 school year, at the rate of \$12.50 per hour, effective November 19, 2020.
16. Approve appointment of substitute teacher, Kenneth Costa for the 2020-2021 school year, effective November 19, 2020, pending criminal history archive clearance.
17. Approve the retroactive leave request for Employee number #49224 pursuant to the Federal Families First Coronavirus Response Act and Stanhope Board of Education Policy 1649 effective October 5, 2020 through October 6, 2020.
18. Approve the retroactive leave request for Employee number #49219 pursuant to the Federal Families First Coronavirus Response Act and Stanhope Board of Education Policy 1649 effective October 1, 2020 through October 6, 2020.
19. Approve the retroactive leave request for Employee number #49248 pursuant to the Federal Families First Coronavirus Response Act and Stanhope Board of Education Policy 1649 effective October 23, 2020 through November 6, 2020.
20. Approve the retroactive leave request for Employee number #49214 pursuant to the Federal Families First Coronavirus Response Act and Stanhope Board of Education Policy 1649 effective October 30, 2020 through November 13, 2020.
21. Approve the retroactive leave request for Employee number #60302 pursuant to the Federal Families First Coronavirus Response Act and Stanhope Board of Education Policy 1649 effective October 30, 2020 through November 13, 2020.
22. Approve request from Emma DeRyder, Seton Hall Occupational Therapy student to complete field work requirement, under supervision of Leslie Salmon of J&B Therapy beginning on or about November 19, 2020 through March 14, 2021.
23. Approve retroactive appointment of Part Time (.687) Classroom Paraprofessional Carmen D' Aiuto for the 2020-2021 school year at a rate of \$12.50 per hour, up to 27.5 hours per week, effective November 10, 2020 pending criminal history archive review clearance.
24. Approve request from Arizona State University student Jessica Roselle to complete student teaching requirements for the Spring 2021 semester, under supervision of Kindergarten teacher Dee Hergert, for a total of 75 hours over a period of twelve weeks, start date to be determined.

Roll Call:

<i>Mr. Jonathan Clauson</i>	<i>Abstain</i>
<i>Mrs. Jennifer Herold</i>	<i>Yes</i>
<i>Mr. Najib Iftikhar</i>	<i>Yes</i>
<i>Mrs. Cynthia Percarpio</i>	<i>Yes</i>
<i>Mrs. Mattia Scharfstein</i>	<i>Yes</i>
<i>Mr. Frank Shay</i>	<i>Yes</i>
<i>Mr. Gil Moscatello</i>	<i>Yes</i>

Motion Passes

Business Services Action Items

A motion was presented by Mr. Shay, and seconded by Mr. Iftikhar, upon the recommendation of the Superintendent, to approve the following Business Services action items:

1. Approve the line item appropriation transfers for the month of September 2020 as recommended by the Superintendent and the Business Administrator/Board Secretary.
2. Approve the Treasurer's Report for the month of September 2020.
3. Approve the Board Secretary's Report for Funds 10, 20, 30, 40, 60, 80 & 90 for the month of September 2020. Pursuant to N.J.A.C. 6A:23-2.12(c) that as of September 30, 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 September 30, 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.
4. Approve the October 10, 2020 through October 31, 2020, bill list in the amount of \$496,980.03.
5. Approve the November 1, 2020 through November 13, 2020, bill list in the amount of \$401,465.63.
6. **RESCIND** 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.
7. **RETROACTIVELY** Approve the 2020-2021 Special Education School Year Tuition Contract, effective September 1, 2020, between Somerset Hills School District 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.
8. Approve Professional Development requests.

9. Approve Facilities Use requests.
10. Approve the Standard Operating Procedures and Internal Controls Manual.

Roll Call:

<i>Mr. Jonathan Clauson</i>	<i>Yes</i>
<i>Mrs. Jennifer Herold</i>	<i>Yes</i>
<i>Mr. Najib Iftikhar</i>	<i>Yes</i>
<i>Mrs. Cynthia Percarpio</i>	<i>Yes</i>
<i>Mrs. Mattia Scharfstein</i>	<i>Yes</i>
<i>Mr. Frank Shay</i>	<i>Yes</i>
<i>Mr. Gil Moscatello</i>	<i>Yes</i>

Motion Passes

New Business

1. Budget Committee Meeting, In Persen, was set for December 3, 2020 at 4:30 PM

Old Business

1. None

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.

1. None

Adjournment

A motion was presented by Mr. Iftikhar and seconded by Mr. Clauson, that the Stanhope Board of Education adjourn the meeting at 8:01 PM:

Voice Vote:

<i>Yes:</i>	<i>7</i>
<i>No:</i>	<i>0</i>
<i>Abstain:</i>	<i>0</i>

Motion Passes

Respectfully Submitted,

Steven E. McHugh, Sr.

Dr. Steven E. McHugh, Sr.

Board Secretary/Business Administrator

Approved: December 16, 2020