



**Stanhope Board of Education**  
**24 Valley Road, Stanhope, New Jersey**  
**Regular Meeting**  
**Gymnasium & Virtual**  
**March 10, 2021**

**Pledge of Allegiance**

The Regular Meeting of the Stanhope Board of Education was called to order on March 10, 2021 at 7:03 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: Mrs. Kenia Choquette, Mr. Jonathan Clauson, Mrs. Jennifer Herold, Mrs. Mattia Scharfstein, Mr. Frank Shay, and Mr. Gil Moscatello. Mrs. Cynthia Percarpio was absent. 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 27 individuals present (online) 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. None

**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: The new date is June 16, 2021.
  - o August Meeting: The 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. NJ Clean Energy Funded Light Project
4. Lower Field

## **Personnel, Curriculum, School Climate & Culture Committee Meeting**

There was a discussion of the following items:

### **PERSONNEL**

1. Anticipated request for FMLA leave for Employee #60170 dates TBD
2. Approve retroactive request for involuntary FMLA leave for Employee #2538 beginning January 5, 2021
3. SBA contract
4. CSA evaluation

### **CURRICULUM**

1. TREP\$ Program
2. ESY/Summer program dates to be determined
3. MP2 Honor Roll

### **SCHOOL CLIMATE & CULTURE**

1. #WeAreVRS award nomination: Dena Spelling, Maschio's Food Service

### **COVID-19 UPDATE**

## **Business Services, Facilities & Technology Committee Meeting**

There was a discussion of the following items:

1. State Aid
2. Budget:
  - FY21 Update
  - FY22 Update
3. Elementary & Secondary School Emergency Relief (ESSER II):
  - ESSER Allocation: \$139,516
  - Learning Acceleration: \$25,000
  - Mental Health Support & Services: \$45,000
4. Linden Avenue:
  - LRFP Update
  - No Trespassing Posting
5. NJ Clean Energy Program - Light Project:
  - Special Revenue in the Budget
6. Use of Gift Cards
7. COVID Update:
  - Desk Shields
8. ACES Program

## **Policy & Communications Committee Meeting**

There was a discussion of the following items:

1. General Policies and Regulations for review:
  - P0145 Board Member Resignation and Removal (M)
  - P0164.6 Remote Public Board Meetings During a Declared Emergency (M) NEW  
\*Immediate approval at the March meeting (No Second Reading)
  - R1642 Earned Sick Leave Law (M)
  - P1643 Family Leave (M) NEW
  - P5330.01 Administration of Medical Cannabis (M)
  - R5330.01 Administration of Medical Cannabis (M)
  - P7425 Lead Testing of Water in Schools (M)
  - R7425 Lead Testing of Water in Schools (M)
  - P7430 School Safety (M)
  - R7430 School Safety (M)

2. No Child Left Behind Act (NCLB) to Every Student Succeeds Act (ESSA) Policy and Regulations for review:

P2415	Every Student Succeeds Act (M)
P2415.02	Title I - Fiscal Responsibilities (M)
P2415.05	Student Surveys, Analysis, and/or Evaluations (M)
P2415.20	Every Student Succeeds Act Complaints (M)
R2415.20	Every Student Succeeds Act Complaints (M)
P4125	Employment of Support Staff Members (M)
P6360	Political Contributions (M)
P8330	Student Records (M)
P9713	Recruitment of Special Interest Groups (M)

3. Abolished Policies and Regulations:

P2415.01	Academic Standards, Academic Assessments, and Accountability
P2415.03	Highly Qualified Teachers
P3431.1	Family Leave
P4431.1	Family Leave
P3431.3	New Jersey Family Leave Insurance Program
P4431.3	New Jersey Family Leave Insurance Program

4. COVID-19 Update

**Negotiations Committee Report – Mr. Gil Moscatello**

1. The Committee met with the SEA on February 26, 2021 for the “Meet and Greet” (first) meeting.
2. The next two meetings will be held on March 17, 2021 and April 12, 2021.

**Budget Committee Report – Mr. Gil Moscatello**

1. The Budget Committee has been involved in the Budget Preparation.
2. The Tentative FY22 Budget was reviewed by Dr. McHugh during the Presentation section of this meeting.

**Sussex County Educational Services Commission Update**

1. The District approved their FY22 Tentative Budget at the last meeting.
2. The SCESC received \$11,000 in Coronavirus Relief Fund Grant money.
3. The District accepted their FY20 Audit with no Comments or Findings.

**Board President’s Report – Mr. Gil Moscatello**

- 1. Mr. Moscatello attended the NJSBA Legislative Committee Meeting on March 6, 2021. The main topic addressed a new School Regionalization bill that will be offered from Senators Sweeney, Gopal and O’Scanlon.

**Public Session #1 – Agenda Items**

- 1. None

**Travel & Workshop Reports**

- 1. Joe Neal

**Minutes for Approval**

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

- 1. February 10, 2021 Regular Meeting Minutes

**Voice Vote:**

*Yes: 6*  
*No: 0*  
*Abstain: 0*  
*Absent: 1*

***Motion Passes***

**2021-2022 Budget Adoption**

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

- 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:**

<i>Mrs. Kenia Choquette</i>	<i>Yes</i>
<i>Mr. Jonathan Clauson</i>	<i>Yes</i>
<i>Mrs. Jennifer Herold</i>	<i>Yes</i>
<i>Mrs. Cynthia Percarpio</i>	<i>Absent</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**

**Administrative Action Items**

A motion was presented by Mr. Shay, and seconded by Mr. Clauson, upon the recommendation of the Superintendent, to approve the following Administrative action item:

1. Approve the Suspensions and Harassment, Intimidation and Bullying report.

**Roll Call:**

<i>Mrs. Kenia Choquette</i>	<i>Yes</i>
<i>Mr. Jonathan Clauson</i>	<i>Yes</i>
<i>Mrs. Jennifer Herold</i>	<i>Yes</i>
<i>Mrs. Cynthia Percarpio</i>	<i>Absent</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. Scharfstein, upon recommendation of the Superintendent, to approve the following Policy action items:

1. Approve the following bylaw for immediate adoption (first and second readings):
  - 0164.6 Remote Public Board Meetings During a Declared Emergency
2. Approve the first reading of the following bylaws:
  - 0145 Board Member Resignation and Removal

3. Approve the first reading of the following policies:
  - 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:
  - R1642 Earned Sick Leave Law
  - R2415.20 Every Student Succeeds Act Complaints
  - R5530.01 Administration of Medical Cannabis
  - R7425 Lead Testing of Water in Schools
  - R7430 School Safety

***Roll Call:***

<b><i>Mrs. Kenia Choquette</i></b>	<b><i>Yes</i></b>
<b><i>Mr. Jonathan Clauson</i></b>	<b><i>Yes</i></b>
<b><i>Mrs. Jennifer Herold</i></b>	<b><i>Yes</i></b>
<b><i>Mrs. Cynthia Percarpio</i></b>	<b><i>Absent</i></b>
<b><i>Mrs. Mattia Scharfstein</i></b>	<b><i>Yes</i></b>
<b><i>Mr. Frank Shay</i></b>	<b><i>Yes</i></b>
<b><i>Mr. Gil Moscatello</i></b>	<b><i>Yes</i></b>

***Motion Passes***

**Education Action Items**

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

1. Approve revised school calendar for the 2020-2021 school year
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.

**Personnel Action Items**

A motion was presented by Mr. Shay, and seconded by Mrs. Scharfstein, upon recommendation of the Superintendent, 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:***

- |                                       |                       |
|---------------------------------------|-----------------------|
| <b><i>Mrs. Kenia Choquette</i></b>    | <b><i>Yes</i></b>     |
| <b><i>Mr. Jonathan Clauson</i></b>    | <b><i>Abstain</i></b> |
| <b><i>Mrs. Jennifer Herold</i></b>    | <b><i>Yes</i></b>     |
| <b><i>Mrs. Cynthia Percarpio</i></b>  | <b><i>Absent</i></b>  |
| <b><i>Mrs. Mattia Scharfstein</i></b> | <b><i>Yes</i></b>     |
| <b><i>Mr. Frank Shay</i></b>          | <b><i>Yes</i></b>     |
| <b><i>Mr. Gil Moscatello</i></b>      | <b><i>Yes</i></b>     |

***Motion Passes***

**Business Services Action Items**

A motion was presented by Mr. Shay, and seconded by Mrs. Herold, 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 January 2021 as recommended by the Superintendent and the Business Administrator/Board Secretary.
2. Approve the Treasurer’s Report for the month of January 2021.
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.
4. Approve the February 6, 2021 through February 28, 2021, bill list in the amount of \$467,429.23.
5. Approve the March 1, 2021 through March 4, 2021, bill list in the amount of \$48,156.90.
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.

***Roll Call:***

<i>Mrs. Kenia Choquette</i>	<i>Yes</i>
<i>Mr. Jonathan Clauson</i>	<i>Yes</i>
<i>Mrs. Jennifer Herold</i>	<i>Yes</i>
<i>Mrs. Cynthia Percarpio</i>	<i>Absent</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. None

**Old Business**

- 1. Mr. Moscatello asked for an update on the Town Lighting Project.

**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

**Executive Session: Personnel**

A motion was presented by Mr. Shay, and seconded by Mr. Clauson, to accept the declaration of Executive Session as presented at 8:31 PM.

**Voice Vote:**

*Yes: 6*  
*No: 0*  
*Abstain: 0*  
*Absent: 1*  
*Motion Passes*

**Re-Enter Public Session**

A motion was presented by Mr. Shay, and seconded by Mrs. Scharfstein, that the Stanhope Board of Education return to Public Session at 8:57 PM.

**Voice Vote:**

*Yes: 5*  
*No: 0*  
*Abstain: 0*  
*Absent: 1*  
*Excused: 1*  
*Motion Passes*

## **Adjournment**

A motion was presented by Mr. Shay and seconded by Mr. Clauson, that the Stanhope Board of Education adjourn the meeting at 8:58 PM:

***Voice Vote:***

***Yes: 6***

***No: 0***

***Abstain: 0***

***Absent: 1***

***Motion Passes***

Respectfully Submitted,

***Steven E. McHugh, Sr.***

Dr. Steven E. McHugh, Sr.  
Board Secretary/Business Administrator

*Approved: April 28, 2021*