

July 20, 2015

The Stillwater Board of Education met on July 20, 2015, at 7:00 p.m. in the Stillwater School Library for a regular board of education meeting.

The meeting was called to order by Shannon Nothstine at 7:00 p.m. In accordance with the New Jersey Open Public Meetings Law, the time, date and location of this meeting was provided to the New Jersey Herald and Township Journal on January 7, 2015. Notices were posted in the Stillwater School, Town Hall, Lakeland Bank, Stillwater Post Office, Middleville Post Office and Swartswood Post Office.

Mrs. Nothstine led the flag salute. The following Board members were present: Mrs. Santore, Mrs. Svendsen, Mrs. Galante, Mr. DeGroat, Mrs. Nothstine, Mr. Jones, and Mrs. Hendershot.

Absent: Mrs. LoCascio and Mr. Grace.

Also present were George Petty, Interim Superintendent, René Solar, Business Administrator/Board Secretary, Marissa Cramer, Principal/Supervisor of CST and Special Education/Basic Skills, and Matthew Robinson, Assistant Principal.

BOARD BUSINESS

Administration reviewed the 2014-2019 Strategic Plan Goals, Objectives, and action plans.

1. Motion made by Mrs. Santore, second by Mr. Jones to approve the 2014-2019 Strategic Plan for the Stillwater Township Board of Education. A voice vote was taken and unanimously approved.

Mr. Annunziata from New Jersey School Boards Association reviewed the 2015 Board Self Evaluation. The board also developed the 2015-2016 District and Board Goals. Draft goals will be emailed and approved at the next meeting.

2. Motion made by Mr. Jones second by Mrs. Santore to approve the regular board of education meeting minutes & executive session minutes from June 22, 2015. Motion approved by voice vote, Mrs. Galante-Aye; Mrs. Svendsen-Aye; Mrs. Hendershot-Aye; Mr. Jones-Aye; Mrs. Santore-Aye; Mrs. Nothstine-Aye; Mr. DeGroat-Abstain.
3. Motion made by Mr. Jones second by Mrs. Santore to approve the preliminary June 30, 2015 Board Secretary's and Treasurer's Reports which balanced in the amount of \$1,691,472.63 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of June 30, 2015 after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(c)4, and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. A voice vote was taken and unanimously approved.

SUPERINTENDENT'S REPORT

Dr. Petty reported on the following items:

- Summer School
- Class Schedules are completed
- Health and Physical Education Curriculum Update
- Technology Coordinator Job Description Update
- Window Replacement Update
- Summer Maintenance and Cleaning Progress
- Science Curriculum Update
- Language Arts Curriculum Update

CORRESPONDENCE

None.

PRESIDENT'S COMMENTS

None.

PUBLIC PARTICIPATION

None.

ACTION ITEMS:

PERSONNEL

1. Dr. Petty provided an update on the media specialist position. Interviews will be held this week.
2. Motion made by Mr. DeGroat, second by Mr. Jones to approve attached professional days. A voice vote was taken and unanimously approved.
3. Motion made by Mr. DeGroat, second by Mr. Jones to retroactively approve Kathy Pevarnik as summer school bus aide from July 6, 2015- July 30, 2015 at a stipend of \$275 to be paid through IDEA-B. A voice vote was taken and unanimously approved.
4. Motion made by Mr. DeGroat, second by Mrs. Svendsen to approve the Technology Coordinator job description as attached. A voice vote was taken and unanimously approved.
5. Motion made by Mr. DeGroat, second by Mr. Jones to retroactively approve a medical leave of absence in accordance to FMLA for Kathleen Rosenkrans from July 10, 2015 to on or about July 23, 2015 (extended if needed). A voice vote was taken and unanimously approved.

6. Motion made by Mr. DeGroat, second by Mr. Jones to approve graduate class at Centenary College titled, "The Principalship," at a cost of \$1,275 for Brittany Celentano. No reimbursement paid as per SEA Agreement. This course runs from July 2015-August 2015. A voice vote was taken and unanimously approved.
7. Motion made by Mr. DeGroat, second by Mr. Jones to accept the resignation, with regret, of LuAnne Wiedow, effective July 31, 2015. A voice vote was taken and unanimously approved.

POLICY

No Report.

EDUCATION & CURRICULUM

Mrs. Svendsen was concerned that she would like more time to review the Health and Physical Education Curriculum prior to voting.

Motion made by Mr. Jones, second by Mrs. Svendsen to table Education & Curriculum motion #1 until the August 17, 2015 Regular Board of Education Meeting. A voice vote was taken and unanimously approved.

1. Motion to adopt the revised Health & Physical Education Curriculum for Grades K-6. (Copies of the curriculum are located in the board office for review.)
2. Motion made by Mr. Jones, second by Mr. DeGroat to approve the revised Exposure Control Plan for the Stillwater Township Board of Education. A voice vote was taken and unanimously approved.
3. Motion made by Mr. Jones, second by Mr. DeGroat to approve district mentoring plan. A voice vote was taken and unanimously approved.
4. Motion made by Mr. Jones, second by Mrs. Svendsen to dispose of old encyclopedias titled, "The World Book Encyclopedia," copyright 1993. A voice vote was taken and unanimously approved.
5. Motion made by Mr. Jones, second by Mrs. Svendsen to dispose of old dictionaries titled, "Scott Foresman, Intermediate Dictionary," copyright 1979. A voice vote was taken and unanimously approved.

BUILDING & GROUNDS

1. Motion made by Mrs. Hendershot, second by Mr. Jones to approve building and use calendar for August 2015. A voice vote was taken and unanimously approved.

2. Motion made by Mrs. Hendershot, second by Mr. Jones to approve Lock & Key World to complete the lock replacements for the 1988 wing in the amount of \$4,620.00.

Quotes obtained: Sussex County Lock & Safe- No Response
Traveling Locksmith- No Response
Atlas Locksmiths- No Response

A voice vote was taken and unanimously approved.

TRANSPORTATION

No Report.

BUDGET & FINANCE

1. Motion made by Mrs. Santore, second by Mr. Jones to approve June regular checks numbered 22626 through 22671, N0623, N0624, N0625, N0626, N0627, N0628, N0630 for a total of \$372,310.94. Cafeteria Check number 2537 in the amount of \$7,976.56, Petty Cash N0626 in the amount of \$200. A voice vote was taken and unanimously approved.
2. Motion made by Mrs. Santore, second by Mr. DeGroat to approve July regular checks numbered 22672 through 22689, N0702, N0710, N0714, N0715 for a total of \$199,121.22. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. Santore, second by Mr. DeGroat to approve June student activity check numbers 6123-6130, for a total of \$2,112.36. A voice vote was taken and unanimously approved.
4. Motion made by Mrs. Santore, second by Mr. Jones to approve the attached list of purchase orders over \$1,000 for 2014-2015 school year. A voice vote was taken and unanimously approved.
5. Motion made by Mrs. Santore, second by Mr. Jones to approve the attached list of purchase orders over \$1,000 for 2015-2016 school year. A voice vote was taken and unanimously approved.
6. Motion made by Mrs. Santore, second by Mr. Jones to approve monthly travel as attached. A voice vote was taken and unanimously approved.
7. Motion made by Mrs. Santore, second by Mrs. Svendsen to approve transfers from June 1, 2015 to June 30, 2015 as attached. A voice vote was taken and unanimously approved.
8. Motion made by Mrs. Santore, second by Mr. DeGroat to approve the transfer of funds into the legal services account as of June 30, 2015 to extend the maximum spending amount to \$20,700. A voice vote was taken and unanimously approved.

9. Motion made by Mrs. Santore, second by Mrs. Svendsen to approve membership to the Sussex County Chamber of Commerce for the 2015-2016 school year in the amount of \$263.00. A voice vote was taken and unanimously approved.

10. Motion made by Mrs. Santore, second by Mrs. Hendershot to approve the resolution increasing the bid threshold:
WHEREAS, René Solar, School Business Administrator/Board Secretary possesses a qualified purchasing agent (QPA) certificate;

WHEREAS, the Governor, in consultation with the State Treasurer and pursuant to N.J.S.A. 18A:18A-3 (b), on July 1, 2015 has increased the bid threshold amount for school districts with purchasing agents who possess qualified purchasing agent certificates, from \$36,000 to \$40,000;

NOW, THEREFORE BE IT RESOLVED that the Stillwater Township Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of \$40,000 for the board of education, and further authorizes René Solar to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.
A voice vote was taken and unanimously approved.

LEGISLATION

No Report.

COMMUNITY RELATIONS

No Report.

UNFINISHED BUSINESS

1. Board member required training-Online & location trainings are now available. Please let Miss Solar know which you would like to attend.

2. Board Member Petitions are due to the County Clerk's office no later than 4:00 PM on July 27, 2015.

NEW BUSINESS

1. Save the date.....NJ School Boards Convention October 27th- 29th Atlantic City Convention Center. Please let Miss Solar know if you plan on attending.

PUBLIC PARTICIPATION

None.

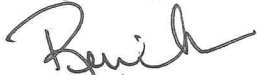
EXECUTIVE SESSION

None.

ADJOURN

Motion made by Mr. Jones, second by Mr. DeGroat to adjourn the meeting at 9:18 p.m. A voice vote was taken and unanimously approved.

Respectfully Submitted,



René Solar

Business Administrator/Board Secretary