

August 17, 2015

The Stillwater Board of Education met on August 17, 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. Grace, Mrs. Nothstine, and Mr. Jones.

Absent: Mrs. Hendershot, Mrs. LoCascio and Mr. DeGroat.

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**

1. Motion made by Mrs. Santore, second by Mrs. Svendsen to approve the regular board of education meeting minutes from July 20, 2015. Motion approved by voice vote, Mrs. Galante-Aye; Mrs. Svendsen-Aye; Mr. Jones-Aye; Mrs. Santore-Aye; Mrs. Nothstine-Aye; Mr. Grace-Abstain.
2. Motion made by Mrs. Santore, second by Mr. Grace to approve the July 31, 2015 Board Secretary's and Treasurer's Reports which balanced in the amount of \$1,981,128.45 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of July 31, 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.
3. Motion made by Mrs. Santore, second by Mr. Grace to approve the following 2015-2016 District Goals:

**Goal #1:** Further enhance English Language Arts (ELA) instruction so that all students in Grades K-6 are provided the skills necessary to read and write at or above grade level.

**Goal #2:** To facilitate students' personal, academic and social growth while cultivating a love for learning, community and their environment through the

creation of a Stillwater School garden. The planning phase to be completed this school year.

**Goal #3:** Enhance technology for instruction and continue improvements to security including upgrading infrastructure capacity, hardware, software, website, cameras and door security.

**Goal #4:** Increase communication within our school, reaching local and global communities with the use of technology.

A voice vote was taken and unanimously approved.

4. Motion made by Mrs. Santore, second by Mr. Grace to approve the following 2015-2016 Board Goals:

**Goal #1:** Continue to improve intra-board communications by providing continuing orientation and professional development and training for the full board.

**Goal #2:** Provide internal support for board on access and use of the online one drive.

**Goal #3:** By January 2016, develop a plan for the future Chief School Administrator leadership.

A voice vote was taken and unanimously approved.

## **SUPERINTENDENT'S REPORT**

Dr. Petty & administration reported on the following items:

- Transportation Routes, Driver HIB training, bus camera investigation
- IDEA Grant approved. Thank you to Mrs. Cramer and Miss Solar.
- District Goals Update
- NJASK Score report- Science section
- Summer School Program Update

## **CORRESPONDENCE**

None.

## **PRESIDENT'S COMMENTS**

None.

## PUBLIC PARTICIPATION

None.

## ACTION ITEMS:

### PERSONNEL

1. Motion made by Mrs. Santore, second by Mr. Jones to approve attached professional days. A voice vote was taken and unanimously approved.
2. Motion made by Mrs. Santore, second by Mrs. Svendsen to approve, upon the recommendation of the Interim Superintendent, Sarah DiLorenzo, to begin on September 1, 2015, at MA, Step 5 in the amount of \$61,020 (pending negotiations), pending criminal history and background check.

Motion was made by Mr. Grace, second by Mrs. Svendsen to amend the motion to include Library/Media Specialist:

Motion to approve, upon the recommendation of the Interim Superintendent, Sarah DiLorenzo as the Library/Media Specialist, to begin on September 1, 2015, at MA, Step 5 in the amount of \$61,020 (pending negotiations), pending criminal history and background check.

A voice vote was taken and unanimously approved the amended motion.

3. Motion made by Mrs. Santore, second by Mrs. Svendsen to approve Keri Maeurer to mentor Sarah DiLorenzo for a stipend of \$550 for the 2015-2016 school year. A voice vote was taken and unanimously approved.
4. Motion made by Mrs. Santore, second by Mr. Jones to emergent hire Katie Castrovinci as a part-time 27.5 hours/week paraprofessional for the 2015-2016 school year, at Step 0, for a salary of \$10,185 plus \$500 (associates degree) for a total of \$10,685 (pending negotiations) to begin September 1, 2015, as recommended by the Interim Superintendent, pending criminal history and background check. A voice vote was taken and unanimously approved.
5. Motion made by Mrs. Santore, second by Mr. Jones to approve the following substitute teachers for the 2015-2016 school year:

Helen Sallitt  
Theresa Fanella  
Lisa Roycroft  
Carrie Weeks  
Christopher Rivera  
Maureen Newman  
Melissa Nelson  
Barbara Fornari  
Courtney Tormey  
Cheryl Post

Wendy Bentson  
Jacqueline Cook  
Danielle Fisher  
Jennifer Mathura  
Justine Mahon

Motion approved by voice vote, Mrs. Galante-Aye; Mrs. Svendsen-Aye; Mr. Jones-Aye; Mrs. Santore-Aye; Mrs. Nothstine-Abstain; Mr. Grace-Aye.

6. Motion made by Mrs. Santore, second by Mr. Grace to approve the following substitute paraprofessionals for the 2015-2016 school year:

Michele DeCiuceis  
Ariana DeStefano

A voice vote was taken and unanimously approved.

7. Motion made by Mrs. Santore, second by Mr. Jones to approve the following substitute nurses for the 2015-2016 school year:

Karen Grodsky  
Carol Lee Spages  
Justine Mahon

A voice vote was taken and unanimously approved.

8. Motion made by Mrs. Santore, second by Mr. Jones to approve the following main office secretary substitutes for the 2015-2016 school year:

Lisa Roycroft  
Megan Reed  
Melissa Nelson

Motion approved by voice vote, Mrs. Galante-Aye; Mrs. Svendsen-Aye; Mr. Jones-Aye; Mrs. Santore-Aye; Mrs. Nothstine-Abstain; Mr. Grace-Aye.

9. Motion made by Mrs. Santore, second by Mr. Jones to approve the following substitute custodians for the 2015-2016 school year:

Joseph Falotico  
Joseph Vanskiver  
Michele DeCiuceis  
Christopher Rivera  
Ariana DeStefano

A voice vote was taken and unanimously approved.

10. Motion made by Mrs. Santore, second by Mr. Jones to approve 100% of the following salaries to be funded through the IDEA-Basic Grant for the 2015-2016 school year:

Tracy Coombs	\$12,244 (pending negotiations)
Katie Castrovinci	\$ 10,685 (pending negotiations)

A voice vote was taken and unanimously approved.

11. Motion made by Mrs. Santore, second by Mrs. Svendsen to approve 25% of Carlisle Kinkade's salary to be funded through the IDEA-Preschool Grant in the amount of \$4,477 (pending negotiations) for the 2015-2016 school year. A voice vote was taken and unanimously approved.
12. Motion made by Mrs. Santore, second by Mr. Jones to approve Kathy Pevarnik as a bus aide for the 2015-2016 school year for a stipend of \$3,090 paid by the IDEA-Basic grant. A voice vote was taken and unanimously approved.
13. Motion made by Mrs. Santore, second by Mr. Jones to approve a medical leave of absence in accordance to FMLA for Todd Radimer from August 24, 2015 to on or about November 13, 2015. (leave may be intermittent). A voice vote was taken and unanimously approved.
14. Motion made by Mrs. Santore, second by Mr. Grace to approve graduate class at Centenary College titled, "Approaches to Instruction for Special Education," at a cost of \$1,275 for Ramona Knapp. Reimbursement paid as per SEA Agreement. This course runs from September 2, 2015-December 21, 2015. A voice vote was taken and unanimously approved.
15. Motion made by Mrs. Santore, second by Mr. Jones to approve graduate class at Centenary College titled, "Family, Society and Children with Special Needs," at a cost of \$1,275 for Ramona Knapp. Reimbursement paid as per SEA Agreement. This course runs from September 2, 2015-December 21, 2015. A voice vote was taken and unanimously approved.
16. Motion made by Mrs. Santore, second by Mr. Jones to approve graduate class at Centenary College titled, "Field Supervision Internship 1," for Brittany Celentano. No reimbursement paid as per SEA Agreement. This course runs from September 2015-December 2015. A voice vote was taken and unanimously approved.

## **POLICY**

No Report.

## **EDUCATION & CURRICULUM**

1. Mr. Robinson reviewed of Student Code of Conduct and changes made to personal devices in school and on the bus.
2. Motion made by Mr. Jones, second by Mrs. Santore to adopt the revised Health & Physical Education Curriculum for Grades K-6.

-Mrs. Svendsen commented on the following points that she feels should be noted:

-All activities and rubrics should be noted as "suggested," only some of them are written that way.

-Some topics seem too detailed for our students. For example for Grade 3 students to be able to identify alcohol abuse in adults. Also to know important agency phone numbers (more than just 911).

Mrs. Cramer spoke to Mrs. Hayes and all the rubric and activities are suggested to assist new teachers. She confirmed that she will ensure that message is conveyed appropriately.

A voice vote was taken on the motion and unanimously approved.

3. Motion made by Mr. Jones, second by Mrs. Svendsen to dispose of science textbooks titled, "Silver Burdett & Ginn, Science," copyright 1987. A voice vote was taken and unanimously approved.
4. Motion made by Mr. Jones, second by Mrs. Santore to approve the therapy dog reading program for the 2015-2016 school year. A voice vote was taken and unanimously approved.

### **BUILDING & GROUNDS**

1. Miss Solar gave a building update of the following items:
  - A/C Unit Upgrades
  - Window Project
  - Phase 4 of the Lock Project
  - Summer Painting
  - Playground inspection report and maintenance
  - Removal of the dome in the playground
  - Thank you to the summer custodial staff for the fantastic job cleaning!
  - Additional Camera installation & new server install
  - New Cafeteria POS System
2. Motion made by Mrs. Galante, second by Mrs. Santore to approve building and use calendar for September 2015. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. Galante, second by Mrs. Santore to declare the following items as surplus and to sell or dispose of them:
  - Gansow floor scrubber
  - 550 gallon skid tank
  - 2 window A/C units
  - various old computers/printers that are no longer workingA voice vote was taken and unanimously approved.

### **TRANSPORTATION**

1. Motion made by Mrs. Svendsen, second by Mr. Jones to approve the bus routes and stops for the 2015-2016 school year. A voice vote was taken and unanimously approved.

## BUDGET & FINANCE

1. Miss Solar provided the board with an audit/finance update. The 2014-2015 fiscal year has been closed. The audit is scheduled for the week of September 7<sup>th</sup>.
2. Motion made by Mr. Grace, second by Mr. Jones to approve August regular checks numbered 22690 through 22780, N0729, N0730, N0731, N0811, N0812, N0813 for a total of \$453,829.91. Capital Account JE#0723 in the amount of \$330,000, and cafeteria check #2538 in the amount of \$1,560. A voice vote was taken and unanimously approved.
3. Motion made by Mr. Grace, 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.
4. Motion made by Mr. Grace, second by Mrs. Santore to approve monthly travel as attached. A voice vote was taken and unanimously approved.
5. Motion made by Mr. Grace, second by Mrs. Santore to approve transfers from July 1, 2015 to July 31, 2015 as attached. A voice vote was taken and unanimously approved.
6. Motion made by Mr. Grace, second by Mrs. Santore to approve the telecommunication system maintenance agreement with RFP Solutions for the 2015-2016 school year at a cost of \$2,853.84. (State contract T-1316 # 80809). A voice vote was taken and unanimously approved.
7. Motion made by Mr. Grace, second by Mrs. Svendsen to accept the following tuition students for the 2015-2016 school year:

Sending District	Student Number	Grade	Program	Tuition
Hampton	050512	Preschool	PSD	\$8,000
Hampton	043011	Preschool	PSD	\$8,000
Hampton	062911	Preschool	PSD	\$8,000
Hampton	041311	Preschool	PSD	\$8,000
Hampton	063011	Preschool	PSD	\$8,000
Hampton	051011	Preschool	PSD	\$8,000
Hampton	060412	Preschool	PSD	\$8,000
Newton	010904	Grade 6	BD	\$20,000
Sandyston	082411	Preschool	PSD	\$8,000
Sandyston	112911	Preschool	PSD	\$8,000
Sandyston	031311	Preschool	PSD	\$8,000
Sandyston	101510	Preschool	PSD	\$8,000

A voice vote was taken and unanimously approved.

## LEGISLATION

Mr. Grace reported on the following items:

- Governor Christie voted down the pension payment again.
- Every Child Achieve Act is the revised NCLB program. Funding should continue!
- Voucher program was voted down for Charter Schools.

## COMMUNITY RELATIONS

Summer PTA Meeting will be held August 20, 2015 in the church at 7:00 PM.

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

## NEW BUSINESS

None.

## PUBLIC PARTICIPATION

None.

## EXECUTIVE SESSION

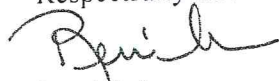
BE IT HEREBY RESOLVED by Mrs. Santore, second by Mr. Grace at 8:00 pm the Stillwater Township Board of Education pursuant to N.J.S.A. 10:4-12 and 10:4-13 that said public body hold a closed session for the purpose of discussing the Personnel Matters, Pending Litigation & SEA Contract Negotiations. it is expected that the minutes taken of this closed session will be made public when the reason for confidentiality no longer exists. A voice vote was taken and unanimously approved.

Motion made by Mr. Grace, second by Mr. Jones at 8:21 pm to come out of executive session and return to public session. A voice vote was taken and unanimously approved.

## ADJOURN

Motion made by Mr. Jones, second by Mr. Grace to adjourn the meeting at 8:21 p.m. A voice vote was taken and unanimously approved.

Respectfully Submitted,



René Solar  
Business Administrator/Board Secretary