

September 28, 2015

The Stillwater Board of Education met on September 28, 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 (arrived 7:04 pm), Mr. Grace, Mrs. Nothstine, Mrs. Hendershot, Mrs. LoCascio, Mr. DeGroat and Mr. Jones.

Absent: None.

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

Mrs. Galante arrived at 7:04 pm.

1. Mrs. Svendsen provided a report on the Superintendent's Adhoc Committee. The committee met on September 21st and Dr. Petty introduced 4 possible scenarios for the administrative makeup, not limited to the 4, but it was a start, 3 of the 4 scenarios reduced the number of administrators. The committee is still researching all options and will meet on October 19th at 5:30 pm to discuss these items in further detail.
2. Motion made by Mrs. Nothstine, second by Mr. Grace, to approve the regular board of education meeting minutes and executive session minutes from August 17, 2015. Motion approved by voice vote, Mrs. Galante-Aye; Mrs. Svendsen-Aye; Mr. Jones-Aye; Mrs. Santore-Aye; Mrs. Nothstine-Aye; Mr. Grace-Aye; Mrs. Hendershot-Abstain; Mrs. LoCascio-Abstain; Mr. DeGroat-Abstain.
3. Motion made by Mr. DeGroat, second by Mrs. LoCascio to approve the committee of the whole board of education meeting minutes from September 14, 2015. Motion approved by voice vote, Mrs. Galante-Abstain; Mrs. Svendsen-Aye; Mr. Jones-Abstain; Mrs. Santore-Aye; Mrs. Nothstine-Aye; Mr. Grace-Abstain; Mrs. Hendershot-Aye; Mrs. LoCascio-Aye; Mr. DeGroat-Aye.
4. Motion made by Mrs. DeGroat, second by Mrs. Santore to approve the executive session meeting minutes from September 14, 2015. Motion approved by voice vote, Mrs. Galante-Abstain; Mrs. Svendsen-Abstain; Mr. Jones-Abstain; Mrs. Santore-Aye; Mrs. Nothstine-Aye; Mr. Grace-Abstain; Mrs. Hendershot-Aye; Mrs. LoCascio-Aye; Mr. DeGroat-Aye.

5. Motion made by Mr. Jones, second by Mr. Grace to approve the final after audit 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.
6. Motion made by Mr. Jones, second by Mr. Grace to approve the revised 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.
7. Motion made by Mr. Jones, second by Mr. Grace to approve the August 31, 2015 Board Secretary's and Treasurer's Reports which balanced in the amount of \$1,890,772.51 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of August 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.
8. Mrs. Hendershot provided an update on the board goals committee. The committee met last Wednesday to go over the goals and begin developing action plans. They focused on the training for the full board. The topics that they felt were important were "Transitioning to a New Superintendent," "Student Achievement," and "Board Member Ethics, Roles and Responsibilities." This training will begin after January, so the new board members will be a part of it.

SUPERINTENDENT'S REPORT

Dr. Petty reported on the following items:

- Two staff Luncheons for the assistants and custodial staff were held over the summer.
- Our current Speech Therapist resigned, and a new one was approved last BOE meeting.
- Our district held two professional workshops for staff on September 2nd & 3rd.
- Opening day for students was a success!
- Dr. Petty thanked Ms. Solar, Mr. Robinson, Mrs. Cramer, and Mr. Carbonaro for all their hard work on the repairs for the water pump.
- NJSBA County meeting update about Common Core Standards.
- Back to School Night was a success!

- PTA BBQ
- Homeroom Mother's Tea
- Security Lockdown Drill
- Student Council Officer's Speeches

CORRESPONDENCE

None.

PRESIDENT'S COMMENTS

Negotiations Committee please stay after the meeting to set a day & time for a meeting.

PUBLIC PARTICIPATION

Meredith Reilly- Marigold Way, Stillwater, NJ- I appreciate Stillwater School and everything they do, it is a great place for our children. As a parent she was concerned about ST6, and the on-going problems. What is administration doing to keep our children safe? How come the school doesn't have control of this vendor? What is the procedure for transportation contracts?

Dr. Petty ensured that administration is doing everything they can to ensure the children's safety from the time they leave their home, to the time they arrive back at home.

Mr. Robinson explained that the bus company and driver met this morning to review the on- going problems of the bus. We have established a plan and will continue to monitor this bus and make changes as needed. Temporarily there will be a paraprofessional on the bus to monitor the route. If there are continued problems, please report them to Mr. Robinson immediately, so action can be taken.

Ms. Solar responded to the contract procedures for transportation. Each year the district can go out to bid for the transportation routes, or renew at the current CPI rate. The last time the district went to bid, there was only one bidder. The board of education has continued to renew at the CPI rate to support the local vendor and also to prevent the increase from exceeding the CPI rate. We have built a great relationship with this vendor, and they contribute back to the community in many ways.

Jill DePaola- Iris Circle, Stillwater, NJ- Asked if there was a policy regarding not bringing an iPod for music on the bus. This helps her child on the bus route and understands that the school is not responsible for lost or stolen personal items.

Mr. Robinson responded that there is a policy for no electronics on the bus. This was a recent change due to the problems with these devices being able to take pictures and uploading them to social media.

Mrs. Svendsen asked about a policy on discipline as it relates to the bus.

Mr. Robinson explained the discipline procedure as it relates to the bus.

Mrs. Hendershot wanted to thank administration for participating in the PTA BBQ on Saturday.

ACTION ITEMS:

PERSONNEL

1. Motion made by Mr. DeGroat, second by Mr. Grace to approve attached professional days. A voice vote was taken and unanimously approved.
2. Motion made by Mr. DeGroat, second by Mr. Jones to approve the revised job description for Instructional Aide/ Paraprofessional. A voice vote was taken and unanimously approved.
3. Motion made by Mr. DeGroat, second by Mr. Jones to accept with regret, the resignation of Carlisle Kinkade, effective December 1, 2015, for the purpose of retirement. A voice vote was taken and unanimously approved.
4. Motion made by Mr. DeGroat, second by Mr. Grace to approve the following stipend positions for the 2015-2016 school year:

Public Relations	Christine Pagano	\$850
Student Council (Co)	Marianne Ciccolella	\$425
Student Council (Co)	Lynda Collier	\$425
Yearbook	Melissa Piazza	\$1,700

A voice vote was taken and unanimously approved.

5. Motion made by Mr. DeGroat, second by Mrs. Santore to approve the following teachers for the after school learning center running twice a week from October-April at a stipend of \$34 per hour for 2 hours a day. The salaries will be paid by NCLB and IDEA grant.

Beth Johnson- NCLB
Mary DiRienzo -NCLB
Kelly Fryer -IDEA
Maureen Riva-IDEA
Marianne Ciccolella-NCLB
Jessica Newman- Substitute
Helen Salitt-Substitute

A voice vote was taken and unanimously approved.

6. Motion made by Mr. DeGroat, second by Mr. Jones to approve the following Paraprofessionals for the after school learning center running twice a week from October-April at a stipend of \$15 per hour. The salaries will be paid by NCLB grant.

Danielle Fisher (4 hrs/week)
Helen Salitt (2 hrs/week)

A voice vote was taken and unanimously approved.

7. Motion made by Mr. DeGroat, second by Mr. Jones to approve the following evening family programs for the 2015-2016 school year. The stipend for each teacher is \$820.

Elementary Family Math	Lisa Grau	Beth Johnson	3rd Grade
Middle School Family Math	Erin McGinniss	Marianne Ciccolella	5th & 6th Grade
Family Science	Brittany Celentano	Sheri McMahan	4th & 5th Grade
Literacy Connections	Ramona Knapp	Beth Johnson	1st Grade
Literacy Connections	Corrine Swakopf	Elaine Makarevich	2nd Grade
Multicultural Club	Brittany Celentano	Keri Maeurer	5th Grade

A voice vote was taken and unanimously approved.

8. Motion made by Mr. DeGroat, second by Mr. Grace to approve the following after school programs for the 2015-2016 school year. The stipend for each teacher is \$410

Environmental Club	Lisa Grau		4th Grade
Trep\$	Lisa Conry	Lorraine Bickhardt	6th Grade
Technology Club	Brittany Celentano	Erica Then	Grades 3-6
Running Club	Erin McGinniss	Lorraine Bickhardt	Grades 4-6
Volleyball Club	Mary DiRienzo	Meghan Radimer	Grades 4-6
Let's Be Social	Ruth Najemian	Maureen Riva	Grades K-2
Reading Assistant (Fall)	Beth Johnson	Alicia Parsons	Grades K-6
Reading Assistant (Spring)	Beth Johnson	Alicia Parsons	Grades K-6
B-Active Club	Ruth Najemian	Maureen Riva	Grades 3-6

A voice vote was taken and unanimously approved.

9. Motion made by Mr. DeGroat, second by Mr. Jones to approve the following after school programs for the 2015-2016 school year. The stipend for each teacher is \$597.

Solar Sprints	6 th grade	Marianne Ciccolella & Fred Iradi
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A voice vote was taken and unanimously approved.

10. Motion made by Mr. DeGroat, second by Mr. Jones to approve Matthew Robinson, Meghan Radimer, and Justin Reed to receive a stipend of \$75.00 per person for attending the 6th Grade Activity night at Kittatinny Regional High School on October 16, 2015. A voice vote was taken and unanimously approved.

11. Motion made by Mr. DeGroat, second by Mr. Jones to retroactively approve Danielle Fisher as a bus aide on an as needed temporary basis beginning Friday, September 25, 2015 for a stipend of \$3,090 (pro-rated to time worked). A voice vote was taken and unanimously approved.

POLICY

1. Motion made by Mrs. Galante, second by Mr. DeGroat to approve the second reading of the following policy:
Policy #4112.8/4212.8 Nepotism
A voice vote was taken and unanimously approved.

EDUCATION & CURRICULUM

1. Motion made by Mr. Jones, second by Mr. Grace to approve the ASE/SEEK Program, running October 8, 15, 22, & 29, 2015 with the following costs:

Stipend-Justin Reed: \$410

Transportation-Stocker Bus: \$289.52

Fairview Lake: \$500

Supplies, not to exceed: \$40.00

\$1,090 will be paid by the Township of Stillwater; the remainder will be paid by the board of education.

A voice vote was taken and unanimously approved.

2. Motion made by Mr. Jones, second by Mrs. Svendsen to adopt the following book for the 2015-2016 school year:

The Misadventures of Edgar and Allan Poe- The Tell Tale Start

A voice vote was taken and unanimously approved.

3. **Resolution declaring October 5th -9th Week of Respect**

Motion made by Mr. Jones, second by Mrs. LoCascio to approve the following resolution:

WHEREAS, The Anti-Bullying Bill of Rights, Assembly Bill 3466, was approved by the New Jersey Legislature in November 2010 and signed into law as P.L. 2010, c. 122, by Governor Chris Christie on January 5, 2011; and

WHEREAS, The statute is intended to protect students from harassment and intimidation that would substantially interfere with their education; and

WHEREAS, In a 2009 survey by the National Centers for Disease Control, one in five New Jersey students indicated they had been the subject of bullying on school grounds during the previous year; and

WHEREAS, The Anti-Bullying Bill of Rights places expanded responsibilities on teachers, school administrators and boards of education to protect students from incidents of bullying, harassment and intimidation; and

WHEREAS, The Anti-Bullying Bill of Rights designates the week beginning with the first Monday in October as “Week of Respect” throughout New Jersey”; and

WHEREAS, The law directs school districts to observe the “Week of Respect” through age-appropriate instruction in accordance with New Jersey’s core curriculum content standards; and

WHEREAS, The Stillwater Board of Education recognizes the harmful impact of harassment and bullying on children and is committed to providing all of its students with a safe and secure learning environment free from intimidation; and

WHEREAS, The Stillwater Board of Education supports the intent of the Anti-Bullying Bill of Rights to protect our children, as well as the goal of previous law to enhance training and instruction to prevent harassment, intimidation and bullying. Now therefore be it

RESOLVED, That the Stillwater Board of Education declares October 5 through 9, 2015 as a “Week of Respect” in all district schools, and be it further

RESOLVED, That the Week of Respect will be a part of the Stillwater Public Schools’ ongoing efforts to foster respect among students and staff for the diverse cultures and personalities represented in our school community, and be it further

RESOLVED, That copies of this resolution be sent to Governor Chris Christie, State Senator Oroho, Assembly Representatives Space and McHose, the New Jersey School Boards Association and the Sussex County School Boards Association.

A voice vote was taken and unanimously approved.

BUILDING & GROUNDS

1. Miss Solar providing a building and grounds update on the following items:

Window Project- contractors will be here this week to work on the punch list items. The architect will be on site to oversee the contractor.

Cameras- outside cameras were mounted.

Water Pump Update- Provided by Mr. Robinson & Miss Solar: The pump failed on Friday around 1:45 pm. We had emergency drinking water for the students to drink. The pump company, county health department, and county education office were notified. Repairs began over the weekend. The pump is now replaced, and the system is currently being flushed.

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

3. Motion made by Mrs. Hendershot, second by Mr. Grace to accept the offer for the following items that were declared surplus and no longer needed at the August 17, 2015 board of education meeting:

Gansow floor scrubber- \$1,000
550 gallon skid tank- \$500

A voice vote was taken and unanimously approved.

4. Motion made by Mrs. Hendershot, second by Mr. Grace to approve Article 16 maintenance agreement annual addendum of the uniform state memorandum of agreement between education and law enforcement officials and to re-adoption of the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials and authorize the submission of same to the County Superintendent, County Prosecutor and Law Enforcement Officials. A voice vote was taken and unanimously approved.

TRANSPORTATION

1. Motion made by Mrs. Svendsen, second by Mrs. LoCascio to approve the following field trips for the 2015-2016 school year:

Location	Grade
Turtleback Zoo	Grade 1
Franklin Mineral Museum	Grade 3
Land of Make Believe	Pre-K
NJ Symphony Orchestra	Music, Grade 4
Washington D.C.	Grade 6
Move up Day, KRHS	Grade 6
Anti-Bullying Summit	Grade 6
Lakota Wolf Preserve, Oxford, NJ	Grade 4
Tranquility Farm	Kindergarten
Sussex County Fairgrounds	Kindergarten
Wallkill River Refuge	Grade 5
Crayola Factory-Easton, PA	Grade 2
Stillwater Historical Society	Grade 2
Kittatinny High School	Drown proofing program- Grade 4
Kittatinny High School	Chorus & Band
Fredon School	Pinwheel Grades 5 & 6
Kittatinny High School	Pinwheel Grade 4, 5, 6
Kittatinny High School	Spelling Bee Finalists 4-6
Sandyston-Walpack School	Pinwheel
McKeown School	Pinwheel Grades 5 & 6

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

BUDGET & FINANCE

1. Motion made by Mr. Grace, second by Mr. Jones to approve September regular checks numbered 22781 through 22874, N0827, N0828, N0909, N0910, N0911, N0912, N0913 for a total of \$509,247.74, JE0603 in the amount of \$300,000 and cafeteria check #N0902 in the amount of \$174.98. A voice vote was taken and unanimously approved.
2. Motion made by Mr. Grace, second by Mr. Jones to approve August student activity checks numbered 6131-6132 in the amount of \$556.64. A voice vote was taken and unanimously approved.
3. Motion made by Mr. Grace, second by Mrs. Santore 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 Mr. Jones to approve monthly travel as attached. A voice vote was taken and unanimously approved.
5. Motion made by Mr. Grace, second by Mr. Jones to accept the Alliance Grant Awards from the Township of Stillwater for the 2015-2016 school year:
 - SEEK Program: \$1,090
 - DARE/LEAD: \$450
 - Peer Leadership (Summit): \$250
 - Red Ribbon Week: \$500
 - Footprints: \$600
 - “Be a Peacemaker” Assembly: \$600A voice vote was taken and unanimously approved.
6. Motion made by Mr. Grace, second by Mrs. LoCascio to approve the submission of the First Energy STEM Grant titled, “The Importance of Sensory Stimulation for Preschoolers” in the amount of \$975 for the Preschool Program. A voice vote was taken and unanimously approved.
7. Motion made by Mr. Grace, second by Mrs. Svendsen to approve the submission of the Target Field Trip Grant up to \$700 for Grades 5 & 6 Battle of the Books. A voice vote was taken and unanimously approved.
8. Motion made by Mr. Grace, second by Mrs. LoCascio to approve the submission of the Elmer’s Glue Tool Kit Grant up to \$500 for the Spanish Program. A voice vote was taken and unanimously approved.
9. Motion made by Mr. Grace, second by Mrs. LoCascio to approve the submission of the Lowe’s Toolbox for Education Grant up to \$10,000 for a school yard greenhouse. A voice vote was taken and unanimously approved.

10. Motion made by Mr. Grace, second by Mrs. LoCascio to approve the contract with Sussex County Educational Services Commission for the 2015-2016 school year for Child Study Team Services, and Itinerant Public School Services as needed at the non-member rate plus 6% admin fee. A voice vote was taken and unanimously approved.
11. Motion made by Mr. Grace, second by Mrs. LoCascio to accept the REAP grant award in the amount of \$30,706.00 for the period July 1, 2015-September 30, 2016. A voice vote was taken and unanimously approved.
12. Motion made by Mr. Grace, second by Mrs. Santore to accept the \$1,000 safety grant award from the New Jersey Schools Insurance Group to be used for a new cafeteria table. A voice vote was taken and unanimously approved.

LEGISLATION

Mr. Grace reported on the following:

Not much activity in the state until after the elections.

Local School Board Initiative- Keep the control in the local school boards.

COMMUNITY RELATIONS

There was a child luring incident report and parents were notified through KRHS. How come Stillwater didn't get the notice? How do we get notified?

Mrs. Cramer and Miss Solar expressed KRHS and the county office did not notify Stillwater. The notifications usually come from the county education office.

"Under the Lights" at KRHS is this week. The sports teams will compete under the lights, for the schedule please visit their website.

UNFINISHED BUSINESS

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

NEW BUSINESS

None.

PUBLIC PARTICIPATION

None.

EXECUTIVE SESSION

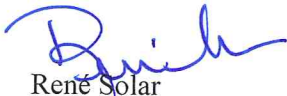
BE IT HEREBY RESOLVED by Mr. Grace, second by Mrs. Santore at 8:56 pm the Stillwater Township Board of Education pursuant to N.J.S.A. 10:4-12 and 10:4-13 that said public body hold a closed session for the purpose of discussing the Personnel Matters, it is expected that the minutes taken of this closed 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 Mrs. Santore at 9:23 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. Grace, second by Mr. Jones to adjourn the meeting at 9:23 p.m. A voice vote was taken and unanimously approved.

Respectfully Submitted,



René Solar
Business Administrator/Board Secretary