

October 19, 2015

The Stillwater Board of Education met on October 19, 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, Mrs. Nothstine, Mrs. Hendershot (arrived 7:05 pm), Mrs. LoCascio, Mr. DeGroat and Mr. Jones.

Absent: 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

1. Mrs. Svendsen provided a committee report on the Superintendent's Ad hoc committee: The committee met prior to tonight's board meeting. We met with the administrators to see their opinion on what they believe would be the best administrative make up for Stillwater School.
2. Public Hearing Regarding School Violence & Awareness
Mr. Robinson reported that last year, we cut the amount of instances of violence in our school in half due to hard work and collaboration with Mrs. Najemian, the CORE team, and outside agencies like the Center for Prevention. This is truly remarkable, as anyone who has looked at the state website can tell you, considering that our district hosts a BD program and is one of the larger schools in our consortium. We are continuing these partnerships this year as we observe School Violence Awareness Week. Mr. Robinson also spoke about various activities for school violence and awareness week.

Mrs. Hendershot arrived at 7:05 pm.

3. Motion made by Mr. DeGroat, second by Mrs. Santore to approve the regular board of education meeting minutes and executive session minutes from September 28, 2015. A voice vote was taken and unanimously approved.
4. Motion made by Mrs. Nothstine, second by Mr. Jones to approve the September 30, 2015 Board Secretary's and Treasurer's Reports which balanced in the amount of \$1,867,506.89 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of September 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.

5. Motion made by Mr. DeGroat, second by Mrs. Santore to approve the submission of the Statement of Assurance to the county office and Department of Education. A roll call vote was taken and unanimously approved.
6. Motion made by Mrs. Santore, second by Mr. DeGroat to approve the action plans developed by the board committee for the 2015-2016 board goals, as attached. A voice vote was taken and unanimously approved.
7. Election Ballot drawings have been completed by the county. The order of the board member names that will appear on the November ballot for the 3 year term are as follows:

1. Kathleen Svendsen
2. Shannon Nothstine
3. No Petition Filed

For the one year unexpired term:

1. Joanne L. Saul

SUPERINTENDENT'S REPORT

Dr. Petty reported on the following items:

- Water Pump issue complete- Thank you again to Mrs. Cramer, Mr. Robinson, and Ms. Solar
- Teacher Observations are on schedule
- Week of Respect
- Security Lockdown
- Green house grant proposal to township committee
- Thank you to the Stillwater & Swartswood fire departments for fire safety day
- October 12th professional day

CORRESPONDENCE

- Thank you letter from Mrs. Celentano & Mrs. McMahon for workshop attendance.

PRESIDENT'S COMMENTS

NJ School Boards Conference is next week. One of our board goals is reporting back on the conference.

For those that cannot attend the conference, in the winter they will be offering the "Highlights" workshop, which would be a great workshop to attend.

PUBLIC PARTICIPATION

None.

ACTION ITEMS:

PERSONNEL

1. Motion made by Mr. DeGroat, second by Mr. Jones to retroactively approve attached professional days. A voice vote was taken and unanimously approved.
2. Motion made by Mr. DeGroat, second by Mr. Jones to accept with regret, the resignation of Eileen Theys, effective January 1, 2016, for the purpose of retirement. A voice vote was taken and unanimously approved.
3. Motion made by Mr. DeGroat, second by Mrs. Svendsen to accept with regret, the resignation of Mary Hayes, effective February 1, 2016, for the purpose of retirement. A voice vote was taken and unanimously approved.
4. Motion made by Mr. DeGroat, second by Mr. Jones to retroactively approve Maureen Riva to receive a stipend of \$75.00 for attending the 6th Grade Activity night at Kittatinny Regional High School on October 16, 2015. A voice vote was taken and unanimously approved.
5. Motion made by Mr. DeGroat, second by Mr. Jones to approve Kathy Feenstra as a substitute speech therapist for the 2015-2016 school year at a rate of \$85.00/hr, pending criminal history and background check. A voice vote was taken and unanimously approved.
6. Motion made by Mr. DeGroat, second by Mrs. LoCascio to approve the following teachers and administrator as chaperones for the Washington, DC trip November 2- November 4, 2015. The teachers will be paid \$125 per night per the terms of the SEA collective bargaining agreement. The administrator chaperone will be paid \$175 per night.

Matthew Robinson
Marianne Ciccolella
Lisa Conry
Jessica Steffens
Justin Reed
Maureen Riva
Maureen Beckman-Nurse

A voice vote was taken and unanimously approved.

POLICY

1. Motion made by Mrs. Galante, second by Mr. Jones to approve the final 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 Mrs. Santore to approve the School Nursing Services Plan for Stillwater Township School for the 2015-2016 school year. A voice vote was taken and unanimously approved.
2. Motion made by Mr. Jones, second by Mr. DeGroat to approve the Comprehensive Equity Plan for the 2015-2016 school year. A voice vote was taken and unanimously approved.

BUILDING & GROUNDS

1. Miss Solar provided an update on the following buildings and grounds items:
 - Outside Camera Install
 - Window Project Update
2. Motion made by Mrs. Hendershot, second by Mr. Jones to approve building and use calendar for November 2015. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. Hendershot, second by Mr. DeGroat to approve the M-1 Annual Maintenance Budget Worksheet. A voice vote was taken and unanimously approved.
4. Motion made by Mrs. Hendershot, second by Mr. Jones to approve submission of Comprehensive maintenance plan:

Whereas, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and

Whereas, the required maintenance activities as listed in the attached document for the various school facilities of the Stillwater Township Board of Education are consistent with these requirements, and

Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

Now Therefore Be It Resolved, that the Stillwater Township Board of Education hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan for the Stillwater Township Board of Education in compliance with Department of Education requirements. (attachment)
A voice vote was taken and unanimously approved.

TRANSPORTATION

1. Mr. Robinson reported from September 14-17, 2015 all health classes practiced the bus evacuation drill for all transported and non-transported students. Also on September 19, 2015 all busses in the morning practiced the bus evacuation drill prior to the start of school. We will be conducting one more bus evacuation drill on October 22, 2015 in the morning.
2. Motion made by Mrs. Svendsen, second by Mr. Jones to approve transportation to Fredon School on October 23, 2015 with Stocker Bus, at a cost of \$150 for the 5th & 6th grade Pinwheel Program. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. Svendsen, second by Mr. Jones to approve transportation to Middle School Summit on School Violence at Sussex County Vo-tech on October 21, 2015 with Stocker Bus, at a cost of \$157.09. Motion approved by voice vote, Mrs. Galante-Aye; Mrs. Svendsen-Aye; Mr. Jones-Aye; Mrs. Santore-Aye; Mrs. Nothstine-Aye; Mrs. Hendershot-Abstain; Mrs. LoCascio-Aye; Mr. DeGroat-Aye.
4. Motion made by Mrs. Svendsen, second by Mr. Jones to approve transportation to Lakota Wolf Preserve on October 28, 2015 with Stocker Bus, at a cost of \$309.80. A voice vote was taken and unanimously approved.
5. Motion made by Mrs. Svendsen, second by Mr. Jones to retroactively approve transportation to Wallkill Wildlife Refuge on October 7, 2015 with Stocker Bus, at a cost of \$295. Motion approved by voice vote, Mrs. Galante-Aye; Mrs. Svendsen-Aye; Mr. Jones-Aye; Mrs. Santore-Aye; Mrs. Nothstine-Aye; Mrs. Hendershot-Abstain; Mrs. LoCascio-Aye; Mr. DeGroat-Aye.
6. Motion made by Mrs. Svendsen, second by Mrs. Svendsen to retroactively approve transportation to Tranquility Farms on October 8, 2015 with Stocker Bus, at a cost of \$235.00. A voice vote was taken and unanimously approved.

BUDGET & FINANCE

1. Motion made by Mrs. Santore, second by Mr. DeGroat to approve October regular checks numbered 22875 through 22923, N0929, N0930, N1005, N1009, N1013, N1014, N1015 for a total of \$529,458.89, and cafeteria checks numbered 2539-2540 in the amount of \$15,040.35. A voice vote was taken and unanimously approved.
2. Motion made by Mrs. Santore, second by Mr. DeGroat to approve September student activity check numbered 6133 in the amount of \$75.00. A voice vote was taken and unanimously approved.

3. Motion made by Mrs. Santore, second by Mr. DeGroat 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 Mrs. Santore, second by Mr. DeGroat to approve monthly travel as attached. A voice vote was taken and unanimously approved.
5. Motion made by Mrs. Santore, second by Mr. DeGroat to approve transfers from September 1, 2015 to September 30, 2015 as attached. A voice vote was taken and unanimously approved.
6. Motion made by Mrs. Santore, second by Mr. DeGroat to retroactively accept tuition student #100212 from the Fredon Township Board of Education to begin October 15, 2015 for the 2015-2016 school year at a tuition rate of \$8,000 (prorated). A voice vote was taken and unanimously approved.
7. Motion made by Mrs. Santore, second by Mr. DeGroat to accept tuition student #090212 from the Hampton Township Board of Education to begin October 19, 2015 for the 2015-2016 school year at a tuition rate of \$8,000 (prorated). A voice vote was taken and unanimously approved.
8. Motion made by Mrs. Santore, second by Mr. DeGroat to accept the donation of 2 large tables for the preschool room from Cheryl Williver with a total estimated value of \$115. A voice vote was taken and unanimously approved.
9. Motion made by Mrs. Santore, second by Mr. DeGroat to accept the fundraising amount from Shoparoo, in the amount of \$610.08 to be used toward the costs of the Washington DC trip. A voice vote was taken and unanimously approved.
10. Motion made by Mrs. Santore, second by Mr. DeGroat to purchase 50 Dell Chromebooks and 3 laptop carts for a total of \$19,501.47 to be paid for by the REAP Grant. A voice vote was taken and unanimously approved.

LEGISLATION

No Report.

COMMUNITY RELATIONS

-Mrs. Celentano is planning for an assembly for Veteran's Day for November 13, 2015. If anyone would like to volunteer, please contact Mrs. Celentano.

-PTA Halloween Party will be held on Friday, October 23rd at 7 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.

NEW BUSINESS

1. Save the date! Sussex County School Boards Meeting will be held on November 10, 2015 at the Mohawk House. Topic: Declining Enrollment.

PUBLIC PARTICIPATION

Mrs. Depola- Iris Circle, Newton, NJ.- Believes the school should offer a program on how to stand up for yourself. Topic goes along with anti-bullying.

EXECUTIVE SESSION

BE IT HEREBY RESOLVED by Mr. Jones, second by Mr. DeGroat at 7:51 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 Student Privacy, Personnel Matters, & 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.

Motion made by Mr. DeGroat, second by Mr. Jones at 8:30 pm to come out of executive session and return to public session. A voice vote was taken and unanimously approved.

RESOLUTION FOLLOWING EXECUTIVE SESSION

BE IT RESOLVED, by Mr. DeGroat, second by Mrs. Santore that the Stillwater Board of Education does hereby approve the Memorandum of Agreement and attached salary guides between it and the Stillwater Education Association covering the period from July 1, 2015 through June 30, 2018; and

BE IT FURTHER RESOLVED, that the Board President is authorized and directed to execute the final Collective Bargaining Agreement, consistent with the terms of the Memorandum of Agreement and in a form satisfactory to Board Counsel. Motion approved by roll call vote, Mrs. Galante-Aye; Mrs. Svendsen-Abstain; Mr. Jones-Aye; Mrs. Santore-Aye; Mrs. Nothstine-Aye; Mrs. Hendershot-Abstain; Mrs. LoCascio-Aye; Mr. DeGroat-Aye.

ADJOURN

Motion made by Mr. Jones, second by Mr. DeGroat to adjourn the meeting at 8:34 p.m. A voice vote was taken and unanimously approved.

Respectfully Submitted,



René Solar
Business Administrator/Board Secretary