

January 4, 2016

The Stillwater Township Board of Education met on January 4, 2015 at 7:00 p.m. in the Stillwater School Library for the Board Reorganization Meeting.

The meeting was called to order by René Solar, Board Secretary, 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 & Township Journal on November 16, 2015. Notices were posted in the Stillwater School, Town Hall, Lakeland Bank, Stillwater Post Office, Middleville Post Office and Swartswood Post Office.

Miss Solar led the flag salute.

### **REPORT OF ELECTION RESULTS:**

Miss Solar reported the following information:

Jeffery Parrott, Sussex County Clerk, certified the following election results for the Stillwater Township Board of Education:

Three-year full term for membership on the Board of Education:

|                          |           |
|--------------------------|-----------|
| Kathleen Svendsen        | 454 votes |
| Shannon Nothstine        | 472 votes |
| No Petition Filed        | 0 votes   |
| Martin Theys II-Write In | 57 votes  |
| Meredith Reilly-Write In | 12 votes  |
| Write In-Other           | 87 votes  |

One-year term for membership on the Board of Education:

|                |           |
|----------------|-----------|
| Joanne L. Saul | 418 votes |
| Write-In       | 22 votes  |

Congratulations to Mrs. Nothstine, Mrs. Svendsen, Mr. Theys, and Mrs. Saul.

### **OATHS FOR NEW AND RETURNING BOARD MEMBERS**

(N.J.S.A:18A:17.11)

Miss Solar administered the oaths to the following people for the 3 year full term for membership on the Stillwater Township Board of Education:

- Shannon Nothstine
- Kathleen Svendsen
- Martin Theys II

Miss Solar also administered the oath for the 1-One-year term for membership on the Board of Education:

- Joanne L. Saul

Miss Solar then called roll:

The following Board members were present: Mr. DeGroat, Mrs. Santore, Mrs. Nothstine, Mrs. Svendsen, Mrs. Saul, Mr. Theys, Mrs. LoCascio.

Absent: Mrs. Galante.

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.

## **NOMINATIONS & ELECTION OF BOARD PRESIDENT**

1. The President shall be elected by a roll call vote of a majority of Board members in attendance.

Motion to open for nominations for President of the Stillwater Township Board of Education was made by Mrs. Santore, second by Mr. DeGroat.

Nominations: Mr. DeGroat nominated Mrs. Nothstine, second by Mrs. Santore.

Miss Solar asked for any further nominations. Hearing none;

Motion to close nominations and present the vote for the office of the President of the Board was made by Mr. DeGroat, second by Mrs. LoCascio.

Vote: Mr. DeGroat- Mrs. Nothstine; Mrs. Saul- Mrs. Nothstine; Mrs. LoCascio-Mrs. Nothstine; Mr. Theys- Mrs. Nothstine; Mrs. Nothstine- Mrs. Nothstine; Mrs. Santore- Mrs. Nothstine; Mrs. Svendsen- Mrs. Nothstine.

Unanimously, Mrs. Shannon Nothstine is elected Board President.

## **THE MEETING IS TURNED OVER TO THE BOARD PRESIDENT**

## **NOMINATIONS & ELECTION OF VICE PRESIDENT**

1. The Vice President shall be elected by a roll call vote of a majority of Board members in attendance.

Motion to open for nominations for Vice President of the Stillwater Township Board of Education was made by Mr. DeGroat, second by Mrs. LoCascio.

Nominations: Mrs. LoCascio nominated Mrs. Santore, second by Mrs. Svendsen.

Mrs. Nothstine asked for any further nominations. Hearing none;

Motion to close nominations and present the vote for the office of the Vice President of the Board was made by Mr. DeGroat, seconded by Mrs. Svendsen.

Vote: Mr. DeGroat- Mrs. Santore; Mrs. Saul- Mrs. Santore; Mrs. LoCascio- Mrs. Santore; Mr. Theys- Mrs. Santore; Mrs. Nothstine- Mrs. Santore; Mrs. Santore- Mrs. Santore; Mrs. Svendsen- Mrs. Santore.

Unanimously, Mrs. Christina Santore is elected Board Vice President.

### **EXECUTIVE SESSION**

BE IT HEREBY RESOLVED by Mrs. LoCascio, second by Mrs. Mrs. Svendsen at 7:07 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 board candidate interviews 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 Mrs. LoCascio, second by Mrs. Santore at 7:12 pm to come out of executive session and return to public session. A voice vote was taken and unanimously approved.

### **MOTION WHEN RETURNED TO PUBLIC**

1. Motion made by Mrs. Santore, second by Mrs. LoCascio to appoint Michael Grace as a new board member to fill the term from January 4, 2016 to December 31, 2016. A roll call vote was taken and unanimously approved.

### **OATHS FOR NEW BOARD MEMBER**

(N.J.S.A:18A:17.11)

Miss Solar administered the oath to Michael Grace for the term for membership on the Board of Education from January 4, 2016-December 31, 2016.

Mr. Grace was seated on the board at 7:17 pm.

### **ANNUAL MOTIONS**

1. Motion made by Mrs. Santore, second by Mrs. LoCascio to adopt the present Stillwater Township Board of Education policy manual. Motion approved by voice vote, Mrs. Svendsen-Aye; Mrs. Santore-Aye; Mrs. Nothstine-Aye; Mrs. Saul-Aye; Mrs. LoCascio-Aye; Mr. Grace-Aye; Mr. DeGroat-Aye; Mr. Theys- Abstain.
2. Motion made by Mr. DeGroat, second by Mrs. Santore to designate the New Jersey Herald as the official newspaper for the 2016 calendar year and the Star Ledger or The Township Journal as an alternate newspaper and for select advertising. A voice vote was taken and unanimously approved.

3. Motion made by Mr. DeGroat, second by Mrs. Svendsen to hold Committee of the Whole meetings on the 2<sup>nd</sup> Monday of the month & regular meetings of the Board of Education on the 4<sup>th</sup> Monday of each month, unless otherwise noted, at 7:00 p.m. in the Library of the Stillwater School according to the attached schedule:

**Committee of the Whole Meeting**

February 8, 2016  
 No Committee Meeting in March  
 April 11, 2016  
 May 9, 2016  
 June 13, 2016  
 No Committee Meeting in July  
 No Committee Meeting in August  
 September 12, 2016  
 No Committee Meeting in October  
 November 7, 2016\*  
 No Committee Meeting in December

**Regular Meeting**

January 25, 2016  
 February 22, 2016  
 March 14, 2016\*  
 April 25, 2016  
 May 23, 2016  
 June 27, 2016  
 July 18, 2016\*  
 August 22, 2016  
 September 26, 2016  
 October 17, 2016\*  
 November 21, 2016\*  
 December 12, 2016\*

\*Change from 2<sup>nd</sup> & 4<sup>th</sup> Monday

A voice vote was taken and unanimously approved.

4. Motion made by Mr. DeGroat, second by Mr. Grace to approve the following resolution regarding public relations and professional services maximum costs for the 2016-2017 school year.

Whereas, N.J.A.C 6A:23A-5.2 provides that a school district must establish a maximum dollar limit prior to budget preparation for public relations and professional services fees, and

Whereas, the Stillwater Board of Education has established the following maximum dollar limits as required:

|                  |          |
|------------------|----------|
| Public Relations | \$ 3,500 |
| Architects       | \$30,000 |
| Attorneys        | \$30,000 |
| Auditors         | \$13,000 |
| School Physician | \$ 2,500 |

Whereas, if these professional services exceed the maximum amount listed, the Stillwater Board of Education will consider another motion to increase amounts listed.

Motion approved by voice vote, Mrs. Svendsen-Aye; Mrs. Santore-Aye; Mrs. Nothstine-Aye; Mrs. Saul-Aye; Mrs. LoCascio-Aye; Mr. Grace-Aye; Mr. DeGroat-Aye; Mr. Theys- Abstain.

5. Board Members took turns reading the Board Member Code of Ethics.
6. Motion made by Mrs. Svendsen, second by Mrs. Santore to acknowledge receipt and review of the State of New Jersey Code of Ethics as required by N.J.S.A. 18A. A voice vote was taken and unanimously approved.

7. Review of board member contact information, initial if information is correct. If any changes/additions are needed, please notify Miss Solar.

## **ANNUAL BOARD APPOINTMENTS & COMMITTEES**

1. Mrs. Nothstine appointed the following delegates:  
  
Delegate and Alternate to the Sussex County School Boards Association  
Mrs. Santore & Mrs. Svendsen  
  
Delegate and Alternate to the New Jersey School Boards Association  
Mr. Grace & Mr. DeGroat
2. Committees/Chairpersons-Forms handed out, please return to Mrs. Nothstine so she can assign committees.

## **BOARD MEMBER TRAINING**

Training required for BOE Members: Registration is completed through Miss Solar.

Dennis DeGroat- None.  
Krista Galante – Governance II  
Danielle LoCascio- None.  
Shannon Nothstine- Governance IV  
Christina Santore- None.  
Joanne Saul-Governance I  
Kathleen Svendsen-Governance IV  
Martin Theys-Governance I  
Michael Grace- Governance IV

## **PUBLIC PARTICIPATION**

None.

## **ADJOURN**

Motion made by Mrs. Santore, second by Mrs. LoCascio to adjourn at 7:27 pm. A voice vote was taken and unanimously approved.

Respectfully Submitted,



Rene Solar

Business Administrator/Board Secretary