

June 27, 2016

The Stillwater Board of Education met on June 27, 2016, 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 5, 2016. Notices were posted in the Stillwater School, Town Hall, Lakeland Bank, Stillwater Post Office, Middleville Post Office, Swartswood Post Office, and Stillwater School Website.

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

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

1. Motion made by Mrs. Santore, second by Mr. DeGroat to approve the Committee of the Whole Board of Education Meeting minutes and executive session minutes from June 13, 2016. Motion approved by voice vote, Mrs. Santore-Aye; Mrs. Nothstine-Aye; Mrs. Saul-Aye; Mr. DeGroat-Aye; Mr. Theys-Aye; Mrs. Galante-Abstain; Mrs. Svendsen- Aye.
2. Motion made by Mrs. Santore, second by Mr. DeGroat to approve the Special Board of Education Meeting minutes and executive session minutes from June 16, 2016. Motion approved by voice vote, Mrs. Santore-Aye; Mrs. Nothstine-Aye; Mrs. Saul-Abstain; Mr. DeGroat-Aye; Mr. Theys-Aye; Mrs. Galante-Abstain; Mrs. Svendsen-Abstain.
3. Motion made by Mrs. Santore, second by Mr. DeGroat to approve the May 31, 2016 Board Secretary's and Treasurer's Reports which balanced in the amount of \$2,131,657.57 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of May 31, 2016 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.
4. EOY Board and District Goals Update- Mrs. Nothstine provided an update on board goals:

Goal #1: Continue to improve intra-board communications by providing continuing orientation and professional development and training for the full board.—Always an ongoing process and will continue professional development next year.

Goal #2: Provide internal support for board on access and use of the online one drive.—Completed as everyone is using the one drive.

Goal #3: By January 2016, develop a plan for the future Chief School Administrator leadership.---Completed as we have Mr. Robinson in place for July 1.

Mr. Robinson reported on the 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.---Completed, but always an ongoing goal.

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.—completed and exceeded this goal.

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

Goal #4: Increase communication within our school, reaching local and global communities with the use of technology.---increased communication in all areas, but always an ongoing goal.

EXECUTIVE SESSION

BE IT HEREBY RESOLVED by Mrs. Santore, second by Mrs. Svendsen at 7:12 pm by 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 interviewing board attorneys, 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. DeGroat, second by Mr. Theys at 7:39 p.m. to come out of executive session and return to public session. A voice vote was taken and unanimously approved.

SUPERINTENDENT'S REPORT

Dr. Petty reported on the following items:

- Class parties
- 6th Grade Recognition Program

CORRESPONDENCE

- Thank you card from Mrs. Swakopf for electing her teacher of the year.

EXECUTIVE SESSION

BE IT HEREBY RESOLVED by Mrs. Santore, second by Mr. Theys at 7:46 pm by 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 interviewing board attorneys, 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. Santore, second by Mr. DeGroat at 8:13 p.m. to come out of executive session and return to public session. A voice vote was taken and unanimously approved.

PRESIDENT'S COMMENTS

-Dr. Petty is leaving as of July, we would like to thank you and wish you the best moving forward.

PUBLIC PARTICIPATION

None.

ACTION ITEMS:

PERSONNEL

1. Motion made by Mr. DeGroat, second by Mrs. Santore to approve attached professional days. A voice vote was taken and unanimously approved.
2. Motion made by Mr. DeGroat, second by Mrs. Santore, as recommended by the Interim Superintendent, to approve contract with Marissa Cramer as Principal/Supervisor of Child Study Team, Special Education, BSI from July 1, 2016-June 30, 2017, in the amount of \$94,095. A voice vote was taken and unanimously approved.
3. Motion made by Mr. DeGroat, second by Mrs. Santore, as recommended by the Interim Superintendent, to approve contract with René Solar as School Business Administrator/Board Secretary, from July 1, 2016-June 30, 2017, in the amount of \$94,095. SBA contract was approved by the county office on June 17th. A voice vote was taken and unanimously approved.
4. Motion made by Mr. DeGroat, second by Mrs. Santore to approve Megan Reed as the part-time Assistant to the Business Administrator from July 1, 2016 to June 30, 2017, at an hourly rate of \$15.76, for 10 hours a week or as mutually agreed upon, as recommended by the Interim Superintendent. A voice vote was taken and unanimously approved.

5. Motion made by Mr. DeGroat, second by Mrs. Santore, as recommended by the Interim Superintendent, to approve contract with Renee Woehr as Administrative Assistant to the Superintendent, from July 1, 2016-June 30, 2017, in the amount of \$47,500. A voice vote was taken and unanimously approved.
6. Motion made by Mr. DeGroat, second by Mrs. Santore to approve extension of a medical leave of absence in accordance to FMLA for J. Todd Radimer from July 11, 2016 until on or about September 30, 2016. A voice vote was taken and unanimously approved.
7. Motion made by Mr. DeGroat, second by Mrs. Santore to accept with regret, the resignation of Jonathan Todd Radimer, effective October 1, 2016, for the purpose of disability retirement. A voice vote was taken and unanimously approved.
8. Motion made by Mr. DeGroat, second by Mrs. Santore to approve the following staff members for the custodial building use stipend of \$35.00/hour, as worked, for the 2016-2017 school year when organizations are using the building and it is scheduled to be closed:

Nick Carbonaro

Gary Post

A voice vote was taken and unanimously approved.

9. Motion made by Mr. DeGroat, second by Mrs. Santore to approve the following board office summer staff:
 - Wendy Chandler- \$22.00/hour (1-2 days per week)
 - Kevin Veltri- \$15.00/hour (5 days/week)
 - Lisa Roycroft- \$13.00/hour (2 days/week)
 A voice vote was taken and unanimously approved.
10. Motion made by Mr. DeGroat, second by Mrs. Santore to approve shared service contract agreement for the 2016-2017 school year with Fredon Township School District, for a music teacher, Thomas Aroune. He will be in Stillwater 1 day a week. (Fredon will be LEA). A voice vote was taken and unanimously approved.
11. Motion made by Mr. DeGroat, second by Mrs. Santore to approve Kathleen Kane as Treasurer of School Monies from July 1, 2016 to June 30, 2017 for a stipend of \$3,000. A voice vote was taken and unanimously approved.
12. Motion made by Mr. DeGroat, second by Mrs. Santore to rescind the approval of Ryan Mahedy made at the June 13, 2016 Committee of the Whole Board of Education meeting, as summer custodian and approve Sean Mahedy as summer custodian at a rate of \$8.75/hour. A voice vote was taken and unanimously approved.
13. Motion made by Mr. DeGroat, second by Mrs. Santore to approve Richard Poplaski as a Regional Curriculum Coordinator, effective July 1, 2016 through June 30, 2017, at a per diem rate of \$530.49 not to exceed 50 days, with the understanding that the cost of said agreement is to be distributed among the Board of Education of Fredon Township, Stillwater Township, Sandyston-Walpack District, Kittatinny and Hampton Township District based upon the October 15, 2016 student count in

grades K-8 and furthermore, that the Hampton Township Board of Education will serve as the LEA for the 2016-2017 school year. A voice vote was taken and unanimously approved.

POLICY

None.

EDUCATION & CURRICULUM

1. Motion made by Mrs. Svendsen, second by Mrs. Santore to dispose of old math textbooks titled, "Math Advantage," copyright 1999. A voice vote was taken and unanimously approved.

BUILDING & GROUNDS

1. Miss Solar provided an update on the following building and grounds items:
 - Bathroom Upgrades
 - Bollards
 - Camera Additions
 - Phone & Cabling
 - Drainage Project
 - 1941 Doors
2. Motion made by Mrs. Saul, second Mrs. Santore to approve building and use calendar for July 2016. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. Saul, second Mrs. Santore to appoint René Solar as Safety Coordinator, Right to Know Officer, Integrated Pest Management Coordinator, Indoor Air Quality Designee, Chemical Hygiene Officer and AHERA & PEOSA Contact Person for the 2016-2017 school year while original designee is out on leave. A voice vote was taken and unanimously approved.
4. Motion made by Mrs. Saul, second Mr. DeGroat to approve the Biosecurity Management Plan for the 2016-2017 school year. A voice vote was taken and unanimously approved.
5. Motion made by Mrs. Saul, second Mr. DeGroat to approve maintenance contract with Gerv, Galt, and Roark for Milestone Cameras and Isonas readers in the amount of \$720 from July 1, 2016-June 30, 2017. A voice vote was taken and unanimously approved.
6. Motion made by Mrs. Saul, second Mr. DeGroat to approve FRM Construction to complete the 1966 Drainage project, in the amount of \$16,099.
 - Other Quotes obtained:
 - Independence Constructors \$22,950
 - Gerber Landscaping: \$22,000
 - Matrix Excavation: \$23,792.50Motion approved by voice vote, Mrs. Santore-Aye; Mrs. Nothstine-Aye; Mrs. Saul-Aye; Mr. DeGroat-Aye; Mr. Theys-Abstain; Mrs. Galante-Aye; Mrs. Svendsen- Aye.

7. Motion made by Mrs. Saul, second Mrs. Svendsen to approve Lou's Glass to complete the 1941 Door Replacement Project, in the amount of \$27,500.

Other Quotes:

Sasse Glass: No Response

Lock & Key World: No Response

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

TRANSPORTATION

1. Motion made by Mr. Theys, second by Mr. DeGroat, to approve the attached listing of summer school bus routes & stops for the 2016 summer school. A voice vote was taken and unanimously approved.

BUDGET & FINANCE

1. Motion made by Mrs. Santore, second by Mr. DeGroat to approve June regular checks numbered 23315 through 23382, N0526, N0527, N0606, N0609, N0610, N0611, N0612, N0613, N0621, N0622 for a total of \$542,776.37. Cafeteria Check number 2551 in the amount of \$13,944.63. A voice vote was taken and unanimously approved.
2. Motion made by Mrs. Santore, second by Mrs. Svendsen to approve May student activity check numbers 6159-6165, for a total of \$3,546.28. 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 Mrs. Galante 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 May 1, 2016 to May 31, 2016 as attached. A voice vote was taken and unanimously approved.
6. Motion made by Mrs. Santore, second by Mr. DeGroat to approve contract with E2E Exchange as our E-Rate Consultants at \$1,550 for category 1 funding and \$500 plus 3% committed funding fee for category 2 funding, for the 2016-2017 school year. A voice vote was taken and unanimously approved.
7. Motion made by Mrs. Santore, second by Mr. DeGroat to approve resolution for Report of Awarded Contracts:

Pursuant to PL 2015, Chapter 47 the Stillwater Township Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full

compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part200 as per attached list. A voice vote was taken and unanimously approved.

8. Motion made by Mrs. Santore, second by Mrs. Svendsen to approve resolution transfer of current year surplus to reserve:

WHEREAS, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Capital Reserve /or Maintenance Reserve/or Emergency Reserve account at year end, and

WHEREAS, the Board of Education has determined that (an amount not to exceed) \$300,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

A voice vote was taken and unanimously approved.

9. Motion made by Mrs. Santore, second by Mrs. Svendsen to approve copier maintenance agreement with T.A. Mountford for the 2016-2017 school year at a cost of \$8,925 state contract # A53090. A voice vote was taken and unanimously approved.
10. Motion made by Mrs. Santore, second by Mr. DeGroat to accept the following 2016 summer tuition students:

<u>Sending District</u>	<u>Student</u>	<u>Tuition Cost</u>	<u>Grade Level</u>
Fredon	100212	\$750	PSD
Fredon	061613	\$750	PSD
Fredon	041212	\$750	PSD
Fredon	033010	\$750	K-6
Fredon	103108	\$49.58/hr/\$88/hr	Related Services Only
Fredon	1220071	\$750	K-6
Fredon	1220072	\$750	K-6
Fredon	101206	\$750	K-6
Fredon	081507	\$49.58/hr	Related Services Only
Fredon	102604	\$750	K-6
Hampton	060412	\$750	PSD

Hampton	042413	\$750	PSD
Sandyston	082411	\$750	PSD
Sandyston	112911	\$750	PSD
Sandyston	062013	\$750	PSD
Sandyston	022812	\$750	PSD

A voice vote was taken and unanimously approved.

- Motion made by Mrs. Santore, second by Mr. DeGroat to award and approve contract with Maschio's Food Service Inc. as the cafeteria food service vendor for the 2016-2017 school year. The management fee will be \$7,759 and the guarantee subsidy will be zero, no cost.

In addition to Maschio's request for proposals were sent to:

Pomptonian	did not submit proposal
Sodexo	did not submit proposal
Chartwells	did not submit proposal

A voice vote was taken and unanimously approved.

- Motion made by Mrs. Santore, second by Mr. DeGroat to approve an increase in school lunch prices as required per the PLE Worksheet, for the 2016-2017 school year, as attached. A voice vote was taken and unanimously approved.
- Motion made by Mrs. Santore, second by Mrs. Svendsen to accept the donation from DBA Ismail Inspections/Rebecca Ismail, in the amount of \$500 for our B-Alive Program. A voice vote was taken and unanimously approved.
- Motion made by Mrs. Santore, second by Mrs. Svendsen to accept the Walmart Community Grant in the amount of \$500 for our Schoolyard Garden/Greenhouse project. A voice vote was taken and unanimously approved.

LEGISLATION

No Report.

COMMUNITY RELATIONS

-Stillwater School Golf Outing August 18th

-Mrs. Chammings dedication-Student Council is working on a tree or plaque in her honor.

UNFINISHED BUSINESS

- Dr. Petty introduced Matthew Robinson as the new Superintendent of Stillwater School. Dr. Petty and Mr. Robinson switched seats.
- Board member required training-Online & location trainings are available. Please let Miss Solar know which you would like to attend.
- School Board Member Petitions are due to the County Clerk's office no later than 4:00 PM on July 25, 2016. Petition packets are available in the board office or online through the county clerk's website.

NEW BUSINESS

None.

PUBLIC PARTICIPATION

Meredith Reilly- Marigold Way, Stillwater NJ- Thank you for moving the bus stop at Hampton & Mt. Benevolence Road. Much safer for the children.

Jill DePaola- Iris Circle, Stillwater, NJ- How did the aide on the bus work?

Mr. Robinson responded that it worked out alright, however, he is meeting with Mrs. Current to restructure the bus routes to help eliminate some issues.

EXECUTIVE SESSION

BE IT HEREBY RESOLVED by Mrs. Santore, second by Mrs. Svendsen at 8:52 pm by 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 interviewing board attorneys & student residency, 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. DeGroat, second by Mrs. Svendsen at 9:44 p.m. to come out of executive session and return to public session. A voice vote was taken and unanimously approved.

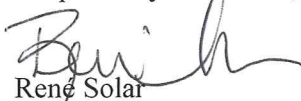
MOTION FOLLOWING EXECUTIVE SESSION

1. Motion made by Mrs. Svendsen, second by Mr. DeGroat, to approve Anthony Sciarrillo, from Sciarrillo, Cornell, McKeever, & Osborne, as the board attorney for the 2016-2017 school year. A roll call vote was taken and unanimously approved.

ADJOURN

Motion made by Mrs. Santore, second by Mr. DeGroat to adjourn the meeting at 9:45 p.m. A voice vote was taken and unanimously approved.

Respectfully Submitted,



René Solar
Business Administrator/Board Secretary