

November 21, 2016

The Stillwater Board of Education met on November 21, 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. Svendsen, Mrs. Nothstine, Mrs. Santore, Mr. DeGroat, Mrs. Galante and Mrs. Saul.

Absent: Mr. Grace, Mr. Theys and Mrs. LoCascio.

Also present were Matthew Robinson, Superintendent, René Solar, Business Administrator/Board Secretary, Marissa Cramer, Principal/Supervisor of CST and Special Education/Basic Skills, and Cali Roberts, 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 from November 7, 2016. A voice vote was taken and unanimously approved.
2. Motion made by Mrs. Santore, second by Mrs. Svendsen to approve the October 31, 2016 Board Secretary's and Treasurer's Reports which balanced in the amount of \$2,136,561.37 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of October 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.
3. Motion made by Mrs. Santore, second by Mrs. Svendsen to approve the 2017 reorganization meeting to be held on Tuesday, January 3, 2017 with a snow date of Wednesday, January 4, 2017, beginning at 7:00 pm. A voice vote was taken and unanimously approved.

SUPERINTENDENT'S REPORT

Mr. Robinson reported on the following items:

- PLC Meeting Update
- Veteran's Day Assembly- Thank you to all
- Lois Chammings Tree dedication
- Vendor Fair
- Multi-Cultural Club

- Safety and Security Roundtable meeting
- American Education Week

CORRESPONDENCE

- Thank you for attendance at the Gifted and Talented Conference- Mrs. Makarevich
- Thank you for attendance at workshop for google apps- Mrs. M. Ciccolella & Mrs. Bickhardt
- Thank you from the Pinwheel students grades 4-6 for the pinwheel trip to Sandyston.

PRESIDENT'S COMMENTS

None.

PUBLIC PARTICIPATION

Mrs. Bello from the PTA- Reminder the Holiday Shop is coming up and we will be doing the tricky tray again this year.

ACTION ITEMS:

PERSONNEL

1. Motion made by Mr. DeGroat, second by Mrs. Svendsen to approve attached professional days. A voice vote was taken and unanimously approved.
2. Motion made by Mr. DeGroat, second by Mrs. Svendsen to approve Kay Hatch as the pianist for the 2016-2017 holiday & spring concerts and rehearsals for a total of \$300.00. A voice vote was taken and unanimously approved.
3. Motion made by Mr. DeGroat, second by Mrs. Santore to appoint Marissa Cramer as the Educational Stability Liaison for the 2016-2017 school year. A voice vote was taken and unanimously approved.

POLICY

None.

EDUCATION & CURRICULUM

None.

BUILDING & GROUNDS

1. Ms. Solar provided an update of the following building and grounds items:
 - 1956 Bathroom Renovation Project
 - 1941 Door Replacements
 - Gym wall cracks
2. Motion made by Mrs. Saul, second by Mr. DeGroat to approve building and use calendar for December 2016. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. Saul, second by Mrs. Galante to approve the tree lighting to be held at the Stillwater School on December 2, 2016. A voice vote was taken and unanimously approved.

TRANSPORTATION

None.

BUDGET & FINANCE

1. Ms. Solar presented Board Finance 101 so board members would be able to gain an understanding on accounting terms, read monthly reports, and understand the fiscal responsibilities of the board.
2. Motion made by Mrs. Svendsen, second by Mrs. Santore to approve November regular checks numbered 23690-23768, N1025, N1026, N1031, N1110, N1111, N1115, N1116 for a total of \$544,528.43. Cafeteria check number 2556 in the amount of \$10,538.73. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. Svendsen, second by Mrs. Santore to approve October student activity checks numbered 6173-6183 in the amount of \$15,534.35. A voice vote was taken and unanimously approved.
4. Motion made by Mrs. Svendsen, second by Mrs. Santore to approve the attached list of purchase orders over \$1,000 for 2016-2017 school year. A voice vote was taken and unanimously approved.
5. Motion made by Mrs. Svendsen, second by Mrs. Santore to approve transfers from October 1, 2016 to October 31, 2016 as attached. A voice vote was taken and unanimously approved.
6. Motion made by Mrs. Svendsen, second by Mrs. Santore to approve monthly travel as attached. A voice vote was taken and unanimously approved.
7. Motion made by Mrs. Svendsen, second by Mrs. Santore to accept the fundraising amount from Shoparoo, in the amount of \$458.31 to be used toward the costs of the Washington DC trip. A voice vote was taken and unanimously approved.

8. Motion made by Mrs. Svendsen, second by Mrs. Santore to accept the donation of funds from the PTA for the playground swings and installation in the amount of \$4,411.01. A voice vote was taken and unanimously approved.
9. Motion made by Mrs. Svendsen, second by Mrs. Santore to accept \$1,000 from the Toshiba America Foundation Grant for the "Strange Plants" unit for Pinwheel Classes and Garden Club. A voice vote was taken and unanimously approved.

LEGISLATION

No Report.

COMMUNITY RELATIONS

- Holiday Shop
- Tricky Tray
- Senior Luncheon- December 8th
- Holiday Concert- December 14th

UNFINISHED BUSINESS

1. Board member required training- Due December 31, 2016.

NEW BUSINESS

None.

PUBLIC PARTICIPATION

None.

EXECUTIVE SESSION

None.

ADJOURN

Motion made by Mrs. Santore and seconded by Mrs. Svendsen to adjourn the meeting at 8:00 p.m. A voice vote was taken and unanimously approved.

Respectfully Submitted,



René Solar
Business Administrator/Board Secretary