

January 3, 2017

The Stillwater Township Board of Education met on January 3, 2017, at 7:17 p.m. in the Stillwater School Library for a Committee of the Whole Board of Education Meeting.

The meeting was called to order by Shannon Nothstine at 7:17 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 November 29, 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, Mr. DeGroat, Mrs. Galante, Mr. Grace, Mrs. Santore and Mrs. Saul.

Absent: Mr. Theys and Mrs. LoCascio.

Also present were Matthew Robinson, Superintendent, René Metzgar, Business Administrator/Board Secretary, Marissa Cramer, Principal/Supervisor of CST and Special Education/Basic Skills, Cali Roberts, Assistant Principal and members of the public.

BOARD BUSINESS

1. Motion made by Mrs. Santore, second by Mr. DeGroat to approve the Regular Board of Education Meeting minutes and executive session minutes from December 12, 2016. Mrs. Svendsen-Aye; Mrs. Nothstine-Aye; Mr. DeGroat-Aye; Mrs. Saul-Aye; Mrs. Santore-Aye; Mrs. Galante-Aye; Mr. Grace-Abstain.
2. Motion made by Mrs. Santore, second by Mr. DeGroat to approve the November 30, 2016 Board Secretary's and Treasurer's Reports which balanced in the amount of \$2,191,855.50 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of November 30, 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. Save the date! Sussex County School Boards Meeting will be held on January 24, 2017 at the Mohawk House. Registration starts at 6 pm, program 6:45-9:00pm. Topic: School Safety and Security.

COMMITTEE REPORTS

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. Grace to approve the following after school program for the 2016-2017 school year. The stipend for each teacher is \$410

Books and Beyond Vicky Winay Erica Then Grades 4-6

A voice vote was taken and unanimously approved.

3. Motion to approve the following resolution was made by Mr. DeGroat, second by Mrs. Santore:
Resolution for Susan Pierson to attend the Conference for New Jersey Pre-Kindergarten Teachers on February 27, 2017-February 28, 2017:

WHEREAS, The Stillwater Board of Education is required pursuant to *N.J.S.A.* 18A:11-12 to adopt policy and approve travel expenditures by district employees and board members using local, State, or Federal funds to ensure that travel is educationally necessary and fiscally prudent; and

WHEREAS, The board of education has determined that the conference and informational programs sponsored by Staff Development for Educators and set forth below are directly related to and within the scope of board members' and employees' duties; and

WHEREAS, The board of education has determined that the workshop, training and informational programs sponsored by Staff Development for Educators forth below are directly related to and within the scope of the traveler's current responsibilities and the board's professional development plan; and

WHEREAS, The board of education has determined that participation in the Staff Development for Educators workshop, training and informational programs requires school district travel expenditures and that this travel is critical to the instructional needs of the district and/or furthers the efficient operation of the district; and

WHEREAS, The board of education has determined that the school district travel expenditures to Staff Development for Educators programs are in compliance with State travel guidelines as established by the Department of the Treasury and within the guidelines established by the federal Office of Management and Budget; except as superseded by conflicting provisions of Title 18A of the New Jersey Statutes; and

WHEREAS, The board of education finds that a mileage reimbursement rate equal to that of the mileage reimbursement rate of [\$.31] per mile is a reasonable rate; and

WHEREAS, the board of education has determined that participation in the Staff Development for Educators workshop training and informational programs is in compliance with the district policy on travel; therefore be it

RESOLVED, That the Stillwater board of education hereby approves the attendance of the listed district employees at the listed Staff Development for Educators conference training and informational programs, and the costs of attendance including all registration fees, and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount; and, be it further

RESOLVED, That the Stillwater Board of Education authorizes in advance, as required by statute, attendance at the following Staff Development for Educators, training programs and informational events:

Conference for New Jersey Pre-Kindergarten Teachers
February 27, 2017-February 28, 2018
Registration \$415 (paid for by IDEA-PS)
Mileage @ .31=\$105 max plus tolls & parking
M&IE- Max \$48.00 per day-receipts required

A roll call vote was taken and unanimously approved.

POLICY

1. Motion made by Mrs. Galante, second by Mrs. Svendsen to approve the second reading of the following policies:

Policy# 5118.2 Foster Care and Educational Stability
Regulation#5118.2 Foster Care and Educational Stability
A voice vote was taken and unanimously approved.

EDUCATION & CURRICULUM

1. Mrs. Cramer discussed the Attendance Incentive Proposal:

In an effort to encourage positive attendance and provide students with motivation for attending school regularly, administration is proposing an attendance incentive program. This program would recognize students on a quarterly basis, culminating with a recognition reception at the June BOE meeting.

The program is proposed as follows:

- Students who achieve perfect attendance for a marking period will be invited to a special breakfast with administration, held in the cafeteria. We are requesting the BOE provide a simple breakfast through Maschio's for those students being recognized.

- At the end of the school year, students who have cumulated three or less absences throughout the course of the year and students who have achieved Honor Roll all four marking periods will be recognized at a June BOE meeting. Students will receive a certificate and be honored at a milk and cookie reception, following the board meeting.

The board was in favor of rewarding students, didn't want students to be punished for actually being sick. Also, they didn't want students coming to school when they were sick. Having something quarterly would be better. Mr. Grace suggested extended recess as a reward. No board expense then. Administration will continue to develop a plan for the program.

BUILDING & GROUNDS

1. Mrs. Metzgar provided an update on the following items:

- School Ethics Commission emails to be sent out soon. Please make sure you complete the forms in a timely manner.

- Google Documents sign in- Transitioning to a new electronic board packet system. Please let Mrs. Metzgar know if you are having any problems.

- 1956 Bathroom Upgrades

- 1941 Door Replacement

- Gym Wall Crack update

- Main Office security window film

- Septic pump and inspection

TRANSPORTATION

No Report.

BUDGET & FINANCE

1. Motion made by Mr. Grace, second by Mrs. Svendsen to approve submission of the following grants:

- Centurylink-Teachers and Technology Program

- Kids in Need Foundation- Schoolyard Garden Project

- KidsGardening.org-2017 Youth Garden Grant

A voice vote was taken and unanimously approved.

COMMUNITY RELATIONS

- Kindergarten registration is from January 17th -20th

LEGISLATIVE

No items to report.

PUBLIC PARTICIPATION

None.

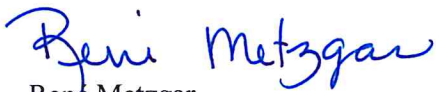
EXECUTIVE SESSION

None.

ADJOURNMENT

Motion made by Mr. DeGroat and seconded by Mrs. Svendsen to adjourn the meeting at 7:40 p.m. A voice vote was taken and unanimously approved.

Respectfully Submitted,



René Metzgar
Business Administrator/Board Secretary