

January 30, 2017

The Stillwater Township Board of Education met on January 30, 2017, 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 7:03 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 25, 2017. 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, Mrs. LoCascio, Mr. Grace, Mrs. Santore and Mrs. Saul.

Absent: Mr. Theys.

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

BOARD BUSINESS

1. Motion made by Mr. Grace, second by Mrs. Svendsen to approve the 2017 Reorganization Meeting and Committee of the Whole Board of Education Meeting minutes from January 3, 2017. Motion approved by voice vote: Mrs. Svendsen-Aye; Mrs. Nothstine-Aye; Mr. DeGroat-Aye; Mrs. Saul-Aye; Mrs. Santore-Aye; Mrs. Galante-Aye; Mr. Grace-Aye; Mrs. LoCascio-Abstain.
2. Handouts: Board Member Listings & Committee Assignments
-Mrs. Metzgar mentioned the budget committee meeting will be February 13th at 5:30pm.
3. Motion made by Mrs. Santore, second by Mr. Grace to approve ad hoc committees for budget and negotiations as attached. A voice vote was taken and unanimously approved.
4. Motion made by Mrs. Santore, second by Mrs. LoCascio to approve the December 31, 2016 Board Secretary's and Treasurer's Reports which balanced in the amount of \$2,229,627.64 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of December 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.

SUPERINTENDENT'S REPORT

Mr. Robinson reported on the following activities & events:

- Great Kindness Challenge
- Thanked Mrs. Celentano for her involvement in building the new science curriculum
- Upcoming family programs: Family Math & Literacy Connections
- Other co-curricular clubs: volleyball, solar sprints
- PTA Talent Show
- 100th Day of School Event
- January is Board Appreciation Month- All grade levels participated in a thank you video to the board.

Mr. Grace asked if we could write a thank you letter to the students for such a great video!

CORRESPONDENCE

- Thank you for workshop attendance- Mrs. Bessemer, Mrs. Najemian, Mrs. Knapp.
- Thank you for workshop attendance- Mrs. Mahedy
- Thank you for workshop attendance- Mrs. Pagano & Mrs. Pevarnik
- Retirement letter from Mrs. Ciccolella

PRESIDENT'S COMMENTS

None.

PUBLIC PARTICIPATION

None.

ACTION ITEMS:

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 accept with regret, the resignation of Marianne Ciccolella, effective July 1, 2017, for the purpose of retirement. A voice vote was taken and unanimously approved.
3. Motion made by Mr. DeGroat, second by Mr. Grace to approve maternity leave for Keri Lynn Maeurer beginning March 20, 2017 (or earlier/later if needed) with the intent to return on September 1, 2017. This leave includes 12 weeks covered by FMLA & NJFLA. A voice vote was taken and unanimously approved.
4. Motion made by Mr. DeGroat, second by Mrs. LoCascio to approve the revised job description for the Technology Coordinator. A voice vote was taken and unanimously approved.

5. Motion made by Mr. DeGroat, second by Mr. Grace, upon the recommendation of the Superintendent, to approve Charles Culver as the Part-Time Technology Coordinator for the 2016-2017 school year to begin on January 31, 2017 at salary of \$20,000, pro-rated to time worked. A voice vote was taken and unanimously approved.
6. Motion made by Mr. DeGroat, second by Mrs. LoCascio to appoint Maureen Beckman as the PEOSH Contact Person for the 2016-2017 school year. A voice vote was taken and unanimously approved.
7. Motion made by Mr. DeGroat, second by Mr. Grace to approve the advancement on guide for the following employees for the 2017-2018 school year, pending completion of credits and verification of official transcripts:
 - Ramona Knapp from BA+20 to BA+32
 - Justin Reed from BA+10 to MA
 A voice vote was taken and unanimously approved.
8. Motion made by Mr. DeGroat, second by Mrs. Santore to approve the following substitute teacher/paraprofessional for the 2016-2017 school year:
 - Cassidy Dube
 A voice vote was taken and unanimously approved.

POLICY

1. Motion made by Mrs. Galante, second by Mrs. Svendsen to suspend policy #3542.1 for 2/13 & 2/14 for the limited purpose of the PTA Valentine Lollipop Sale. A voice vote was taken and unanimously approved.
2. Motion made by Mrs. Galante, second by Mrs. Svendsen to approve the final reading of the following new policy:
 - Policy# 5118.2 Foster Care and Educational Stability
 - Regulation#5118.2 Foster Care and Educational Stability
 A voice vote was taken and unanimously approved.
3. Motion made by Mrs. Galante, second by Mrs. LoCascio to approve the first reading of the following revised policies:
 - Policy# 5111 Admission
 - Policy# 5131 Conduct/Discipline
 - Policy# 5131.5 Vandalism/Violence
 - Policy# 5134 Married/Pregnant Pupils
 - Policy# 5141 Health
 - Policy# 5141.4 Missing, Abused, and Neglected Children
 A voice vote was taken and unanimously approved.

EDUCATION & CURRICULUM

1. Motion made by Mrs. Svendsen, second by Mr. Grace to approve attendance incentive program at a cost not to exceed \$500/year. A voice vote was taken and unanimously approved.
2. Motion made by Mrs. Svendsen, second by Mrs. LoCascio to approve the following list of books for the Spring Books & Beyond book club for grades 4, 5, & 6:
Percy Jackson and the Olympians by Rick Riordan,
I Survived: Nature Attacks! by Lauren Tarshis, &
I Survived: Five Epic Disasters by Lauren Tarshis.
A voice vote was taken and unanimously approved.

BUILDING & GROUNDS

1. Mrs. Metzgar provided an update on the following building & ground items:
 - 1956 Bathroom Project
 - 1941 Door Replacement
 - Gym Wall Cracks
 - Septic
2. Motion made by Mrs. Saul, second by Mr. DeGroat to approve building and use calendar for February 2017. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. Saul, second by Mr. DeGroat to declare sale of surplus and dispose of outdated or broken computers and related equipment prior to 2011. A voice vote was taken and unanimously approved.

TRANSPORTATION

1. Motion made by Mrs. Santore, second by Mrs. LoCascio to approve transportation to Fredon School on February 21, 2017 with a snow date of March 7, 2017 with Stocker Bus, at a cost of \$165.00 for the Grades 5 & 6 Pinwheel Program. A voice vote was taken and unanimously approved.

BUDGET & FINANCE

1. Motion made by Mr. Grace, second by Mr. DeGroat to approve January regular checks numbered 23809-23884, N1205, N1206, N1215, N1223, N0104, N0106, N0111, N0113, N0117 for a total of \$807,831.03, cafeteria checks 2557-2558 for a total of \$19,686.87. A voice vote was taken and unanimously approved.
2. Motion made by Mr. Grace, second by Mr. DeGroat to approve the attached list of purchase orders over \$1,000 for 2016-2017 school year. A voice vote was taken and unanimously approved.

3. Motion made by Mr. Grace, second by Mr. DeGroat to approve transfers from December 1, 2016 to December 31, 2016 as attached. A voice vote was taken and unanimously approved.
4. Motion made by Mr. Grace, second by Mr. DeGroat to approve monthly travel as attached. A voice vote was taken and unanimously approved.
5. Motion made by Mr. Grace, second by Mrs. Santore to approve the following resolution, Waiver of Requirements in the Special Education Medicaid Initiative (SEMI) Program:

Whereas, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicare Initiative (SEMI) Program for the 2017-2018 school year, and

Whereas, the Stillwater Township Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students,

Now Therefore Be It Resolved, that the Stillwater Township Board of Education hereby authorizes the Superintendent to submit to the Executive County Superintendent of Schools in the County of Sussex an appropriate waiver of the requirements of NJAC 6A:23A-5.3 for the 2017-2018 school year.

Motion approved by roll call vote: Mrs. Svendsen-Aye; Mrs. Nothstine-Aye; Mr. DeGroat-Aye; Mrs. Saul-Aye; Mrs. Santore-Aye; Mrs. Galante-Aye; Mr. Grace-Aye; Mrs. LoCascio-Aye.

6. Motion made by Mr. Grace, second by Mrs. Santore to accept the Alliance Grant Awards from the Township of Stillwater for the 2016-2017 school year:

ASE/SEEK Program: \$1,090

LEAD: \$260

Peer Leadership (Summit): \$250

BMX Assembly: \$757

A voice vote was taken and unanimously approved.

7. Motion made by Mr. Grace, second by Mr. DeGroat to accept the \$500 grant from the Hardy Plant Society for the Stillwater Schoolyard Garden and Greenhouse Project. A voice vote was taken and unanimously approved.
8. Motion made by Mr. Grace, second by Mrs. Santore to approve the following resolution of Support from Stillwater Township Board of Education Authorizing the Sustainable Jersey for Schools Small Grant Application:

WHEREAS, Sustainability means using resources wisely, saving money and reducing our impact on the environment, all of which will ensure the future health, safety, and prosperity of our children; and;

WHEREAS, The Stillwater Township Board of Education seeks to support and

work with school staff and administrators, students and parents to ensure a safe and healthy environment for students by encouraging our school community to implement sustainable, energy-smart, eco-friendly and cost-effective solutions.

WHEREAS, Stillwater Township Board of Education is participating in the Sustainable Jersey for Schools Program; and

WHEREAS, one of the purposes of the Sustainable Jersey for Schools Program is to provide resources to school districts to make progress on sustainability issues, and they have created a grant program called the Sustainable Jersey for Schools Small Grants Program;

THEREFORE, the Stillwater Township Board of Education has determined that Stillwater Township School District/School should apply for the aforementioned grant program. The Grant will support the Garden and Greenhouse Project.

THEREFORE, BE IT RESOLVED, that the Stillwater Township Board of Education, State of New Jersey, authorize the submission of the aforementioned Sustainable Jersey for Schools Grant.

Motion approved by roll call vote: Mrs. Svendsen-Aye; Mrs. Nothstine-Aye; Mr. DeGroat-Aye; Mrs. Saul-Aye; Mrs. Santore-Aye; Mrs. Galante-Aye; Mr. Grace-Aye; Mrs. LoCascio-Aye.

LEGISLATION

No Report.

COMMUNITY RELATIONS

Mrs. LoCascio reported on the following upcoming event:

-100th day of school will be on February 9th. Items donated stay in Sussex County.

UNFINISHED BUSINESS

1. Google Docs Access- Mrs. Metzgar checked with all board members for the change in our online packet delivery. If any questions, Mr. Robinson or Mrs. Metzgar can assist.
2. Board member Ethics/Financial Disclosure Forms-Due April 30, 2017.
3. Board member required training- Due December 31, 2017.

NEW BUSINESS

None.

PUBLIC PARTICIPATION

None.

EXECUTIVE SESSION

BE IT HEREBY RESOLVED by Mr. Grace and seconded by Mr. DeGroat at 7:44 p.m. 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 Personnel Matters 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.

Mrs. LoCascio left the meeting at 7:51 pm.

Motion made by Mr. Grace and seconded by Mrs. Svendsen at 8:06 p.m. to come out of executive session and return to public session. A voice vote was taken and unanimously approved.

ADJOURN

Motion made by Mr. DeGroat and seconded by Mr. Grace to adjourn the meeting at 8:06 p.m. A voice vote was taken and unanimously approved.

Respectfully Submitted,



René Metzgar
Business Administrator/Board Secretary