

February 27, 2017

The Stillwater Township Board of Education met on February 27, 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 7:00 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, 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. Theys, Mrs. Galante, Mr. Grace, and Mrs. Santore.

Absent: Mr. DeGroat, Mrs. Saul 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, and members of the public.

### **BOARD BUSINESS**

1. Motion made by Mr. Grace, second by Mr. Theys to approve the Committee of the Whole Board of Education Meeting minutes and executive session minutes from February 13, 2017. Motion approved by voice vote: Mrs. Svendsen-Aye; Mrs. Nothstine-Aye; Mrs. Santore-Abstain; Mrs. Galante-Abstain; Mr. Grace-Abstain; Mr. Theys-Aye.
2. Motion made by Mrs. Santore, second by Mrs. Svendsen to approve the January 31, 2017 Board Secretary's and Treasurer's Reports which balanced in the amount of \$2,237,505.05 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of January 31, 2017 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 items:

- Condolences to the Saul Family
- 2017 recipient of the Sussex County Superintendents' Roundtable Association Student of the Year Award
- WDHA Teachers Who Rock Winner- Congratulations Mrs. Riva!
- Brain Bowl Competition
- New Legislation- RICE Notices

## CORRESPONDENCE

None.

## PRESIDENT'S COMMENTS

None.

## PUBLIC PARTICIPATION

PTA Representatives- Tricky Tray and Talent Show coming up!

## ACTION ITEMS:

### PERSONNEL

1. Motion made by Mrs. Santore, second by Mr. Grace to approve attached professional days. A voice vote was taken and unanimously approved.
2. Motion made by Mrs. Santore, second by Mrs. Svendsen to approve the resolution for Lisa Conry and Mary DiRienzo to attend the Wilson Just Words Introductory Workshop on April 10, 2017-April 11, 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 Wilson Language Training 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 Wilson Language Training 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 Wilson Just Words Introductory 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 Wilson Just Words Introductory Workshop 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 Wilson Just Words Introductory 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 Wilson Just Words Introductory Workshop 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:

Wilson Just Words Introductory Workshop- Lisa Conry & Mary DiRienzo

April 10, 2017-April 11, 2017

Registration \$399/person

Hotel \$129 plus fees (about \$141.90)

Mileage @ .31=\$60 max plus tolls & parking

M&IE- Max \$48.00/day/person -receipts required

Total Costs estimated: \$1,192. Paid for by IDEA-B Grant

A roll call vote was taken and unanimously approved.

## POLICY

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

Policy# 5119 Transfers

Policy# 5141.3 Health Examinations and Immunizations

Policy# 6010 Goals and Objectives

Policy# 6114 Emergencies and Disaster Preparedness

Policy# 6140 Curriculum Adoption

Policy# 6141 Curriculum Design/Development

Policy# 6142 Subject Fields

Policy# 6142.4 Physical Education and Health

Policy# 6142.10 Internet Safety and Technology

Policy# 6145 Extracurricular Activities

Policy# 6145.1/6145.2 Intramural Competition; Interscholastic Competition

Policy# 6162.5 Research



Policy# 6163.1 Media Center/Library  
Policy# 6164.4 Child Study Team  
Policy# 6171 Special Instructional Programs  
Policy# 6171.4 Special Education  
Policy# 6173 Home Instruction

A voice vote was taken and unanimously approved.

## **EDUCATION & CURRICULUM**

None.

## **BUILDING & GROUNDS**

1. Mrs. Metzgar provided a building & grounds update on the following items:
  - Down tree from storm- Thanks Mr. Maggio & Mr. Post getting it cleaned up!
  - Gym Wall Cracks
  - Septic System Investigation
  - Outside door replacement status (by elevator)
  - Front Drainage project for summer 2017
2. Motion made by Mrs. Santore, second by Mr. Grace to approve building and use calendar for March 2017. A voice vote was taken and unanimously approved.

## **TRANSPORTATION**

1. Motion made by Mr. Theys, second by Mr. Grace to approve a new bus stop for ST3 at 1008 Route 619. A voice vote was taken and unanimously approved.
2. Motion made by Mr. Theys, second by Mrs. Santore to approve transportation to Kittatinny Regional High School for District Band and Chorus students on March 3, 10, & 13, 2017 with Stocker Bus, at a cost of \$157.98 per trip. A voice vote was taken and unanimously approved.

## **BUDGET & FINANCE**

1. Budget Committee Update- Mr. Grace provided an update on the status of the budget for 2017-2018: The board committee is working with administration. Gone through all expenses. Cannot present any numbers tonight because we are still waiting on state aid numbers. We are in line and doing well.
2. Motion made by Mr. Grace, second by Mrs. Santore to approve February regular checks numbered 23885-23940, N0131, N0202, N0207, N0213, N0215, N0221, for a total of \$557,429.97, cafeteria check 2559 for a total of \$10,671.36. A voice vote was taken and unanimously approved.

3. Motion made by Mr. Grace, second by Mrs. Santore to approve January student activity checks numbered 6189-6190 in the amount of \$2,053.35. A voice vote was taken and unanimously approved.
4. Motion made by Mr. Grace, 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 Mr. Grace, second by Mrs. Santore to approve transfers from January 1, 2017 to January 31, 2017 as attached. A voice vote was taken and unanimously approved.
6. Motion made by Mr. Grace, second by Mrs. Santore to approve monthly travel as attached. A voice vote was taken and unanimously approved.
7. Motion made by Mr. Grace, second by Mrs. Santore to authorize the submission of the IDEA Grant amendment to the application for FY2017. A voice vote was taken and unanimously approved.

### **LEGISLATION**

Mr. Grace reported on the following:

-Federally funding- IDEA, NCLB, & ESSA are under review. We could be expecting major cuts.

### **COMMUNITY RELATIONS**

-Tricky Tray on April 7<sup>th</sup>  
-Talent Show on March 24<sup>th</sup>  
-Currently in Love of Reading Week

### **UNFINISHED BUSINESS**

1. Google Docs Access
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**

None.

**ADJOURN**

Motion made by Mr. Grace and seconded by Mrs. Santore to adjourn the meeting at 7:33 p.m. A voice vote was taken and unanimously approved.

Respectfully Submitted,



René Metzgar  
Business Administrator/Board Secretary