

January 22, 2018

The Stillwater Township Board of Education met on January 22, 2018, 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 & Township Journal on January 3, 2018. Notices were posted in the Stillwater School, Town Hall, Lakeland Bank, Stillwater Post Office, Middleville Post Office, Swartswood Post Office and the Stillwater School Website.

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

Absent: Mrs. Saul & 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, Cali Roberts, Assistant Principal and members of the public.

BOARD BUSINESS

1. Motion made by Mrs. LoCascio, second by Mrs. Svendsen to approve the 2018 Reorganization Meeting and Committee of the Whole Board of Education Meeting minutes from January 2, 2018. A voice vote was taken and unanimously approved.
2. Motion made by Mrs. LoCascio second by Mrs. Santore to approve the December 31, 2017 Board Secretary's and Treasurer's Reports which balanced in the amount of \$2,256,000.08 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of December 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.
3. Handouts: Board Member Listings & Committee Assignments
4. Motion made by Mrs. LoCascio second by Mrs. Santore to approve ad hoc committees for budget and negotiations as attached. A voice vote was taken and unanimously approved.

SUPERINTENDENT'S REPORT

Mr. Robinson reported on the following items:

- Stillwater School was awarded a \$10,000 grant from Sustainable NJ for the outdoor garden area!
- 100th day of school drive- Connect for Community

- Administration has been working on the 18-19 budget, looking at all items and capital projects.
- 16-17 School Performance report presentation

CORRESPONDENCE

None.

PRESIDENT’S COMMENTS

Mrs. Nothstine thanked Mrs. Makarevich for all her hard work for the grants! Really looking forward to completing the garden/greenhouse area!

Also, wanted to see if the PTA would be interested in assisting with a community service project with students, through Connect for Community to assemble the hygiene packs.

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. LoCascio to approve the pro-rated mentor stipends as listed:

<u>Mentor</u>	<u>Mentee</u>	<u>Time Period</u>	<u>Stipend Amount</u>
Kelly Fryer	Nicole LeRose	January 2, 2018-June 30, 2018	\$330
Corrine Swakopf	Christina Diffin	January 12, 2018-June 30, 2018	\$305
Lorraine Bickhardt	Danielle Nugent	February 1, 2018-May 8, 2018	\$180

A voice vote was taken and unanimously approved.

POLICY

1. Motion made by Mrs. Santore, second by Mrs. LoCascio 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. Santore, second by Mr. DeGroat to approve first reading of the following revised policy:

Policy#6171.3 Title 1 Improving Academic Achievement and Parent
and Family Engagement
A voice vote was taken and unanimously approved.

3. Motion Mrs. Santore, second by Mr. DeGroat to approve the second and final reading of the following revised policies:

Policy#1250 Visitors
Policy#2130 Principal Evaluation
Regulation#2130 Principal Evaluation
Policy#5131.1 Harassment, Intimidation and Bullying
A voice vote was taken and unanimously approved.

EDUCATION & CURRICULUM

1. Mr. Robinson presented the 2016-2017 School Performance Report. The report can be found online, but also is attached to the minutes.
2. Mr. Robinson spoke about the Special Education Performance. Presented to the board a proposal for a new structure in special education learning to begin next school year.

BUILDING & GROUNDS

1. Mrs. Metzgar provided an update on the following Building & Grounds items:
 - 1966 Lower Level Bathroom Renovations
 - Drainage Project finalized
 - Stage & Window Curtain replacement complete
2. Motion made by Mrs. Galante, second by Mrs. LoCascio to approve building and use calendar for February 2018. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. Galante, second by Mrs. LoCascio to approve the attached Memorandum of Understanding between the Stillwater Township Board of Education and Law Enforcement for access and use of video surveillance. A voice vote was taken and unanimously approved.

TRANSPORTATION

None.

BUDGET & FINANCE

1. Motion made by Mrs. LoCascio, second by Mr. DeGroat to approve January regular checks numbered 24650-24713, N1222, N1231, N0109, N0110, N0112, for a total of \$615,237.94, cafeteria check numbered 2579 in the amount of \$460.62, void cafeteria check#2576 in the amount of \$460.62. A voice vote was taken and unanimously approved.
2. Motion made by Mrs. LoCascio second by Mrs. Santore to approve the attached list of purchase orders over \$1,000 for 2017-2018 school year. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. LoCascio second by Mrs. Santore to approve monthly travel as attached. A voice vote was taken and unanimously approved.
4. Motion made by Mrs. LoCascio second by Mrs. Santore to approve transfers from December 1, 2017 to December 31, 2017 as attached. A voice vote was taken and unanimously approved.
5. Motion made by Mrs. LoCascio second by Mrs. Santore to accept the Sustainable Jersey Grant in the amount of \$10,000 for the Garden/Greenhouse Outdoor Classroom. A voice vote was taken and unanimously approved.
6. Motion made by Mrs. LoCascio second by Mrs. Santore to approve submission of the following grants:

-Hardy Plant Society Grant- \$500 For Garden/Greenhouse Area
A voice vote was taken and unanimously approved.

7. Motion made by Mrs. LoCascio 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 2018-2019 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 2018-2019 school year. A roll call vote was taken and unanimously approved.

LEGISLATION

None.

COMMUNITY RELATIONS

- Connect for Community 100th day of school drive
- March 1st- PTA Meeting

UNFINISHED BUSINESS

1. Board member required training- Due December 31, 2018.

NEW BUSINESS

1. Board member Ethics/Financial Disclosure Forms

PUBLIC PARTICIPATION

Mrs. Steffens- invited the board members to the Colonial Day Fair on February 15th

EXECUTIVE SESSION

BE IT HEREBY RESOLVED by Mrs. LoCascio, second by Mrs. Santore at 8:04 pm 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 Student Privacy 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 and seconded by Mrs. Santore at 8:13 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 Mrs. LoCascio to adjourn the meeting at 8:13 p.m. A voice vote was taken and unanimously approved.

Respectfully Submitted,



René Metzgar
Business Administrator/Board Secretary