

June 1, 2020

The Stillwater Township Board of Education met on May 11, 2020, at 7:00 p.m. remotely via Zoom for a Public Hearing on the Superintendent contract and the Regular Board of Education Meeting.

The meeting was called to order by Dennis DeGroat 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 & Star Ledger on January 7, 2020. The Public Hearing on the Superintendent's contract was advertised on May 1, 2020. Notices were posted in the Stillwater School, Town Hall, Stillwater Post Office, Middleville Post Office, Swartswood Post Office and the Stillwater School Website. Notice of remote meeting access due to current emergency situation regarding COVID-19 was also provided to the public on May 28, 2020.

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

Absent: Mrs. Saul.

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

PUBLIC HEARING ON NEW SUPERINTENDENT CONTRACT

- Discussion on New Superintendent Contract-Shared with Sandyston-Walpack School District.
- Pay increase due to taking on second school district.
- Stillwater will be financially responsible for 60% of contract costs.
- Sandyston-Walpack will be responsible for 40% of contract costs.
- Mr. Kochis will be in Stillwater three days per week, and Sandyston two days per week.
- Estimated cost savings of over \$70,000 for each year for Stillwater
- Great for Stillwater and Sandyston!

PUBLIC PARTICIPATION- On Superintendent Contract Only

None.

BOARD BUSINESS

1. Motion made by Mrs. Svendsen, second by Mrs. Nothstine to approve the Regular Board of Education Meeting minutes from May 11, 2020, and Executive Session Minutes #1 & #2. A voice vote was taken and unanimously approved.
2. Motion made by Mrs. Nothstine, second by Mrs. LoCascio to approve the April 30, 2020 Board Secretary's and Treasurer's Reports which balanced in the amount of \$2,237,916.89 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of April 30, 2020 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. Board Self-Assessment/Goal Planning for 20-21-Mrs. Metzgar informed the board the self-assessment is now open, please complete by June 30th through the NJSBA website. This will assist us in our 20-21 goal planning meeting that is currently scheduled for our July 27th BOE meeting with NJSBA.
4. School Board Petitions Update- Now available. The Sussex County Board of Elections office will be accepting the traditional paper school board petitions unless the Governor issues an order limiting their use which will then be moved to electronic petitions. All petitions are due to the Sussex County Board of Elections office by July 27th no later than 4:00pm. If you require a notary, please let Mrs. Metzgar know so we can schedule a time to meet with Mrs. Reed.

COMMITTEE REPORTS

PERSONNEL

1. Motion made by Mrs. Nothstine, second by Mrs. Svendsen to rescind the following motion that was approved on February 11, 2019, effective July 1, 2020:

Motion made by Mrs. Nothstine, second by Mrs. LoCascio to approve the Superintendent employment contract with William Kochis dated July 1, 2019-June 30, 2024 at a salary of \$127,000 for the 2019-2020 school year, \$130,302 (increase of 2.6%) for the 2020-2021 school year, \$133,168.64 (increase of 2.2%) for the 2021-2022 school year, \$136,098.35 (increase of 2.2%) for the 2022-2023 school year, \$139,092.51 (increase of 2.2%) for the 2023-2024 school year. The employment contract was approved on February 11, 2019 by the Executive County Superintendent. A roll call vote was taken and unanimously approved.

A roll call vote was taken and unanimously approved.

2. Motion made by Mrs. Nothstine, second by Mrs. LoCascio to approve the employment contract for the Superintendent between William Kochis, Sandyston-Walpack Board of Education, and the Stillwater Township Board of Education dated July 1, 2020-June 30, 2024 at a salary of \$145,302 for the 2020-2021 school year, \$148,498.64 (increase of 2.2%) for the 2021-2022 school year, \$151,765.61 (increase of 2.2%) for the 2022-2023 school year, \$155,765.61 (increase of 2.2%) for the 2023-2024 school year. The employment contract was approved on May 14, 2020 by the Executive County Superintendent. A roll call vote was taken and unanimously approved.
3. Motion made by Mrs. Nothstine, second by Mrs. LoCascio to approve shared service contract agreement with the Stillwater Township Board of Education, Fredon Township Board of Education, Hampton Township Board of Education, Sandyston-Walpack Board of Education, and Kittatinny Regional Board of Education for school security officers as needed for the 2020-2021 school year.

Stillwater & Kittatinny will be the LEAs. A roll call vote was taken and unanimously approved.

4. Motion made by Mrs. Nothstine, second by Mrs. Thibault to approve shared service contract agreement between the Stillwater Township Board of Education, Fredon Township Board of Education, Hampton Township Board of Education, Sandyston-Walpack Board of Education, and Kittatinny Regional Board of Education, for nursing services for the purpose to administer medication when no nurse is available for the 2020-2021 school year. There will be no cost to any district for this service. A roll call vote was taken and unanimously approved.
5. Motion made by Mrs. Nothstine, second by Mrs. LoCascio to approve the following summer custodians and rates from June 2, 2020 to June 30, 2020, as recommended by the Superintendent:

Joseph Falotico \$14.53/hour

Sean Mahedy \$13.00/hour

A roll call vote was taken and unanimously approved.

6. Motion made by Mrs. Nothstine, second by Mrs. LoCascio to approve the following summer custodians and rates from July 1, 2020 to August 14, 2020, as recommended by the Superintendent:

Joseph Falotico \$14.53/hour

Sean Mahedy \$13.00/hour

David Somma \$13.00/hour

A roll call vote was taken and unanimously approved.

POLICY

No report.

EDUCATION & CURRICULUM

1. Motion made by Mrs. Svendsen, second by Mrs. LoCascio upon the recommendation of the Superintendent, to approve the updated School Closure/Pandemic Influenza Plan. A roll call vote was taken and unanimously approved.
2. Motion made by Mrs. Svendsen, second by Mrs. Williver to approve the yearly School Physician Contract for the 2020-2021 school year with Skyland's Pediatrics in the amount of \$1,800. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. Svendsen, second by Mrs. Nothstine to adopt the attached curricula and textbooks for the 2020-2021 school year. A roll call vote was taken and unanimously approved.

BUILDING & GROUNDS

1. Mrs. Metzgar provided an update on the following Building & Grounds items:
 - 1966 Wing Boiler Project

- Mold Insurance for 20-21
- Main Driveway Gate
- Gym Wall Cracks
- Soda Ash water system

2. Motion made by Mrs. Galante, second by Mrs. Svendsen to approve the renewal of Michael Maggio's Black Seal boiler license for 3 years in the amount of \$160. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. Galante, second by Mrs. LoCascio to approve Alessandra Misc. Metal Works for one 96 foot driveway gate fabrication, installation and galvanizing in the amount of \$7,300. A voice vote was taken and unanimously approved.
4. Motion made by Mrs. Galante, second by Mrs. Thibault to approve Pettit Corp to install two driveway bollards for the 96' gate in the amount of \$1,650. A voice vote was taken and unanimously approved.
5. Motion made by Mrs. Galante, second by Mrs. Svendsen to approve Pettit Corp to complete the Parking Lot Repairs and Sealcoating Project for the 2020-2021 school year in the amount of \$27,180.
 Other quotes: Vaughan Sealcoating: \$29,250
 Precision Striping and Sealcoating: \$39,280
 Motion approved by voice vote: Mrs. Svendsen-Aye; Mrs. Nothstine-Aye; Mrs. Galante-Aye; Mrs. LoCascio-Aye; Mr. DeGroat-Abstain; Mrs. Williver- Aye; Mrs. Thibault-Aye; Mrs. Kraft-Aye.
6. Motion made by Mrs. Galante, second by Mrs. Svendsen to approve the maintenance contract with Morris County Elevator from July 1, 2020-June 30, 2021, at a yearly cost of \$2,592.00. A voice vote was taken and unanimously approved.
7. Motion made by Mrs. Galante, second by Mrs. Svendsen to approve the purchase of the Soda Ash water system in accordance to the DEP recommendation in the amount of \$2,455 from Agra Environmental and Laboratory Services. A voice vote was taken and unanimously approved.
8. Motion made by Mrs. Galante, second by Mrs. LoCascio to approve the installation of the Soda Ash water system from R. Poust Trade Services, based on actual time and materials, estimated in the amount of \$2,500. A voice vote was taken and unanimously approved.

TRANSPORTATION

1. Motion made by Mrs. Thibault, second by Mrs. Svendsen to approve the Resolution for participation in Joint Transportation Agreement for special education with the Sussex County Regional Cooperative for the 2020-2021 school year as needed. A roll call vote was taken and unanimously approved.

2. Motion made by Mrs. Thibault, second by Mrs. Svendsen to approve the Resolution for participation in Joint Transportation Agreement for Public/Private School with the Sussex County Regional Cooperative for the 2020-2021 school year as needed. A roll call vote was taken and unanimously approved.
3. Motion made by Mrs. Thibault, second by Mrs. Svendsen to approve the Resolution for participation in Joint Transportation Agreement for Field Trips with the Sussex County Regional Cooperative for the 2020-2021 school year as needed. A roll call vote was taken and unanimously approved.

BUDGET & FINANCE

1. Mrs. Metzgar provided a Financial Update on the following:
 - 2020-2021 Potential additional State Aid loss
 - Cash flow status
 - State aid payment delays
 - Tax Levy payment update
 - Capital and Maintenance reserve accounts
 - Unemployment account status
 - Cafeteria account status
2. Motion made by Mrs. LoCascio, second by Mrs. Nothstine to approve supplemental bills list due to Covid-19, from May 12, 2020-June 1, 2020 regular checks numbered 26464-26489, N0515, N0529 for a total of \$406,031.39, cafeteria checks#2615-2617 in the amount of \$2,213.55. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. LoCascio, second by Mrs. Svendsen to approve the submission of the CARES Act application and accept the funds upon approval in the amount of \$21,509. A voice vote was taken and unanimously approved.
4. Motion made by Mrs. LoCascio, second by Mrs. Nothstine to approve contract with Duff & Phelps for \$1,300.00 for Property Record Management as of June 30, 2020. A voice vote was taken and unanimously approved.
5. Motion made by Mrs. LoCascio, second by Mrs. Svendsen to approve the purchase of a color copier from T.A. Mountford Company in the amount of \$7,680. State Contract BPA (G-2075). A voice vote was taken and unanimously approved.
6. Motion made by Mrs. LoCascio, second by Mrs. Svendsen to approve the purchase of five ActivePanels and cables in the amount of \$21,290. Cooperative Contract HCESC-Cat-19-06. A roll call vote was taken and unanimously approved.
7. Resolution made by Mrs. LoCascio, second by Mrs. Svendsen to renew School Health Insurance Fund;
WHEREAS, a number of school boards in the State of New Jersey have joined together to form the **SCHOOLS HEALTH INSURANCE FUND** hereafter referred to as "SHIF", as permitted N.J.S.A. 18A:18B-1 et seq., and;

WHEREAS, the SHIF has received approval by the Commissioner of the Department of Banking and Insurance on August 10, 2015;

WHEREAS, the statutes and regulations governing the creation and operation of a joint insurance fund, contain certain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a school board joint insurance fund;

WHEREAS, the governing body of Stillwater Township Board of Education, hereinafter referred to as "SCHOOL BOARD" has determined that membership in the SHIF is in the best interest of said SCHOOL BOARD.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the SCHOOL BOARD hereby agrees as follows:

- i. SCHOOL BOARD shall become a member of the SHIF for the period outlined in the SCHOOL BOARD's Indemnity and Trust Agreement.
- ii. SCHOOL BOARD will participate in the following type (s) of coverage (s):
 - a.) Health Insurance as defined pursuant to N.J.S.A. 17B:17-4, the SHIF's Bylaws, and the SHIF's Plan of Risk Management.
- iii. SCHOOL BOARD accepts and approves the SHIF's Bylaws and agrees to be bound by the terms thereof.
- iv. SCHOOL BOARD shall execute an application for membership and any accompanying certifications.
- v. SCHOOL BOARD agrees to commit to the four principles of the SHIF which are:
 - a.) A long term philosophy on rates.
 - b.) A willingness to work with bargaining units to achieve plan design changes.
 - c.) Professional management with stability and commitment.
 - d.) Rating structure based on actuarial numbers.

BE IT FURTHER RESOLVED that the governing body of the SCHOOL BOARD is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the SHIF as required by the SHIF's Bylaws, and to deliver these documents to the SHIF's Executive Director with the express reservation that these documents shall become effective only upon:

- i. Approval of the SCHOOL BOARD by the SHIF.
- ii. Receipt by the SHIF of a Resolution from the SCHOOL BOARD accepting SCHOOL BOARD's SHIF assessment.
- iii. Approval by the Commissioner of the New Jersey Department of Banking and Insurance of SCHOOL BOARD as a member of the SHIF.

A roll call vote was taken and unanimously approved.

COMMUNITY RELATIONS

Governor has now moved us to stage two of reopening the state.

-Two great websites: Sussex County Chamber of Commerce, and Route94.com

-Sussex County Library

-Stillwater Township Website also has list of events

LEGISLATIVE

No Report

PUBLIC PARTICIPATION

None.

EXECUTIVE SESSION

BE IT HEREBY RESOLVED by Mrs. Nothstine, second by Mrs. Williver at 7:53 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 the Superintendent Evaluation it is expected that the minutes taken of this closed session will be made public when the reason for confidentiality no longer exists.

Mr. Kochis was excused from the meeting at 7:53 pm.

Motion made by Mrs. LoCascio and seconded by Mrs. Svendsen at 7:56 p.m. to come out of executive session and return to public session. A voice vote was taken and unanimously approved.

ADJOURNMENT

Motion made by Mrs. Nothstine, second by Mrs. Svendsen to adjourn the meeting at 7:57 p.m. A voice vote was taken and unanimously approved.

Respectfully Submitted,



René Metzgar

Business Administrator/Board Secretary