

October 15, 2019

The Stillwater Township Board of Education met on October 15, 2019 at 7:00 p.m. in the Stillwater School Library for a 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 & Township Journal on January 8, 2019 and the Star Ledger on January 17, 2019. 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.

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

Absent: Mrs. Nothstine.

Also present were William Kochis, Superintendent, René Metzgar, Business Administrator/Board Secretary, and members of the public.

### **BOARD BUSINESS**

1. Motion made by Mrs. Saul, second by Mrs. Thibault to approve the Regular Board of Education Meeting minutes and Executive Session Meeting minutes from September 23, 2019. Motion approved voice vote: Mrs. LoCascio-Aye; Mrs. Saul-Aye; Mrs. Williver-Aye; Mrs. Galante-Aye; Mrs. Thibault-Aye; Mr. DeGroat-Aye; Mrs. McPeek-Aye; Mrs. Svendsen-Abstain.
2. Mrs. Thibault, Mrs. Williver, and Mrs. LoCascio provided an update on the 2019-2020 Board goals action plans. Discussion took place regarding the strategic planning meetings. The plans will be finalized and approved at the next board meeting.
3. Mr. Kochis reported out on the 2019-2020 District Goals action plans. The district has begun to progress forward to accomplish the goals.
4. Motion made by Mrs. LoCascio, second by Mrs. Svendsen to approve professional services contract with NJSBA for Strategic Planning services in the amount not to exceed \$4,000. A voice vote was taken and unanimously approved.
5. Motion made by Mrs. LoCascio, second by Mrs. Svendsen to approve the submission of the 2019-2020 QSAC Statement of Assurance to the county office and Department of Education. A roll call vote was taken and unanimously approved.

### **SUPERINTENDENT'S REPORT**

Mr. Kochis reported on the following items:

- Week of Respect
- Fire Prevention Week-Thank you to the Stillwater Fire Department!
- Preschool Update-Thank you to all the teachers and bus buddies for extra assistance.
- Preschool Curriculum adjustments-Physical Education and Music

## **CORRESPONDENCE**

None.

## **PRESIDENT'S COMMENTS**

None.

## **PUBLIC PARTICIPATION**

None.

## **ACTION ITEMS:**

### **PERSONNEL**

1. Motion made by Mrs. Williver, second by Mrs. Svendsen, upon the recommendation of the Superintendent, to approve attached professional days. A voice vote was taken and unanimously approved.
2. Motion made by Mrs. Williver, second by Mrs. Svendsen to approve the use of the Marzano School Leader Evaluation Model for the 2019-2020 school year. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. Williver, second by Mrs. Svendsen, upon the recommendation of the Superintendent, to approve the following after school program for the 2019-2020 school year. The stipend for each teacher is \$410

Board Games Club                      Janet Mahedy                      Grades 3-4  
A voice vote was taken and unanimously approved.

### **POLICY**

1. Motion made by Mrs. Svendsen, second by Mrs. Saul to suspend policy #3542.1 from 2/11/20- 2/14/20 for the limited purpose of the PTA Valentine Lollipop Sale. A voice vote was taken and unanimously approved.

### **EDUCATION & CURRICULUM**

1. Motion made by Mrs. Saul, second by Mrs. LoCascio to approve the School Nursing Services Plan for Stillwater Township School for the 2019-2020 school year. A roll call vote was taken and unanimously approved.

2. Be It Hereby Resolved by Mrs. Saul, second by Mrs. LoCascio, that upon the recommendation of the Superintendent, the Board affirms the Superintendent's decision regarding 2019-2020 Harassment, Intimidation or Bullying Case #1-20 Part 1 and Part 2. A roll call vote was taken and unanimously approved.

### **BUILDING & GROUNDS**

1. Mrs. Metzgar provided an update on the following building & grounds items:
  - 1966 Roof Repair
  - 1941/1956 Roof Replacement project
2. Mr. Kochis provided an update on the LobbyGuard/Class Party procedures. All visitors will have to preregister with their homeroom coordinator for the class events.
3. Motion made by Mrs. Galante, second by Mrs. LoCascio to approve building and use calendar for November 2019. A voice vote was taken and unanimously approved.
4. Motion made by Mrs. Galante, second by Mrs. LoCascio to approve the M-1 Annual Maintenance Budget Worksheet. A voice vote was taken and unanimously approved.
5. Motion made by Mrs. Galante, second by Mrs. LoCascio to approve submission of Comprehensive maintenance plan:

**Whereas**, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting "required" maintenance activities for each of its public school facilities, and

**Whereas**, the required maintenance activities as listed in the attached document for the various school facilities of the Stillwater Township Board of Education are consistent with these requirements, and

**Whereas**, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

**Now Therefore Be It Resolved**, that the Stillwater Township Board of Education hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan for the Stillwater Township Board of Education in compliance with Department of Education requirements.

A roll call vote was taken and unanimously approved.

6. Motion made by Mrs. Galante, second by Mrs. LoCascio to approve the 6<sup>th</sup> Grade Recognition Committee Meeting to be held on October 28, 2019 at 7:00 pm in the Stillwater Township School. A voice vote was taken and unanimously approved.



## TRANSPORTATION

1. Motion made by Mrs. Williver, second by Mrs. Svendsen to approve transportation with Stocker Bus for the following field trips for the 2019-2020 school year:

<b>Date</b>	<b>Location</b>	<b>Grade</b>	<b>Cost</b>
November 1, 2019	Sussex County Fairgrounds	Grade 4	\$295.00
November 14, 2019	Newton Post Office/A&G Pizza	Special Education	\$115.00
December 3, 2019	Newton Home Depot/Applebees	Special Education	\$165.00

A voice vote was taken and unanimously approved.

2. Motion made by Mrs. Williver, second by Mrs. Svendsen to approve the following new bus stop for the 2019-2020 school year:

ST7- 1013 Old Foundry Road

A voice vote was taken and unanimously approved.

## BUDGET & FINANCE

1. Motion made by Mrs. LoCascio, second by Mrs. Thibault to approve October regular checks numbered 26050-26107, N0930, N1015, for a total of \$581,060.08, cafeteria check#2607 in the amount of \$189.00. A voice vote was taken and unanimously approved.
2. Motion made by Mrs. LoCascio, second by Mrs. Svendsen to approve September student activity checks numbered 6292-6297, void check 6296, for a total of \$1,008.64. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. LoCascio, second by Mrs. Svendsen to approve the attached list of purchase orders over \$1,000 for 2019-2020 school year. A voice vote was taken and unanimously approved.
4. Motion made by Mrs. LoCascio, second by Mrs. Thibault to approve monthly travel as attached. A voice vote was taken and unanimously approved.
5. Motion made by Mrs. LoCascio, second by Mrs. Thibault to approve transfers from September 1, 2019 to September 30, 2019 as attached. A voice vote was taken and unanimously approved.
6. Motion made by Mrs. LoCascio, second by Mrs. Svendsen to approve submission of the following grants from NJEA Grants for Sustainability Through Sustainable Jersey for Schools:

- \$2,000 grant to support the efforts of our Green Team and working towards recertification as a Sustainable Jersey School.

- \$10,000 grant to support a new recycling program in our school cafeteria.  
A voice vote was taken and unanimously approved.

7. Motion made by Mrs. LoCascio, second by Mrs. Svendsen to accept the Alliance Grant Awards from the Township of Stillwater for the 2019-2020 school year:  
 ASE/SEEK Program Fall: \$755.50  
 ASE/SEEK Program Spring: \$755.50  
 LEAD: \$250  
 Peer Leadership (Summit): \$250  
 Total: \$2,011

A voice vote was taken and unanimously approved.

8. Motion made by Mrs. LoCascio, second by Mrs. Svendsen to accept the following books for the school library from the Township of Stillwater's Clean Communities grant for a total value of \$262.04:

Watch Over Our Water  
 Adventures of a Plastic Bottle  
 The Adventures of Izzy & Juju  
 The Berenstain Bears Don't Pollute (anymore)  
 The Wartville Wizard  
 Tracking Trash  
 Junk Raft  
 Just a Dream  
 Look Out for Litter  
 Michael Recycle Envir. Adven.  
 One Plastic Bag  
 Plastic Ocean  
 Plastic Ahoy!  
 Recycle Everyday  
 Sea Change  
 Help the Environment  
 Michael Recycle Saves Christmas  
 All the Way to the Ocean  
 Bartholomew and Oobleck  
 Choose to Reuse  
 Did I Ever Tell You ...  
 Fancy Nancy, Everyday is Earth..  
 I Can Save the Ocean  
 Sea Change

A voice vote was taken and unanimously approved.

9. Motion made by Mrs. LoCascio, second by Mrs. Thibault to accept the following donations for a total of \$300 for Mrs. Pagano's second grade scholastic monthly books:

Heather Klimas	\$10
Lenore Callanan	\$10
Lou Eldred	\$10
Angela Lane	\$20
Judy Struble	\$50

Joann Graupe	\$10
Ellie Daingerfield	\$50
Ellen VanSkiver	\$10
Shannon Wilson	\$10
Keri Maurer	\$10
Joanne Sadowski	\$10
Brenda Eldred	\$10
Rachel Courter	\$10
Lisa Roycroft	\$10
Melissa Piazza	\$20
Eileen Smith	\$10
Helen Sallit	\$10
Lorraine Bickhardt	\$10
Joanne Saul	\$20

A voice vote was taken and unanimously approved.

## **LEGISLATION**

None.

## **COMMUNITY RELATIONS**

Various board members reported on the following items:

- Rec Basketball-PK-2 Clinic
- Fall Fest
- Veteran's Day Assembly-November 13<sup>th</sup>
- PTA Book Fair
- Family Night- October 16<sup>th</sup>
- PTA Halloween Event
- PTA Craft Fair- November 2<sup>nd</sup>
- KRHS Players performance- October 25<sup>th</sup> & 26<sup>th</sup>
- KRHS Wrestler's Fundraiser-"You've Been Boo'd"

## **UNFINISHED BUSINESS**

1. Board member required training- Due December 31, 2019.

**NEW BUSINESS**

None.

**PUBLIC PARTICIPATION**

None.

**EXECUTIVE SESSION**

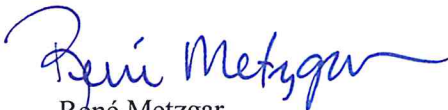
BE IT HEREBY RESOLVED by Mrs. McPeek, second by Mrs. Svendsen at 8:03 pm the Stillwater Township Board of Education pursuant to N.J.S.A. 10:4-12 and 10:4-13 that said public body hold a closed session for the purpose of Pending Litigation it is expected that the minutes taken of this closed session will be made public when the reason for confidentiality no longer exists. A voice vote was taken and unanimously approved.

Motion made by Mrs. LoCascio and seconded by Mrs. Svendsen at 8:16 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 Mrs. Svendsen and seconded by Mrs. LoCascio to adjourn the meeting at 8:16 p.m. A voice vote was taken and unanimously approved.

Respectfully Submitted,



René Metzgar  
Business Administrator/Board Secretary