

December 14, 2020

The Stillwater Township Board of Education met on December 14, 2020 at 7:00 p.m. remotely via Zoom for a Regular Board of Education Meeting.

The meeting was called to order by Dennis DeGroat at 7:02 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. 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 regarding COVID-19 was also provided to the public on December 4, 2020.

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

Absent: none.

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.

BOARD BUSINESS

1. Board Vacancy- Board Member Candidate Interviews were conducted. The board interviewed one applicant, Mr. Darrick Franek.

EXECUTIVE SESSION

BE IT HEREBY RESOLVED by Mrs. LoCascio, second by Mrs. Nothstine at 7:17 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 discussing board candidate interview discussion & SEA Contract Negotiations 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. Kraft, Mrs. Thibault, Mrs. Cramer, and Mrs. Roberts were excused from executive session at 7:19 pm.

Motion made by Mrs. Nothstine and seconded by Mrs. LoCascio at 7:22 p.m. to come out of executive session and return to public session. A voice vote was taken and unanimously approved.

MOTION WHEN RETURNED TO PUBLIC

1. Motion made by Mrs. Nothstine, second by Mrs. Galante to appoint Darrick Franek as a new board member to fill the term from January 4, 2021 to December 31, 2021, pending criminal history and background check*.
*Member will be officially sworn in at the next board of education meeting, pending criminal history & background check. A roll call vote was taken and unanimously approved.

2. Motion made by Mrs. LoCascio, second by Mrs. Williver to approve the Regular Board of Education Meeting minutes from November 16, 2020. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. Nothstine, second by Mrs. Svendsen to approve the November 30, 2020 Board Secretary's and Treasurer's Reports which balanced in the amount of \$2,397,140.53 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of November 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.

SUPERINTENDENT'S REPORT

Mr. Kochis reported on the following items:

- Congratulations to our Teacher of the Year, Lynda Collier.
- Congratulations to our Service Professional of the Year, Mike Maggio.
- Library Shared Service Update
- Hybrid learning return/Covid-19 update
- Snow storm Wednesday/Thursday discussion of snow days v. remote learning days.

CORRESPONDENCE

1. Thank you card from the SEA for the staff breakfast provided by the board members.
2. Remote Learning email received by Thomas Rome.
3. Follow up remote learning email received by Anna Rome.

PRESIDENT'S COMMENTS

Mr. DeGroat commented that he hopes the COVID-19 vaccination is successful so we can all return to normal!

PUBLIC PARTICIPATION

None.

ACTION ITEMS:

PERSONNEL

1. Motion made by Mrs. Nothstine, second by Mrs. Kraft, upon the recommendation of the Superintendent, to approve attached professional days. A voice vote was taken and unanimously approved.

2. Motion made by Mrs. Nothstine, second by Mrs. LoCascio, upon the recommendation of the Superintendent, to rescind the following motion that was approved at the November 2, 2020 Committee of the Whole Board of Education Meeting:

*Motion made by Mrs. Nothstine, second by Mrs. LoCascio, upon the recommendation of the Superintendent, to approve leave of absence under The Families First Coronavirus Response Act for employee #657 from December 1, 2020-March 2, 2021, unless the leave expires earlier, for the purpose of childcare. Pay will be reflected in accordance to FFCRA as 2/3 the daily rate up to \$200. *FFCRA is currently set to expire December 31, 2020. A voice vote was taken and unanimously approved.*

A voice vote was taken and unanimously approved.

3. Motion made by Mrs. Nothstine, second by Mrs. LoCascio, upon the recommendation of the Superintendent, to rescind the following motion that was approved at the November 16, 2020 Regular Board of Education Meeting:

Motion made by Mrs. Nothstine, second by Mrs. LoCascio, upon the recommendation of the Superintendent, to offer the leave replacement teacher contract to Julianne Cacace from on or about December 1, 2020 to December 23, 2020 to be hired at BA, Step 0, at a daily rate of \$281.45, pending CEAS certification, criminal history and background check. Official start date pending certification. A roll call vote was taken and unanimously approved.

A voice vote was taken and unanimously approved.

4. Motion made by Mrs. Nothstine, second by Mrs. LoCascio, upon the recommendation of the Superintendent, to approve intermittent leave of absence under The Families First Coronavirus Response Act for employee #877 from November 30, 2020-February 19, 2021, unless the FFCRA does not extend beyond December 31, 2020, for the purpose of childcare. Pay will be reflected in accordance to FFCRA as 2/3 the daily rate up to \$200. *FFCRA is currently set to expire December 31, 2020. A voice vote was taken and unanimously approved.

5. Motion made by Mrs. Nothstine, second by Mrs. LoCascio, upon the recommendation of the Superintendent, to approve leave of absence under The Families First Coronavirus Response Act for employee #445 from December 7, 2020-December 18, 2020. Pay will be reflected in accordance to the Emergency Paid Sick Leave. A voice vote was taken and unanimously approved.

6. Motion made by Mrs. Nothstine, second by Mrs. LoCascio, upon the recommendation of the Superintendent, to approve leave of absence under The Families First Coronavirus Response Act for employee #657 from December 14, 2020-March 12, 2021, unless the leave expires earlier, for the purpose of childcare. Pay will be reflected in accordance to FFCRA as 2/3 the daily rate up to \$200. *FFCRA is currently set to expire December 31, 2020. A voice vote was taken and unanimously approved.

7. Motion made by Mrs. Nothstine, second by Mrs. Svendsen to approve the following graduate classes at Fairleigh Dickinson University for Janet Mahedy, paid as per SEA contract:

<u>Title of Course</u>	<u>Dates</u>	<u>Cost</u>
World of Mathematics & Seminar	November 30, 2020- January 22, 2021	\$1,731.00
Change: Curriculum Development & Program Improvement	January 25, 2021- May 14, 2021	\$2,202.00

A voice vote was taken and unanimously approved.

8. Motion made by Mrs. Nothstine, second by Mrs. LoCascio, upon the recommendation of the Superintendent, to offer a contract to the following part-time 27.5 hours/week Para-Professional staff member for employment for the 2020-2021 school year from January 19, 2021-June 30, 2021 to be paid at an hourly rate, pending criminal history & background check:

<u>Name</u>	<u>Base Hourly Rate</u>	<u>Adjustments</u>	<u>Total Hourly Rate</u>
Ashley Rossi	\$ 13.17	\$500=\$0.50/hour	\$ 13.67

A roll call vote was taken and unanimously approved.

9. Motion made by Mrs. Nothstine, second by Mrs. LoCascio upon the recommendation of the Superintendent, to approve shared service contract agreement from January 4, 2021-June 30, 2021 with Hampton Township Board of Education & Fredon Township Board of Education, for a media specialist/librarian, Carol Kolenet for a prorated amount of \$3,129.85. She will be in Stillwater .5 days a week, twice a month (.05 FTE). Hampton will be LEA. A roll call vote was taken and unanimously approved.
10. Motion made by Mrs. Nothstine, second by Mrs. LoCascio to approve Kelly Harmon & Associates Educational Consulting to provide 16 hours of RTI Training/consulting for a total cost of \$3,000 to be paid through Title 1. A voice vote was taken and unanimously approved.

Motion to approve Personnel block motions 11-14 was made Mrs. Nothstine, second by Mrs. LoCascio. A voice vote was taken and unanimously approved.

11. Motion, upon the recommendation of the Superintendent, to approve leave of absence under The Families First Coronavirus Response Act for employee #588 from December 14, 2020-December 23, 2020, for the purpose of childcare. Pay will be reflected in accordance to FFCRA as 2/3 the daily rate up to \$200.
12. Motion, upon the recommendation of the Superintendent, to approve leave of absence under The Families First Coronavirus Response Act for employee #737 from December 14, 2020-December 18, 2020, for the purpose of childcare. Pay will be reflected in accordance to FFCRA as 2/3 the daily rate up to \$200.
13. Motion, upon the recommendation of the Superintendent, to approve leave of absence under The Families First Coronavirus Response Act for employee #921 from December 14, 2020-December 23, 2020, for the purpose of childcare. Pay will be reflected in accordance to FFCRA as 2/3 the daily rate up to \$200.
14. Motion, upon the recommendation of the Superintendent, to approve leave of absence under The Families First Coronavirus Response Act for employee #917

from December 14, 2020-January 20, 2021, unless the leave expires earlier, for the purpose of childcare. Pay will be reflected in accordance to FFCRA with use of accumulated benefit days allowed for full pay for the first two weeks and remaining days/weeks as 2/3 the daily rate up to \$200. *FFCRA is currently set to expire December 31, 2020.

A voice vote was taken and Personnel motions 11-14 were unanimously approved.

15. Motion made by Mrs. Nothstine, second by Mrs. Svendsen, upon the recommendation of the Superintendent, to approve early return from intermittent leave of absence under The Families First Coronavirus Response Act for employee #877, effective December 14, 2020 due to childcare no longer being needed. A voice vote was taken and unanimously approved.
16. Motion made by Mrs. Nothstine, second by Mrs. Kraft, upon the recommendation of the Superintendent, to approve leave of absence under Family Medical Leave Act (FMLA) for employee #790 from December 14, 2020 and return on January 4, 2021. A voice vote was taken and unanimously approved.

POLICY

None.

EDUCATION & CURRICULUM

1. 6th grade trip update- Mrs. Roberts provided an update on the alternate trip for our 6th grade class due to Covid-19. Mrs. Roberts and Mr. Kochis took a tour of Camp Linwood MacDonald. They discussed the different activities for the students. Temporarily booked for June 1 & 2nd. Extended days or an overnight will be decided at a later time due to Covid-19 restrictions. They believe this will be a great experience for our students!
2. Motion made by Mrs. Williver, second by Mrs. LoCascio, to approve date change of the virtual preschool parent night titled, "Supporting Learning from Home," from December 9, 2020 to December 16, 2020. A voice vote was taken and unanimously approved.

BUILDING & GROUNDS

1. Mrs. Metzgar provided and update on the following Building & Grounds items:
 - 1966 Wing Boiler Project
 - Soda Ash System
 - Single Stall Restroom Project
 - Preschool Playground Update
 - Damaged Fence line update
 - Light pole damage
2. Motion made by Mrs. Galante, second by Mrs. Williver to approve building and use calendar for January 2021, pending direction from the State of NJ. A voice vote was taken and unanimously approved.

3. Motion made by Mrs. Galante, second by Mrs. Williver to approve Parette Somjen Architects to begin professional services for the Single-Fixture Restroom Renovations Project at a cost of \$13,000 plus \$750 for reimbursable expenditures. A voice vote was taken and unanimously approved.
4. Motion made by Mrs. Galante, second by Mrs. LoCascio, upon the recommendation of the Superintendent, to approve that the Stillwater Township Board of Education, in the County of Sussex, New Jersey, authorizes Parette Somjen Architects to submit all necessary plans and paperwork to the Department of Education concerning the "Single-Fixture Restroom Renovations at Stillwater Township School" to serve as an application to the Office of School Facilities and an amendment to the District's Long Range Facilities Plan; and

BE IT FURTHER RESOLVED, this project shall be an "Other Capital" project and the Board of Education is NOT seeking state funding, but will fund the project through a withdrawal from Capital Reserve and the use of Preschool Education Aid funds for four preschool restrooms. A roll call vote was taken and unanimously approved.

5. Motion made by Mrs. Galante, second by Mrs. Svendsen to dispose of the following musical instruments due to poor condition:
 - 2 soprano xylophones
 - 3 alto xylophones
 - 2 tenor xylophones
 A voice vote was taken and unanimously approved.

TRANSPORTATION

1. Motion made by Mrs. Thibault, second by Mrs. Svendsen to approve Kittatinny Regional High School for transportation coordination services for aid in lieu students, charter school and non-public routes for the 2020-2021 school year as listed:
 - Administrative fee of 4%, equal to \$675.30
 - Non-Public Route- \$10,882.52
 - Aid in lieu, 6 students- \$6,000
 Costs may change if enrollment at nonpublic or charter changes.
 A roll call vote was taken and unanimously approved.

BUDGET & FINANCE

1. Motion made by Mrs. LoCascio, second by Mrs. Thibault to approve regular checks from November 17, 2020-December 14, 2020 numbered 26870-26922, N1130, void check 26820, for a total of \$503,200.94. Cafeteria checks 2632 in the amount of \$6,736.14. A voice vote was taken and unanimously approved.
2. Motion made by Mrs. LoCascio, second by Mrs. Thibault to approve the attached list of purchase orders over \$1,000 for 2020-2021 school year. A voice vote was taken and unanimously approved.

3. Motion made by Mrs. LoCascio, second by Mrs. Thibault to approve monthly travel as attached. A voice vote was taken and unanimously approved.
4. Motion made by Mrs. LoCascio, second by Mrs. Svendsen to approve transfers from November 1, 2020 to November 30, 2020 as attached. A voice vote was taken and unanimously approved.
5. Motion made by Mrs. LoCascio, second by Mrs. Svendsen to purchase an additional color copy machine from T.A. Mountford in the amount of \$7,772. State contract #BPA (G-2075). A voice vote was taken and unanimously approved.
6. Motion made by Mrs. LoCascio, second by Mrs. Svendsen to purchase the 'buy 2 get 1' promotion for activeboard panels from Clinton Learning Solutions in the amount of \$10,917.00. HCESC-Cat-19-06. To be paid for by CRF Funds & REAP Grant funds. A voice vote was taken and unanimously approved.
7. Motion made by Mrs. LoCascio, second by Mrs. Svendsen to approve the 2020-2021 IDEA-PS grant amendment for changes due to Covid-19. A voice vote was taken and unanimously approved.
8. Motion made by Mrs. LoCascio, second by Mrs. Svendsen to approve the 2020-2021 ESEA Title 1 grant amendment for changes due to Covid-19. A voice vote was taken and unanimously approved.
9. Motion made by Mrs. LoCascio, second by Mrs. Svendsen to approve the CARES Act Elementary & Secondary School Emergency Relief Fund amendment and accept the additional relief funds in the amount of \$1,175. A voice vote was taken and unanimously approved.

LEGISLATION

Mrs. Kraft reported on the following items:

- Covid related learning loss report
- School Audit due date extended

COMMUNITY RELATIONS

Mrs. Williver reported on the following items:

- The Sussex County Library System is hosting a Charlie Brown Holiday Party from 11am-12 Noon, via Zoom.
- Camp Auxillium is hosting a Free Christmas Lights Drive Through
- The Christmas Light Show & Village at Skylands Stadium is happening now through Sunday, January 3rd, 2021.
- The Kittatinny Players are showing their Fall Production, "Tales from the Tomb- The Movie" on four dates only! This weekend, the 18th and 19th, and next weekend, the 25th and 26th.
- "Star Light, Star Bright, Make Branchville and Frankford Shine at Night" Event.
- Toy Drive-Benny's Bodega and Project Self Sufficiency
- Stillwater Township is hosting a Holiday Decorating Contest!

UNFINISHED BUSINESS

1. Board member required training- Due December 31, 2020.

NEW BUSINESS

None.

PUBLIC PARTICIPATION

None.

EXECUTIVE SESSION

None.

Mr. DeGroat wished everyone a Merry Christmas, Happy Hanukkah, and Happy Holidays!
He hopes that we all get back to normal soon!

ADJOURN

Motion made by Mrs. LoCascio, second by Mrs. Svendsen 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