

November 2, 2020

The Stillwater Township Board of Education met on November 2, 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 7:01 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 October 28, 2020.

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

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. Mr. Anthony Ardito from Ardito & Company presented the 2019-2020 audit. He stated we continue to maintain in good financial shape, and thanked the business office for all their assistance during the audit. The presentation is attached to the minutes.
2. Motion made by Mrs. LoCascio, second by Mrs. Nothstine to approve the Regular Board of Education Meeting minutes from October 13, 2020. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. LoCascio, second by Mrs. Thibault to approve the September 30, 2020 Board Secretary's and Treasurer's Reports which balanced in the amount of \$2,162,885.24 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of September 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.
4. Motion made by Mrs. Svendsen, second by Mrs. Saul to approve the 2021 Board Reorganization Meeting & Committee of the Whole Meeting to be held on Monday, January 4, 2021 with a snow date of Tuesday, January 5, 2021, beginning at 7:00 pm. A voice vote was taken and unanimously approved.
5. Mr. Kochis and Mrs. Metzgar provided a NJSBA Convention Summary regarding some of the trainings that were attended. They noted it was quite a different year having a virtual conference!

6. Motion made by Mrs. Thibault, second by Mrs. Kraft to accept with regret, the resignation of board member, Joanne Saul, effective November 11, 2020. A voice vote was taken and unanimously approved.
7. Mrs. Metzgar discussed the board member vacancy procedures/timelines. The position will be advertised, and seated on the board until December 31, 2021.

COMMITTEE REPORTS

PERSONNEL

1. Motion made by Mrs. Nothstine, second by Mrs. LoCascio, 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 to approve the following graduate classes at Centenary University for William Kochis as per contract:

Title of Course	Dates	Cost
Dissertation Continuance	1/10/21-5/2/21	\$752.25

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 retroactively approve extended leave for employee #291 from October 9, 2020 and return on November 2, 2020. This leave is covered under FMLA. 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 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.

POLICY

1. Motion made by Mrs. Svendsen, second by Mrs. Thibault to approve the first reading of the following revised policies:
 - Policy #3514 Equipment
 - Policy #6713.1 Remote Learning
 - Policy #6171.2 Gifted and Talented
 A voice vote was taken and unanimously approved.
2. Motion made by Mrs. Svendsen, second by Mrs. Thibault to approve the Lost/Damaged Equipment Form and fee schedule as attached. A voice vote was taken and unanimously approved.

EDUCATION & CURRICULUM

1. Library Discussion- Mr. Kochis discussed the open library position as of January 2021 and the potential changes in the position. We will be advertising and continuing to look in shared service opportunities.
2. Motion made by Mrs. Nothstine, second by Mrs. LoCascio, BE IT HEREBY RESOLVED, that the Stillwater Township Board of Education approves the submission of the 2021-2022 PEA (Preschool Education Aid) Grant Application to the NJ Department of Education, Division of Early Childhood Education (Grant application and execute a grant contract with the New Jersey Department of Education for four full-day Pre-K classrooms).

NOW, THEREFORE, BE IT RESOLVED that the school administrators are hereby authorized to submit an electronic grant application to the New Jersey Department of Education on behalf of the Stillwater Township Board of Education.

BE IT FURTHER RESOLVED that Superintendent and Business Administrator are hereby authorized to sign the grant agreement on behalf of the Stillwater Township Board of Education and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement. A roll call vote was taken and unanimously approved.

BUILDING & GROUNDS

1. Mrs. Metzgar gave an update on the following Building & Grounds items:
 - 1966 Wing Boiler Project
 - Preschool Playground
 - Classroom Restroom Project
 - Security Grant Update
 - Water Grant Update

Mr. Kochis and the board had a discussion on building use requests during COVID-19. Many items to consider regarding outside entities using our facilities. The board requested more information in regards what other schools are doing, staffing to clean before and after the room use, cleaning supply costs and availability, and consideration of the types of groups requesting use.

Motion to approve Building and Grounds block motions 2-9 was made by Mrs. Galante, second by Mrs. Svendsen. A roll call vote was taken and unanimously approved.

2. Motion to approve Article 12 maintenance agreement annual addendum of the uniform state memorandum of agreement between education and law enforcement officials and to re-adoption of the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials and authorize the submission of same to the County Superintendent, County Prosecutor and Law Enforcement Officials. (Copy is available in the Superintendent's Office for review).
3. Motion to approve the Annual Safety and Security Plan and submit the SOA to the county office (Copy is available in the Superintendent's Office for review).

4. Motion, upon the recommendation of the Superintendent, to approve the Stillwater Township Board of Education, in the County of Sussex, New Jersey, authorizes the School Business Administrator/Board Secretary to submit all necessary plans and paperwork to the Department of Education concerning the “Driveway Gates & Safety Bollards Project at Stillwater 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 “School Facilities Project/Other Capital” project and the Board of Education is seeking state funding through Securing Our Children’s Future Bond Act, and affirms the availability of local funds in case the total estimated costs of the proposed work exceeds the school district’s grant allowance.

5. Motion, upon the recommendation of the Superintendent, to approve that the Stillwater Township Board of Education, in the County of Sussex, New Jersey, authorizes the School Business Administrator/Board Secretary to submit all necessary plans and paperwork to the Department of Education concerning the “Soda Ash Injection System at Stillwater 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 “School Facilities Project/Other Capital” project and the Board of Education is seeking state funding through Securing Our Children’s Future Bond Act, and affirms the availability of local funds in case the total estimated costs of the proposed work exceeds the school district’s grant allowance.

6. Motion to authorize the Business Administrator/Board Secretary to submit the minor LRFP amendment request form to the Office of School Facilities. (This is to include the driveway gates, safety bollards, and soda ash injection system).

7. Motion to approve R. Poust Trade Services to supply and install the Soda Ash water system recommended by the DEP in the amount of \$19,870.

8. BE IT HEREBY RESOLVED, that the Stillwater Township Board of Education approves the submission of the Securing Our Children’s Future Bond Act, Alyssa’s Law Compliance and School Security Grant Application to the NJ Department of Education and the New Jersey School Development Authority.

NOW, THEREFORE, BE IT RESOLVED that the Board formally approves the application submission for the grant listed above for a total award of \$20,000 and affirms the availability of local funds in case the total estimated costs of the proposed work exceeds the school district’s grant allowance.

BE IT FURTHER RESOLVED that the School Business Administrator is hereby authorized to submit an electronic grant application to the New Jersey Department of Education on behalf of the Stillwater Township Board of Education and that the submission constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

9. BE IT HEREBY RESOLVED, that the Stillwater Township Board of Education approves the submission of the Securing Our Children’s Future Bond Act, Water

Infrastructure to the NJ Department of Education.

NOW, THEREFORE, BE IT RESOLVED that the Board formally approves the application submission for the grant listed above for installation of a soda ash injection system and water fountain replacements and affirms the availability of local funds in case the total estimated costs of the proposed work exceeds the school district's grant allowance.

BE IT FURTHER RESOLVED that the School Business Administrator is hereby authorized to submit an electronic grant application to the New Jersey Department of Education on behalf of the Stillwater Township Board of Education and that the submission constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

A roll call vote was taken and unanimously approved Building and Grounds block motions 2-9.

TRANSPORTATION

1. Mrs. Roberts provided a report on the Bus Evacuation Drill. A drill was conducted and monitored by Mrs. Cramer and Mrs. Roberts on October 14 and October 15, 2020. All busses successfully completed the evacuation drill.
2. Motion made by Mrs. Thibault, second by Mrs. Saul to approve the following new bus stop for the 2020-2021 school year:

-Fridays Only ST 6 Route- Stillwater Road @ Five Points
A voice vote was taken and unanimously approved.

BUDGET & FINANCE

1. Motion made by Mrs. LoCascio second by Mrs. Svendsen to accept the grant award in the amount of \$20,000 as the Grand Champion School in the New Jersey Department of Agriculture's Jets' Play 60, "*Eat Right, Move More*" program. A voice vote was taken and unanimously approved.

COMMUNITY RELATIONS

-Paulinskill Lake chili cook off is this weekend!

LEGISLATIVE

Mrs. Kraft updated the board on two new potential legislative items:

- Diversity Inclusion and Instruction
- Reporting discipline behavior to Commissioner

PUBLIC PARTICIPATION

None.

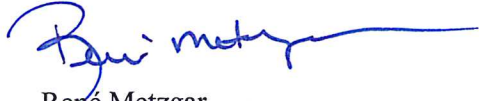
EXECUTIVE SESSION

None.

ADJOURNMENT

Motion made by Mrs. Nothstine and seconded by Mrs. Svendsen to adjourn the meeting at 8:25 p.m. A voice vote was taken and unanimously approved.

Respectfully Submitted,



René Metzgar
Business Administrator/Board Secretary