

October 13, 2020

The Stillwater Township Board of Education met on October 13, 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 7:00 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. 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 6, 2020.

Mr. DeGroat led the flag salute. The following Board members were present: Mr. DeGroat, Mrs. Svendsen, Mrs. Nothstine, Mrs. Williver, Mrs. Saul, Mrs. Galante, 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. Motion made by Mrs. Thibault, second by Mrs. Nothstine, to approve the Regular Board of Education Meeting minutes & Executive Session Meeting Minutes from September 28, 2020. A voice vote was taken and unanimously approved.
2. Motion made by Mrs. Svendsen, second by Mrs. LoCascio, to approve the action plans for the 2020-2021 board goals as attached. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. LoCascio, second by Mrs. Thibault, to approve the revised after audit June 30, 2020 Board Secretary's and Treasurer's Reports which balanced in the amount of \$1,999,456.62 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of June 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. LoCascio, to approve the revised July 31, 2020 Board Secretary's and Treasurer's Reports which balanced in the amount of \$1,799,463.92 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of July 31, 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.

5. Motion made by Mrs. Thibault, second by Mrs. LoCascio, to approve the August 31, 2020 Board Secretary's and Treasurer's Reports which balanced in the amount of \$2,187,758.66 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of August 31, 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:

- Fire Prevention Days- Thank you to the Stillwater Fire Department!
- Week of Respect
- Alternate Halloween Celebration due to COVID-19
- Fall Conferences- Virtual- October 21st & 22nd
- 2019-2020 JETS Eat Right, Move More Grant Award Grand Champion Winner! \$20,000 for our Kitchen & Physical Education Program. Thank you to Miss Radimer, Mrs. Makarevich, and Mrs. Cramer.

CORRESPONDENCE

None.

PRESIDENT'S COMMENTS

None.

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, to approve the NJASBO professional registration program for the Registered School Business Administrator certification for René Metzgar in the amount of \$100. 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 1, 2020 and return on or about January 4, 2021. This leave is covered under FMLA & NJFLA. A voice vote was taken and unanimously approved.
4. Motion made by Mrs. Nothstine, second by Mrs. Kraft, to approve the following substitute custodian for the 2020-2021 school year:
-David Somma
A voice vote was taken and unanimously approved.
5. Motion made by Mrs. Nothstine, second by Mrs. LoCascio, to approve the following substitute teacher/paraprofessional for the 2020-2021 school year:
-Jamie Oatley (pending criminal history & background check)
A voice vote was taken and unanimously approved.

POLICY

No report.

EDUCATION & CURRICULUM

1. Washington DC Discussion- Mrs. Roberts discussed the alternate plans for the Washington DC trip for this year. Due to the travel restrictions from COVID 19, it is in the best interest that an alternate trip is planned. Currently we are unable to book anything in Washington DC. Other overnight trips in the county were researched. Mrs. Svendsen also mentioned that it may be a good time for Kittatinny to take on the trip as an 8th grade trip since it aligns with their curriculum more.
2. Motion made by Mrs. Svendsen, second by Mrs. Thibault, to approve the School Nursing Services Plan for Stillwater Township School for the 2020-2021 school year. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. Svendsen, second by Mrs. LoCascio, to retroactively approve contract agreement from September 25, 2020-June 30, 2021 with Sussex County Educational Services Commission, for a LDTC, Kathleen Grennan for an hourly rate of \$89.00 plus 3% admin fee for up to 15 hours per month. A voice vote was taken and unanimously approved.
4. Motion made by Mrs. Svendsen, second by Mrs. Kraft, to retroactively approve contract agreement from October 6, 2020-June 30, 2021 with ABA Initiatives, LLC, for a BCBA Consultant, Amanda Davis, for an hourly rate of \$100/hour for direct services & \$85/hour for indirect services, not to exceed 5 days per month. A voice vote was taken and unanimously approved.
5. Motion made by Mrs. Svendsen, second by Mrs. LoCascio, to approve Election Day, November 3, 2020, to be a full remote day for all students pursuant to Executive Order No. 177. A voice vote was taken and unanimously approved.

BUILDING & GROUNDS

Mrs. Galante

1. Mrs. Metzgar provided a building & grounds update on the following items:
 - 1941/1956 & 1988 Boiler Inspections
 - 1966 Boiler Project
 - Preschool Playground
 - Water & Security Grants
2. Motion made by Mrs. Williver, second by Mrs. Svendsen, to approve building and use calendar for November 2020, pending direction from the State of NJ. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. Williver, second by Mrs. Svendsen, to approve the M-1 Annual Maintenance Budget Worksheet. A voice vote was taken and unanimously approved.
4. Motion made by Mrs. Williver, 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 voice vote was taken and unanimously approved.

TRANSPORTATION

1. Motion made by Mrs. Thibault, second by Mrs. LoCascio, to approve the following new bus stops for the 2020-2021 school year:
 - ST7- 901 Owassa Road
 - ST5- 911 Old Schoolhouse RoadA voice vote was taken and unanimously approved.
2. Motion made by Mrs. Thibault, second by Mrs. Svendsen, to retroactively approve Route ST6 changes for Fridays only beginning October 9, 2020 until further notice due to COVID-19 remote learning as attached. A voice vote was taken and unanimously approved.

BUDGET & FINANCE

1. Motion made by Mrs. LoCascio, second by Mrs. Williver, to approve regular checks from September 29, 2020-October 13, 2020 numbered 26784-26819, N0930, N1001, for a total of \$388,258.06. A voice vote was taken and unanimously approved.
2. Motion made by Mrs. LoCascio, second by Mrs. Svendsen, 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. Svendsen, to approve monthly travel as attached. A voice vote was taken and unanimously approved.
4. Motion made by Mrs. LoCascio, second by Mrs. Thibault, to approve transfers from September 1, 2020 to September 30, 2020 as attached. A voice vote was taken and unanimously approved.
5. Motion made by Mrs. LoCascio, second by Mrs. Svendsen, to accept the 2020 safety grant funds in the amount of \$2,200 from New Jersey Schools Insurance Group. A voice vote was taken and unanimously approved.

LEGISLATION

No Report

COMMUNITY RELATIONS

Mrs. Williver reported on the following:

-Town of Newton is looking for Truck or Treaters, sign up through their website.

UNFINISHED BUSINESS

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

NEW BUSINESS

-Discussion on building use for outside entities. Gov. Murphy recently issued Executive Order 187, allowing indoor sports at 25 people or 25% capacity. Many items to consider, outside visitors, large groups, additional cleaning time and supplies, security costs. Outside entities would have to develop a plan to ensure they are following all guidelines from the State and school protocols to possibly be considered for approval. Very difficult decision, more discussion to be had at a future meeting.

PUBLIC PARTICIPATION

None.


EXECUTIVE SESSION

None.

ADJOURN

Motion made by Mrs. Thibault, second by Mrs. LoCascio to adjourn the meeting at 7:49 p.m.
A voice vote was taken and unanimously approved.

Respectfully Submitted,



René Metzgar
Business Administrator/Board Secretary