

July 27, 2020

The Stillwater Board of Education met on July 27, 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 situation regarding COVID-19 was also provided to the public on July 23, 2020.

Mr. DeGroat led the flag salute. The following Board members were present: Mr. DeGroat, Mrs. Svendsen, Mrs. Nothstine, Mrs. Williver, Mrs. Saul (arrived 7:05pm), Mrs. Kraft, Mrs. Galante, Mrs. LoCascio 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

Mrs. Saul arrived at the meeting at 7:05 pm.

1. Goal Setting- Kathleen Helewa, New Jersey School Boards Association- the Board developed board goals and district goals for the 2020-2021 school year. These will be approved at the next meeting, and then action plans will be developed.
2. Motion made by Mrs. Svendsen, second by Mrs. LoCascio to approve the Regular Board of Education Meeting minutes and executive session minutes from June 22, 2020. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. LoCascio, second by Mrs. Nothstine, to approve the preliminary 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. LoCascio, second by Mrs. Nothstine, to approve the tentative Restart and Recovery Plan for the 2020-2021 school year.
Mr. Kochis presented key highlights of the proposed plan.
A roll call vote was taken and unanimously approved.

5. Motion made by Mrs. LoCascio, second by Mrs. Svendsen, to approve Preschool and Kindergarten open house to be held on August 26, 2020, with a rain date of August 27, 2020. (Change of days due to COVID-19). A voice vote was taken and unanimously approved.

SUPERINTENDENT’S REPORT

Mr. Kochis reported on the following items:
 -2020-2021 School Calendar Change due to COVID-19.
 -Correction to policies related to high temperatures.

CORRESPONDENCE

None.

PRESIDENT’S COMMENTS

Mr. DeGroat understands all of the concerns in the classroom, for the students, and for the teachers. It is a difficult time.

PUBLIC PARTICIPATION

Vera Rumsey- Township Liaison- Commends everyone for doing such a wonderful job and really focusing on the concerns for the students.

ACTION ITEMS:

PERSONNEL

1. Motion made by Mrs. Nothstine, second by Mrs. LoCascio, to approve Kathleen Pevarnik as a bus aide for the 2020-2021 school year for a stipend of \$3,090. A roll call vote was taken and unanimously approved.
2. Motion made by Mrs. Nothstine, second by Mrs. LoCascio, to retroactively accept with regret, the resignation of Holly DeStefano as a part-time paraprofessional effective July 1, 2020. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. Nothstine, second by Mrs. LoCascio, to approve the following graduate classes at Centenary University for William Kochis as per contract:

<u>Title of Course</u>	<u>Dates</u>	<u>Cost</u>
Space	8/31/20-12/20/20	\$2,256.75
Dissertation Advisement 1	8/31/20-12/20/20	\$2,256.75

A voice vote was taken and unanimously approved.

4. Motion made by Mrs. Nothstine, second by Mrs. LoCascio, to approve Colleen Hurley to be paid an hourly rate of \$34/hour during July/August for 504 meeting attendance. Not to exceed 3 hours. A roll call vote was taken and unanimously approved.
5. Motion made by Mrs. Nothstine, second by Mrs. LoCascio, to approve the following graduate class at Fairleigh Dickinson University for Janet Mahedy, paid as per SEA contract:

<u>Title of Course</u>	<u>Dates</u>	<u>Cost</u>
Curriculum & Instruction: Theory & Practice	8/19/2020-December 2020	\$2,355

A voice vote was taken and unanimously approved.

6. Motion made by Mrs. Nothstine, second by Mrs. LoCascio, to approve maternity leave for Keri Maeurer beginning September 1, 2020 with the intent to return on or about January 25, 2021. This leave includes 12 weeks covered by FMLA & NJFLA. A voice vote was taken and unanimously approved.
7. Motion, made by Mrs. Nothstine, second by Mrs. LoCascio, upon the recommendation of the Superintendent, to approve Denise Bessemer, Lisa Grau, Susan Pierson, Jen Gryzeski and Katie Bradley to be paid at a rate of \$34/hour, not to exceed 2 hours for the Preschool and Kindergarten open house on August 26, 2020 (rain date August 27th). A roll call vote was taken and unanimously approved.
8. Motion, made by Mrs. Thibault, second by Mrs. LoCascio, upon the recommendation of the Superintendent, to approve Colleen Hurley to be paid at a rate of \$34/hour, not to exceed 4 hours for the Preschool and Kindergarten open house on August 26, 2020 (rain date August 27th). A roll call vote was taken and unanimously approved.

POLICY

1. Motion made by Mrs. Svendsen, second by Mrs. LoCascio to approve the first reading of the following revised polices:

Policy# 1250 Visitors
 Policy# 3510 Operation and Maintenance of Plant
 Policy# 3541.33 Transportation Safety
 Policy# 4151.1/4251.1 Personal Illness & Injury/
 Health & Hardship
 Policy# 5141.2 Illness
 Policy# 5141.3 Health Examinations and Immunizations

A voice vote was taken and unanimously approved.

EDUCATION & CURRICULUM

1. Motion made by Mrs. Saul, second by Mrs. Thibault to approve the revised 2020-2021 school calendar to reflect half days on September 3rd & 4th for students only. A roll call vote was taken and unanimously approved.

2. Motion made by Mrs. Saul, second by Mrs. Svendsen, to approve the Youth Advocate Program to provide mental health services in the school building at no cost to the district between the hours of 8 am and 4 pm daily for the 2020-2021 school year. Motion approved by voice vote: Mrs. Svendsen-Aye; Mrs. Nothstine-Aye; Mrs. Saul-Aye; Mrs. Galante-Aye; Mrs. LoCascio-Aye; Mr. DeGroat-Aye; Mrs. Williver-Aye; Mrs. Thibault-Abstain; Mrs. Kraft-Aye.

3. Washington D.C. Field Trip Discussion-Administration discussed that usually the Washington trip is scheduled for November. Due to the current pandemic, the district needs to decide if we want to try to move it to June (only date available) or look for a local trip this year. Booking in June, could result in a loss of multiple deposits if we have to cancel at a later date. The district needs to begin planning the trip now in order to ensure reservations for all the activities. A survey to the 6th grade parents was suggested to get some additional input.

BUILDING & GROUNDS

1. Building & Grounds Update- Mrs. Metzgar provided an update on the following:
 - Summer Cleaning
 - 1966 Boiler Project
 - Front Driveway Gate Project
 - Sealcoating Parking Lot Project
 - Preschool Playground Equipment
 - Thank you to the Township & Josh and crew from the DPW for assisting in the playground removal and spreading the mulch.
 - Soda Ash Water System Project
 - Masonry work

2. Playground Opening Discussion-Administration discussed with the board the option to reopen the playgrounds this summer. Due to the proposed construction, as well as the current pandemic, the board had agreed to keep the playgrounds closed until the reopening of school. We do not have the staffing to monitor use, the budget and availability for the cleaning products. We need to ensure we are well stocked on cleaning products for the reopening of school.

3. Motion made by Mrs. Galante, second by Mrs. Svendsen, to approve building and use calendar for August 2020, pending direction from the State of NJ. A voice vote was taken and unanimously approved.

4. Motion made by Mrs. Galante, second by Mrs. Thibault, to approve Nelson Painting to paint the cafeteria walls in the amount of \$3,250. (\$1,250 to be paid by the SJS Grant, remaining balance from the general fund). Motion approved by voice vote: Mrs. Svendsen-Aye; Mrs. Nothstine-Abstain; Mrs. Galante-Aye; Mrs. LoCascio-Aye; Mr. DeGroat-Aye; Mrs. Saul-Aye; Mrs. Williver- Aye; Mrs. Thibault-Aye; Mrs. Kraft-Aye.

TRANSPORTATION

1. Motion made by Mrs. Thibault, second by Mrs. Svendsen, to approve renewal of transportation contracts with Stocker Bus Company for the 2020-2021 school year for the following routes and amounts as listed:

<u>Route</u>	<u>Prev. yrs Cost</u>	<u>Aide</u>	<u># OF Days</u>	<u>CPI 1.70%</u>	<u>Inc/Dec Provision</u>	<u>Total Renewal Cost</u>
1	\$ 148,192.50	N/A	180	\$2,519.26	2.00	\$ 150,711.77
2	\$ 40,750.35	N/A	180	\$692.75	2.00	\$ 41,443.10
3	\$ 37,014.78	N/A	180	\$629.25	2.00	\$ 37,644.03
TOTAL ANNUAL COST						\$229,798.90

Just a note: Route 1 includes ST5,ST6,ST8,ST9
Route 2 includes ST25
Route 3 includes ST7

A roll call vote was taken and unanimously approved.

2. Motion made by Mrs. Thibault, second by Mrs. LoCascio, to approve Stocker Bus to provide a bus for Kindergarten orientation on August 26, 2020 (rain date August 27th), for a total cost of \$75.00. A voice vote was taken and unanimously approved.

BUDGET & FINANCE

1. Motion made by Mrs. LoCascio, second by Mrs. Svendsen to approve regular checks from June 23, 2020-June 30, 2020 numbered 26544 through 26588, N0623, N0624, N0625, N0626, N0630, void checks 26490 & 26544 for a total of \$185,640.11. Cafeteria checks numbered 2627 for a total of \$1,417.65. A voice vote was taken and unanimously approved.
2. Motion made by Mrs. LoCascio, second by Mrs. Thibault to approve regular checks from July 1, 2020-July 27, 2020 numbered 26589-26643, N0701, N0715, N0727, for a total of \$392,012.10. Cafeteria check numbered 2628 & N0722 for a total of \$2,025.00. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. LoCascio, second by Mrs. Saul to approve June Student Activity checks numbered 6317-6319 for a total of \$1,445. A voice vote was taken and unanimously approved.
4. Motion made by Mrs. LoCascio, second by Mrs. Galante to approve the attached list of purchase orders over \$1,000 for 2019-2020 school year. A voice vote was taken and unanimously approved.
5. Motion made by Mrs. LoCascio, second by Mrs. Galante to approve the attached list of purchase orders over \$1,000 for 2020-2021 school year. A voice vote was taken and unanimously approved.
6. Motion made by Mrs. LoCascio, second by Mrs. Svendsen to approve monthly travel as attached. A voice vote was taken and unanimously approved.

7. Motion made by Mrs. LoCascio, second by Mrs. Thibault to approve transfers from June 1, 2020 to June 30, 2020 as attached. A voice vote was taken and unanimously approved.
8. Motion made by Mrs. LoCascio, second by Mrs. Saul to approve the ESSA Title 1 grant amendment for 2020-2021 to carry over the 2019-2020 remaining funds in the amount of \$5,636. A voice vote was taken and unanimously approved.
9. Motion made by Mrs. LoCascio, second by Mrs. Thibault to approve the donation of a 'Free Library' structure from the Bello Family, to be placed near the garden area. A voice vote was taken and unanimously approved.
10. Motion made by Mrs. LoCascio, second by Mrs. Svendsen to approve the attached Memorandum of Understanding for FEMA and authorize the School Business Administrator/Board Secretary to submit for financial assistance to FEMA for items directly related to COVID-19. A roll call vote was taken and unanimously approved.

LEGISLATION

Mrs. Kraft reported on the following legislation items:

- Electronic Board Petitions
- Insurance coverage for graduation
- CARE Act/Job Protection

Mrs. Metzgar reported on the following legislation items:

- S2273-Health Benefits
- State Budget Update
- Families First Coronavirus Response Act

COMMUNITY RELATIONS

Mr. Kochis is working with Fairview Lake & Sussex County YMCA for potential services for the fall.

Mrs. Williver reported on the following items:

- Camp Henry Hoover activities
- Memory Park- Outdoor Movie Night- August 21st
- Blood Drive at Fairview Lake YMCA- August 5th
- Moth Night & Reptile- Sussex Borough Recreation Committee-July 31st
- Brodhecker Farm Sunflowers- Around 2nd week of August
- Sussex County Library-many events, visit their website for all the details
- Stillwater Recreation Commission- Summer Camps- Information on Township website

UNFINISHED BUSINESS

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

NEW BUSINESS

1. Save the date! Sussex/Warren County School Boards Meeting will be held on August 20, 2020 to be held virtually. Program begins at 7:00pm. Topic: Items/Concerns related to the current pandemic.

PUBLIC PARTICIPATION

Christine Bello- 1059 Stillwater Road, Newton, NJ 07875- Thank you for allowing us to install the 'Free Library' structure near the garden area.

EXECUTIVE SESSION

None.

ADJOURN

Motion made by Mrs. Thibault, second by Mrs. Saul to adjourn the meeting at 9:27 p.m. A voice vote was taken and unanimously approved.

Respectfully Submitted,



René Metzgar
Business Administrator/Board Secretary