

April 25, 2022

The Stillwater Board of Education met on April 25, 2022, at 7:43 p.m. in the Stillwater School All Purpose Room for a Regular Board of Education Meeting.

The meeting was called to order by Dennis DeGroat at 7:43 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 4, 2022. The meeting notice also appeared in the New Jersey Herald on April 25, 2022. Notices were posted in the Stillwater School, Town Hall, 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 (left at 7:56 pm), Mrs. Galante, Mrs. Thibault, Mrs. Williver, Mr. Franek, Mrs. Kraft, Mrs. Frey, and Mrs. Voris.

Absent: Mrs. LoCascio.

Also present were William Kochis, Superintendent, René Metzgar, Business Administrator/Board Secretary, Marissa Cramer, Principal/Supervisor of CST and Special Education/Basic Skills, and members of the public.

EXECUTIVE SESSION

BE IT HEREBY RESOLVED by Mrs. Galante, second by Mr. Franek at 7:45 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 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.

Mr. DeGroat left the meeting at 7:56 pm.

Mrs. Galante, Vice President, presided over the meeting.

Mrs. Thibault was excused from executive session at 8:00 pm.

Motion made by Mr. Franek and seconded by Mrs. Kraft at 8:06 p.m. to come out of executive session and return to public session. A voice vote was taken and unanimously approved.

Mrs. Thibault rejoined the meeting at 8:06 pm.

BOARD BUSINESS

1. Motion made by Mrs. Williver, second by Mrs. Frey to approve the Regular Board of Education meeting minutes from March 28, 2022. Motion approved by voice vote: Mrs. Williver- Aye; Mrs. Kraft-Aye; Mr. Franek-Aye; Mrs. Voris-Aye; Mrs. Thibault-Aye; Mrs. Frey-Aye; Mrs. Galante-Abstain.
2. Motion made by Mr. Franek, second by Mrs. Kraft to approve the Executive Session meeting minutes from March 28, 2022. . Motion approved by voice vote: Mrs. Williver- Aye; Mrs. Kraft-Aye; Mr. Franek-Aye; Mrs. Voris-Aye; Mrs. Thibault-Abstain; Mrs. Frey-Aye; Mrs. Galante-Abstain.

3. Motion made by Mrs. Thibault, second by Mr. Franek to approve the February 28, 2022 Board Secretary's and Treasurer's Reports which balanced in the amount of \$2,516,248.37 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of February 28, 2022 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 Mr. Franek, second by Mrs. Frey, to approve the March 31, 2022 Board Secretary's and Treasurer's Reports which balanced in the amount of \$2,414,008.45 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of March 31, 2022 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. 2021-2022 Board and District Goals Update:

Dr. Kochis report on the following District Goals:

Goal Statement 1: Develop and implement a plan to open school to allow for all students to attend full day, in-person learning while abiding by the mandates and guidelines of the Department of Education and Department of Health (Strategic Plan Goal #3: Community).

- Created and met with the Reopening Committee multiple occasions to gain input and feedback on reopening plans.
- Consistently and effectively communicated with the community and essential stakeholders in regards to our plan and ever changing State guidance.
- Equipped school and classrooms with appropriate PPE to allow for safe operations.
- Developed and revised policies related to reopening
- Maintained in-person instruction all year

Goal Statement 2: To raise awareness with staff, students, and the community on the topic of diversity and equity in education (Strategic Plan Goal #2: Global Citizenship and Strategic Plan Goal #4: The Whole Child)

- Education and Professional Development provided to all staff member
- Development and implementation of Regional Equity Teams
- Revision of curriculum to include topics on diversity and equity as per NJSA-18A:35-4.36a.
- Community/Family Events, still to be determined

Goal Statement 3: Utilize assessment data to evaluate student literacy levels and implement interventions to those below grade level (Strategic Plan Goal #1: Teaching and Learning).

- Utilized internal data due to lack of State Assessment Data (Star 360, Fountas and Pinnell, and Common Unit Assessments)
- Identified specific students and developed RTI plans to support their literacy struggles
- Worked on enhancing out interventions within the classroom (Tier 1 and 2 interventions)
- 4-6 week follow-up to see if the intervention is improving.
- Ongoing PD for staff on interventions

Mrs. Galante reported on the following Board Goals:

Goal 1: Engage in regular Board professional development in the areas of Ethics and Roles & Responsibilities.

- Ethics class was presented by NJSBA to the entire Board at our January Board Reorganization Meeting.
- Entire Board was provided access to the School Boards Workshop to be held virtually in October 2021. All members were encouraged to participate.
- Entire Board including new members were provided with a copy to read and sign of the Board Ethics policies at the January 2022 Reorganization Meeting.
- The new board members also received our board policy on BOE member Roles & Responsibilities in their new board member packet. Also included was information on BOE responsibilities from New Jersey School Boards Association.

Goal #2: Continue to maintain open communication with our community and to support the District's communication efforts in relation to school restart and recovery during and after the pandemic.

- The district's restart and recovery plans were posted on the school website and were effectively emailed to all families. As mandates, executive orders, and NJDOH Health guidance changed, the Board held open discussions about any changes Stillwater School would be making.
- Formal communication (letters) were distributed to all families following any BOE decision in regards to COVID-19.
- BOE Meetings shifted back to in-person (from Zoom) in August 2021 to allow for Stakeholders to participate in-person during BOE meetings.
- The Board adjusted their policy on public participation in order to clarify the purpose and procedure. This allowed for stakeholders to understand how to voice their opinions and questions during BOE meetings.
- A local representative from the town attends the BOE meetings regularly to share township information as well as to take notes on Stillwater School and reports back to the Township.

SUPERINTENDENT'S REPORT

Dr. Kochis reported on the following items:

- Trep\$- Great turnout! Thanked the students, club advisors, and the community.
- 6th Grade Activity Night- Thanked Mrs. Roberts, Mrs. Earley, and Mr. Tiberi.
- Grades 2 & 5 have field trips this week.
- Spring Concert is May 3rd
- State Testing begins the week of May 9th.

CORRESPONDENCE

None.

PRESIDENT'S COMMENTS

None.

PUBLIC PARTICIPATION

*This public session is designed for members of the public to speak on items for Board consideration. By law, the Board of Education is under no obligation to respond to public comment. If the Board of Education chooses to respond, it does not waive its right thereafter not to respond. Members of the public are asked to state their name and address for the record. ***Members of the public are requested to keep their comments to a maximum of 5 minutes. ***

None.

ACTION ITEMS:

PERSONNEL

None.

POLICY

None.

EDUCATION & CURRICULUM

- 1. Motion made by Mrs. Kraft, second by Mrs. Frey, as recommended by the Superintendent, to declare items as surplus and dispose/recycle them due to the age and condition:

Grade 2 Tradebooks:
Extinction-10 copies (1992)
Night Markets- 6 copies (1984)
Wiggling Worms at Work- 20 copies (2004)
The Ugly Duckling-40 (1987)

A voice vote was taken and unanimously approved.

- 2. Motion made by Mrs. Kraft, second by Mrs. Thibault, to approve the 2022-2023 school calendar for the Stillwater Township Board of Education. A roll call vote was taken and unanimously approved.

- 3. Motion made by Mrs. Kraft, second by Mrs. Thibault, to approve the extended school year summer program from July 5, 2022 - July 28, 2022 (4 days per week) and advertise for the following anticipated positions:

- 1 Preschool Teacher
- 1 Preschool Paraprofessional
- 2 Special Ed Teachers
- 4 Paraprofessionals
- 1 Bus Aide

- 1 Nurse
- 1 Speech/Language Therapist
- 6 General Ed Teachers
- 1 School Social Worker (10 days)

A voice vote was taken and unanimously approved.

BUILDING & GROUNDS

1. Mrs. Metzgar provided an update on the following building & grounds items:
 - Fire Inspection
 - Stillwater Fire Department Knox Box
 - Restroom Project
 - Water Outlets
 - Gym Wall Cracks
 - Structural Mason Project Bid
2. Motion made by Mrs. Williver, second by Mrs. Thibault, to approve the revised building and use calendar for April 2022. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. Williver, second by Mrs. Kraft, to approve building and use calendar for May 2022. A voice vote was taken and unanimously approved.
4. Motion made by Mrs. Williver, second by Mrs. Thibault, to approve the renewal of student accident insurance with Bollinger Specialty Group for the 2022-2023 school year for a total cost of \$5,166. A voice vote was taken and unanimously approved.
5. Motion made by Mrs. Williver, second by Mrs. Thibault, to award the bid for the Masonry Repair Project at the Stillwater Township School to Drill Construction for a total bid price of \$250,000. This will include alternate #1.

Bids :

Bidders	Base Bid	Alt. #1	Total
Drill Construction	\$240,000	\$10,000	\$250,000
Samson Concrete & Masonry, LLC	\$445,000	\$50,000	\$495,000
Arista Renovations, Inc.	No bid received		
Dell-Tech Inc.	No bid received		
Hear Construction	No bid received		
Pax Mundus Ent. LLC	No bid received		
Preferred Masonry Restoration, Inc.	No bid received		
Punjab Restoration, LLC	No bid received		
Spartan Construction, Inc.	No bid received		
Wallkill Group, Inc.	No bid received		

A roll call vote was taken and unanimously approved.

TRANSPORTATION

1. Motion made by Mrs. Voris, second by Mrs. Thibault, to approve Stocker Bus to provide transportation to Camp Nejeda for the 6th Grade recognition party to be held

on May 27th, with a rain date of May 31st. No cost to the district. A voice vote was taken and unanimously approved.

- Motion made by Mrs. Voris, second by Mrs. Williver, to approve the following field trips for the 2021-2022 school year:

Location	Grade
Nurture Nature Center	Grade 4
KRHS-Jr. High Play Preview	Grades 5/6

A voice vote was taken and unanimously approved.

- Motion made by Mrs. Voris, second by Mrs. Kraft, to approve transportation with Stocker Bus for the following field trips for the 2021-2022 school year:

Date	Location	Grade	Cost
May 4, 2022	KRHS	Grades 5/6	\$149.95/bus=\$299.90 Total
May 20, 2022	Nurture Nature Center	Grade 4	\$405.00

A voice vote was taken and unanimously approved.

BUDGET & FINANCE

- Motion made by Mrs. Thibault, second by Mrs. Frey, to approve regular checks from March 29, 2022-April 25, 2022 numbered 27909-27965, N0331, N0401, N0402, N0414, for a total of \$495,728.92. Student activity checks 6606-6607 in the amount of \$550. Grand total: \$496,278.92. A voice vote was taken and unanimously approved.
- Motion made by Mrs. Thibault, second by Mrs. Kraft, to approve the attached list of purchase orders over \$1,000 for 2021-2022 school year. A voice vote was taken and unanimously approved.
- Motion made by Mrs. Thibault, second by Mr. Franek, to approve monthly travel as attached. A voice vote was taken and unanimously approved.
- Motion made by Mrs. Thibault, second by Mrs. Kraft, to approve transfers from February 1, 2022 to March 31, 2022 as attached. A voice vote was taken and unanimously approved.
- Motion made by Mrs. Thibault, second by Mrs. Kraft, to establish a 457 plan and approve the new 457 plan document for the Stillwater Township Board of Education. Furthermore, to authorize Equitable Advisors as the provider for the 457 plan effective April 26, 2022. A voice vote was taken and unanimously approved.
- Motion made by Mrs. Thibault, second by Mrs. Frey, to approve the submission of grant application for the 2022 Safety Grant Program through the New Jersey Schools Insurance Group's ERIC WEST Subfund for the purposes described in the application, in the amount of \$2,300 for the period July 1, 2022 through June 30, 2023. A voice vote was taken and unanimously approved.

7. Motion made by Mrs. Thibault, second by Mr. Franek, to accept the Alliance Funds from the Township of Stillwater for the 2021-2022 school year for the following programs:

Summit: \$200

ASE/SEEK: \$368.75

A voice vote was taken and unanimously approved.

8. Motion made by Mrs. Thibault, second by Mrs. Frey, to approve the submission of the Fuel Up to Play 60 Grant for the 2022-2023 school year for Healthy Eating and Physical Activity for a grant award up to \$4,000. A voice vote was taken and unanimously approved.

LEGISLATION

None.

COMMUNITY RELATIONS

Mrs. Williver reported on the following items:

- PTA Tricky Tray is this Friday!
- PTA Daddy/Daughter Dance- May 20th
- May 3rd is the Spring Concert
- KRHS Strategic Planning has begun
- KRHS Players Jr.- Little Mermaid on May 6th & 7th
- More events on the Stillwater School Website & Newsletter

UNFINISHED BUSINESS

1. Board member Ethics/Financial Disclosure Forms-Due April 30th!
2. Board member required training- Due December 31, 2022.

NEW BUSINESS

1. Superintendent Evaluation & Board Self Evaluation Timeline was discussed. The board will receive an email once open, the evaluation will need to be completed by June 30th.

PUBLIC PARTICIPATION

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None.

ADJOURN

Motion made by Mrs. Thibault, second by Mr. Franek to adjourn the meeting at 8:42 p.m. A voice vote was taken and unanimously approved.

Respectfully Submitted,



René Metzgar
Business Administrator/Board Secretary