

March 21, 2022

The Stillwater Township Board of Education met on March 21, 2022 at 7:00 p.m. in the Stillwater School All Purpose Room for a Committee of the Whole 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 February 24, 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, Mrs. Galante, Mrs. LoCascio, Mrs. Williver, Mr. Franek, Mrs. Kraft, and Mrs. Voris (arrived 7:03pm).

Absent: Mrs. Thibault and Mrs. Frey.

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.

BOARD BUSINESS

1. Motion made by Mrs. Galante, second by Mr. Franek to approve the Regular Board of Education Meeting minutes from February 28, 2022. Motion approved by voice vote: Mrs. LoCascio-Aye; Mr. DeGroat-Abstain; Mrs. Williver- Aye; Mrs. Kraft-Aye; Mr. Franek-Aye; Mrs. Voris-Aye; Mrs. Galante-Aye.

COMMITTEE REPORTS

PERSONNEL

1. Motion made by Mrs. LoCascio, second by Mrs. Kraft, upon the recommendation of the Superintendent, to approve the following substitute teacher/paraprofessional for the 2021-2022 school year:

-Rebecca Pavlick (pending criminal history & background check)
A voice vote was taken and unanimously approved.

POLICY

None.

EDUCATION & CURRICULUM

1. Motion made by Mrs. Kraft, second by Mr. Franek, to approve the student council fundraiser Read-A-Thon through read-a-thon.com. A voice vote was taken and unanimously approved.

2. Motion made by Mrs. Kraft, second by Mrs. LoCascio, to approve the student council fundraiser of a car wash to help donate funds to local animal shelters. A voice vote was taken and unanimously approved.

Mrs. Voris arrived at 7:03pm.

3. Motion made by Mrs. Kraft, second by Mrs. LoCascio, to approve the revised Safe Return Plan for the Stillwater Township Elementary School as required by ARP ESSER III Funding. A roll call vote was taken and unanimously approved.

BUILDING & GROUNDS

1. Motion made by Mrs. Williver, second by Mrs. LoCascio, to approve the revised building and use calendar for March 2022. A voice vote was taken and unanimously approved.

TRANSPORTATION

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

Location	Grade
Quiet Valley Historical Farm	Grade 5

A voice vote was taken and unanimously approved.

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

Date	Location	Grade	Cost
April 26, 2022	Quiet Valley Historical Farm	Grade 5	\$424.01

A voice vote was taken and unanimously approved.

BUDGET & FINANCE

1. Revised Budget Calendar was distributed to board members and attached to minutes.
2. Review of 2022-2023 Tentative Budget- Dr. Kochis & Mrs. Metzgar presented the 2022-2023 tentative school budget. Detailed information was provided regarding projected revenues and expenditures. Information was also provided on state aid, tax levy and impact, enrollment projection, school programs, building projects, and the future of funding for the district.
3. Motion made by Mrs. LoCascio, second by Mr. Franek, to introduce the preliminary 2022-2023 School Budget and authorize the School Business Administrator to submit the preliminary budget to the Sussex County Office of Education for compliance and approval for advertisement as follows:

<u>Expenditures</u>		<u>Revenues</u>	
Charter School	<u>\$66,804</u>		
General Current Expense	<u>\$5,800,035</u>	<u>General Fund</u>	
Capital Outlay	<u>\$298,390</u>	..Budgeted Fund Balance	\$350,158
Special Revenue Fund	<u>\$916,030</u>	..Local Tax Levy	\$4,809,148
		..Capital Reserve	\$ 284,600
		..Capital Reserve Int.	\$ 500
		..Maintenance Reserve	\$49,000
		..Maintenance Res. Int.	\$200
Repayment of Debt	<u>\$ 0.00</u>	..Misc Revenue	\$2,000
		..Tuition	\$6,800
		..State Aid	\$661,823
		...SEMI	\$1,000
		Total General Fund:	\$6,165,229
Total Expenditures	<u><u>\$7,081,259</u></u>	<u>Special Revenue Fund</u>	
		..Federal & State Aid	\$916,030
		<u>Debt Service</u>	\$0.00
		Total Revenue	<u><u>\$7,081,259</u></u>

As per NJAC 6A:23A-7.3, the proposed budget provides for a maximum expenditure amount that may be allotted for travel and expense reimbursement. The maximum amount of travel and expense reimbursement for the 2021-2022 budget was \$10,000. As of March 1, 2022 the amount spent to date is \$262.50. The 2022-2023 tentative budget includes a maximum travel appropriation of \$10,000. The School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded. Included in the 2022-2023 proposed budget is a maximum regular business travel amount of \$1,500 per employee.

Further be it resolved, the Stillwater Township Board of Education approves the use of \$106,240 in Banked Cap which will support instructional costs in the 2022-2023 fiscal year budget.

Further be it resolved, that included in line 600, Budgeted Withdrawal from Capital Reserve is \$284,600 for other capital projects. The total costs of these projects is \$284,600, which represents expenditures for the structural masonry project, lighting upgrades, and the design phase for ventilation upgrades, that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards.

Further be it resolved, that included in line 630, Budgeted Withdrawal from Maintenance Reserve is \$49,000 for masonry repairs to the inside and outside of the building.

This proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the New Jersey Student Learning Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A. A roll call vote was taken and unanimously approved.

4. BE IT HEREBY RESOLVED by Mrs. LoCascio, second by Mrs. Galante, that the Stillwater Township Board of Education approves the submission of the 2022-2023 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 Board formally approves the application submission for the grant listed above for a total revised award up to \$742,230, based on per pupil costs.

BE IT FURTHER 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.

COMMUNITY RELATIONS

Mrs. Williver reported on the following items:

- Kittatinny Players Booster Club- Hosting second annual “Egg My Yard” fundraiser. Place orders by April 4th!
- Save the Date: Kittatinny Junior Players- “The Little Mermaid” May 6th & 7th.
- Stillwater PTA Tricky Tray- April 29th
- Noteworthy Music Lessons available on Main Street in Stillwater.
- Military Family Program at the Center for Prevention & Counseling-Thursdays at 5:30.
- KRHS Softball Team- Flower Fundraiser with C & C Growers.
- Grow Garden State is offering free seeds for their Garden Challenge
- Hampton Hooperz- New basketball league for the summer.
- Various activities at Fairview Lake YMCA & Sussex County YMCA.
- Check out our Stillwater School Newsletter for even more items!

LEGISLATIVE

Mrs. Kraft reported on the following items:

- Governor Murphy extended the disputes for Special Education Services impacted by COVID.
- The senate has moved on the bill for details pertaining to remote instruction for students.
- Bill regarding epi pen training & suicide prevention training for school bus drivers and other contracted service professionals.
- The state will be conducting a smart phone/social media study and the impact on students.
- Emergency Protocols A-301 bill would require each district to submit its current emergency communication policies and protocols to the NJ Department of Education.

- Student Civic Engagement A-1271- would permit excused absences for students who attend civic events.
- Reducing Meal Debt-A-1822 would require every school district to establish a “School Meal Fund” to assist students with school meal bills that are in arrears.

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.

EXECUTIVE SESSION

None.

ADJOURNMENT

Motion made by Mrs. Williver, second by Mrs. LoCascio to adjourn the meeting at 7:59 p.m. A voice vote was taken and unanimously approved.

Respectfully Submitted,



René Metzgar
Business Administrator/Board Secretary