

February 28, 2022

The Stillwater Township Board of Education met on February 28, 2022 at 7:00 p.m. in the Stillwater School All Purpose Room for a Regular Board of Education Meeting.

The meeting was called to order by Krista Galante, Vice President, 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 4, 2022. Notices were posted in the Stillwater School, Town Hall, Stillwater Post Office, Middleville Post Office, Swartswood Post Office and the Stillwater School Website.

Mrs. Galante led the flag salute. The following Board members were present: Mrs. Galante, Mrs. LoCascio, Mrs. Williver, Mr. Franek, Mrs. Kraft, Mrs. Frey, and Mrs. Voris.

Absent: Mr. DeGroat and Mrs. Thibault.

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. LoCascio, second by Mrs. Frey to approve the Committee of the Whole Board of Education meeting minutes from February 14, 2022. A voice vote was taken and unanimously approved.
2. Motion made by Mrs. LoCascio, second by Mrs. Kraft to approve the January 31, 2022 Board Secretary's and Treasurer's Reports which balanced in the amount of \$2,565,915.89 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of January 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.

### **SUPERINTENDENT'S REPORT**

Dr. Kochis reported on the following:

- Mask discussion in relation to Governor Murphy lifting the mask mandate beginning March 7<sup>th</sup>.
- Reported on the current Cali rating and case rate for Stillwater School.
- Spoke about the CDC recommendations for close contact/quarantine guidelines.
- Reminded everyone to be respectful to those who chose or not chose to wear a mask.

### **CORRESPONDENCE**

None.

## **PRESIDENT'S COMMENTS**

None.

## **PUBLIC PARTICIPATION**

Tim Haas- 929 Maple Ave, Newton, NJ 07860- Concerned about not having masks in the preschool rooms after March 7<sup>th</sup> since the preschoolers are not eligible to be vaccinated. The only layer of protection for them are the masks. He asked the board to consider keeping preschool masked through the end of the year.

Paul Barta- (Township Liaison)- Wanted to highlight some items discussed at the Township meeting recently. The Township have put aside funds to have Sussex County Sheriff's Office patrol our community on various days/times. Also, they are anticipating paving the Veterans Field parking lot.

## **ACTION ITEMS:**

### **PERSONNEL**

1. Motion made by Mrs. LoCascio, second by Mr. Franek, upon the recommendation of the Superintendent, to approve the following substitute Nurse for the 2021-2022 school year:

-Melissa Hansen (pending criminal history & background check)

A roll call vote was taken and unanimously approved.

2. Motion made by Mrs. LoCascio, second by Mrs. Frey, to approve René Metzgar to attend the NJASBO Convention in Atlantic City, NJ, June 7-10, 2022, as per contract.

WHEREAS, The Stillwater Board of Education is required pursuant to *N.J.S.A.* 18A:11-12 to adopt policy and approve travel expenditures by district employees and board members using local, State, or Federal funds to ensure that travel is educationally necessary and fiscally prudent; and

WHEREAS, The Board has determined that the training programs, seminars, conventions and conferences sponsored by New Jersey Association of School Business Administrators and set forth below are directly related to and within the scope of listed administrator's current responsibilities and/or applicable professional development plans; and

WHEREAS, The Board has determined that the participation in the NJASBO training programs, and seminars, conventions and conferences requires school district travel expenditures and that this travel is critical to the administrative and /or instructional needs of the district and/or furthers the efficient operation of the district, and /or will help improve administrator's skills and knowledge related to

district operations: and

WHEREAS, The Board has determined that the school district travel expenditures to NJASBO training programs, seminars, conventions and conferences are in compliance with State travel guidelines as established by the Department of the Treasury and within the guidelines established by the federal Office of Management and Budget; except as superseded by conflicting provisions of Title 18A of the New Jersey Statutes; and

WHEREAS, The Board finds that a mileage reimbursement rate equal to that of the OMB mileage reimbursement rate of [\$.35] per mile is a reasonable rate, plus parking and tolls; and

WHEREAS, The Board has determined that participation in the NJASBO training programs, seminars, conventions and conferences is in compliance with the district policy on travel; therefore be it

RESOLVED, That the board of education hereby approves the attendance of the listed district employees the listed NJASBO training programs, seminars, conventions and conferences and the costs of attendance including all registration fees, and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount; and, be it further

RESOLVED, That the Stillwater Board of Education authorizes in advance, as required by statute, attendance at the NJASBO training programs, seminars, conventions and conferences:

René Metzgar	
Ocean Resort, Atlantic City, NJ, June 7-10, 2022	\$269.29
Registration	\$275
<u>Meals &amp; Incidental Expenses/day</u>	
Breakfast	\$13
Lunch	\$15
Dinner	\$26
<u>Incidentals</u>	<u>\$5</u>
TOTAL	\$59

1<sup>st</sup> and last day

M&IE Rate 75% \$44.25/day

A roll call vote was taken and unanimously approved.

- Motion made by Mrs. LoCascio, second by Mr. Franek, to approve William Kochis to attend NJASA Convention in Atlantic City, NJ May 18-20, 2022, as per contract.

WHEREAS, The Stillwater Board of Education is required pursuant to *N.J.S.A.* 18A:11-12 to adopt policy and approve travel expenditures by district employees and board members using local, State, or Federal funds to ensure that travel is educationally necessary and fiscally prudent; and

WHEREAS, The Board has determined that the training programs, seminars, conventions and conferences sponsored by New Jersey Association of

School Administrators and set forth below are directly related to and within the scope of listed administrators current responsibilities and/or applicable professional development plans; and

WHEREAS, The Board has determined that the participation in the NJASA training programs, and seminars, conventions and conferences requires school district travel expenditures and that this travel is critical to the administrative and /or instructional needs of the district and/or furthers the efficient operation of the district, and /or will help improve administrators skills and knowledge related to district operations: and

WHEREAS, The Board has determined that the school district travel expenditures to NJASA training programs, seminars, conventions and conferences are in compliance with State travel guidelines as established by the Department of the Treasury and within the guidelines established by the federal Office of Management and Budget; except as superseded by conflicting provisions of Title 18A of the New Jersey Statutes; and

WHEREAS, The Board finds that a mileage reimbursement rate equal to that of the OMB mileage reimbursement rate of [\$.35] per mile is a reasonable rate plus parking and tolls; and

WHEREAS, The Board has determined that participation in the NJASA training programs, seminars, conventions and conferences is in compliance with the district policy on travel; therefore be it

RESOLVED, That the board of education hereby approves the attendance of the listed district employee, the listed NJASA training programs, seminars, conventions and conferences and the costs of attendance including all registration fees, and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount; and, be it further

RESOLVED, That the Stillwater Board of Education authorizes in advance, as required by statute, attendance at the NJASA training programs, seminars, conventions and conferences:

William Kochis	
Harrah’s Resort, Atlantic City, NJ,	\$237.26
Registration	No Cost
<u>Meals &amp; Incidental Expenses/day</u>	
Breakfast	\$13
Lunch	\$15
Dinner	\$26
<u>Incidentals</u>	<u>\$5</u>
TOTAL	\$59

1<sup>st</sup> and last day  
M&IE Rate 75% \$44.25/day

A roll call vote was taken and unanimously approved.

4. Motion made by Mrs. LoCascio, second by Mrs. Williver, upon the recommendation of the Superintendent, to approve the following mentors for the check in/check out program for the remainder of the 2021-2022 school year, pro-rated stipend for each mentor of \$600 to be paid through ESSER 2 Mental Health funds:

Maureen Riva  
 Elaine Makarevich  
 Melissa Piazza  
 Kelly Fryer  
 Jessica Garrigan  
 Sam Scocozza  
 Danielle Hoon  
 Steve Tiberi

A roll call vote was taken and unanimously approved.

5. Motion made by Mrs. LoCascio, second by Mrs. Williver, upon the recommendation of the Superintendent, to approve the following Check in/Check out Program Coordinator for the remainder of the 2021-2022 school year, pro-rated stipend of \$1,200 to be paid through ESSER 2 Mental Health funds:

Jeanne Smetana

A roll call vote was taken and unanimously approved.

6. Motion made by Mrs. LoCascio, second by Mrs. Kraft, upon the recommendation of the Superintendent, to approve the following graduate class at The College of New Jersey for Maureen Riva, reimbursement as per SEA contract:

<u>Title of Course</u>	<u>Dates</u>	<u>Cost</u>
Curriculum, Methods & Assessment for Second Language Acquisition	3/14/2022-4/1/2022	\$1,803

A voice vote was taken and unanimously approved.

7. Motion made by Mrs. LoCascio, second by Mrs. Williver, upon the recommendation of the Superintendent, to retroactively fund 100% of the salary of Paraprofessional, Stacey Monahan, from September 1, 2021- June 30, 2022 through ARP-IDEA Basic Funds. A voice vote was taken and unanimously approved.

8. Motion made by Mrs. LoCascio, second by Mrs. Frey, upon the recommendation of the Superintendent, to terminate the Shared Service Agreement with Fredon Township Board of Education for two Paraprofessionals, effective February 15, 2022. A voice vote was taken and unanimously approved.

## POLICY

1. Motion made by Mrs. Frey, second by Mr. Franek, to approve the revised Safe Reopening Plan for the Stillwater Township Board of Education. A roll call vote was taken and unanimously approved.

2. Motion made by Mrs. Frey, second by Mrs. LoCascio, to approve the following public session statement to be placed on each board agenda:

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. \*\***  
A voice vote was taken and unanimously approved.

### **EDUCATION & CURRICULUM**

1. Motion made by Mrs. Kraft, second by Mrs. LoCascio, to accept the 2021 Hess Toy Truck STEM kit for the makerspace program from the Hess Toy Truck Company, at no cost to the district. A voice vote was taken and unanimously approved.

### **BUILDING & GROUNDS**

1. Motion made by Mrs. Williver, second by Mrs. LoCascio, to approve building and use calendar for February 2022. A voice vote was taken and unanimously approved.
2. Motion made by Mrs. Williver, second by Mrs. LoCascio, as recommended by the Superintendent, to declare technology items as surplus and dispose/recycle them due to the age and condition:

- broken/aged out chromebooks
- old desktop computers and monitors
- old iPads
- old/broken printers
- old projectors & activeboards
- various computer accessories & cables

A voice vote was taken and unanimously approved.

### **TRANSPORTATION**

None.

### **BUDGET & FINANCE**

1. Motion made by Mr. Franek, second by Mrs. LoCascio, to approve regular checks from January 25, 2022-February 28, 2022 numbered 27663-27726, N1215, N1223, N0103, N0114, void checks#27663 and 27687 for a total of \$827,411.75. Cafeteria check 2652-2653 in the amount of \$13,702.91. No Student activity checks. Grand total: \$841,114.66. A voice vote was taken and unanimously approved.
2. Motion made by Mr. Franek, second by Mrs. Frey, to approve the attached list of purchase orders over \$1,000 for 2021-2022 school year. A voice vote was taken and unanimously approved.

3. Motion made by Mr. Franek, second by Mrs. LoCascio to approve monthly travel as attached. A voice vote was taken and unanimously approved.
4. Motion made by Mr. Franek, second by Mrs. LoCascio to approve transfers from January 1, 2022 to January 31, 2022 as attached. A voice vote was taken and unanimously approved.
5. Motion made by Mr. Franek, second by Mrs. LoCascio to accept the Securing Our Children's Future Bond Act Water Infrastructure Grant award in the amount of \$41,728. A voice vote was taken and unanimously approved.
6. Motion made by Mr. Franek, second by Mrs. Frey, to accept the prize award in the amount of \$300 from The Recycle Rally Team/PepsiCo, for being selected as the 5<sup>th</sup> place prize winner in the recycle Rally's Recycling Stars Essay Contest for the Cafeteria Connection program. A voice vote was taken and unanimously approved.
7. Motion made by Mr. Franek, second by Mrs. LoCascio, to authorize the submission of the SRSA REAP Grant application for FY2022, and accept the grant award of these funds upon subsequent approval of the FY2022 application in the amount of \$24,989. A voice vote was taken and unanimously approved.
8. Motion made by Mr. Franek, second by Mrs. Frey, to approve ESSER II and ARP ESSER grant amendments for the 2021-2022 school year to reflect changes to anticipated programs. A voice vote was taken and unanimously approved.

## **LEGISLATION**

No Report.

## **COMMUNITY RELATIONS**

Mrs. Williver reported on the following community events:

- Reminder to check the school newsletter for spring sports sign ups and summer camps.
- Reminder that the KRHS Players are performing 9 to 5 The Musical this week.

## **UNFINISHED BUSINESS**

1. Board member Ethics/Financial Disclosure Forms
2. Revised Budget Calendar handout

## **NEW BUSINESS**

1. Board member required training- Due December 31, 2022.

**PUBLIC PARTICIPATION**

Paul Barta- 902 Owassa Road, Newton, NJ 07860- Asked if masks will still be required on school busses as of March 7<sup>th</sup>.

Dr. Kochis responded that they would no longer be required.

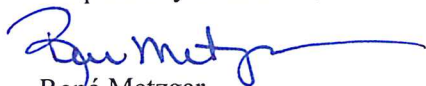
**EXECUTIVE SESSION**

None.

**ADJOURN**

Motion made by Mrs. LoCascio, second by Mrs. Williver to adjourn the meeting at 7:30 p.m.  
A voice vote was taken and unanimously approved.

Respectfully Submitted,



René Metzgar  
Business Administrator/Board Secretary