

September 27, 2021

The Stillwater Township Board of Education met on September 27, 2021 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 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, Township Journal & Star Ledger on January 5, 2021. Change of location was provided to the New Jersey Herald on September 1, 2021. 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. Svendsen, Mrs. Galante, Mrs. Kraft, Mrs. Nothstine, Mrs. LoCascio and Mrs. Thibault.

Absent: Mrs. Williver & Mr. Franek.

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. Svendsen to approve the Committee of the Whole Board of Education Meeting minutes from September 13, 2021. A voice vote was taken and unanimously approved.
2. Motion made by Mrs. LoCascio, second by Mrs. Nothstine to approve the August 31, 2021 Board Secretary's and Treasurer's Reports which balanced in the amount of \$2,503,854.33 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of August 31, 2021 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. Motion approved by voice vote: Mrs. Svendsen-Aye; Mrs. Nothstine-Aye; Mr. DeGroat-Aye; Mrs. Thibault-Aye; Mrs. LoCascio-Aye; Mrs. Kraft-Aye; Mrs. Galante-Abstain.
3. Mrs. Roberts provided the Board of Education Members with HIB Training. Presentation is attached to the minutes.
4. District Goals Action Plan Update- Dr. Kochis reported out on the 2021-2022 District Goals action plans. The district has begun to progress forward to accomplish the goals.

### **SUPERINTENDENT'S REPORT**

Dr. Kochis reported on the following items:

- Opening of School-Thank you students, staff, parents, community, and BOE members
- Update on guidance for Physical Education classes and face coverings

- Start Strong Assessment- Thanked Mrs. Roberts and teachers
- Stillwater School Garden caterpillar update- Thanked Mrs. Makarevich and faculty
- Back to School Night

## **CORRESPONDENCE**

-Letter from Mrs. Bello that was received last week and forward to all board of education members.

## **PRESIDENT'S COMMENTS**

Mr. DeGroat provided the board of education members with a policy to review regarding public participation. He believes reviewing a policy monthly so members become more familiar with all of our policies would a great idea. There are a lot!

## **PUBLIC PARTICIPATION**

None.

## **ACTION ITEMS:**

### **PERSONNEL**

1. Substitute rate discussion- Dr. Kochis discussed with the board of education the difficulty to find substitute teachers currently. He proposed increasing our sub pay rate to attract and hold more substitutes.
2. Motion made by Mrs. Galante, second by Mrs. Svendsen, upon the recommendation of the Superintendent, to approve attached professional days. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. Galante, second by Mrs. LoCascio, upon the recommendation of the Superintendent, to approve submission of the Statement of Assurance Regarding the Use of Paraprofessional Staff for the 2021-2022 school year to the County Office. A voice vote was taken and unanimously approved.
4. Motion made by Mrs. Galante, second by Mrs. Nothstine, upon the recommendation of the Superintendent, to approve the following substitute teachers/paraprofessionals for the 2021-2022 school year:
  - Cati Pilkington (pending criminal history & background check)
  - Mollie Ankrom (pending criminal history & background check)A voice vote was taken and unanimously approved.
5. Motion made by Mrs. Galante, second by Mrs. Svendsen, upon the recommendation of the Superintendent, to rescind the following motion approved at the August 23, 2021 Regular Board of Education Meeting:

Motion made by Mrs. Galante, second by Mrs. Svendsen, upon the recommendation of the Superintendent, to approve the following graduate class at Fairleigh Dickinson University for Janet Mahedy, no reimbursement as per SEA contract:

<u>Title of Course</u>	<u>Dates</u>	<u>Cost</u>
Supervision Instruction-Personnel & Evaluation	August 23, 2021- December 15, 2021	\$2,208.00

A voice vote was taken and unanimously approved.

A voice vote was taken and unanimously approved.

6. Motion made by Mrs. Galante, second by Mrs. LoCascio, upon the recommendation of the Superintendent, to approve the following graduate class at Fairleigh Dickinson University for Janet Mahedy, reimbursement as per SEA contract:

<u>Title of Course</u>	<u>Dates</u>	<u>Cost</u>
Supervision Instruction-Personnel & Evaluation	August 23, 2021- December 15, 2021	\$2,208.00

A voice vote was taken and unanimously approved.

7. Motion made by Mrs. Galante, second by Mrs. LoCascio, upon the recommendation of the Superintendent, to approve the following after school program for the 2021-2022 school year. The stipend for each teacher is \$410

6<sup>th</sup> Grade Art Club

Melissa Piazza

Grade 6

A voice vote was taken and unanimously approved.

8. Motion made by Mrs. Galante, second by Mrs. LoCascio, upon the recommendation of the Superintendent, to approve the following teachers for the After School Learning Center for a total of 50 sessions at a rate of \$75/session for the 2021-2022 school year. Paid through Title I.

Kerri Huff  
Maureen Riva  
Michele Bird  
Helen Sallitt- Substitute

A voice vote was taken and unanimously approved.

## POLICY

1. Motion made by Mrs. Nothstine, second by Mrs. LoCascio to approve the final reading of the following new policy:

Policy #3542.2 School Meal Program Arrears

A voice vote was taken and unanimously approved.

2. Motion made by Mrs. Nothstine, second by Mrs. Svendsen to approve the second reading of the following new policies:

Policy#5141.10 Face Coverings

Policy#5141.11 Vaccination and Testing

A voice vote was taken and unanimously approved.

## EDUCATION & CURRICULUM

1. Mrs. Roberts reported on the following: SSDS Reporting Period 2: January 1, 2021- June 30, 2021- There were 2 incidents total- confirmed HIB. Various programs were held during this time period such as the Great Kindness Challenge Slide show for all classes, SEL Day, and CORE team awards.
2. Motion made by Mrs. Svendsen, second by Mrs. Thibault, to approve the following resolution:  
Resolution declaring October 4-8, 2021 Week of Respect

WHEREAS, The Anti-Bullying Bill of Rights, Assembly Bill 3466, was approved by the New Jersey Legislature in November 2010 and signed into law as P.L. 2010, c. 122, by Governor Chris Christie on January 5, 2011; and

WHEREAS, The statute is intended to protect students from harassment and intimidation that would substantially interfere with their education; and

WHEREAS, In a 2009 survey by the National Centers for Disease Control, one in five New Jersey students indicated they had been the subject of bullying on school grounds during the previous year; and

WHEREAS, The Anti-Bullying Bill of Rights places expanded responsibilities on teachers, school administrators and boards of education to protect students from incidents of bullying, harassment and intimidation; and

WHEREAS, The Anti-Bullying Bill of Rights designates the week beginning with the first Monday in October as “Week of Respect” throughout New Jersey”; and

WHEREAS, The law directs school districts to observe the “Week of Respect” through age-appropriate instruction in accordance with New Jersey’s core curriculum content standards; and

WHEREAS, The Stillwater Board of Education recognizes the harmful impact of harassment and bullying on children and is committed to providing all of its students with a safe and secure learning environment free from intimidation; and

WHEREAS, The Stillwater Board of Education supports the intent of the Anti-Bullying Bill of Rights to protect our children, as well as the goal of previous law to enhance training and instruction to prevent harassment, intimidation and bullying. Now therefore be it

RESOLVED, That the Stillwater Board of Education declares October 4 through 8, 2020 as a “Week of Respect” in all district schools, and be it further

RESOLVED, That the Week of Respect will be a part of the Stillwater Public Schools’ ongoing efforts to foster respect among students and staff for the diverse cultures and personalities represented in our school community, and be it further

RESOLVED, That copies of this resolution be sent to Governor Phil Murphy,

State Senator Oroho, Assembly Representatives Space and Wirths, the New Jersey School Boards Association and the Sussex County School Boards Association. A roll call vote was taken and unanimously approved.

3. Motion made by Mrs. Svendsen, second by Mrs. Kraft, to declare October 18-22, 2021 School Violence Awareness Week:

WHEREAS, N.J.S.A. 18A:36-5.1. declares the week beginning with the third Monday in October of each year is designated as "School Violence Awareness Week" in the State of New Jersey. School districts shall observe this week by organizing activities to prevent school violence including, but not limited to, age-appropriate opportunities for student discussion on conflict resolution, issues of student diversity, and tolerance. Law enforcement personnel shall be invited to join members of the teaching staff in the discussions. Programs shall also be provided for school board employees that are designed to help them recognize warning signs of school violence and to instruct them on recommended conduct during an incident of school violence. The Department of Education shall provide guidelines and information to boards of education for use in planning the activities in observance of the week and such funds as are necessary to pay the costs of the required activities and programs.

RESOLVED, That the School Violence Awareness Week will be a part of the Stillwater Township Schools' ongoing efforts to help students and staff to recognize the importance of tolerance and to understand and apply conflict resolution techniques.

A roll call vote was taken and unanimously approved.

4. Motion made by Mrs. Svendsen, second by Mrs. Thibault, to approve the cost of the lifeguard for the Grade 5 Aquatics program at Kittatinny Regional High School from October 18-22, 2021 for a total cost of \$250 to be paid to KRHS. A voice vote was taken and unanimously approved.

## **BUILDING & GROUNDS**

1. Mrs. Metzgar provided an update on the following Building and Grounds items:
  - Single Stall Restroom Project
  - Masonry work
  - Front Security Gate
  - Preschool Shed
2. Motion made by Mrs. LoCascio, second by Mrs. Svendsen, to approve building and use calendar for October 2021. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. LoCascio, second by Mrs. Thibault to retroactively approve the renewal of Gary Post's Black Seal boiler license for 3 years in the amount of \$160.00. A voice vote was taken and unanimously approved.
4. Motion made by Mrs. LoCascio, second by Mrs. Svendsen to approve Article 12 maintenance agreement annual addendum of the uniform state memorandum of agreement between education and law enforcement officials and to re-adoption of the Uniform State Memorandum of Agreement between Education and Law

Enforcement Officials and authorize the submission of same to the County Superintendent, County Prosecutor and Law Enforcement Officials. (Copy is available in the Superintendent's Office for review). A roll vote was taken and unanimously approved.

**TRANSPORTATION**

- Motion made by Mrs. Nothstine, second by Mrs. Svendsen, to approve Kittatinny Regional High School for transportation coordination services for aid in lieu students, charter school and non-public routes for the 2021-2022 school year as listed:

Administrative fee of 4%, equal to \$464.26  
 Non-Public Route- \$6,606.60  
 Charter School Route- \$3,000  
 Aid in lieu, 2 students- \$2,000

Costs may change if enrollment at nonpublic or charter changes.  
 A roll call vote was taken and unanimously approved.

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

Location	Grade
Turtleback Zoo	Grade 1
Tranquility Farms	Grade 3
Kittatinny Regional High School	Aquatic Safety Program-Grade 5
Ideal Farms and Garden	Preschool

A voice vote was taken and unanimously approved.

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

Date	Location	Grade	Cost
October 7, 2021 Rain Date: Oct. 13	Turtle Back Zoo	Grade 1	\$413.67
October 18, 19, 20, 21, & 22, 2021	Kittatinny Regional High School	Aquatic Safety Program-Grade 5	\$180.97/trip=\$904.85 total
October 18, 2021	Ideal Farms	Preschool	\$305.08
October 20, 2021	Ideal Farms	Preschool	\$305.08

A voice vote was taken and unanimously approved.

**BUDGET & FINANCE**

- Audit/Financial Update- Mrs. Metzgar reported the 2020-2021 audit was completed last week. No audit findings or material weaknesses.

Mrs. Metzgar also reported on the current financial status of the budget. This year there have been many unbudgeted items such as tuition costs, charter students moving into district, cyber security insurance, and various other items. Dr. Kochis and Mrs. Metzgar will be reviewing the budget to develop a plan for these additional expenditures.

2. Motion made by Mrs. Thibault, second by Mrs. LoCascio, to approve regular checks from August 24, 2021-September 27, 2021 numbered 27428-27498, N0831, N0910, student activity checks #6600-6601 for a total of \$691,626.50. Cafeteria checks numbered 2646-2647 for a total of \$3,212.94. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. Thibault, second by Mrs. LoCascio to approve the attached list of purchase orders over \$1,000 for 2021-2022 school year. A voice vote was taken and unanimously approved.
4. Motion made by Mrs. Thibault, second by Mrs. LoCascio to approve transfers from August 1, 2021 to August 31, 2021 as attached. A voice vote was taken and unanimously approved.
5. Motion made by Mrs. Thibault, second by Mrs. LoCascio to approve monthly travel as attached. A voice vote was taken and unanimously approved.
6. Motion made by Mrs. Thibault, second by Mrs. LoCascio to accept the monetary donation in the amount of \$400 from Weis Markets for the Weis 4 School Program. A voice vote was taken and unanimously approved.
7. Motion made by Mrs. Thibault, second by Mrs. LoCascio to accept the FY2020 School Security Grant award in the amount of \$20,000. A voice vote was taken and unanimously approved.
8. Motion made by Mrs. Thibault, second by Mrs. LoCascio to accept the Petco Pets in Classroom Grant for Mrs. Pierson's Preschool classroom for a starter kit and live animal (hermit crab). A voice vote was taken and unanimously approved.
9. Motion made by Mrs. Thibault, 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.

## **LEGISLATION**

None.

## **COMMUNITY RELATIONS**

No report.

## UNFINISHED BUSINESS

1. Board member required training- Due December 31, 2021.
2. Reminder: NJSBA Virtual Conference- October 26-October 28, 2021

## NEW BUSINESS

None.

## PUBLIC PARTICIPATION

None.

## EXECUTIVE SESSION

BE IT HEREBY RESOLVED by Mrs. LoCascio, second by Mrs. Svendsen at 8:08 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 Personnel Matters and SEA 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.

Mrs. Cramer and Mrs. Roberts were excused from the meeting at 8:08 pm.

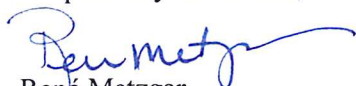
Mrs. Thibault was excused from the meeting at 8:13 pm.

Motion made by Mrs. LoCascio and seconded by Mrs. Nothstine at 8:27 p.m. to come out of executive session and return to public session. A voice vote was taken and unanimously approved.

## ADJOURN

Motion made by Mrs. LoCascio, second by Mrs. Nothstine to adjourn the meeting at 8:27 p.m. A voice vote was taken and unanimously approved.

Respectfully Submitted,



René Metzgar  
Business Administrator/Board Secretary