

January 23, 2023

The Stillwater Township Board of Education met on January 23, 2023 at 7:00 p.m. in the Stillwater School Library for a Regular Board of Education Meeting.

The meeting was called to order by Cheryl Williver, 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 10, 2023. Notices were posted in the Stillwater School, Town Hall, Stillwater Post Office, Swartswood Post Office and the Stillwater School Website.

Mrs. Williver led the flag salute. The following Board members were present: Mrs. Williver, Mr. DeGroat, Mr. Franek, Mrs. Kraft, Mrs. Valeich, Mrs. Thibault, and Mrs. Voris.

Absent: Mrs. Galante 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.

### **OATHS FOR RETURNING BOARD MEMBER**

(N.J.S.A:18A:17.11)

Mrs. Metzgar administered the oath to the following individual for the 3 year full term for membership on the Board of Education:

For the 3-Three-year full term for membership on the Board of Education:

-Karen Thibault

### **BOARD BUSINESS**

1. Motion made by Mrs. Kraft, second by Mr. DeGroat, to approve the Reorganization Meeting Minutes and the Committee of the Whole Board of Education meeting minutes from January 9, 2023. Motion approved by voice vote: Mr. DeGroat-Aye; Mrs. Williver- Aye; Mrs. Thibault-Abstain; Mrs. Kraft-Aye; Mr. Franek-Aye; Mrs. Valeich- Aye; Mrs. Voris- Abstain.
2. Motion made by Mrs. Kraft, second by Mr. DeGroat, to approve the Executive Session Meeting Minutes from January 9, 2023. Motion approved by voice vote: Mr. DeGroat-Aye; Mrs. Williver- Aye; Mrs. Thibault-Abstain; Mrs. Kraft-Aye; Mr. Franek-Aye; Mrs. Valeich- Aye; Mrs. Voris- Abstain.
3. Motion made by Mrs. Kraft, second by Mr. DeGroat, to approve the December 31, 2022 Board Secretary's and Treasurer's Reports which balanced in the amount of \$2,580,240.76 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of December 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.

4. Handouts: Committee Assignments
5. Motion made by Mrs. Kraft, second by Mr. DeGroat, to approve ad hoc committees for budget, negotiations, and regional shared service, as attached. A voice vote was taken and unanimously approved.

### **SUPERINTENDENT'S REPORT**

Dr. Kochis reported on the following items:

- Winter Concert- Kudos to Miss O'Brien and the staff that assisted with the concert.
- Great Kindness Challenge
- NJSLA Score Report- Proud of our staff and students!
- January is Board appreciation month! Thank you for all your support.
- Special banner from the students was presented along with some donuts for the board members to enjoy.

### **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**

1. Motion made by Mr. DeGroat, second by Mrs. Kraft, upon the recommendation of the Superintendent, to approve attached professional days. A voice vote was taken and unanimously approved.

2. Motion made by Mr. DeGroat, second by Mr. Franek, upon the recommendation of the Superintendent, to approve the following substitute teacher/paraprofessional for the remainder of the 2022-2023 school year:

-Kalan Smith (pending criminal history & background check)

A voice vote was taken and unanimously approved.

3. Motion made by Mr. DeGroat, second by Mr. Franek, upon the recommendation of the Superintendent, to approve a preschool parent night to be held on March 21, 2023 and the following staff members to be paid through PEA funds at an hourly rate of \$34 for 3 hours:

Susan Pierson  
Christine Pagano  
Alyssa Fedorczyk  
Katie Bradley  
Janessa Green  
Colleen Hurley

A voice vote was taken and unanimously approved.

4. Motion made by Mr. DeGroat, second by Mr. Franek, upon the recommendation of the Superintendent, to approve the advancement on guide for the following employee for the 2023-2024 school year, pending completion of credits and verification of official transcripts:

Maureen Riva BA+15 to MA

A voice vote was taken and unanimously approved.

5. Motion made by Mr. DeGroat, second by Mrs. Valeich, upon the recommendation of the Superintendent, to retroactively approve an extension for the leave absence for employee #881 from January 17, 2023 and return on January 21, 2023 covered under FMLA. Sick time may be used during this leave. A voice vote was taken and unanimously approved.
6. Motion made by Mr. DeGroat, second by Mrs. Kraft, upon the recommendation of the Superintendent, to approve a leave absence for employee #918 from February 7, 2023 and return on or about April 4, 2023 covered under FMLA. Sick time may be used during this leave. A voice vote was taken and unanimously approved.
7. Motion made by Mr. DeGroat, second by Mr. Franek, upon the recommendation of the Superintendent, to approve leave of absence for employee #937 beginning on or about May 11, 2023 with the intent to return on October 1, 2023. Employee does not qualify for FMLA or NJFLA. A voice vote was taken and unanimously approved.
8. The following motion was removed from the agenda by Vice President Williver. Dr. Kochis explained the candidate withdrew her interest in the position late in the day on Monday, January 24, 2023 after the agenda was released:

Motion, upon the recommendation of the Superintendent, to offer contract to the following part-time 27.5 hours/week Para-Professional staff member for employment for the 2022-2023 school year from January 24, 2023-June 30, 2023 to be paid at an hourly rate:

<u>Name</u>	<u>Base Hourly Rate</u>	<u>Adjustments</u>	<u>Total Hourly Rate</u>
DeStefano, Holly	\$14.13	Associates: \$0.50	\$14.63

Motion pulled from agenda, no action was taken.

9. Motion made by Mr. DeGroat, second by Mr. Franek, upon the recommendation of the Superintendent, to retroactively approve the following staff members to split the bus aide position from January 19, 2023 to June 30, 2023 to be paid a monthly stipend of \$154.50 each to be prorated to time worked:

Jennifer Siple  
Kimberly Kampka

A voice vote was taken and unanimously approved.

10. Motion made by Mr. DeGroat, second by Mr. Franek, upon the recommendation of the Superintendent, to retroactively approve the following graduate class at Centenary University for Jennifer Gryzeski, reimbursement as per SEA contract:

<u>Title of Course</u>	<u>Dates</u>	<u>Cost</u>
Behavioral Management	January 10, 2023- April 2023	\$2,008.50

A voice vote was taken and unanimously approved.

11. Motion made by Mr. DeGroat, second by Mrs. Thibault, upon the recommendation of the Superintendent, to approve Alexandra Caccavale to complete 75 observation hours through Phoenix University with Michele Bird, beginning January 24, 2023. A voice vote was taken and unanimously approved.

## POLICY

None.

## EDUCATION & CURRICULUM

1. SSDS Report- Reporting Period 1 (September 1, 2022-December 31, 2022) – Dr. Kochis reported there were 0 incidents during this period. HIB training was provided this period to all school staff, BOE members, contracted service providers, and substitute teachers. Various programs were held during this time period such HIB guidance lessons in the classroom, Week of Respect, School Violence Awareness Week, Middle School Summit, Red Ribbon Week, Kindness Challenge Calendar, and buddy days.

2. Fall 2022 Start Strong Results - Dr. Kochis reviewed the district's Start Strong Assessment Results. The presentation is attached to the minutes.

**BUILDING & GROUNDS**

1. Mrs. Metzgar reported on the following Building & Grounds items:
  - Water issue with pipe in wall (C113)
2. Motion made by Mr. Franek, second by Mrs. Thibault to approve the revised building and use calendar for January 2023. A voice vote was taken and unanimously approved.

Mrs. Thibault wanted to thank Mr. Nick for assisting in fixing the score board!

3. Motion made by Mr. Franek, second by Mr. DeGroat to approve building and use calendar for February 2023. A voice vote was taken and unanimously approved.

**TRANSPORTATION**

1. Motion made by Mrs. Valeich, second by Mrs. Kraft to approve the following field trip for the 2022-2023 school year:

Location	Grade
Franklin Mineral Museum	Grade 3

A voice vote was taken and unanimously approved.

2. Motion made by Mrs. Valeich, second by Mr. Franek to approve transportation with Stocker Bus for the following field trips for the 2022-2023 school year:

Date	Location	Grade	Cost
March 20, 24, & 27, 2023	KRHS	District Band & Chorus	\$263.47/trip
May 24, 2023	Franklin Mineral Museum	Grade 3	\$306.04

A voice vote was taken and unanimously approved.

**BUDGET & FINANCE**

1. Motion made by Mrs. Thibault, second by Mr. Franek, to approve regular checks from December 13, 2022-January 23, 2023 numbered 28492-28558, N1215 and N1220, N1221, N1223, N0104, N0113, for a total of \$926,405.82. Student Activity checks numbered 6647-6648 for a total amount of \$998.13. Cafeteria checks 2679-2682, void check #2671 in the amount of \$13,194.99. For a grand total of \$940,598.94. A voice vote was taken and unanimously approved.

2. Motion made by Mrs. Thibault, second by Mrs. Kraft to approve the attached list of purchase orders over \$1,000 for 2022-2023 school year. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. Thibault, second by Mr. Franek to approve monthly travel as attached. A voice vote was taken and unanimously approved.
4. Motion made by Mrs. Thibault, second by Mr. Franek to approve transfers from December 1, 2022 to December 31, 2022 as attached. A voice vote was taken and unanimously approved.
5. Motion made by Mrs. Thibault, second by Mr. DeGroat to approve the 2021-2022 tuition adjustment with PG Chambers School for student 04182018 in the amount of \$4,346.82. A voice vote was taken and unanimously approved.

### **LEGISLATION**

Mrs. Kraft reported on S588- This bill requires school districts to incorporate instruction on information literacy into the curriculum.

### **COMMUNITY RELATIONS**

Mrs. Voris & Mrs. Williver reported on the following items:

- PTA Skate night had a great turnout!
- KRHS Clothing drive extended another week until Saturday.
- KRHS Legally Blonde Tickets on sale now. Shows are March 8, 9, & 10.
- KRHS Jr. High will be performing Frozen Jr.

### **UNFINISHED BUSINESS**

None.

### **NEW BUSINESS**

1. Board member required training- Due December 31, 2023.
2. Board member Ethics/Financial Disclosure Forms
3. Mrs. Williver spoke about beginning to plan and collect funds for Teacher Appreciation Week in May. She would assist in this again.

## **PUBLIC PARTICIPATION**

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-None.

## **EXECUTIVE SESSION**

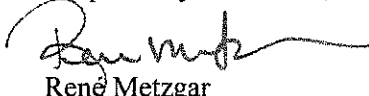
BE IT HEREBY RESOLVED by Mrs. Williver, second by Mr. DeGroat at 7:47 p.m. the Stillwater Township Board of Education pursuant to N.J.S.A. 10:4-12 and 10:4-13 that said public body hold a closed session for the purpose of discussing Pending Litigation it is expected that the minutes taken of this closed session will be made public when the reason for confidentiality no longer exists. A voice vote was taken and unanimously approved.

Motion made by Mr. DeGroat and seconded by Mrs. Thibault at 7:49 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 Mr. Franek second by Mr. DeGroat to adjourn the meeting at 7:49 p.m. A voice vote was taken and unanimously approved.

Respectfully Submitted,



René Metzgar  
Business Administrator/Board Secretary