

September 26, 2022

The Stillwater Township Board of Education met on September 26, 2022 at 7:00 p.m. in the Stillwater School Library for a Regular Board of Education Meeting.

The meeting was called to order by Dennis DeGroat, 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.

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

Absent: Mr. Franek and Mrs. Kraft.

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. 2022-2023 Board/District Goal Setting- Matt Lee, NJ School Boards Association: the Board developed board goals and district goals for the 2022-2023 school year. These will be approved at the next meeting, and then action plans will be developed.
2. Motion made by Mrs. Galante, second by Mrs. Frey, to approve the Committee of the Whole Board of Education meeting minutes from September 12, 2022. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. Thibault, second by Mrs. Williver to approve the August 31, 2022 Board Secretary's and Treasurer's Reports which balanced in the amount of \$2,793,669.80 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of August 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 items:

- School Funding Letter to community
- Update on the State and Local benchmark assessment for students status
- Back to School Night
- Reopening of school

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 Mrs. Williver, second by Mrs. Frey, upon the recommendation of the Superintendent, to approve attached professional days. A voice vote was taken and unanimously approved.
2. Motion made by Mrs. Williver, second by Mrs. Thibault, to accept with regret, the resignation of Holly DeStefano, Paraprofessional, effective September 30, 2022. Mrs. DeStefano will continue to be a substitute teacher/paraprofessional in the district. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. Williver, second by Mrs. Thibault, upon the recommendation of the Superintendent, to approve Holly DeStefano's time worked as a paraprofessional from August 31, 2022 to September 30, 2022 to count towards the 20 days on the substitute pay scale. A voice vote was taken and unanimously approved.
4. Motion made by Mrs. Williver, second by Mrs. Frey, upon the recommendation of the Superintendent, to approve the following mentors for a stipend of \$550 each for the 2022-2023 school year:

Mentor	Mentee
Chris Henke	Sarah O'Brien
Michele Bird	Jennifer Gryzeski
Mary DiRienzo	Danielle Hoon
Jennifer Gryzeski	Christine Pagano

A voice vote was taken and unanimously approved.

5. Motion made by Mrs. Williver, second by Mrs. Thibault, upon the recommendation of the Superintendent, to approve the following after school programs for the 2022-2023 school year. The stipend for each teacher is \$410:

Club Name	Staff Member #1	Staff member #2	Grade Level	Grant
LU Projector Club	Meghan Earley	Steve Tiberi	5-6	Title IV
ASE/SEEK	Steve Tiberi	N/A	6	Title IV
Girls Who Code	Elaine Makarevich	N/A	3-4	Title IV
Chess Club	Elaine Makarevich	Janet Mahedy	4-5	Title IV
Art Club	Melissa Piazza	N/A	Grade 6	ARP-Beyond the School Day

A voice vote was taken and unanimously approved.

6. Motion made by Mrs. Williver, second by Mrs. Thibault, 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 2022-2023 school year. Paid through Title I.

Maureen Riva
 Kerri LoCicero
 Michele Bird
 Helen Sallitt- Substitute
 Erica Then- Substitute

A voice vote was taken and unanimously approved.

7. Motion made by Mrs. Williver, second by Mrs. Frey, upon the recommendation of the Superintendent, to approve the following substitute nurses for the 2022-2023 school year:

-Maureen Beckman
 -Sandra Hryhor
 -Marianne Pavone (pending criminal history & background check)
 -Kristina Eggleston (pending criminal history & background check)

A voice vote was taken and unanimously approved.

8. Motion made by Mrs. Williver, second by Mrs. Galante, upon the recommendation of the Superintendent, to approve Marianne Pavone as a nurse bus aide, to be paid at a rate of \$50/hour as per timesheets submitted, from September 27, 2022 to June 30, 2023, pending criminal history & background check. A voice vote was taken and unanimously approved.

9. Motion made by Mrs. Williver, second by Mrs. Galante, upon the recommendation of the Superintendent, to approve submission of the Statement of Assurance Regarding the Use of Paraprofessional Staff for the 2022-2023 school year to the County Office. A voice vote was taken and unanimously approved.
10. Motion made by Mrs. Williver, second by Mrs. Thibault, upon the recommendation of the Superintendent, to offer contracts to the following part-time 27.5 hours/week Para-Professional staff members for employment for the 2022-2023 school year from September 27, 2022-June 30, 2023 (pending criminal history & background check) to be paid at an hourly rate:

<u>Name</u>	<u>Base Hourly Rate</u>	<u>Adjustments</u>	<u>Total Hourly Rate</u>
Sipley, Jennifer	\$14.00	N/A	\$14.00

A roll call vote was taken and unanimously approved.

11. Motion made by Mrs. Williver, second by Mrs. Frey, upon the recommendation of the Superintendent, to approve the contract for the following full-time Para-Professional staff member for employment for the 2022-2023 school year from October 3, 2022-June 30, 2023, pending criminal history & background check:

<u>Name</u>	<u>Area</u>	<u>Base Hourly Rate</u>	<u>Base Salary</u>	<u>Adjustments</u>	<u>Total Salary</u>
Amabile, Lindsay	Preschool	\$14.62	\$ 17,295.46	\$750 BA Degree	\$ 18,045.46

A roll call vote was taken and unanimously approved.

12. Motion made by Mrs. Williver, second by Mrs. Voris, upon the recommendation of the Superintendent, to approve the following stipend positions for the 2022-2023 school year:

Public Relations	Jessica Garrigan	\$850
Student Council (Co)	Beth Johnson	\$425
Student Council (Co)	Lynda Collier	\$425
Yearbook	Meghan Earley	\$850
Yearbook	Maureen Riva	\$850
Night Foreman	Nick Carbonaro	\$850

A voice vote was taken and unanimously approved.

13. Motion made by Mrs. Williver, second by Mrs. Frey, upon the recommendation of the Superintendent, to approve the following facilitators for the check in/check out program for the 2022-2023 school year, pro-rated stipend for each mentor of \$150 per month, not to exceed \$1,500 per year, as worked, to be paid through ESSER 2 Mental Health funds & ARP-Mental Health:

Melissa Piazza
 Kerri LoCicero
 Meghan Earley

Erica Then
Elaine Makarevich
Steve Tiberi

A voice vote was taken and unanimously approved.

14. Motion made by Mrs. Williver, second by Mrs. Thibault, upon the recommendation of the Superintendent, to approve the following Check in/Check out Program Coordinator for the 2022-2023 school year, for a stipend of \$3,000 to be paid through ARP- Mental Health funds:

Jeanne Smetana

A voice vote was taken and unanimously approved.

15. Motion made by Mrs. Williver, second by Mrs. Frey, upon the recommendation of the Superintendent, to approve the following RTI Coordinator for the 2022-2023 school year, for a stipend of \$3,000 to be paid through ESSER II- Accelerated Learning & ARP-Accelerated Learning funds:

Danielle Hoon

A voice vote was taken and unanimously approved.

16. Motion made by Mrs. Williver, second by Mrs. Thibault, to approve the approve school wide Professional Development Plan for the 2022-2023 school year. (Copy is available in the main office for review). A voice vote was taken and unanimously approved.

POLICY

1. Motion made by Mrs. Frey, second by Mrs. Williver, to approve the first reading of the following revised policy:

Policy#5131.1 Harassment, Intimidation and Bullying

A voice vote was taken and unanimously approved.

EDUCATION & CURRICULUM

1. NJ QSAC Scores 2021-2022 Presentation- Dr. Kochis
NJQSAC Scoring Areas:
Instruction and Program- 88%
Fiscal Management- 100%
Governance- 100%
Operations- 100%
Personnel- 97%

Stillwater School was designated as a "High Performing District." Dr. Kochis thanked Mrs. Cramer, Mrs. Roberts, Mrs. Metzgar, and the staff for all their hard work to prepare for the QSAC process.

2. Presentation of Spring 2022 NJSLA Scores- Dr. Kochis presented the NJSLA Results including:
 - ELA, Math, & Science Scores
 - Comparison of scores from district to state
 - Intervention strategies
3. SSDS Reporting Period 2: January 1, 2022- June 30, 2022- Mrs. Roberts reported on the following: SSDS Reporting Period 2-There were 2 incidents total- confirmed HIB. Various programs were held during this time period such as the Snow Play Day, Monthly Cougar Character Awards, 7th Inning Stretch, and Buddy Days.
4. 2021-2022 HIB Grades Self-Assessment- Mrs. Roberts and Mrs. Smetana completed the assessment. We scored 75 out of 78 points.
5. Motion made by Mrs. Frey, second by Mrs. Galante, to approve the following resolution:
Resolution declaring October 3-7, 2022 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 3 through 7, 2022 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.

6. Motion made by Mrs. Frey, second by Mrs. Thibault, to declare October 17-21, 2022 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.

7. Motion made by Mrs. Frey, second by Mrs. Williver, to approve the Title I District School Parental Involvement & Family Engagement Requirements for the 2022-2023 school year as attached. A voice vote was taken and unanimously approved.
8. Motion made by Mrs. Frey, second by Mrs. Thibault, to retroactively approve Education Services Tutoring for student 100911 to be provided by Prime Healthcare Services-Saint Claire's, LLC at a rate of \$55.00/hour from September 16, 2022-September 20, 2022. A voice vote was taken and unanimously approved.

BUILDING & GROUNDS

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

TRANSPORTATION

1. Motion made by Mrs. Voris, second by Mrs. Thibault, to approve Kittatinny Regional High School for Joint Transportation coordination services for aid in lieu students for the 2022-2023 school year as listed:
 Administrative fee of 4%, equal to \$449.68
 Aid in lieu: 11 students- \$11,242
 Costs may change if enrollment at nonpublic or charter changes-AIL for 2022-2023 is \$1,022/student. A roll call vote was taken and unanimously approved.

2. Motion made by Mrs. Voris, second by Mrs. Frey, to approve the following new bus stop for the 2022-2023 school year:

ST 7- 1035 Stillwater Road

 A voice vote was taken and unanimously approved.

3. Motion made by Mrs. Voris, second by Mrs. Thibault, to approve the following field trips for the 2022-2023 school year:

Location	Grade
Ideal Farms	Preschool
Sussex Technical School, Sparta, NJ	6 th Grade Summit Students
Turtle Back Zoo, West Orange, NJ	Grade 1
Crayola Experience, Easton, PA	Grade 2
Stillwater Historical Society- Walking Trip	Grade 2
Fairview Lake YMCA	SEEK/ASE Students
NJ Symphony Orchestra, MAYO Arts Center, Morristown, NJ	Grade 4
Nurture Nature Center, Easton, PA	Grade 4
Planetarium-County College of Morris	Grade 3
Fairview Lake YMCA	Grade 6
Sussex County Fairgrounds	Kindergarten
PetSmart/Villa Capri, Newton, NJ	Preschool
Land of Make Believe	Preschool
Tamerlaine Sanctuary, Montague, NJ	Grades TBD
Kittatinny All District Honors Band/Chorus	Grades 5 & 6
KRHS Jr. High Play Preview, KRHS	Grades 5 & 6
KRHS Move Up Day, KRHS	Grade 6
Camp Nejedra	Grade 6

A voice vote was taken and unanimously approved.

4. Motion made by Mrs. Voris, second by Mrs. Thibault, to approve transportation with Stocker Bus for the following field trips for the 2022-2023 school year:

Date	Location	Grade	Cost
October 6, 2022	Ideal Farms, Lafayette, NJ	Preschool Mrs. Bradley & Mrs. Pagano	\$310.90
October 7, 2022	Ideal Farms, Lafayette, NJ	Preschool Mrs. Pierson & Mrs. Fedorczyk	\$310.90
October 13, 2022	Sussex Technical School/Fredon School	6 th Grade Summit Students	\$353.05 (To be split with Fredon)
October 14, 2022	Turtle Back Zoo, West Orange, NJ	Grade 1	\$421.57
March 30, 2023	Crayola Experience, Easton, PA	Grade 2	\$432.10

A voice vote was taken and unanimously approved.

BUDGET & FINANCE

1. Mrs. Metzgar provided an update on the following Audit/Finance items:
 - 2021-2022 Audit
 - Thanked Mrs. Reed for assisting with the audit
 - Thanked the staff for their continued cooperation in following the procedures and regulations throughout the year.
 - Discussed fund balance, capital reserve and maintenance reserve
 - Spoke about a building sand grounds walkthrough with board members.

2. Motion made by Mrs. Thibault, second by Mrs. Frey, to approve regular checks from August 23, 2022-September 26, 2022 numbered 28256-28334, N0831, N0909 for a total of \$635,405.08. Cafeteria check numbered 2669 in the amount of \$1,349.55. Student Activity check numbered 6639, void 2669 for a total amount of \$150. For a grand total of \$636,904.63. A voice vote was taken and unanimously approved.

3. Motion made by Mrs. Thibault, second by Mrs. Williver, to approve the attached list of purchase orders over \$1,000 for 2022-2023 school year. A voice vote was taken and unanimously approved.

4. Motion made by Mrs. Thibault, second by Mrs. Williver, to approve monthly travel as attached. A voice vote was taken and unanimously approved.

5. Motion made by Mrs. Thibault, second by Mrs. Frey to approve transfers from August 1, 2022 to August 31, 2022 as attached. A voice vote was taken and unanimously approved.

6. Motion made by Mrs. Thibault, second by Mrs. Frey, to accept the monetary donation in the amount of \$400 from Weis Markets for the Weis 4 School Program to be deposited into the Student Activity account. A voice vote was taken and unanimously approved.

LEGISLATION

No Report.

COMMUNITY RELATIONS

Mrs. Williver reported on the following items:

- Scholastic Book Fair
- PTA Family Fun Night- September 29th
- Stillwater PTA Vendor/Craft Fair- October 1th
- Stillwater Historical Society Fall Fest- October 8th
- Town of Newton Fall Festival & Car Show- October 9th
- Garlic Festival- Shoppes of Lafayette- October 15th
- Stillwater Township Garage Sale- October 15th & 16th
- KRHS Player Club hosting- Messages from Heaven With Catherine MacCall- October 18th
- Honey & Garlic Festival- Sussex County Fairgrounds-October 29th
- Halloween Parade- October 31st in the Town of Newton
- Stillwater Rec League Basketball signups will be coming out first week of October.

UNFINISHED BUSINESS

1. Board member required training- Due December 31, 2022.
2. NJSBA Convention- October 24-October 26, 2022.

NEW BUSINESS

None.

PUBLIC PARTICIPATION

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None.

EXECUTIVE SESSION

BE IT HEREBY RESOLVED by Mrs. Thibault, second by Mrs. Frey at 8:30 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 Potential Litigation/Attorney Client Privilege 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.

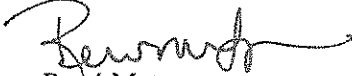
Mrs. Roberts was excused from the meeting at 8:30 p.m.

Motion made by Mrs. Galante and seconded by Mrs. Williver at 8:55 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. Thibault, second by Mrs. Galante to adjourn the meeting at 8:55 p.m. A voice vote was taken and unanimously approved.

Respectfully Submitted,



René Metzgar

Business Administrator/Board Secretary