

July 25, 2022

The Stillwater Township Board of Education met on July 25, 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, Mr. Franek, Mrs. Williver, Mrs. Thibault, Mrs. Kraft, Mrs. Frey, and Mrs. Voris (arrived 7:01 pm).

Absent: Mr. DeGroat.

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. Board Vacancy- Board Member Candidate Interviews were conducted. The board interviewed one applicant, Amy Valeich.

EXECUTIVE SESSION

BE IT HEREBY RESOLVED by Mr. Franek, second by Mrs. Frey at 7:06 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 board candidate interview discussion & potential 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. Franek and seconded by Mrs. Kraft at 7:14 p.m. to come out of executive session and return to public session. A voice vote was taken and unanimously approved.

MOTION WHEN RETURNED TO PUBLIC

2. Motion made by Mrs. Williver, second by Mrs. Frey to appoint Amy Valeich as a new board member to fill the term from August 22, 2022 to December 31, 2022, pending criminal history and background check*.
*Member will be officially sworn in at the next board of education meeting, pending criminal history & background check.

A roll call vote was taken and unanimously approved.

BOARD BUSINESS

1. Motion made by Mr. Franek, second by Mrs. Williver to approve the Regular Board of Education meeting minutes & Executive Session meeting minutes from June 27, 2022. Motion approved by voice vote: Mr. DeGroat-Absent; Mrs. Williver- Aye; Mrs. Kraft-Aye; Mr. Franek-Aye; Mrs. Frey-Aye; Mrs. Voris-Aye; Mrs. Galante-Aye; Mrs. Thibault-Abstain.

SUPERINTENDENT'S REPORT

Dr. Kochis reported on the following items:

- ESY Program update-Thanked the summer staff and Mrs. Cramer
- Preschool Summer Event
- Start of school year- staff hires and grade level staffing shifts
- Thanked Mrs. Fryer for all her years in the district.
- Summer custodial building cleaning- thanked the custodians
- Health/PE Standards update
- Regional Parents meeting to be held on August 23rd at Kittatinny Regional High 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. Frey, second by Mrs. Thibault, upon the recommendation of the Superintendent, to approve attached professional days. A voice vote was taken and unanimously approved.

2. Motion made by Mrs. Frey, second by Mr. Franek, upon the recommendation of the Superintendent, to approve the following substitute Teachers/Paraprofessionals for the 2022-2023 school year:

- Kimberly Schwarz (pending criminal history & background check & substitute certification)
- Sherri Lynn Callaghan (pending criminal history & background check)

A voice vote was taken and unanimously approved.

3. Motion made by Mrs. Frey, second by Mrs. Kraft, to accept with regret, the resignation of Kelly Fryer, Teacher, effective July 1, 2022. (Will fulfill 2022 summer school contract). A voice vote was taken and unanimously approved.

4. Motion made by Mrs. Frey, second by Mr. Franek, upon the recommendation of the Superintendent to retroactively approve the following instructional staff contract for the 2021-2022 school year from September 1, 2021 to June 30, 2022. Retroactive pay to be pro-rated to resignation date) as per the SEA Agreement:

<u>Employee Name</u>	<u>Position</u>	<u>21/22 Step</u>	<u>Annual Salary</u>
Hutcheson, Lisa	Teacher	MA+30, L3	\$91,035 (to be pro-rated)

A roll call vote was taken and unanimously approved.

5. Motion made by Mrs. Frey, second by Mrs. Thibault, upon the recommendation of the Superintendent, to approve the following graduate classes at Centenary University for Danielle Hoon, reimbursement as per SEA contract:

<u>Title of Course</u>	<u>Dates</u>	<u>Cost</u>
Behavior Management	June 27, 2022-August 8, 2022	\$1,877.85
Characteristics of Diverse Learners	August 29, 2022-December 18, 2022	\$2,008.50

A voice vote was taken and unanimously approved.

6. Motion made by Mrs. Frey, second by Mrs. Thibault, upon the recommendation of the Superintendent, to offer the following contract to the new non-tenured instructional staff members for employment for the 2022-2023 school year from August 31, 2022 to June 30, 2023, pending receipt of official transcripts, and criminal history & background check:

<u>Name</u>	<u>Position</u>	<u>Step</u>	<u>Salary</u>
Fedorczyk, Alyssa	Preschool Teacher	BA, 5	\$62,478
Fairweather, Sarah	Part-time Special Education Teacher (.8FTE)	BA, 1	\$46,822.40

A roll call vote was taken and unanimously approved.

7. Motion made by Mrs. Frey, second by Mr. Franek, upon the recommendation of the Superintendent, to offer contracts to the following part-time 27.5 hours/week Paraprofessional staff members for employment for the 2022-2023 school year from

August 31, 2022-June 30, 2023 to be paid at an hourly rate, pending receipt of official transcripts:

<u>Name</u>	<u>Base Hourly Rate</u>	<u>Adjustments</u>	<u>Total Hourly Rate</u>
Perez, Emily	\$14.00/hour	\$500=\$.050/hr	\$14.50
Amella, Maria	\$14.62	\$1,000=\$1.00/hr	\$15.62
Callaghan, Sherri Lynn	\$17.43	\$500=\$.050/hr	\$17.93

A roll call vote was taken and unanimously approved.

8. Motion made by Mrs. Frey, second by Mr. Franek, upon the recommendation of the Superintendent, to retroactively approve the Summer Social Worker increased hourly rate for Jeanne Smetana, in the amount of \$60.36/hr, not to exceed 70 hours from July 1, 2022-August 30, 2022. To be paid out of IDEA-B as per timesheets submitted. A roll call vote was taken and unanimously approved.
9. Motion made by Mrs. Frey, second by Mrs. Thibault, upon the recommendation of the Superintendent, to retroactively approve the following staff member to hold Preschool Summer Playground Meet-ups at a rate of \$34/hour, not to exceed 3 hours:

-Jessica Garrigan

A roll call vote was taken and unanimously approved.

10. Motion made by Mrs. Frey, second by Mr. Franek, upon the recommendation of the Superintendent, to approve the following teachers to attend the Amplify Science Professional Development session on August 23, 2022 from 9:00am-12:00pm at Kittatinny Regional High School, to be paid at a rate of \$34.00/hour:

Lorraine Bickhardt
Brittany Celentano
Janet Mahedy
Sam Scocozza

A voice vote was taken and unanimously approved.

POLICY

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

Regulation #3542.1R United States Department of Agriculture
Nutrition Standards for All Foods Sold in School
A voice vote was taken and unanimously approved.

EDUCATION & CURRICULUM

1. Motion made by Mrs. Kraft, second by Mrs. Williver to approve the alternate method of compliance, in accordance with N.J.A.C. 6A:26-6.3(h)4ii and 4iii, by providing a toilet room adjacent to or outside the Stillwater School Kindergarten classroom

(Room A15) in lieu of individual toilet rooms in each classroom. Student use of the toilet room will be in line of sight by a faculty member to and from the bathroom. A roll call vote was taken and unanimously approved.

2. Motion made by Mrs. Kraft, second by Mr. Franek to approve professional development training on Readers/Writers Workshop at a total cost of \$21,600 to be split with Fredon, Hampton, Sandyston, and Stillwater. Stillwater's portion of \$5,400 will be paid out of the Title II grant. Sandyston-Walpack will be the LEA. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. Kraft, second by Mrs. Williver to approve professional development training on Math Workshop at a total cost of \$3,600 to be split with Fredon, Hampton, Sandyston, and Stillwater. Stillwater's portion of \$900 will be paid out of the ARP ESSER-Accelerated Learning Coaching Grant. Sandyston-Walpack will be the LEA. A voice vote was taken and unanimously approved.
4. Motion made by Mrs. Kraft, second by Mrs. Frey to approve professional development keynote speaker Steve Bollar at a total cost of \$5,000 to be split with KRHS, Fredon, Hampton, Sandyston, and Stillwater. Stillwater's portion of \$1,000 will be paid out of the ARP ESSER-Accelerated Learning Coaching Grant. Fredon will be the LEA. A voice vote was taken and unanimously approved.

BUILDING & GROUNDS

1. Mrs. Metzgar provided an update on the following Building and Grounds items:
 - Knox Box Install
 - Steam Table update
 - Structural Masonry Project status and change orders
 - Phase two masonry project
 - Restroom Project
 - Lighting upgrade project
2. Motion made by Mrs. Williver, second by Mrs. Voris to approve building and use calendar for August 2022. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. Williver, second by Mrs. Thibault to accept the following time and material quotes for the 2022-2023 school year:
 - Heating/Cooling/Boiler Repairs: R. Poust Trade Services \$150/hour
 - Plumbing/Water UV System/Soda Ash: R. Poust Trade Services \$150/hr
 - Electric: Meyer Electric \$110/hour
 - Alternate Electric: EM Electric- \$110/hour
 - Locksmith: Able Security Locksmith \$125/hourA voice vote was taken and unanimously approved.
4. Motion made by Mrs. Williver, second by Mrs. Kraft to approve the following change order for the Structural Masonry Project at the Stillwater Township Elementary School:

CO#1- \$24,900 additional foundation work*

*This exceeds our contract allowance by \$9,900.

A roll call vote was taken and unanimously approved.

- 5. Motion made by Mrs. Williver, second by Mr. Franek to approve the following change orders for the Structural Masonry Project at the Stillwater Township Elementary School for Drill Construction:

CO#1 \$2,054.76 additional administrative costs for CO#1

CO#2- \$3,074 additional stair traffic coating*

*This exceeds our contract allowance by an additional \$5,128.76

A roll call vote was taken and unanimously approved.

TRANSPORTATION

- 1. Motion made by Mrs. Voris, second by Mrs. Thibault to approve renewal of transportation contracts with Stocker Bus Company for the 2022-2023 school year for the following routes and amounts as listed:

<u>Route</u>	<u>Prev. yrs Cost</u>	<u>Aide</u>	<u># OF Days</u>	<u>CPI 1.91%</u>	<u>Inc/Dec Provision</u>	<u>Total Renewal Cost</u>
1	\$ 153,258.77	N/A	180	\$2,927.22	2.00	\$ 156,185.99
2	\$ 42,143.48	N/A	180	\$804.94	2.00	\$ 42,948.42
3	\$ 38,280.21	N/A	180	\$731,15	2.00	\$ 39,011.36
TOTAL ANNUAL COST						\$238,145.77

Just a note: Route 1 includes ST5,ST6,ST8,ST9

Route 2 includes ST25

Route 3 includes ST7

A roll call vote was taken and unanimously approved.

- 2. Motion made by Mrs. Voris, second by Mr. Franek to approve the attached bus routes and stops for the 2022-2023 school year. A voice vote was taken and unanimously approved.

BUDGET & FINANCE

- 1. Motion made by Mrs. Thibault, second by Mrs. Frey to approve regular checks from June 28, 2022-June 30, 2022 numbered 28096-28132, N0628, N0630, N0631, N0632, void ck#28125, for a total of \$236,171.01. Student activity check #6637 in the amount of \$884.88. Cafeteria check #2666 in the amount of \$7,837.02. Grand total: \$244,892.91. A voice vote was taken and unanimously approved.

- 2. Motion made by Mrs. Thibault, second by Mrs. Kraft to approve regular checks from July 1, 2022-July 25, 2022 numbered 28133-28195, N0701, N0715, N0719, void cks#28184 & 27825, for a total of \$166,623.14. Capital Reserve JE0720 in the amount of \$284,600 & Maintenance Reserve JE0720 in the amount of \$49,000. For a grand tot. of \$500,223.14. A voice vote was taken and unanimously approved.

3. Motion made by Mrs. Thibault, second by Mr. Franek 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. Frey to approve the attached list of purchase orders over \$1,000 for 2022-2023 school year. A voice vote was taken and unanimously approved.
5. Motion made by Mrs. Thibault, second by Mrs. Voris to approve monthly travel as attached. A voice vote was taken and unanimously approved.
6. Motion made by Mrs. Thibault, second by Mrs. Frey to approve transfers from June 1, 2022 to June 30, 2022 as attached. A voice vote was taken and unanimously approved.
7. Motion made by Mrs. Thibault, second by Mrs. Kraft to approve the school breakfast & lunch prices for the 2022-2023 school year as attached.

Discussion has had on lunch prices for 2022-2023 school year. Comparable district lunch prices, increasing food costs, F/R lunch applicants, replacement of appliances, along with other items were all part of the discussion. Recommendations were also from the Food Service Company along with the State PLE Tool. A roll call vote was taken and unanimously approved.

8. Motion made by Mrs. Thibault, second by Mrs. Kraft accept the additional SRSA REAP grant award for FY2022 in the amount of \$4,497. A voice vote was taken and unanimously approved.
9. Motion made by Mrs. Thibault, second by Mrs. Voris to approve the 2021-2022 PEA Funds Carry Over in the amount of \$154,332.03 to be used in the 2022-2023 school year as attached. A roll call vote was taken and unanimously approved.
10. Motion made by Mrs. Thibault, second by Mrs. Frey to approve the procedures for using legal council in accordance with 6A:23A-5.2, as attached. A voice vote was taken and unanimously approved.
11. Motion made by Mrs. Thibault, second by Mrs. Williver to approve transfer of additional capital reserve funds to the general fund in the amount of \$97,900 to fund the additional costs of the Structural Mason Project at Stillwater School. A roll call vote was taken and unanimously approved.
12. Motion made by Mrs. Thibault, second by Mr. Franek to approve transfer of additional capital reserve funds to the general fund in the amount of \$5,128.76 to fund the additional costs of the Structural Mason Project at Stillwater School for change order #1 (additional costs) and change order #2. A roll call vote was taken and unanimously approved.

LEGISLATION

None.

COMMUNITY RELATIONS

Mrs. Williver reported on the following items:

- Local camps in full swing
- NJ State Fair coming up!
- Kittatinny Rec Football and Cheer Pep Rally- August 27th at Lodestar Park, with a fundraiser for Johnny Sebecke.

UNFINISHED BUSINESS

1. Board member required training- Due December 31, 2022.
2. NJSBA Convention- October 24-October 26, 2022.
3. School Board Petitions due to the County Clerk's Office by July 25, 2022 by 4:00 pm.

NEW BUSINESS

None.

PUBLIC PARTICIPATION

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None.

EXECUTIVE SESSION

None.

ADJOURN

Motion made by Mrs. Williver, second by Mr. Franek to adjourn the meeting at 8:03 p.m. A voice vote was taken and unanimously approved.

Respectfully Submitted,

René Metzgar
Business Administrator/Board Secretary