

June 3, 2024

The Stillwater Township Board of Education met on June 3, 2024 at 7:00 p.m. in the Stillwater School Library for a Regular Board of Education Meeting.

The meeting was called to order by Krista Galante, 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 3, 2024. Notices were posted in the Stillwater School, Town Hall, Stillwater 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. Williver, Mr. Franek, Mrs. Frey, Mrs. Valeich, Mr. DeGroat, Mrs. Voris, Mrs. Kraft and Mrs. Thibault.

Absent: None.

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. Motion made by Mrs. Williver, second by Mr. DeGroat, to approve the Regular Board of Education Meeting minutes and executive session meeting minutes from May 13, 2024. A voice vote was taken and unanimously approved.
2. Motion made by Mr. Franek, second by Mrs. Thibault, to approve the April 30, 2024 Board Secretary's and Treasurer's Reports which balanced in the amount of \$3,201,831.01 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of April 30, 2024 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.

COMMITTEE REPORTS

PERSONNEL

1. Motion made by Mr. DeGroat, second by Mrs. Valeich, 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 Mrs. Frey, to accept, with regret, the resignation of Cali Roberts, Regional Curriculum Coordinator/Teacher, effective June 30, 2024. A voice vote was taken and unanimously approved.

3. Motion made by Mr. DeGroat, second by Mr. DeGroat, to accept, with regret, the resignation of Lisa Grau, Teacher, effective July 1, 2024 for the purpose of retirement. A voice vote was taken and unanimously approved.
4. Motion made by Mr. DeGroat, second by Mrs. Kraft, upon the recommendation of the Superintendent, to retroactively amend contract with Deirde Sheridan, Part-time paraprofessional, to extend .42 hours per day for a total of 29.6 hours per week beginning May 20, 2024-June 30, 2024, to be paid at her previously approved rate of pay. A roll call vote was taken and unanimously approved.
5. Motion made by Mr. DeGroat, second by Mr. Franek, upon the recommendation of the Superintendent, to approve the following substitute paraprofessional/main office secretary for the remainder of the 2023-2024 school year, pending criminal history and background check:

Nicole Vassallo

A voice vote was taken and unanimously approved.

6. Motion made by Mr. DeGroat, second by Mrs. Frey, upon the recommendation of the Superintendent, to approve advancement on guide for the following staff members, pending negotiations:
 - Danielle Hoon MA to MA+15
 - Michelle Visco MA+15 to MA+30
 A voice vote was taken and unanimously approved.
7. Motion made by Mr. DeGroat, 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 2024-2025 school year from August 28, 2024 to June 30, 2025, pending receipt of official transcripts, and criminal history & background check:

<u>Name</u>	<u>Position</u>	<u>Step</u>	<u>Salary</u>
Pittenger, Sarah	Preschool Disability Teacher Full-Time	BA, 2	\$60,202 Pending Negotiations
Leppert, Kayleigh	Kindergarten Teacher Full-Time	BA, 7	\$65,722 Pending Negotiations

Discussion: Mr. DeGroat noted that although hiring an experienced teacher there is not any savings, but since both our kindergarten teachers are retiring, it is important to have someone with experience for the students.
A roll call vote was taken and unanimously approved.

8. Motion made by Mr. DeGroat, second by Mrs. Valeich, to approve the student council stipends totaling \$850 to be paid through ESSER Beyond the School Day Grant for the 2023-2024 school year. Account #20-490-100-100-000-000. A voice vote was taken and unanimously approved.
9. Motion made by Mr. DeGroat, second by Mrs. Valeich, to approve the following

staff to attend summer IEP meetings as needed at a rate of \$34.00/hour, paid through IDEA Basic Funds Account number 20-250-200-104-011-000.

- Jessica Steffens
- Michele Bird
- Danielle Hoon
- Michelle Visco
- Beth Johnson

A roll call vote was taken and unanimously approved.

10. Motion made by Mr. DeGroat, second by Mrs. Williver, upon the recommendation of the Superintendent, to approve the following personnel for the summer program from July 1, 2024 - July 26, 2024 (16 days), funding source as listed:

IDEA B Teacher Account Number: 20-250-100-101-011-000

IDEA B Para Account Number: 20-250-100-106-011-000

IDEA B Bus Aide Account Number: 20-250-200-104-011-000

IDEA PS Teacher Account Number: 20-251-100-101-011-000

IDEA PS Para Account Number: 20-251-100-106-011-000

Kristen Oyen: Preschool \$3,380 (IDEA-PS)

Michele Bird: \$3,380 (IDEA-B)

Briana Deflippis \$3,380 (IDEA-B)

Mary DiRienzo: \$3,380 (IDEA-B)

Maureen Riva: \$3,380-To be paid at a daily rate as worked (IDEA-B)

Jessica Garrigan: Speech \$3,380 To be paid at a daily rate as worked (IDEA-B)

Colleen Hurley: Nurse \$3,380 (IDEA-B)

Ana Cristina Walaszyck: Bus Aide \$280 (IDEA-B)

Jennifer Siple: Paraprofessional- \$1,150 (IDEA-B)

Ana Cristina Walaszyck: Paraprofessional-\$1,150(IDEA-PS)

Nicole Kerkhoven: Paraprofessional- \$1,150 (IDEA-PS)

Nicole DiRienzo- Paraprofessional- \$1,150 (IDEA-B)

Rebecca Casserta: Paraprofessional- \$1,150 (IDEA-B)

Hellen Salitt: ESY Substitute Teacher/Paraprofessional

A roll call vote was taken and unanimously approved.

11. Motion made by Mr. DeGroat, second by Mrs. Thibault, to approve William Kochis to attend interNETworking Conference in Long Branch, NJ July 17-19, 2024.

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 NJAEL & MRA International 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 NJAEL & MRA International 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

further 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 NJAEL & MRA International 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 [\$.47] per mile is a reasonable rate plus parking and tolls; and

WHEREAS, The Board has determined that participation in the NJAEL & MRA International 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 NJAEL & MRA International 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 NJAEL & MRA International training programs, seminars, conventions and conferences:

William Kochis	
Holiday Inn Express, Long Branch, NJ,	\$338.62
Plus any other additional fees/taxes	
Registration	No Cost
<u>Meals & Incidental Expenses/day</u>	
Breakfast	\$16
Lunch	\$17
Dinner	\$31
<u>Incidentals</u>	<u>\$5</u>
TOTAL	\$69

1st and last day

M&IE Rate 75% \$51.75/day

A roll call vote was taken and unanimously approved.

12. Motion made by Mr. DeGroat, second by Mrs. Frey, upon the recommendation of the Superintendent, to approve the following substitute technology coordinators if needed for the 2024-2025 school year:

<u>Name</u>	<u>Rate</u>
Christopher Pisciotta	\$65.00/hour
Daniel Yardley	\$61.20/hour

A roll call vote was taken and unanimously approved.

POLICY

None.

EDUCATION & CURRICULUM

1. Motion made by Mrs. Kraft, second by Mrs. Valeich, to approve the official HIB Grade for the 2022-2023 School Year. A voice vote was taken and unanimously approved.
2. Motion made by Mrs. Kraft, second by Mrs. Williver, to approve contract for professional services with Pam Brillante as the Preschool Master teacher for the 2024-2025 school year to be paid at \$125/hour not to exceed \$15,000. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. Kraft, second by Mr. Franek, to approve the Youth Advocate Program to provide mental health services in the school building at no cost to the district between the hours of 8 am and 4 pm daily for the 2024-2025 school year. A voice vote was taken and unanimously approved.
4. Motion made by Mrs. Kraft, second by Mr. DeGroat, to approve contract with Lakeside Counseling Associates, LLC to provide on-site counseling services at no cost to the district and school clearances at a rate of \$175.00 as needed for the 2024-2025 school year. A voice vote was taken and unanimously approved.
5. Motion made by Mrs. Kraft, second by Mrs. Thibault, 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.
6. Motion made by Mrs. Kraft, second by Mrs. Thibault, 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 Preschool classroom (Room C14) 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.
7. Motion made by Mrs. Kraft, second by Mr. DeGroat to approve the Stillwater Township School to establish a half day Elementary Autism Program beginning the 2024-2025 school year. A roll call vote was taken and unanimously approved.
8. Motion made by Mrs. Kraft, second by Mr. DeGroat to approve a new math program 5-year series, SAVVAS enVision, for grades K-6 in the amount of \$57,616.50 plus 2% handling fee of \$1,152.33 for a total cost of \$58,768.83. Shipping will be handled by 3rd party vendor: Book-It-Distribution for a cost of \$3,300. A roll call vote was taken and unanimously approved.
9. Motion made by Mrs. Kraft, second by Mrs. Frey, to approve purchase of a 1 year Social Studies program, SAVVAS myWorld Interactive, for grades 3-6 in the

amount of \$2,472 plus shipping & handling in the amount of \$155.04 for a total cost of \$2,627.04. A roll call vote was taken and unanimously approved.

10. Motion to approve made by Mrs. Kraft, second by Mr. DeGroat, purchase of a 1 year Science program, STEMscopes from Accelerate Learning Inc., for grades K-6 in the amount of \$1,189.15. A roll call vote was taken and unanimously approved.

BUILDING & GROUNDS

1. Mrs. Metzgar provided an update on the following items:
 - Website Update
 - Additional Knox Box
 - 1966 Classroom floor tiles
 - Septic Pumping/inspection
2. Motion made by Mrs. Williver second by Mr. Franek, to approve the renewal of student accident insurance with Bollinger Specialty Group for the 2024-2025 school year for a total cost of \$5,425. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. Williver, second by Mr. DeGroat, to approve the usage of our facility & Hold Harmless Agreement with Camp Nejeda for the Stillwater Township School to be used as a Student Evacuation Site for Camp Nejeda if needed. A roll call vote was taken and unanimously approved.
4. Motion made by Mrs. Williver, second by Mrs. Valeich, as recommended by the Superintendent, to declare items as surplus and dispose/recycle them:
 - 4 Microscopes (due to the age and condition)
 - 2 Cafeteria tables (condition)
 - Blue Cardboard Recycling Bins from Pepsi (no use)A voice vote was taken and unanimously approved.

TRANSPORTATION

None.

BUDGET & FINANCE

1. Tax Levy Cap & Budget Guidelines- Discussion was had on the ability to increase the tax levy and approve a revised budget for 2024-2025. The board was highly concerned about the impact to the community. The board also spoke about what the funds could do for the district for next year and the future. The state aid cuts have been devastating to our district and has had a hard impact on our community.

The total increase in tax levy could be up to \$214,495. The board continued to discuss and an official vote will take place at the next meeting.

2. Motion made by Mrs. Thibault, second by Mrs. Valeich, to approve transfers from April 1, 2024 to April 30, 2024 as attached. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. Thibault, second by Mrs. Frey, to accept the following 2024 summer tuition students:

<u>Sending District</u>	<u>Student</u>	<u>Tuition Cost</u>	<u>Grade Level</u>
Fredon	0411201	\$850	PSD
Fredon	0411202	\$850	PSD
Fredon	080819	\$850	PSD
Fredon	070218	\$850	K-6 SpEd
Fredon	040617	\$850	K-6 SpEd
Fredon	031017	\$850	K-6 SpEd
Fredon	081716	\$850	K-6 SpEd
Fredon	051715	\$850	K-6 SpEd

A voice vote was taken and unanimously approved.

4. Motion made by Mrs. Thibault, second by Mr. Franek, to authorize the submission of the ESEA Title I Grant amendment to the application for FY2024. A voice vote was taken and unanimously approved.
5. Motion made by Mrs. Thibault, second by Mr. DeGroat, to accept \$700 in gift cards for US Games from the Kids Heart Challenge-American Heart Association to be used for Physical Education Equipment. A voice vote was taken and unanimously approved.
6. Motion made by Mrs. Thibault, second by Mrs. Valeich to retroactively approve the following fundraisers & donations for the Student Council:
May 28, 2024- Car Wash-Funds to be donated to Father John's
May 31, 2024 Red, White, & Blue Day- Funds go to GI Fund
A voice vote was taken and unanimously approved.
7. Motion made by Mrs. Thibault, second by Mrs. Frey, to accept the grant award funds for the Climate Change Education and Resilience Grant in the amount of \$27,648 plus additional funds of \$43,877 for a total of \$71,525, pending final award. A voice vote was taken and unanimously approved.

COMMUNITY RELATIONS

Mrs. Voris reported on the following items:

-The last PTA Family Fun Night of the School Year is this Friday!

LEGISLATIVE

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.

EXECUTIVE SESSION

BE IT HEREBY RESOLVED by Mrs. Williver, second by Mrs. Frey at 7:45pm 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 SEA Contract Negotiations and Superintendent Evaluation 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. Thibault was excused from the meeting at 7:45 pm.

Mrs. Cramer was excused and left the meeting at 7:45 pm

Mrs. Thibault returned to the meeting at 7:56 pm

Dr. Kochis was excused from the meeting at 7:56pm

Mrs. Voris & Mrs. Metzgar were excused and left the meeting at 7:56pm

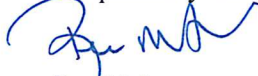
Dr. Kochis was invited back to the meeting at 8:07 pm

Motion made by Mrs. Thibault and seconded by Mr. DeGroat at 8:07 p.m. to come out of executive session and return to public session. A voice vote was taken and unanimously approved.

ADJOURNMENT

Motion made by Mr. Franek and second by Mrs. Frey, to adjourn the meeting at 8:08 p.m. A voice vote was taken and unanimously approved.

Respectfully Submitted,



René Metzgar
Business Administrator/Board Secretary