

April 29, 2024

The Stillwater Township Board of Education met on April 29, 2024 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, 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. The 2024-2025 advertised budget appeared in the New Jersey Herald on April 24, 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 (arrived 7:02 pm), 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 Mr. Franek, second by Mr. DeGroat, to approve the Committee of the Whole Board of Education meeting minutes from April 15, 2024. Motion approved by voice vote: Mrs. Galante- Aye; Mrs. Williver- Aye; Mrs. Kraft-Aye; Mrs. Valeich-Aye; Mr. Franek-Aye; Mr. DeGroat-Aye; Mrs. Voris-Aye; Mrs. Thibault-Aye; Mrs. Frey-Abstain.
2. Motion made by Mr. DeGroat, second by Mr. Franek, to approve the March 31, 2024 Board Secretary's and Treasurer's Reports which balanced in the amount of \$3,343,256.19 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of March 31, 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.

SUPERINTENDENT'S REPORT

Dr. Kochis reported on the following items:

- Public Hearing on the 2024-2025 Budget. Thanked the budget committee and administration for all their work.
- Thanked Mrs. Ciccolella for putting together the Solar Eclipse event.
- Sussex County Superintendent Roundtable Meeting- Honoring Macy O'Shea.
- Take Your Child to Work Day
- New Regional Math Program- Envision
- NJSLA Testing begins next week for grades 3-6.

CORRESPONDENCE

-None.

PRESIDENT’S COMMENTS

President Galante thanked Mrs. Metzgar for all her work on the school budget. Also thanked Dr. Kochis and the staff for their assistance.

President Galante also thanked the Board and Dr. Kochis for allowing the law enforcement training to be held at Stillwater School over spring break.

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. ***

Karen Thibault- Wanted to let everyone know that she has been blown away with the things that her daughter has learned this year as a 3rd grader. Specifically about recycling and the garden.

ACTION ITEMS:

PERSONNEL

1. Motion made by Mr. DeGroat, second by Mrs. Frey, upon the recommendation of the Superintendent, to approve the following substitute teacher/paraprofessional/main office secretary for the remainder of the 2023-2024 school year:

-Caitlin Zgola (pending criminal history & background check)
A voice vote was taken and unanimously approved.

2. Motion made by Mr. DeGroat, second by Mrs. Valeich, upon the recommendation of the Superintendent, to approve the following graduate classes at Felician University for Laura Ciccolella, no reimbursement as per SEA contract:

<u>Title of Course</u>	<u>Dates</u>	<u>Cost</u>
Supervision I	5/20/24-6/30/24	\$750
Supervision II	7/1/24-8/11/24	\$750
Current Issues and Trends in Curriculum Development	7/1/24-8/11/24	\$750
Curriculum I	5/20/24-6/30/24	\$750

A voice vote was taken and unanimously approved.

- Motion made by Mr. DeGroat, second by Mrs. Valeich, upon the recommendation of the Superintendent, to approve the following graduate classes at Centenary University for Maureen Riva, reimbursement as per SEA contract:

Title of Course	Dates	Cost
Autism and ABA Theory and Practice	6/24/24-8/18/24	\$2,300

A voice vote was taken and unanimously approved.

POLICY

-None.

EDUCATION & CURRICULUM

-None.

BUILDING & GROUNDS

- Buildings and Grounds Update- Mrs. Metzgar provided an update on the 1988 wall cracks after the earthquake.
- Motion made by Mrs. Williver, second by Mr. DeGroat, to approve building and use calendar for May 2024. A voice vote was taken and unanimously approved.

TRANSPORTATION

- Emergency Bus Evacuation Drill Report #2- Dr. Kochis
 School Name: Stillwater Elementary School
 Date: April 17, 2024
 Time 8:25am - 8:30am
 Location: Front Parking Lot
 Participants: All Prek-6 Students who are transported to and from school
 Supervisor of Drill: Dr. William Kochis

BUDGET & FINANCE

PUBLIC HEARING 2024-2025 BUDGET PRESENTATION

2024-2025 Budget Presented by Dr. Kochis & Mrs. Metzgar

Presented by Dr. Kochis & Mrs. Metzgar- Reviewed 2023-2024 school highlights, introduced proposed 2024-2025 budget with detailed revenues and expenditures. Focused on program changes, building projects, state aid, and tax impact. The presentation is attached to the minutes.

PUBLIC PARTICIPATION ON 2024-2025 BUDGET

*This public session is designed for members of the public to speak on items regarding the 2024-2025 Budget.. 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. ***

Richard Kelsky- Cedar Ridge Road, Stillwater- Asked if we have done anything to try and stop the State Aid cuts.

Mrs. Metzgar & Dr. Kochis provided an update on some of the things that have been done so far. Dr. Kochis offered to share some more information if he left his contact information.

Courtney Delaney- School House Road, Stillwater- Expressed that our school is doing a great job handling these state aid cuts.

1. Motion to Adopt the 2024-2025 School Budget

Motion to adopt the 2024-2025 School Budget was made by Mrs. Thibault, second by Mrs. Valeich:

WHEREAS, the tentative budget was approved by the Board of Education on March 18, 2024, and no changes were required for the adoption of the final 2024-2025 budget;

WHEREAS, general fund expenditures in the amount of \$123,168 for local contribution to PEA funds have been appropriated general fund expense accounts in the amount of \$123,168;

NOW THEREFORE BE ITRESOLVED to adopt the 2024-2025 school district budget as follows:

<u>Expenditures</u>		<u>Revenues</u>
Charter School	<u>\$69,120</u>	
General Current Expense	<u>\$6,507,087</u>	<u>General Fund</u>
Capital Outlay	<u>\$37,915</u>	..Budgeted Fund Balance \$482,229
Special Revenue Fund	<u>\$1,162,425</u>	..Local Tax Levy \$5,558,880
		..Capital Reserve \$0.00
		..Capital Reserve Int. \$15,000
		..Maintenance Reserve \$0
		..Maintenance Res. Int. \$3,000
Repayment of Debt	<u>\$ 0.00</u>	..Misc Revenue \$5,000
		..Tuition \$6,800
		..State Aid \$540,213
		...SEMI \$3,000
		Total General Fund: \$6,614,122

Total Expenditures

\$7,776,547

Special Revenue Fund

..Federal & State Aid \$ 1,162,425

Debt Service \$0.00

Total Revenue \$ 7,776,547

BE IT FURTHER RESOLVED, that the following GENERAL FUND tax levy be approved to support the 2024-2025 budget:

General Fund Tax Levy \$5,558,880

Further be it resolved, the Stillwater Township Board of Education approves the use of \$86,476 in Enrollment Adjustment which will support instructional costs in the 2024-2025 fiscal year budget.

Further be it resolved, the Stillwater Township Board of Education approves the use of \$112,311 in Banked Cap which will support instructional costs in the 2024-2025 fiscal year budget.

BE IT FURTHER RESOLVED as per N.J.A.C 6A:23A-7.3, the proposed budget provides for a maximum expenditure amount that may be allotted for travel and expense reimbursement. The maximum amount of travel and expense reimbursement for the 2024-2025 budget is \$10,000.

This proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A. A roll call vote was taken and unanimously approved.

- Motion was made by Mrs. Thibault, second by Mr. DeGroat, to approve the following checks from March 19, 2024-April 29, 2024 as attached: (attachment)

Account	Check Numbers	Amount
Funds 10, 11, 12, 20	29373-29436, N0326, N0328, N0415, void# 29214 & 29257	\$754,069.48
Capital Reserve	N/A	\$0
Student Activities	6676	\$17.50
Cafeteria	2716-2718	\$29,943.25
Grand Total		\$784,030.23

A voice vote was taken and unanimously approved.

- Motion was made by Mrs. Thibault, second by Mrs. Frey, to approve the attached list of purchase orders over \$1,000 for 2023-2024 school year. A voice vote was taken and unanimously approved.
- Motion was made by Mrs. Thibault, second by Mr. DeGroat, to approve monthly travel as attached. A voice vote was taken and unanimously approved.
- Motion was made by Mrs. Thibault, second by Mrs. Kraft, to approve transfers from March 1, 2024 to March 31, 2024 as attached. A voice vote was taken and unanimously approved.

6. Motion was made by Mrs. Thibault, second by Mrs. Valeich to accept the donation of a 30” Sanyo TV from Laura Ciccolella for the Flight Simulator. Value: TBD. A voice vote was taken and unanimously approved.

7. Motion was made by Mrs. Thibault, second by Mr. DeGroat, to approve renewal contract with Delta Dental for July 1, 2024-June 30, 2025 at the following rates:
 - One Party- \$54.22
 - Two Party-\$104.10
 - Three Party-\$174.25
 A voice vote was taken and unanimously approved.

8. Motion was made by Mrs. Thibault, second by Mr. DeGroat, to approve 2nd year cost reimbursable contract renewal with Maschio’s Food Service Inc. as the cafeteria food service vendor for the 2024-2025 school year. The management fee will be \$9,767.97 and the Guaranteed Return of \$1,000 from July 1, 2024 through June 30, 2025, at a total cost of the contract at \$134,633.91 as stated on Form 23. A roll call vote was taken and unanimously approved.

LEGISLATION

Mrs. Kraft reported on the following legislation:

The General Assembly approved Addressing the Bus Driver Shortage (A-2180) bill which is intended to alleviate the school bus driver shortage, would create a new “Type S School Bus Certificate” to be issued by the New Jersey Motor Vehicle Commission. The certificate would authorize a person to operate a Type S school bus to transport children to and from school without obtaining a commercial driver’s license, passenger endorsement, or school bus endorsement. A Type S bus is a school transportation vehicle that has a gross vehicle weight rating of 3,000 pounds or more, and which was originally designed by the manufacturer with a maximum seating capacity of nine passengers or less, excluding the driver. The bill now heads to the Senate for consideration.

COMMUNITY RELATIONS

Mrs. Voris reported on the following community relations:

- Stillwater PTA- Daughter celebration- May 17th
- PTA Spring Flower fundraiser at C & C Growers- Ends May 25th
- PTA Meeting May 13th
- Stillwater Recreation- Water Safety Fair- May 5th
- Stillwater Garage Sale weekend- May 18th & 19th
- Stillwater Township’s Memorial Day Service- May 27th
- Stillwater Day & Miss Stillwater Contest- June 1st.
- KRHS Theater Department Fundraiser- Andres Lakeside Dining- April 30th
- Moana Jr.- May 10th & 11th

UNFINISHED BUSINESS

1. Board member required training- Due December 31, 2024.
2. Board member Ethics/Financial Disclosure Forms- Complete!
3. Sussex County SBA Meeting- May 8, 2024 at Newton County Club or Zoom.

NEW BUSINESS

1. Superintendent Evaluation
2. Old Stillwater Garage reached out to see if they could use our school for overflow parking for their car show this weekend. Dr. Kochis said he will obtain a certificate of insurance from them.

PUBLIC PARTICIPATION

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Richard Kelsky- Cedar Ridge Road, Stillwater- Let the board know that an indoor cannabis growing center is proposed to open across from Frelinghuysen School. The community meeting is May 6th.

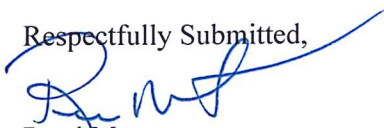
EXECUTIVE SESSION

-None.

ADJOURN

Motion made by Mr. DeGroat and second by Mrs. Valeich, to adjourn the meeting at 8:18 p.m. A voice vote was taken and unanimously approved.

Respectfully Submitted,



René Metzgar
Business Administrator/Board Secretary