

February 26, 2024

The Stillwater Township Board of Education met on February 26, 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 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 3, 2024. 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. Franek, Mrs. Frey, Mrs. Voris, Mrs. Kraft and Mrs. Thibault.

Absent: Mrs. Galante, Mrs. Valeich, and 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. Motion made by Mrs. Frey, second by Mr. Franek to approve the Committee of the Whole Board of Education meeting minutes & Executive Session Meeting minutes from February 12, 2024. A voice vote was taken and unanimously approved.
2. Motion made by Mr. Franek, second by Mrs. Kraft, to approve the January 31, 2024 Board Secretary's and Treasurer's Reports which balanced in the amount of \$3,380,720.08 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of January 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 information:

- Thanked Mrs. Hurley for volunteering her time speak to the 4th grade girls and their parents about changes their bodies will be going through.
- Law Enforcement training at Stillwater School on Spring Break.
- Thanked Mrs. Earley and Mr. Tiberi for organizing and facilitating Jump Rope for Heart. Our school raised \$9,495!
- Congratulated Wyatt Monahan for being recognized with the Unsung Hero Award.
- Congratulated Macy O'Shea for being the Superintendent Roundtable Award winner.

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. Kraft, 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. Frey, second by Mr. Franek, to approve René Metzgar to attend the NJASBO Convention in Atlantic City, NJ, June 5-7, 2024, as per contract.

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 New Jersey Association of School Business Administrators and set forth below are directly related to and within the scope of listed administrator's current responsibilities and/or applicable professional development plans; and

WHEREAS, The Board has determined that the participation in the NJASBO 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 furthers the efficient operation of the district, and /or will help improve administrator's skills and knowledge related to district operations: and

WHEREAS, The Board has determined that the school district travel expenditures to NJASBO 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 NJASBO 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 employees the listed NJASBO 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 NJASBO training programs, seminars, conventions and conferences:

René Metzgar	
Ocean Resort, Atlantic City, NJ, June 5-7, 2024	\$238
Plus any other additional fees/taxes	
Registration	\$500
<u>Meals & Incidental Expenses/day</u>	
Breakfast	\$13
Lunch	\$15
Dinner	\$26
<u>Incidentals</u>	<u>\$5</u>
TOTAL	\$59

1st and last day
M&IE Rate 75% \$44.25/day

A roll call vote was taken and unanimously approved.

3. Motion made by Mrs. Thibault, second by Mrs. Frey, upon the recommendation of the Superintendent, to approve the following substitute paraprofessional/main office secretary for the 2023-2024 school year, pending criminal history and background check:

Albina Voris

Motion approved by roll call vote: Mrs. Williver- Aye; Mrs. Kraft-Aye; Mrs. Frey-Aye; Mr. Franek-Aye; Mrs. Thibault-Aye; Mrs. Voris-Abstain.

4. Motion made by Mr. Franek, second by Mrs. Frey, upon the recommendation of the Superintendent, to approve the following before school program for the 2023-2024 school year. The stipend for each teacher is \$410:

Club Name	Staff Member #1	Staff member #2	Grade Level	Grant
Before School Math Club	Brittany Celentano	Kaitlin Phlegar	Grade 4	Title 1

A voice vote was taken and unanimously approved.

5. Motion made by Mrs. Thibault, second by Mrs. Frey, upon the recommendation of the Superintendent, to approve Katie Schneider and Isabella Ponte to attend Behavior Management and Strategies for Paraprofessionals workshop on April 18, 2024 from 4:00 pm-6:30 pm to be paid at their hourly rate through PEA funds. 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 approve a preschool parent night to be held on March 5, 2024 and the following staff members to be paid through PEA funds at an hourly rate of \$34 for 3 hours:

Susan Pierson
Christine Pagano
Jocelyn Barmore
Katie Bradley
Janessa Green
Colleen Hurley

A voice vote was taken and unanimously approved.

POLICY

None.

EDUCATION & CURRICULUM

1. Be It Hereby Resolved by Mrs. Kraft, second by Mrs. Frey, that upon the recommendation of the Superintendent, the Board affirms the Superintendent's decision regarding 2023-2024 Harassment, Intimidation, or Bullying Case #4-2324. A roll call vote was taken and unanimously approved.
2. Be It Hereby Resolved by Mrs. Kraft, second by Mr. Franek, that upon the recommendation of the Superintendent, the Board affirms the Superintendent's decision regarding 2023-2024 Harassment, Intimidation, or Bullying Case #5-2324. A roll call vote was taken and unanimously approved.
3. Motion made by Mrs. Kraft, second by Mrs. Thibault, to approve the ASE/SEEK Program, running May 6, 8, 13, 15, 2024 for a cost to Fairview Lake YMCA in the amount of \$152.00/trip to be paid through Title IV. A voice vote was taken and unanimously approved.

BUILDING & GROUNDS

1. Buildings and Grounds Update- Mrs. Metzgar stated there is no update at this time for the 1988 cracks.
2. Motion made by Mrs. Williver, second by Mr. Franek, to approve building and use calendar for March 2024. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. Williver, second by Mrs. Frey, to approve the revised Memorandum of Agreement between Education and Law Enforcement Officials and authorize the submission of same to the County Superintendent, County Prosecutor and Law Enforcement Officials. A roll call vote was taken and unanimously approved.

TRANSPORTATION

None.

BUDGET & FINANCE

1. Budget Committee Update- Mrs. Thibault informed the board the committee met again this evening prior to the board meeting. Started going through the expenditures in detail. We will have a better idea once state aid numbers are released this week.
2. Motion made by Mrs. Thibault, second by Mr. Franek, to approve the following checks from January 23, 2024-February 26, 2024 as attached:

Account	Check Numbers	Amount
Funds 10, 11, 12, 20	29260-29322, N0129, N0131, N0215, N0216. Void cks#29201 & 29252	\$742,480.03
Capital Reserve	N/A	\$0
Student Activities	N/A	\$0
Cafeteria	2713-2715	\$28,802.59
Grand Total		\$771,282.62

A voice vote was taken and unanimously approved.

3. Motion made by Mrs. Thibault, second by Mrs. Kraft, to approve the attached list of purchase orders over \$1,000 for the 2023-2024 school year. A voice vote was taken and unanimously approved.
4. Motion made by Mrs. Thibault, second by Mrs. Frey, to approve transfers from December 1, 2023 to January 31, 2024 as attached. A voice vote was taken and unanimously approved.
5. Motion made by Mrs. Thibault, second by Mr. Franek 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 accept the 2023-2024 Stabilization Aid award in the amount of \$50,046. A voice vote was taken and unanimously approved.

LEGISLATION

None.

COMMUNITY RELATIONS

Mrs. Voris reported on the following items:

- Stillwater PTA Family Skate nights: March 7th & 28th
- Stillwater PTA Tricky Tray- March 22nd
- Stillwater Rec- Senior Citizen fun and game night- February 29th
- 4H Rabbit Clubs will be hosting Breakfast with the Bunnies on March 10th
- Easter Egg Hunt- Veterans Field-March 23rd
- Kittatinny Players- Performing Beauty and the Beast March 14-16.
- Beauty and the Beast Luncheon, Sunday March 10th at Andres Lakeside Dining
- Fairview Lake egg hunt- March 24th
- Kittatinny Softball Registration now open until March 3rd.
- Free Lacrosse Clinic held at Fredon Rec Center
- Kittatinny HS Open House- March 25th

UNFINISHED BUSINESS

1. Board member required training- Due December 31, 2024.
2. Board member Ethics/Financial Disclosure Forms

NEW BUSINESS

1. 2024 Sussex County SBA Unsung Heroes Awards Ceremony- Monday, March 4th at High Point Regional High School from 6:30-8:30 pm.

PUBLIC PARTICIPATION

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Dave Manser- Township Liaison- Wanted to confirm dates of law enforcement training on Spring Break to inform the Town Clerk.
Dr. Kochis responded April 3-5, 2024.

EXECUTIVE SESSION

BE IT HEREBY RESOLVED by Mrs. Williver, second by Mrs. Thibault at 7:24 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 Student Privacy 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 7:38 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. Kraft, to adjourn the meeting at 7:38 p.m. A voice vote was taken and unanimously approved.

Respectfully Submitted,



René Metzgar
Business Administrator/Board Secretary