

October 16, 2023

The Stillwater Township Board of Education met on October 16, 2023 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 10, 2023. 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, Mr. DeGroat, Mrs. Kraft, Mrs. Valeich, Mrs. Williver, Mr. Franek, Mrs. Frey, Mrs. Voris, 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. Sussex County School Boards Meeting-School Safety & Security-Meeting Update was provided by Mrs. Williver. The meeting introduced the new Sussex County field representative, Kelly Mitchell. They also voted in new Sussex County School Board representatives. The presentation was in regards to cyber security and presented by local law enforcement.
2. Motion made by Mrs. Thibault, second by Mrs. Frey, to approve the Regular Board of Education meeting minutes from September 25, 2023. A voice vote was taken and unanimously approved.
3. Motion made by Mr. Franek, second by Mr. DeGroat, to approve the revised June 30, 2023 (after audit) Board Secretary's and Treasurer's Reports which balanced in the amount of \$2,177,774.56 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of June 30, 2023 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.
4. Motion made by Mrs. Williver, second by Mr. DeGroat, to approve the revised July 31, 2023 (after audit) Board Secretary's and Treasurer's Reports which balanced in the amount of \$3,800,291.23 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of July 31, 2023 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.

5. Motion made by Mr. DeGroat, second by Mr. Franek, to approve the August 31, 2023 Board Secretary's and Treasurer's Reports which balanced in the amount of \$3,281,654.22 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of August 31, 2023 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.

6. Motion made by Mrs. Williver, second by Mrs. Valeich, to approve the following 2023-2024 District Goals:

1. Strengthen and streamline the process of collection and analysis of student data to inform curricula and practices (Strategic Plan Goal #1: Teaching and Learning and Strategic Plan Goal #2: Global Citizenship)
2. Refine our Response to Intervention program to include prescribed interventions for identified students (Strategic Plan Goal #1: Teaching and Learning).
3. To enhance our culture of acceptance and awareness with staff, students, and the community through mental health and social-emotional learning opportunities (Strategic Plan Goal #2: Global Citizenship and Strategic Plan Goal #4: The Whole Child)

A voice vote was taken and unanimously approved.

7. Motion made by Mrs. Frey, second by Mr. DeGroat to approve the following 2023-2024 Board Goals:

1. Coordinate with regional partners through utilization of our board liaisons to seek alternate sources of revenue including grants.
2. Continue to maintain open communication with our community and to support the district's communication efforts in relation to school funding changes.
3. Continue to support the administration, staff, and students financially to the best of our ability.

A voice vote was taken and unanimously approved.

8. Establish Board Goals Committee/Action plan process:

Motion made by Mr. Franek, second by Mr. DeGroat, to form an ad-hoc committee to develop board goals action plans with the following members:

- Dennis DeGroat
- Darrick Franek
- Margaret Frey

A voice vote was taken and unanimously approved.

9. Dr. Kochis provided the Board of Education Members with HIB Training. Presentation is attached to the minutes.

SUPERINTENDENT'S REPORT

Dr. Kochis reported on the following items:

- Week of Respect
- 1st Den Rally of the school year
- Fire Prevention Week- Thank you to the Stillwater Fire Department!
- Upcoming 6th Grade Trip to Fairview Lake

CORRESPONDENCE

-Retirement letter & Thank you from Kathy Pevarnik.

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. ***

Ed Szabo- 978 County Route 521- Expressed that he has been out of following education for a few years but now he is getting back into it. Public participation and activities has gone way down since covid. Issues in schools that have been bugging him and would like more information on are critical race theory, porn in libraries, home schooling, gender neutral bathrooms, school choice, drag queens in schools, lesson plan availability, impact on illegal aliens in schools, parental rights, and drugs in schools.

Karen Thibault- Showed the board a picture of her child's class that was sent home. It was so cute with the students getting dressed up for a mystery book unit. It was just a great reminder of all the fantastic and unique events that we do here at Stillwater.

ACTION ITEMS:

PERSONNEL

1. Motion made by Mr. DeGroat, second by Mrs. Kraft, 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 Mr. Franek, upon the recommendation of the Superintendent, to approve Samantha Cuff as a volunteer in the library for the 2023-2024 school year. A voice vote was taken and unanimously approved.
3. Motion made by Mr. DeGroat, second by Mrs. Frey, upon the recommendation of the Superintendent, to approve the following before & after school programs for the 2023-2024 school year. The stipend for each teacher is \$410:

Club Name	Staff Member #1	Staff member #2	Grade Level	Grant
The B-Active Club	Maureen Riva	Meghan Earley	3-6	ARP - BSD
Spring Morning Fitness Club	Steve Tiberi	Meghan Earley	K-2	Title IV

A voice vote was taken and unanimously approved.

4. Motion made by Mr. DeGroat, second by Mrs. Valeich, upon the recommendation of the Superintendent, to approve Janessa Green to be an alternate for the Fall and Spring Morning Fitness Clubs to be paid through Title IV at a pro-rated stipend of \$410 per club, as worked. A voice vote was taken and unanimously approved.
5. Motion made by Mr. DeGroat, second by Mr. Franek, upon the recommendation of the Superintendent, to appoint Meghan Earley as the Staff Wellness Champion to be paid a stipend of \$1,000 for the 2023-2024 school year. Paid through the SHIF Wellness Grant. A voice vote was taken and unanimously approved.
6. Motion made by Mr. DeGroat, second by Mrs. Kraft, upon the recommendation of the Superintendent, to retroactively approve the following staff members for the custodial building use stipend of \$35.00/hour, as worked, for the 2023-2024 school year when organizations are using the building and it is scheduled to be closed:
Kim Kampka
Robert Kay
Michael Maggio
Gary Post
A voice vote was taken and unanimously approved.
7. Motion made by Mr. DeGroat, second by Mrs. Vaelich, upon the recommendation of the Superintendent, to approve Maureen Riva as Teacher in Charge for the After School Learning Center, as needed for the 2023-2024 school year to be paid \$34.00/hour for additional time beyond the ASLC hours. Paid through Title 1, Account number 20-231-100-101-102. A voice vote was taken and unanimously approved.

8. Motion made by Mr. DeGroat, second by Mrs. Thibault, upon the recommendation of the Superintendent, to approve Colleen Hurley as the after school nurse if needed for specific medical needs students involved in co-curricular activities, for the 2023-2024 school year to be paid an hourly rate of \$34/hour. Paid through ARP-Beyond the School Day, account number 20-490-100-100. A voice vote was taken and unanimously approved.
9. Motion made by Mr. DeGroat, second by Mrs. Williver, upon the recommendation of the Superintendent, to approve the following substitute nurse for the 2023-2024 school year:

Cassandra Tunison-pending criminal history & background check
A voice vote was taken and unanimously approved.
10. Motion made by Mr. DeGroat, second by Mrs. Kraft, to accept with regret the resignation of Kathleen Pevarnik, effective January 1, 2024 for the purpose of retirement. A voice vote was taken and unanimously approved.
11. Motion made by Mr. DeGroat, second by Mr. Franek, upon the recommendation of the Superintendent, to approve contract from on or about October 17, 2023 to June 30, 2024 with Robert Schalk as a part time, 12 month, 25 hours/week custodian, for an annual salary of \$20,400 (\$17.00/hr) to be pro-rated to start date, pending criminal history and background check. A roll call vote was taken and unanimously approved.
12. Motion made by Mr. DeGroat, second by Mrs. Valeich, to accept with regret, the resignation of Mika Muller, effective October 16, 2023. A voice vote was taken and unanimously approved.

POLICY

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

4151.1/4251.1- Personal Illness and Injury/Health and Hardship
5131.1- Harassment, Intimidation, and Bullying
5131- Regulation- Harassment, Intimidation, Bullying
5131.5- Vandalism/Violence
6142.2- English As A Second Language; Bilingual Programs
A voice vote was taken and unanimously approved.

EDUCATION & CURRICULUM

1. Presentation of Spring 2022-2023 NJSLA Scores- Dr. Kochis presented the NJSLA Results including:
 - ELA, Math, & Science Scores
 - Comparison of scores from district to state
2. Motion made by Mrs. Kraft, second by Mr. DeGroat, upon the recommendation of the Superintendent, to approve Zoraida Lopez as a Spanish translator for the 2023-

2024 school year to be paid \$40/hour for conference calls, or \$50/hour for in person meetings, to be utilized as needed. A voice vote was taken and unanimously approved.

3. Motion made by Mrs. Kraft, second by Mrs. Williver, to approve Alexandra Caccacale from Phoenix University as a student teacher to be placed in Michele Birds' second grade class for 12 weeks beginning January 2024. A voice vote was taken and unanimously approved.
4. Motion made by Mrs. Kraft, second by Mrs. Thibault, to approve membership for Laura Ciccolella to the Civil Air Patrol for the 2023-2024 school year in the amount of \$35.00 for the Makerspace. A voice vote was taken and unanimously approved.
5. Motion made by Mrs. Kraft, second by Mrs. Valeich, to approve the School Nursing Services Plan for Stillwater Township School for the 2023-2024 school year. A roll call vote was taken and unanimously approved.
6. Motion made by Mrs. Kraft, second by Mrs. Thibault, to approve revised contract with Applied Behavioral Consultants not to exceed 24 hours per month at a rate of \$130/hour for behavioral consultative services effective October 17, 2023. A voice vote was taken and unanimously approved.

BUILDING & GROUNDS

1. Mrs. Metzgar provided an update on the following building and grounds items:
 - 1988/Gym Wall Cracks professional services search
 - PA System Update
 - Phone System Update
2. Motion made by Mr. Franek, second by Mr. DeGroat, to approve building and use calendar for November 2023. A voice vote was taken and unanimously approved.
3. Motion made by Mr. Franek, second by Mrs. Thibault, as recommended by the Superintendent, to declare technology items as surplus and dispose/recycle them due to the age and condition:
 - broken/aged out chromebooks
 - old desktop computers and monitors
 - old iPads
 - old printers
 - old projectors & activeboards
 - various computer accessories & cables
 - Broken 3D printer
 - TV and VCRA voice vote was taken and unanimously approved.

- Motion made by Mr. Franek, second by Mrs. Thibault, to approve submission of Comprehensive Maintenance Plan & M-1 Annual Maintenance Budget Worksheet:

Whereas, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and

Whereas, the required maintenance activities as listed in the attached document for the various school facilities of the Stillwater Township Board of Education are consistent with these requirements, and

Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

Now Therefore Be It Resolved, that the Stillwater Township Board of Education hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan & M-1 Annual Maintenance Budget Worksheet for the Stillwater Township Board of Education in compliance with Department of Education requirements. A roll vote was taken and unanimously approved.

TRANSPORTATION

- Motion made by Mrs. Valeich, second by Mrs. Kraft, to approve the following field trip for the 2023-2024 school year:

Location	Grade
Waterloo Village, Stanhope, NJ	Grade 4

A voice vote was taken and unanimously approved.

- Motion made by Mrs. Valeich, second by Mr. Franek, to approve transportation with Stocker Bus for the following field trips for the 2023-2024 school year:

Date	Location	Grade	Cost
October 18, 2023	Sussex County Technical School-Stop at Fredon School	Grade 6 Summit Students	\$375.00 to be split with Fredon
October 26, 2023	KRHS Play-Diary of Anne Frank	Grades 5 & 6	\$278.90/bus, 2 busses needed= \$557.80

A voice vote was taken and unanimously approved.

BUDGET & FINANCE

1. Finance Update- Mrs. Metzgar provided an update on the submission of the Stabilization Aid application and the 2022-2023 audit.
2. Motion made by Mrs. Thibault, second by Mr. DeGroat, to approve the following checks from September 26, 2023-October 16, 2023 as attached:

Account	Check Numbers	Amount
Funds 10, 11, 12, 20	29054-29102, N0926, N0929, N1002, N1005, N1013	\$616,637.11
Student Activities	6666-6669	\$2,878.00
Cafeteria	2701-2704	\$12,587.74
Grand Total		\$632,102.85

A voice vote was taken and unanimously approved.

3. Motion made by Mrs. Thibault, second by Mrs. Valeich, 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 Mr. Franek, to approve monthly travel as attached. A voice vote was taken and unanimously approved.
5. Motion made by Mrs. Thibault, second by Mr. DeGroat, to approve transfers from August 1, 2023 to August 31, 2023 as attached. A voice vote was taken and unanimously approved.
6. Motion made by Mrs. Thibault, second by Mrs. Williver, to accept the School Health Insurance Fund Staff Wellness Grant in the amount of \$9,500 for the 2023-2024 school year. A voice vote was taken and unanimously approved.
7. Motion made by Mrs. Thibault, second by Mrs. Frey, to accept the donation of the following two teacher resource books with an estimated value of \$75.00 from Claudia Kunath:
 - Moving the Classroom Outdoors
 - Schoolyard- Enhanced LearningA voice vote was taken and unanimously approved.
8. Motion made by Mrs. Thibault, second by Mr. DeGroat, to accept the donation of school supplies from Maureen Tsadilas and her two preschool grandchildren, estimated value of \$50.00. A voice vote was taken and unanimously approved.
9. Motion made by Mrs. Thibault, second by Mr. Franek, to accept the 4th round of Supply Chain Assistance funding for the 2023-2024 school year in the estimated amount of \$10,809.33 for the cafeteria account. A voice vote was taken and unanimously approved.

LEGISLATION

None.

COMMUNITY RELATIONS

Mrs. Voris reported on the following items:

- PTA Halloween Family Fun Night- October 20th
- Stillwater Rec-Trunk or Treat at the Community Center- October 22nd
- Town-wide Halloween Decorating Contest- Enter by October 27th
- Sussex County YMCA Fall Family Fun Night-October 27th

UNFINISHED BUSINESS

1. Board member required training- Due December 31, 2023.
2. Reminder: NJSBA Conference October 23-26, 2023.

NEW BUSINESS

None.

PUBLIC PARTICIPATION

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None.

EXECUTIVE SESSION

BE IT HEREBY RESOLVED by Mrs. Thibault, second by Mrs. Williver at 8:25 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 Legal Matters 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.

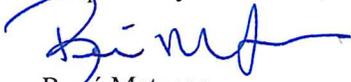
Mrs. Voris left the meeting at 8:25 pm.

Motion made by Mr. DeGroat, second by Mrs. Valeich at 8:28 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 8:28 p.m. A voice vote was taken and unanimously approved.

Respectfully Submitted,



Rerie Metzgar
Business Administrator/Board Secretary