

September 23, 2024

The Stillwater Township Board of Education met on September 23, 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. DeGroat, Mrs. Valeich, Mrs. Kraft, Mrs. Frey, Mrs. Thibault and Mrs. Voris.

Absent: Mr. Franek.

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/District Goal Setting-NJSBA Representative-Kelly Mitchell- the Board developed board goals and district goals for the 2024-2025 school year. These will be approved at the next meeting, and then action plans will be developed.

That the following Board Business resolutions be approved:

2. Motion to approve the Committee of the Whole Board of Education meeting minutes September 9, 2024. (attachment)
3. Motion to approve the August 31, 2024 Board Secretary's and Treasurer's Reports which balanced in the amount of \$3,651,537.20 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of August 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. (attachment)

Moved By: Mrs. Frey **Seconded By:** Mrs. Kraft

Voice Vote: Mrs. Galante-Aye; Mrs. Williver-Aye; Mr. DeGroat-Aye; Mr. Franek-Absent; Mrs. Frey- Aye; Mrs. Kraft-Aye; Mrs. Thibault- Aye; Mrs. Valeich-Abstain to #2, Aye to #3; and Mrs. Voris-Aye. Motions carried.

SUPERINTENDENT'S REPORT

Dr. Kochis reported on the following items:

- Back to School Night
- Community Day with KRHS Football and Cheerleaders. Congrats on the big win that night!
- Next week is Aquatic Safety trip for grade 4.
- Will be completing bus evacuation drills over the next two weeks.
- Fire Prevention Day-October 11th
- Scheduling the Prosecutor's Office to speak with our grade 5 & 6 students about social media safety.

CORRESPONDENCE

None.

PRESIDENT'S COMMENTS

President Galante read the following statement: Stillwater School District received two inquiries about the bus driver employed by the District's bus company vendor. While we are not permitted to discuss personnel – including a contractor, please note that the bus driver is qualified, trained, and cleared a criminal background screening in order to be a school bus driver. The driver possesses a valid NJ school bus operator's license. District officials are also in regular contact with the bus company about continuing to adhere to our stringent policies and State regulations, and the company and its employees continue to perform in full compliance with all such policies and regulations.

The Board is not permitted to discuss personnel and individuals in public; and discriminatory comments not only create legal concerns for the District, but may create personal liability for the public participant. We respectfully request that you refrain from these types of comments during public participation with these comments. Please contact the Superintendent's office if you have any questions.

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

That the following Personnel resolutions 1-5 be approved as recommended by Superintendent:

1. Motion, upon the recommendation of the Superintendent, to approve attached professional days. (attachment)
2. Motion, upon the recommendation of the Superintendent, to approve the contract for the following full-time Para-Professional staff member for employment for the 2024-2025 school year from September 24, 2024-June 30, 2025:

<u>Name</u>	<u>Area</u>	<u>Base Hourly Rate</u>	<u>Base Salary</u>	<u>Adjustments</u>	<u>Total Salary</u>
Pavlick, Rebecca	Preschool	\$15.13	\$ 17,898.79	\$750 BA Degree	\$18,648.79

3. Motion, upon the recommendation of the Superintendent, to approve Rebecca Pavlick as a bus aide on ST6 from September 30, 2024 to June 30, 2025 for an annual stipend of \$3,240, to be prorated to start date, to be paid as worked.
4. Motion, upon the recommendation of the Superintendent, to approve the following staff member to sub as a bus aide from September 24, 2024 to June 30, 2025 to be paid a daily rate of \$18.00 (\$9.00/run), not to exceed a total of \$3,240 to be paid as per timesheets submitted:

-Jennifer Sipleby

5. Motion, upon the recommendation of the Superintendent, to approve the following substitute paraprofessionals/main office secretaries for the 2024-2025 school year:

Jake Kramer- pending criminal history & background check
Radmilla Hornung- pending criminal history & background check

Moved By: Mr. DeGroat **Seconded By:** Mrs. Kraft

Roll Call Vote: Mrs. Galante-Aye; Mrs. Williver-Aye; Mr. DeGroat-Aye; Mr. Franek-Absent; Mrs. Frey- Aye; Mrs. Kraft-Aye; Mrs. Thibault- Aye; Mrs. Valeich- Aye; and Mrs. Voris-Aye. Motions carried.

That the following Personnel resolutions 6-10 be approved as recommended by Superintendent:

6. Motion, upon the recommendation of the Superintendent, to approve the following stipend positions for the 2024-2025 school year:

Student Council (Co)	Beth Johnson	\$425
Student Council (Co)	Lynda Collier	\$425
Yearbook	Meghan Earley	\$850
Yearbook	Janessa Green	\$850
Night Foreman	Robert Kay	\$850
Greenhouse Coordinator (Co)	Erica Then	\$425
Greenhouse Coordinator (Co)	Corrine Robinson	\$425

7. Motion, upon the recommendation of the Superintendent, to approve the following facilitators for the check in/check out program for the 2024-2025 school year, pro-rated stipend for each mentor of \$150 per month, not to exceed \$1,500 per year, as worked, to be paid through Title I Funds, Account #20-231-200-100:

Kaitlin Phlegar
 Meghan Earley
 Danielle Hoon
 Steve Tiberi
 Melissa Piazza

8. Motion, upon the recommendation of the Superintendent, to approve the following Check in/Check out Program Coordinator for the 2024-2025 school year, for a stipend of \$3,000 to be paid through Title I Funds, Account #20-231-200-100:

Jeanne Smetana

9. Motion, upon the recommendation of the Superintendent, to approve the following teachers and administrators as chaperones for the Fairview Lake YMCA Camp trip October 17 & 18, 2024 to be paid \$175 for the 1 extended day:

William Kochis-No pay
 Marissa Cramer
 Janet Mahedy
 Jessica Steffens
 Mary DiRienzo
 Colleen Hurley-Nurse

10. Motion, upon the recommendation of the Superintendent, to approve the following before & after school programs for the 2024-2025 school year. The stipend for each teacher is \$410:

Club Name	Staff Member #1	Staff member #2	Grade Level	Grant/Account Number
Lego Club (Session 2)	Beth Johnson	Ramona Knapp	2	Title IV 20-280-100-100
E-Gaming Club-Fall	Danielle Hoon	Spencer Both	5-6	Title IV 20-280-100-100

Moved By: Mr. DeGroat **Seconded By:** Mrs. Williver

Roll Call Vote: Mrs. Galante-Aye; Mrs. Williver-Aye; Mr. DeGroat-Aye; Mr. Franek-Absent; Mrs. Frey- Aye; Mrs. Kraft-Aye; Mrs. Thibault- Aye; Mrs. Valeich- Aye; and Mrs. Voris-Aye. Motions carried.

POLICY

None.

EDUCATION & CURRICULUM

1. SSDS Reporting Period 2: January 1, 2024- June 30, 2024- Dr. Kochis reported on the following: There were 6 incidents total- 2 substantiated. Various programs were held during this time period such as Core & Equity meetings, core awards program, the Great Kindness Challenge, 2 Den Rallies, Student Council service projects, and buddy days.
2. 2023-2024 HIB Grades Self-Assessment- Dr. Kochis completed the assessment. We scored 75 out of 78 points.

That the following Education & Curriculum resolutions be approved:

1. Motion to approve Jessica Frank to provide the CPR Recertification class to 12 employees at a rate of \$20.00/person, for a total of \$240, pending receipt of required paperwork.
2. Motion to approve Nicole DiRienzo from East Stroudsburg University to observe 10 days in K-6 science classes for the 2024 Fall Semester.
3. Motion to approve the following resolution:
Resolution declaring October 7-11, 2024 Week of Respect

WHEREAS, The Anti-Bullying Bill of Rights, Assembly Bill 3466, was approved by the New Jersey Legislature in November 2010 and signed into law as P.L. 2010, c. 122, by Governor Chris Christie on January 5, 2011; and

WHEREAS, The statute is intended to protect students from harassment and intimidation that would substantially interfere with their education; and

WHEREAS, In a 2009 survey by the National Centers for Disease Control, one in five New Jersey students indicated they had been the subject of bullying on school grounds during the previous year; and

WHEREAS, The Anti-Bullying Bill of Rights places expanded responsibilities on teachers, school administrators and boards of education to protect students from incidents of bullying, harassment and intimidation; and

WHEREAS, The Anti-Bullying Bill of Rights designates the week beginning with the first Monday in October as “Week of Respect” throughout New Jersey”; and

WHEREAS, The law directs school districts to observe the “Week of Respect” through age-appropriate instruction in accordance with New Jersey’s core curriculum content standards; and

WHEREAS, The Stillwater Board of Education recognizes the harmful impact of harassment and bullying on children and is committed to providing all of its students with a safe and secure learning environment free from intimidation; and

WHEREAS, The Stillwater Board of Education supports the intent of the Anti-Bullying Bill of Rights to protect our children, as well as the goal of previous law to enhance training and instruction to prevent harassment, intimidation and bullying. Now therefore be it

RESOLVED, That the Stillwater Board of Education declares October 2 through 6, 2022 as a “Week of Respect” in all district schools, and be it further

RESOLVED, That the Week of Respect will be a part of the Stillwater Public Schools’ ongoing efforts to foster respect among students and staff for the diverse cultures and personalities represented in our school community, and be it further

RESOLVED, That copies of this resolution be sent to Governor Phil Murphy, State Senator Space, Assembly Representatives Fantasia and Ingagamort, the New Jersey School Boards Association and the Sussex County School Boards Association.

4. Motion to declare October 21-25, 2024 School Violence Awareness Week:

WHEREAS, N.J.S.A. 18A:36-5.1. declares the week beginning with the third Monday in October of each year is designated as "School Violence Awareness Week" in the State of New Jersey. School districts shall observe this week by organizing activities to prevent school violence including, but not limited to, age-appropriate opportunities for student discussion on conflict resolution, issues of student diversity, and tolerance. Law enforcement personnel shall be invited to join

members of the teaching staff in the discussions. Programs shall also be provided for school board employees that are designed to help them recognize warning signs of school violence and to instruct them on recommended conduct during an incident of school violence. The Department of Education shall provide guidelines and information to boards of education for use in planning the activities in observance of the week and such funds as are necessary to pay the costs of the required activities and programs.

RESOLVED, That the School Violence Awareness Week will be a part of the Stillwater Township Schools' ongoing efforts to help students and staff to recognize the importance of tolerance and to understand and apply conflict resolution techniques.

Moved By: Mrs. Kraft **Seconded By:** Mrs. Frey

Roll Call Vote: Mrs. Galante-Aye; Mrs. Williver-Aye; Mr. DeGroat-Aye; Mr. Franek-Absent; Mrs. Frey- Aye; Mrs. Kraft-Aye; Mrs. Thibault- Aye; Mrs. Valeich- Aye; and Mrs. Voris-Aye. Motions carried.

BUILDING & GROUNDS

1. Building and Grounds Update- Mrs. Metzgar provided an update on the following items:
 - New Website
 - Know Box Install

That the following Building & Grounds resolutions be approved:

2. Motion to approve the revised building and use calendar for September 2024. (attachment)
3. Motion to approve building and use calendar for October 2024. (attachment)
4. Motion to approve the Indemnity & Hold Harmless Agreement with 901 Stillwater, LLC for use of facilities if needed as per the agreement.
5. Motion to approve garbage disposal 12 month contract with Waste Management in the amount of \$1,089.36 per month beginning October 1, 2024.

Other quotes: Blue Diamond	Not Interested
Balbi Enterprises	No Response

Moved By: Mrs. Williver **Seconded By:** Mrs. Thibault

Voice Vote: Mrs. Galante-Aye; Mrs. Williver-Aye; Mr. DeGroat-Aye; Mr. Franek-Absent; Mrs. Frey- Aye; Mrs. Kraft-Aye; Mrs. Thibault- Aye; Mrs. Valeich- Aye; and Mrs. Voris-Aye. Motions carried.

TRANSPORTATION

That the following Transportation resolutions be approved:

1. Motion to approve the following field trips for the 2024-2025 school year:

Location	Grade
Franklin Mineral Museum - Franklin, NJ	3
Tranquility Farms - Green, NJ	K
Swartswood State Park, Newton, NJ	PreK
NJ School of Conservation (SOC), Sandyston NJ	6
Fairview Lake YMCA - Stillwater, NJ	6
Pocono Environmental Education Center, Dingmans Ferry, PA	4

2. Motion to approve transportation with Stocker Bus for the following field trips for the 2024-2025 school year:

Date	Location	Grade	Cost
October 16, 2024 Rain Date: October 23 rd	Tranquility Farms, Green, NJ	K	\$450
October 17 & 18, 2024	Fairview Lake YMCA, Stillwater, NJ	6	\$395/day, \$790 total
October 24, 2024	Franklin Mineral Museum, Franklin, NJ	3	\$400
October 25, 202 Rain Date: October 28 th	Swartswood State Park, Newton, NJ	PreK	\$345/ bus=\$690 total
October 30, 2024	NJ School of Conservation (SOC), Sandyston NJ	6	\$485 Paid for by the SOC
May 30, 2025	Pocono Environmental Education Center, Dingmans Ferry, PA	4	\$510

3. Motion to approve the following new bus stop for the 2024-2025 school year:

ST7- 1011 Old Foundry Road

Moved By: Mrs. Valeich **Seconded By:** Mr. DeGroat

Voice Vote: Mrs. Galante-Aye; Mrs. Williver-Aye; Mr. DeGroat-Aye; Mr. Franek-Absent; Mrs. Frey- Aye; Mrs. Kraft-Aye; Mrs. Thibault- Aye; Mrs. Valeich- Aye; and Mrs. Voris-Aye. Motions carried.

BUDGET & FINANCE

That the following Budget & Finance resolutions be approved:

1. Motion to approve the following checks from August 20, 2024-September 23, 2024 as attached: (attachment)

Account	Check Numbers	Amount
Funds 10, 11, 12, 20	29688-29755, N0830, N0906	\$575,114.33
Capital Reserve	N/A	\$0
Student Activities	N/A	\$0
Cafeteria	N/A	\$0
Grand Total		\$575,114.33

2. Motion to approve the attached list of purchase orders over \$1,000 for the 2024-2025 school year. (attachment)
3. Motion to approve monthly travel as attached. (attachment)
4. Motion to approve transfers from August 1, 2024 to August 31, 2024 as attached. (attachment)
5. Motion to authorize the submission of the Climate Change Education and Resilience Grant amendment to the application for FY2025.
6. Motion to accept the free program & technology components called, "30 Days Lost in Space," from the Civil Air Patrol Organization.

Moved By: Mrs. Thibault **Seconded By:** Mr. DeGroat

Voice Vote: Mrs. Galante-Aye; Mrs. Williver-Aye; Mr. DeGroat-Aye; Mr. Franek-Absent; Mrs. Frey- Aye; Mrs. Kraft-Aye; Mrs. Thibault- Aye; Mrs. Valeich- Aye; and Mrs. Voris-Aye. Motions carried.

LEGISLATION

None.

COMMUNITY RELATIONS

Mrs. Voris reported on the following items:

- Stillwater Rec:

-Senior Citizens Safety series presented by the Sheriff's office monthly from 1-2:00:

- Halloween Decorating Contest. Deadline is Oct. 25th
- Stillwater garage sale weekend Oct 19th and 20th
- Historical Society fall festival -October 12th
- PTA Events:
 - Fall mum flower fundraiser pick up is September 26th
 - September 26th- Book Fair from 4:00-7:00pm
 - Fall craft and vendor fair will be Saturday Sept. 28th from 10:30-3:00
 - Family Fun Night-October 4th
 - PTA Halloween Bash- October 25th

UNFINISHED BUSINESS

1. Board member required training- Due December 31, 2024
2. NJSBA Convention- October 21-24, 2024

NEW BUSINESS

1. Sussex County School Boards Meeting-Guiding Principle- The Board's Role in Policy and Ethics- October 1, 2024 at Farmstead Golf & Country Club at 6:00 pm. Must preregister for in person or hybrid.

PUBLIC PARTICIPATION

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-JP Domiciano- Fairview Lake Road,- Asked what was the percentage of staff members trained in CPR.

-Administration responded that an estimated 30% of staff members were certified.

EXECUTIVE SESSION

BE IT HEREBY RESOLVED by Mrs. Thibault, second by Mrs. Kraft at 7:47 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 Mrs. Williver and seconded by Mrs. Valeich at 8:04 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 and second by Mrs. Valeich, to adjourn the meeting at 8:04 p.m. A voice vote was taken and unanimously approved.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "René Metzgar", with a long horizontal flourish extending to the right.

René Metzgar
Business Administrator/Board Secretary