

February 25, 2019

The Stillwater Township Board of Education met on February 25, 2019, at 7:00 p.m. in the Stillwater School Library for a Regular Board of Education Meeting.

The meeting was called to order by Kathleen Svendsen at 7:01 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 & Township Journal on January 8, 2019 and the Star Ledger on January 17, 2019. Notices were posted in the Stillwater School, Town Hall, Lakeland Bank, Stillwater Post Office, Middleville Post Office, Swartswood Post Office and the Stillwater School Website.

Mrs. Svendsen led the flag salute. The following Board members were present: Mrs. Svendsen, Mrs. Nothstine, Mrs. Williver, Mrs. Saul, Mrs. Thibault Mrs. McPeek, Mrs. Galante, and Mrs. LoCascio.

Absent: Mr. DeGroat.

Also present were Sue Kappler, Interim 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 to approve the Committee of the Whole Board of Education Meeting minutes from February 11, 2019. Motion approved voice vote: Mrs. Svendsen-Aye; Mrs. Nothstine-Aye; Mrs. Saul-Aye; Mrs. Williver- Aye; Mrs. Thibault-Aye; Mrs. McPeek-Aye; Mrs. LoCascio-Aye; Mrs. Galante-Abstain.

SUPERINTENDENT'S REPORT

Mrs. Kappler reported on the following items:

- Phishing-scam email received
- Thank you to Mayor Chammings for checking on our bus drivers & safety of our students the day of early dismissal due to the storm.
- Superintendent's Roundtable Award- Congratulations to Paige DeCaro!
- Curriculum is uploaded to the board folder for review prior to approval next month.

CORRESPONDENCE

- Thank you letter from Mrs. Piazza for supporting the development of the yoga program.
- Thank you letter for workshop attendance from Mrs. Bessemer, Mrs. Pagano, Mrs. Collier, Mrs. Maeurer, and Mr. Scocozza.
- Thank you letter for workshop attendance from Mrs. Ciccolella.
- Letter expressing opinion on preschool lottery procedures for 3 year olds of resident staff member's children from Mr. Reed.
- Letter of retirement- Mrs. Winay

PRESIDENT'S COMMENTS

None.

PUBLIC PARTICIPATION

None.

ACTION ITEMS:

PERSONNEL

1. Motion made by Mrs. Nothstine, second by Mrs. LoCascio to approve attached professional days. A voice vote was taken and unanimously approved.
2. Motion made by Mrs. Nothstine, second by Mrs. LoCascio to accept with regret the resignation of Victoria Winay for the purpose of retirement, effective July 1, 2019. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. Nothstine, second by Mrs. Thibault to retroactively approve Janet Mahedy as a home instructor as needed not to exceed 10 hours per week at \$34/hour to begin February 19, 2019-March 15, 2019. A voice vote was taken and unanimously approved.

POLICY

1. Motion made by Mrs. Nothstine, second by Mrs. LoCascio to approve the second reading of the following new policy:

Policy#5142.2 Physical Restraint
A voice vote was taken and unanimously approved.

EDUCATION & CURRICULUM

1. Motion made by Mrs. Saul, second by Mts. LoCascio to approve the ASE/SEEK Program, running April 2, 9, 23, & 30, 2019 with the following costs (\$1,090 will be covered by Township Alliance Grant):

Stipend-Justin Reed: \$410
Transportation-Stocker Bus: \$300
Fairview Lake: \$520
Supplies, not to exceed: \$40.00
A voice vote was taken and unanimously approved.

2. Motion made by Mrs. Saul, second by Mts. LoCascio to approve the preschool enrollment procedures/toilet training requirements for the full day preschool program to begin 2019-2020 school year. Motion approved voice vote: Mrs. Svendsen-Aye; Mrs. Nothstine-Aye; Mrs. Saul-Aye; Mrs. Williver- Aye; Mrs. Thibault-Aye; Mrs. McPeek-Aye; Mrs. LoCascio-Aye; Mrs. Galante-Abstain.

BUILDING & GROUNDS

1. Mrs. Metzgar provided an update on the following Building & Grounds items:
 - Window film
 - Blue strobe light installation/purchasing cooperative
 - Well pump update
 - safety bollards-front playground
2. Motion made by Mrs. Galante, second by Mrs. LoCascio to approve building and use calendar for March 2019. A voice vote was taken and unanimously approved.

TRANSPORTATION

No report.

BUDGET & FINANCE

1. Mrs. Metzgar provided an update for the Budget Committee. The committee met prior to this board meeting and discussed revenues and began going through the expenditure lines. Mrs. Metzgar also spoke to the full board about the Fair Funding Formula and the impact of the S-2 funding.
2. Motion made by Mrs. LoCascio, second by Mrs. Saul to approve February regular checks numbered 25505-25556, N0131, N0215 for a total of \$558,594.26, cafeteria check numbered 2598 in the amount of \$10,875.34. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. LoCascio, second by Mrs. Nothstine to approve January student activity check numbered 6273 for a total of \$65.56. A voice vote was taken and unanimously approved.
4. Motion made by Mrs. LoCascio, second by Mrs. McPeek to approve the attached list of purchase orders over \$1,000 for 2018-2019 school year. A voice vote was taken and unanimously approved.
5. Motion made by Mrs. LoCascio, second by Mrs. McPeek to approve monthly travel as attached. A voice vote was taken and unanimously approved.
6. Motion made by Mrs. LoCascio, second by Mrs. McPeek to approve the following resolution to join the Camden County Educational Services Commission:

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Camden County Educational Services Commission, hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on February 25, 2019 the governing body of the Stillwater Township Board of Education, County of Sussex, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

TITLE

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Stillwater Township Board of Education

AUTHORITY

Pursuant to the provisions of *N.J.S.A. 40A:11-11(5)*, the School Business Administrator is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

CONTRACTING UNIT

The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey.

A roll call vote was taken and unanimously approved.

LEGISLATION

No Report.

COMMUNITY RELATIONS

Mrs. McPeck reported on the following items:

- Colonial Fair is this Thursday
- Wednesday the students of KRHS are coming to perform Mama Mia
- Trep\$ Marketplace-April 10th
- Chocolate Sale Fundraiser- 6th Grade Recognition Committee

UNFINISHED BUSINESS

1. Board member required training- Due December 31, 2019.
2. Board member Ethics/Financial Disclosure Forms-Complete!
3. Letter from correspondence regarding resident staff members' children attending preschool. Discussion from the board resulted in a revision to the preschool procedures allowing residents of Stillwater who are also employees of the district to not have to participate in the lottery system if space allows. The preschool procedures will be revised and approved at the next meeting.

NEW BUSINESS

None.

PUBLIC PARTICIPATION

None.

EXECUTIVE SESSION

BE IT HEREBY RESOLVED by Mrs. Nothstine, second by Mrs. LoCascio at 8:39 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 personnel 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 short break was taken before entering into executive session.

Motion made by Mrs. Nothstine and seconded by Mrs. LoCascio at 9:02 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. Nothstine and seconded by Mrs. LoCascio to adjourn the meeting at 9:02 p.m. A voice vote was taken and unanimously approved.

Respectfully Submitted,



René Metzgar
Business Administrator/Board Secretary