

April 29, 2019

The Stillwater Township Board of Education met on April 29, 2019, at 8:00 p.m. in the Stillwater School Room A119 for a Regular Board of Education Meeting.

The meeting was called to order by Kathleen Svendsen at 8:00 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 & Township Journal on January 8, 2019 & April 24, 2019. The meeting notice was also provided to the 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. McPeck, and Mrs. LoCascio.

Absent: Mr. DeGroat and Mrs. Galante.

Also present were Anna Memmelaar, 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 made by Mrs. Nothstine, second by Mrs. LoCascio to approve the Committee of the Whole Board of Education Meeting minutes from April 8, 2019. A voice vote was taken and unanimously approved.
2. Motion made by Mrs. Nothstine, second by Mrs. LoCascio to approve the March 31, 2019 Board Secretary's and Treasurer's Reports which balanced in the amount of \$1,949,075.91 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of March 31, 2019 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

Mrs. Memmelaar reported on the following items:

- Preschool Play
- Lockdown drill conducted April 26th
- All non-tenured evaluations are complete
- QSAC will be Monday, May 6th
- PARCC Testing begins May 6th
- Teacher Appreciation Week begins May 6th
- May 10th-Honoring Lorraine Bickhardt- Teacher of the Year

CORRESPONDENCE

None.

PRESIDENT'S COMMENTS

None.

PUBLIC PARTICIPATION

None.

ACTION ITEMS:

PERSONNEL

1. Motion made by made by Mrs. Nothstine, second by Mrs. LoCascio, upon the recommendation of the Interim Superintendent, to approve attached professional days. A voice vote was taken and unanimously approved.
2. Motion made by Mrs. Nothstine, second by Mrs. LoCascio, upon the recommendation of the Interim Superintendent, to retroactively approve Janet Mahedy for home instruction for student #050308 to begin the week of April 9, 2019 for 6 weeks, 2 hours per week, at \$34.00/hour. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. Nothstine, second by Mrs. LoCascio, upon the recommendation of the Interim Superintendent, to approve graduate class at Rutgers University titled, "Special Topics in Gifted Education-Utilizing Technology to Cultivate a Culture of Creativity," at a cost of \$2,199 for Elaine Makarevich. Reimbursement paid as per SEA Agreement. This course runs from May 28, 2019-July 5, 2019. A voice vote was taken and unanimously approved.
4. Motion made by Mrs. Nothstine, second by Mrs. Thibault, upon the recommendation of the Interim Superintendent, to approve graduate class at Rutgers University titled, "Curriculum and Instruction for the Gifted," at a cost of \$2,154 for Elaine Makarevich. Reimbursement paid as per SEA Agreement. This course runs from May 28, 2019-July 5, 2019. A voice vote was taken and unanimously approved.
5. Motion made by Mrs. Nothstine, second by Mrs. LoCascio, upon the recommendation of the Interim Superintendent, to approve graduate class at Rutgers University titled, "Gifted Program Development," at a cost of \$2,154 for Elaine Makarevich. Reimbursement paid as per SEA Agreement. This course runs from July 8, 2019-August 14, 2019. A voice vote was taken and unanimously approved.

6. Motion made by Mrs. Nothstine, second by Mrs. LoCascio, upon the recommendation of the Interim Superintendent, to approve the following substitute teachers/paraprofessionals for the 2018-2019 school year:
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-Tara Templeton (Pending Criminal History & Background Check)
-Maura Meehan (Pending Criminal History & Background Check)

A voice vote was taken and unanimously approved.

7. Motion made by Mrs. Nothstine, second by Mrs. LoCascio to retroactively approve the extensions to the following leaves of absence covered under FMLA:
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Melissa Piazza- April 13, 2019-May 5, 2019

Half Days-May 6, 2019-May 12, 2019

Beth Johnson- April 27, 2019-May 12, 2019

A voice vote was taken and unanimously approved.

8. Motion made by Mrs. Nothstine, second by Mrs. LoCascio, upon the recommendation of the Interim Superintendent, to approve the increase of hours for Janet Mahedy for home instruction for student #050308 for the remainder of the 6 weeks (began April 9th), to up to 10 hours per week, at \$34.00/hour. A voice vote was taken and unanimously approved.

POLICY

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

Policy#6164 Response to Intervention

A voice vote was taken and unanimously approved.

2. Motion made by Mrs. McPeck, second by Mrs. LoCascio to approve the second and final reading on the following revised policies:

Policy#5141.4 Missing, Abused, and Neglected Children

Regulation#5141.4 Missing, Abused, and Neglected Children

A voice vote was taken and unanimously approved.

EDUCATION & CURRICULUM

1. Motion made by Mrs. Saul, second by Mrs. LoCascio to approve the extended school year summer program from July 1, 2019 - July 25, 2019 and advertise for the following anticipated positions:
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Preschool Disabilities Program:

1 special education teacher

3 paraprofessionals

1 nurse

1 Speech/language therapist

Special ed or regular ed:

7 teachers

2 paraprofessionals

Summer positions:

School Social worker (10 days)

A voice vote was taken and unanimously approved.

2. Motion made by Mrs. Saul, second by Mrs. LoCascio to approve the purchase of the 6th grade t-shirts by the board of education, in the amount not to exceed \$650.00. A voice vote was taken and unanimously approved.

BUILDING & GROUNDS

1. Mrs. Metzgar provided an update on the following Building & Grounds items:
 - 1941/1956 Roof Replacement Project
 - 1966 Roof status
 - Lower Level Restroom Renovations
 - Safety Bollards & Security Window Film
2. Motion made by Mrs. LoCascio, second by Mrs. Nothstine to approve building and use calendar for May 2019. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. LoCascio, second by Mrs. Nothstine to award the 1941/1956 Roof Replacement at Stillwater Township School Project bid to Patwood Roofing Company for a total bid price of \$158,730. This will not include alternate #1 or #3 (GAF Timberline HD or HardiePlank Siding).

Bids :

Bidders	Base Bid	Alt. #1	Alt. #2	Alt. #3	Total	Base + Alt
Journey Contracting Co. Inc.	\$272,479.00	\$20,000-D	\$3,500- A	\$0 No Change	\$255,997	\$275,979
More Consulting	No Submission	-	-	-	-	-
Northeast Roof Maintenance	\$256,000.00	\$6,750-D	\$2,125- A	\$2,500-D	\$248,875	\$258,125
White Rock Corp.	\$200,000.00	\$9,000-D	\$3,000- A	\$21,000 -None Selected	\$215,000	\$203,000
Patwood Roofing Company	\$137,230.00	\$18,000- A	\$3,500-A	\$4,500-A	\$163,230	
Safeway Contracting	No Submission	-	-	-	-	-
G.C. Dynatech Construction, LLC	No Submission	-	-	-	-	-

A roll call vote was taken and unanimously approved.

4. Motion made by Mrs. LoCascio, second by Mrs. McPeck to retroactively approve emergency contract with Parette Somjen Architects for professional services for the 1966 Partial Roof Replacement Project at a cost of \$6,750. A voice vote was taken and unanimously approved.

TRANSPORTATION

1. Motion made by Mrs. Williver, second by Mrs. Nothstine to rescind the following motion approved at the April 8, 2019 Committee of the Whole Board of Education:

Motion made by Mrs. Williver, second by Mrs. Nothstine to approve transportation with Stocker Bus for the following field trips:

<i>Date</i>	<i>Location</i>	<i>Grade</i>	<i>Cost</i>
<i>May 8, 2019</i>	<i>KRHS-Jr. High Musical</i>	<i>Grade 6</i>	<i>\$160.84</i>

A voice vote was taken and unanimously approved.

A voice vote was taken and unanimously approved.

2. Motion made by Mrs. Williver, second by Mrs. Nothstine to approve transportation with Stocker Bus for the following field trips:

Date	Location	Grade	Cost
May 9, 2019	KRHS-Jr. High Musical	Grade 6	\$160.84
May 9, 2019	KRHS-Jr. High Musical	Grade 5	\$160.84
May 14, 2019	KRHS & Dairy Queen	Solar Sprints	\$187.64
May 15, 2019	NJ State Fairgrounds	Kindergarten	\$187.64
May 24, 2019	Jockey Hollow, Morristown	Grade 4	\$385.00

A voice vote was taken and unanimously approved.

3. Motion made by Mrs. Williver, second by Mrs. Nothstine to authorize the School Business Administrator/Board Secretary to develop a new bid for student field trips for the 2019-2020 school year. A roll call vote was taken and unanimously approved.

BUDGET & FINANCE

1. Motion made by Mrs. LoCascio, second by Mrs. Nothstine to approve April regular checks numbered 25621-25687, N0329, N0410, N0412, for a total of \$569,949.89, cafeteria check number 2601 in the amount of \$10,342.12. A voice vote was taken and unanimously approved.
2. Motion made by Mrs. LoCascio, second by Mrs. Nothstine to approve March student activity checks numbered 6275-6277 for a total of \$1,563. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. LoCascio, second by Mrs. Thibault to approve the attached list of purchase orders over \$1,000 for 2018-2019 school year. A voice vote was taken and unanimously approved.
4. Motion made by Mrs. LoCascio, second by Mrs. Nothstine to approve monthly travel as attached. A voice vote was taken and unanimously approved.

5. Motion made by Mrs. LoCascio, second by Mrs. Thibault to approve transfers from March 1, 2019 to March 31, 2019 as attached. A voice vote was taken and unanimously approved.
6. Motion made by Mrs. LoCascio, second by Mrs. Nothstine to approve the purchase of 90 Dell Chromebooks for a total cost of \$25,359.30 to be paid for by the REAP Grant. A voice vote was taken and unanimously approved.
7. Motion made by Mrs. LoCascio, second by Mrs. Nothstine to accept the \$500 grant from the Hardy Plant Society for the Monarch Butterfly Waystation and Pollinator Garden. A voice vote was taken and unanimously approved.
8. Motion made by Mrs. LoCascio, second by Mrs. Nothstine to approve the submission for the following grant:

-Pitsco- \$350 STEM Grant
A voice vote was taken and unanimously approved.
9. Motion made by Mrs. LoCascio, second by Mrs. Nothstine to approve the following resolution regarding professional services maximum costs for the 2018-2019 school year:

Whereas, NJAC 6A:23A-5.2 provides that a school district must establish a maximum dollar limit prior to budget preparation for professional services fees, and

Whereas, the Stillwater Board of Education has established the following maximum dollar limit as required for the 2018-2019 school year:

Attorneys	\$30,000
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Whereas, these professional services are projected to exceed the maximum amount listed,

THEREFORE, BE IT RESOLVED that the Stillwater Township Board of Education increase the maximum dollar limit for Attorney fees for the 2018-2019 school year to \$40,000.

A roll call vote was taken and unanimously approved.

LEGISLATION

None.

COMMUNITY RELATIONS

Mrs. McPeck reported on the following items:

- Tricky Tray-May 24th
- 6th Grade Fundraiser-Krispy Crème
- 6th Grade Rec committee- Possible car wash fundraiser

- Stillwater Day-June 15th
 - Memorial Day Ceremony at Veteran's Park
 - This Friday Mother/Son Magic Show hosted by PTA
 - Talent Show coming up!
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UNFINISHED BUSINESS

1. Board member required training- Due December 31, 2019.
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NEW BUSINESS

None.

PUBLIC PARTICIPATION

-Arlean Konar- PTA President- spoke about many upcoming PTA events.

EXECUTIVE SESSION

BE IT HEREBY RESOLVED by Mrs. LoCascio, second by Mrs. McPeck at 8:59 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 Individual 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. Nothstine and seconded by Mrs. Thibault at 9:10 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. LoCascio and seconded by Mrs. Thibault to adjourn the meeting at 9:10 p.m. A voice vote was taken and unanimously approved.

Respectfully Submitted,



René Metzgar
Business Administrator/Board Secretary