

June 3, 2019

The Stillwater Township Board of Education met on June 3, 2019, at 6:30 p.m. in the Stillwater School All Purpose Room for a Committee of the Whole Board of Education Meeting.

The meeting was called to order by Dennis DeGroat at 6:33 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 May 23, 2019 and to the Star Ledger on January 17, 2019. Notices were posted in the Stillwater School, Town Hall, Lakeland Bank, Stillwater Post Office, Middletown Post Office, Swartwood Post Office and the Stillwater School Website.

Mr. DeGroat led the flag salute. The following Board members were present: Mrs. Svendsen, Mrs. Nothstine, Mrs. Williver, Mr. DeGroat, Mrs. Saul, Mrs. McPeck, and Mrs. Thibault.

Absent: Krista Galante and Danielle LoCascio.

Also present were Anna Memmelaar, Interim Superintendent, René Metzgar, Business Administrator/Board Secretary, Marissa Cramer, Principal/Supervisor of CST and Special Education/Basic Skills, Cali Roberts, Assistant Principal/Regional Curriculum Coordinator, and members of the public.

## **BOARD BUSINESS**

1. Attendance & Honor Roll Milk & Cookies Reception- Mrs. Cramer congratulated students with making honor roll all four marking periods! Mrs. Roberts congratulated all students with exceptional attendance. Mr. DeGroat handed out awards. All students, parents, and board members enjoyed a milk and cookie reception following the awards.
2. Motion made by Mrs. Svendsen, second by Mrs. Saul to approve the Regular Board of Education Meeting minutes & executive session minutes May 13, 2019. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. Saul, second by Mrs. Nothstine to approve the April 30, 2019 Board Secretary's and Treasurer's Reports which balanced in the amount of \$2,003,788.25 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of April 30, 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.

## **PUBLIC PARTICIPATION**

None.

## **COMMITTEE REPORTS**

### **PERSONNEL**

1. Motion made by Mrs. Nothstine, second by Mrs. Thibault, 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. Thibault, upon the recommendation of the Interim Superintendent, to approve the following substitute teacher/paraprofessional for the remainder of the 2018-2019 school year:

Marisa DiRienzo-pending criminal history & background check  
A voice vote was taken and unanimously approved.

3. Motion made by Mrs. Nothstine, second by Mrs. Svendsen, upon the recommendation of the Interim Superintendent, to approve the following substitute custodian for the remainder of the 2018-2019 school year:

Sean Mahedy- \$12.00/hour  
A voice vote was taken and unanimously approved.

4. Motion made by Mrs. Nothstine, second by Mrs. Svendsen, upon the recommendation of the Interim Superintendent, to approve Janet Mahedy for home instruction for student #050308 for 3 additional weeks (from May 21, 2019), at \$34.00/hour, not to exceed 10 hours per week. A voice vote was taken and unanimously approved.
5. Motion made by Mrs. Nothstine, second by Mrs. Svendsen, upon the recommendation of the Interim Superintendent, to retroactively approve Maureen Beckman as an after school nurse for up to 5.75 hours at an hourly rate of \$34/hour for the month of May 2019. A voice vote was taken and unanimously approved.
6. Motion made by Mrs. Nothstine, second by Mrs. Svendsen to approve movement on guide for the following staff member for the 2019-2020 with new salary and step:

<b>Staff Member</b>	<b>Previous Step &amp; Salary for 2019-2020</b>	<b>New Step &amp; Salary for 2019-2020</b>
Janet Mahedy	MA, 12 \$74,635	MA+15, 12 \$75,160

A voice vote was taken and unanimously approved.

7. Motion made by Mrs. Nothstine, second by Mrs. Svendsen to retroactively approve the Morning Fitness Club stipends for Meghan Radimer and Maureen Riva, previously approved on 9/24/18 & 1/7/19, to be paid out of Title IV funds for a total of \$1,640. A voice vote was taken and unanimously approved.
8. Motion made by Mrs. Nothstine, second by Mrs. Svendsen, upon the recommendation of the Interim Superintendent, to approve the following personnel

for the summer program from July 1, 2019-July 25, 2019, salaries to be paid through the General Fund and IDEA-BASIC Grant.

**Teachers:**

Denise Bessemer: Preschool \$2,380 (General Fund)  
Joann Graupe: Preschool \$2,380 (IDEA-B)  
Janet Mahedy: Kindergarten \$2,380 (General Fund)  
Christine Pagano: Grades 1 & 2 \$2,380 (General Fund)  
Kelly Fryer: Grades 3 & 4 \$2,380 (General Fund)  
Mary DiRienzo: Grades 5 & 6 \$2,380 (General Fund)  
Lisa Hutcheson: Reading Intervention \$2,380  
Rebecca Santomartino: Special Education \$2,380 (IDEA-B)  
Jessica Garrigan-Speech \$2,380 (IDEA-B)  
Colleen Hurley-School Nurse- \$2,380 (IDEA-B)  
Jeanne Smetana-Social Worker-10 days- \$2,440 (IDEA-B)

**Paraprofessionals**

Helen Sallitt \$950 (General Fund)  
Kathy Pevarnik \$950 (IDEA-B)  
Jennifer Gryzeski \$950 (IDEA-B)  
Carrie Weeks \$950 (IDEA-B)  
Anna Cristina Walaszczyk \$950 (IDEA-B)

A voice vote was taken and unanimously approved.

9. Motion made by Mrs. Nothstine, second by Mrs. Thibault, upon the recommendation of the Interim Superintendent, to approve the following staff members for summer curriculum writing to be held on June 19, 2019 & June 20, 2019 from 8:30-2:30 at Kittatinny Regional High School, to be paid \$34.00/hour:  
Beth Johnson (June 19<sup>th</sup> & 20<sup>th</sup>)  
Jessica Steffens (June 19<sup>th</sup>)

A voice vote was taken and unanimously approved.

10. Motion made by Mrs. Nothstine, second by Mrs. McPeck, upon the recommendation of the Interim Superintendent, to approve employment contract with Joanna Strauch from August 28, 2019-June 30, 2020 as a part-time School Psychologist for the 2019-2020 school year, at MA+30, Step 12, at .2 FTE for an annual salary of \$15,137, no benefits. A roll call vote was taken and unanimously approved.
11. Motion made by Mrs. Nothstine, second by Mrs. Saul, upon the recommendation of the Interim Superintendent, to approve employment contract with Jeanne Smetana from August 28, 2019-June 30, 2020 as a full-time School Social Worker for the 2019-2020 school year, at MA, Step 9, for an annual salary of \$69,085. A roll call vote was taken and unanimously approved.
12. Motion made by Mrs. Nothstine, second by Mrs. Saul, upon the recommendation of the Interim Superintendent, to approve the following staff members for summer curriculum writing to be held on June 19, 2019 & June 20, 2019 from 8:30-2:30 at Kittatinny Regional High School, to be paid \$34.00/hour:  
Lisa Grau  
Keri Maeurer



Christine Pagano  
Corrine Swakopf  
Erica Then (June 19 only)

A voice vote was taken and unanimously approved.

13. Motion made by Mrs. Nothstine, second by Mrs. Svendsen, upon the recommendation of the Interim Superintendent, to approve attached professional days for curriculum & teacher meetings at KRHS. A voice vote was taken and unanimously approved.

14. Motion made by Mrs. Nothstine, second by Mrs. Svendsen to approve the following summer custodians and rates from July 1, 2019 to August 9, 2019, as recommended by the Interim Superintendent:

William Jeskey \$13.50/hour (pending criminal history & background check)

Michael O'Shea \$13.00/hour (pending criminal history & background check)

A voice vote was taken and unanimously approved.

15. Motion made by Mrs. Nothstine, second by Mrs. Thibault to approve the following summer custodians and rates from July 1, 2019 to August 16, 2019, as recommended by the Interim Superintendent:

Joseph Falotico \$14.16/hour

Sean Mahedy \$12.00/hour

A voice vote was taken and unanimously approved.

## **POLICY**

None.

## **EDUCATION & CURRICULUM**

1. Motion made by Mrs. Saul, second by Mrs. Svendsen to adopt the attached curricula and textbooks for the 2019-2020 school year. A voice vote was taken and unanimously approved.
2. Mrs. Cramer spoke about applying for the Preschool Expansion grant. If awarded, over time, Stillwater will be able to provide preschool to all Stillwater 3 & 4 year olds. Mrs. Cramer and Mrs. Metzgar will be provided more information once they attend the required meeting. Further information to come once released from the State.

## **BUILDING & GROUNDS**

1. Mrs. Metzgar provided an update on the following Building & Grounds items:
  - 1941/1956 Roof Project
  - 1966 Roof Hip Replacement
  - Lower Level Restroom Project
  - Front Driveway Safety Bollards

2. Motion made by Mrs. Svendsen, second by Mrs. Nothstine to retroactively approve Patwood Roofing to complete the partial 1966 Roof Hip Replacement in accordance to emergency contracts, Title 18A:18A-7, in the amount of \$63,755. A roll call vote was taken and unanimously approved.
3. Motion made by Mrs. Svendsen, second by Mrs. Saul to approve accept the following time and material quotes for the 2019-2020 school year:

Heating/Cooling/Boiler Repairs: R. Poust Trade Services \$90-\$92.50/hour

Plumbing/Water UV System: R. Poust Trade Services \$90/hr

Electric: Meyer Electric \$100/hour

Alternate: EM Electric \$95/hr plus \$70/hour bucket truck

Locksmith: Able Security Locksmiths \$95/hour plus \$79 trip charge

A voice vote was taken and unanimously approved.

### **TRANSPORTATION**

1. Motion made by Mrs. Williver, second by Mrs. Saul to retroactively approve transportation for the following field trips:

<b>Date</b>	<b>Location</b>	<b>Grade</b>	<b>Cost</b>	<b>Provider</b>
May 20, 2019	Unity Charter School, Morristown, NJ	Solar Sprints Finalists	\$26.00	KRHS (Shared Costs)
May 23, 2019	Kittatinny Regional High School	Move Up Day-Grade 6	\$160.84	Stocker Bus

A voice vote was taken and unanimously approved.

2. Motion made by Mrs. Williver, second by Mrs. Saul to approve Stocker Bus to provide a bus for Kindergarten Orientation on June 5, 2019 for a cost of \$75.00. A voice vote was taken and unanimously approved.

### **BUDGET & FINANCE**

1. Motion made by Mrs. Nothstine, second by Mrs. Saul to approve 2<sup>nd</sup> year contract renewal with Maschio's Food Service Inc. as the cafeteria food service vendor for the 2019-2020 school year. The management fee will be \$7,914 and the guarantee subsidy will be zero, no cost. A roll call vote was taken and unanimously approved.
2. Motion made by Mrs. Nothstine, second by Mrs. Svendsen to approve renewal contract with Delta Dental for July 1, 2019-June 30, 2020 at the following rates:

One Party- \$53.46

Two Party-\$102.64

Three Party-\$171.82

A voice vote was taken and unanimously approved.

3. Motion made by Mrs. Nothstine, second by Mrs. Svendsen to authorize the following new 403B provider beginning the 2019-2020 school year:  
Lincoln Investment  
A voice vote was taken and unanimously approved.

### **COMMUNITY RELATIONS**

Mrs. McPeck reported on the follow items:

- Tricky Tray- Really great turnout!
- Cultural Arts Trip to Aladdin
- 6<sup>th</sup> Grade Recognition Party
- Pollinator Tree Dedication
- Talent Show-June 5<sup>th</sup>
- Stillwater Day-June 15<sup>th</sup>

### **LEGISLATIVE**

-Mr. DeGroat & Mrs. Svendsen attended the Sussex County School Boards Meeting. They spoke about 3 bills being introduced regarding regionalization, shared services, and county based school systems.

### **PUBLIC PARTICIPATION**

None.

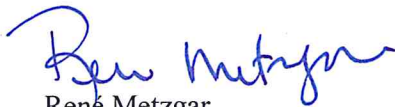
### **EXECUTIVE SESSION**

None.

### **ADJOURNMENT**

Motion made by Mrs. Nothstine and seconded by Mrs. Svendsen to adjourn the meeting at 7:55 p.m. A voice vote was taken and unanimously approved.

Respectfully Submitted,



René Metzgar  
Business Administrator/Board Secretary