

STILLWATER TOWNSHIP BOARD OF EDUCATION
 Committee of the Whole Meeting- 7:00 P.M.-Library
 Agenda-November 4, 2024

A. CALL TO ORDER

Mrs. Galante

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.

B. FLAG SALUTE

Mrs. Galante

C. ROLL CALL

Mrs. Metzgar

BOARD MEMBERS	PRESENT	ABSENT
Dennis DeGroat		
Darrick Franek		
Margaret Frey		
Krista Galante		
Jennifer Kraft		
Karen Thibault		
Amy Valeich		
Christine Voris		
Cheryl Williver		

D. BOARD BUSINESS

Mrs. Galante

That the following Board Business resolutions be approved:

1. Motion to approve the Regular Board of Education Meeting minutes from October 15, 2024. (attachment)
2. Motion to approve the Executive Session Board of Education Meeting minutes from October 15, 2024.
3. Motion to approve the revised (after audit) July 31, 2024 Board Secretary's and Treasurer's Reports which balanced in the amount of \$3,487,674.75 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of July 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)
4. Motion to approve the revised (after audit) 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)

5. Motion to approve the September 30, 2024 Board Secretary's and Treasurer's Reports which balanced in the amount of \$3,659,032.12 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of September 30, 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)
6. Motion to approve the submission of the Statement of Assurance and QSAC DPR's to the county office and Department of Education. (attachment)

Moved By: _____ Seconded By: _____

Vote:

7. New Jersey School Boards Convention Update

E. COMMITTEE REPORTS

PERSONNEL

Mr. DeGroat

That the following Personnel resolutions 1-2 be approved as recommended by Superintendent:

1. Motion, upon the recommendation of the Superintendent, to retroactively approve the following substitute teacher/paraprofessional/main office secretaries for the 2024-2025 school year beginning August 28, 2024. These staff members were previously approved as paraprofessional/main office secretary subs only.

Jake Kramer
Anne Moore

2. Motion, upon the recommendation of the Superintendent, to retroactively approve the following substitute teacher/paraprofessional/main office secretary for the 2024-2025 school year, beginning August 28, 2024.

Emmalee Hayes

Moved By: _____ Seconded By: _____

Roll Call Vote:

POLICY

Mrs. Frey

EDUCATION & CURRICULUM

Mrs. Kraft

1. Motion to authorize the Business Administrator to submit the FY25 projected
Preschool Enrollment as follows:
In District
3 Year Olds- 24
4 Year Olds-33
IEP In General Ed Classrooms: 3
Total Students: 60
Total Classrooms: 4

2. BE IT HEREBY RESOLVED, that the Stillwater Township Board of Education approves the submission of the 2025-2026 PEA (Preschool Education Aid) Annual Operational Plan to the NJ Department of Education, Division of Early Childhood Education (Grant application and execute a grant contract with the New Jersey Department of Education for four full-day Pre-K classrooms).

NOW, THEREFORE, BE IT RESOLVED that the school administrators are hereby authorized to submit an electronic grant application & operational plan to the New Jersey Department of Education on behalf of the Stillwater Township Board of Education.

BE IT FURTHER RESOLVED that Superintendent and Business Administrator are hereby authorized to sign the grant agreement on behalf of the Stillwater Township Board of Education and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

3. Motion, upon the recommendation of the Superintendent, to approve the following new books for grade 4:
 - The Chicken Squad: The First Misadventure, by Doreen Cronin
 - The Case of the Weird Blue Chicken, by Doreen Cronin

BUILDING & GROUNDS

Mrs. Williver

1. Building and Grounds Update- Mrs. Metzgar

That the following Building & Grounds resolution be approved:

2. *Motion 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. (attachment)

Moved By: _____ **Seconded By:** _____

Roll call Vote:

TRANSPORTATION

Mrs. Valeich

BUDGET & FINANCE

Mrs. Thibault

That the following Budget & Finance resolutions be approved:

1. Motion to approve transfers from September 1, 2024 to September 30, 2024 as attached. (attachment)
2. Motion to accept the donation from Dean Voris for 100 tress for the preschool students. Value TBD.
3. Motion to accept the donation from The Civil Air Patrol for “30 Days Lost in Space”-5 kits, valued at a total of \$500.
4. Motion to accept the donation by the Franek Family of a giant bag of used legos. Value TBD.
5. Motion to accept the NJSIG safety grant award in the amount of \$2,000 for the 2024-2025 school year.
6. Motion to accept the additional Local Food for Schools (LFS) grant funds in the amount of \$669.79.

Moved By: _____ Seconded By: _____

Roll call Vote:

COMMUNITY RELATIONS

Mrs. Voris

LEGISLATIVE

Mrs. Kraft

F. PUBLIC PARTICIPATION

Mrs. Galante

*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. ***

G. EXECUTIVE SESSION

Mrs. Galante

H. ADJOURNMENT