

November 18, 2024

The Stillwater Township Board of Education met on November 18, 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, and Mrs. Thibault.

Absent: Mr. Franek, Mrs. Frey, and Mrs. Voris.

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**

### **That the following Board Business resolutions 1-3 be approved:**

1. Motion to approve the Committee of the Whole Board of Education meeting minutes from November 4, 2024. (attachment)
2. Motion to approve the October 31, 2024 Board Secretary's and Treasurer's Reports which balanced in the amount of \$3,707,519.71 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of October 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)
3. Motion to approve the 2025 Board Reorganization Meeting & Committee of the Whole Meeting to be held on Monday, January 6, 2025 with a snow date of Tuesday, January 7, 2025 beginning at 7:00 pm.

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

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

4. Unofficial Election Results- Mrs. Metzgar reported on the following unofficial results for the three 3-year terms on the board of education:

Margaret Frey- 1,654 votes  
Cheryl Williver- 1,643 votes  
Darrick Franek- 1,631 votes  
Write-Ins- 57 votes

Congratulations and thank you to our board members for filling another 3 year term.

**That the following Board Business resolutions 5-6 be approved:**

5. Motion to approve the following board goals for the 2024-2025 school year:

**2024-2025 Proposed Goals**

1. Provide support to the Administration in the pursuit and achievement of the District Goals.
  2. The Board commits to pursuing training opportunities both individually and as a full Board including completion of the board self-evaluation.
  3. Provide support for the next strategic plan process.
  4. Continue to maintain open communication with our community and to support the district's communication efforts in relation to school funding changes.
6. Establish Board Goals Committee/Action plan process:

Motion to form an ad-hoc committee to develop board goals action plans with the following members (4 max):

1. Amy Valeich
2. Cheryl Williver
3. Darrick Franek

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

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

## SUPERINTENDENT'S REPORT

Dr. Kochis reported on the following items:

- Parent-Teacher Conferences
- Parent Night- Held by NJ4S & student session followed on bullying prevention
- Veterans Day celebration
- Senior Luncheon
- Follow up on public comment regarding school bus drivers-Dr. Kochis confirmed that all contracted bus drivers meet the legal requirements to hold a CDL and be a School Bus Driver. Therefore, no action plan is needed as suggested by Mr. Caster at the last Board meeting in public comment.

## CORRESPONDENCE

None.

## PRESIDENT'S COMMENTS

Mrs. Galante thanked the staff for hosting the Veterans Day assembly. The decorations and program were really nice. It is important to thank and honor our Veterans.

## 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. \*\**

Dave Manser, Township Liaison- Stillwater Road- Thanked the board for hosting the Veterans Day assembly. Also, thanked the school for continuing the senior luncheon. These are great events for the community.

Cody Castner- Fairview Lake Road- Mr. Castner expressed concerns about the safety and appropriateness of a school bus driver, comparing it to a past incident involving a teacher accused of misconduct when he was younger going through school (not Stillwater School). He felt that earlier action by the other school in such cases could have prevented harm to students. He criticized the other school for failing to provide transparency to parents, asserting that parents have a right to question the individuals responsible for their children's safety. Mr. Castner claimed that the situation negatively impacted students. Mr. Castner referenced the transgender community and their mental health status. He requested that his children be excluded from activities involving the bus driver such as bus drills and field trips. He asked the Board to come up with a creative solution in order for children not to interact with a specific bus driver. He suggested solutions such as allowing parents to opt out, revising the transportation contract to enable the school to have driver selection, or rebidding for a new transportation vendor. He said he needed to protect students and offered to rally community support.



**PUBLIC HEARING ON BUSINESS ADMINISTRATOR/BOARD  
SECRETARY/TECHNOLOGY MANAGER CONTRACT & PUBLIC  
PARTICIPATION- Business Administrator Contract only**

-Business Administrator/Board Secretary/Technology Manager contract: finalized due to pending staff negotiations.

-There were no comments or questions from the public.

**ACTION ITEMS:**

**PERSONNEL**

**That the following Personnel resolutions 1-7 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 contract from on or about November 19, 2024 to June 30, 2025 with Daniel O'Leary, as a part time, 12 month, 25 hours/week custodian, for an annual salary of \$18,600 (\$15.50/hr) to be pro-rated to start date, pending criminal history and background check. (attachment)
3. Motion, upon the recommendation of the Superintendent, to approve the following substitute teacher/paraprofessional/main office secretary for the 2024-2025 school year, beginning November 19, 2024:

Albina Voris

4. Motion, upon the recommendation of the Superintendent to approve the following instructional staff contracts for the 2024-2025 school year from August 28, 2024 to June 30, 2025 as per the SEA Agreement:

<b><u>Employee Name</u></b>	<b><u>Position</u></b>	<b><u>FTE</u></b>	<b><u>2024-2025 Step</u></b>	<b><u>2024-2025 Salary</u></b>
Barmore, Jocelyn	Preschool	1.0	BA, 2	\$ 61,377
Bickhardt, Lorraine	Elementary	1.0	MA, L3	\$ 92,235
Bird, Michele	Elementary	1.0	BA, 11	\$ 72,907
Both, Spencer	Music	0.8	BA, 1	\$ 48,461.60
Bradley, Katie	Preschool	1.0	MA, 5	\$ 68,927
Caccavale, Alexandra	Special Education	1.0	BA, 0	\$ 59,777
Celentano, Brittany	Elementary	1.0	MA,15	\$ 85,012
Ciccolella, Laura	Makerspace	0.81 (5.7/hrs/day)	MA, 8	\$ 59,021.06

Collier, Lynda	Elementary	1.0	BA, L3	\$ 88,035
Davies, Kayla	Preschool	1.0	BA+15, 5	\$ 66,727
Dennis, Brianne	Psychologist	0.2	MA+30, 12	\$ 16,260.40
DiRienzo, Mary	Special Education	1.0	BA, 11	\$ 72,907
Earley, Meghan	Physical Ed/Health	1.0	BA, 15	\$ 80,612
Fedorczyk, Alyssa	Special Education	1.0	BA, 7	\$ 66,897
Garrigan, Jessica	Speech	1.0	MA, 14	\$ 83,142
Green, Janessa	Preschool	1.0	BA, 12	\$ 74,802
Hoon, Danielle	Elementary	1.0	MA+15, 3	\$ 67,677
Hurley, Colleen	Nurse	1.0	BA+15, 15	\$ 83,812
Johnson, Beth	Elementary	1.0	MA, L3	\$ 92,235
Knapp, Ramona	Elementary	1.0	MA, L3	\$ 92,235
Leppert, Kayleigh	Elementary	1.0	BA, 7	\$ 66,897
LoCicero, Kerri	Special Education	1.0	BA, 6	\$ 65,712
Maeurer, Keri	Elementary	1.0	MA, L1	\$ 86,907
Mahedy, Janet	Middle	1.0	MA+30, L2	\$ 90,962
McGowan, Ashley	Special Education	1.0	BA, 7	\$ 66,897
Newman, Jessica	Elementary	1.0	MA+15, 15	\$ 86,112
Pagano, Christine	Preschool	1.0	BA, L3	\$ 88,035
Phlegar, Kaitlin	Special Education	1.0	MA, 8	\$ 72,482
Piazza, Melissa	Art/Mindfulness	1.0	BA, L3	\$ 88,035
Pittenger, Sarah	Special Education	1.0	BA, 2	\$ 61,377
Riva, Maureen	Special Education/Pinwheel	1.0	MA+15, 13	\$ 82,247
Robinson, Corrine	Elementary	1.0	MA, L3	\$ 92,235
Smetana, Jeanne	Social Worker	1.0	MA, 14	\$ 83,142
Steffens, Jessica	Middle	1.0	MA, 15	\$ 85,012
Then, Erica	Elementary	1.0	BA, 14	\$ 78,742
Tiberi, Stephen	Physical Ed/Health	1.0	MA, 9	\$ 73,667
Visco, Michelle	RTI	1.0	MA+30, 13	\$ 83,247

5. Motion, upon the recommendation of the Superintendent to approve the following full-time paraprofessional staff contracts for the 2024-2025 school year from August 28, 2024 to June 30, 2025 as per the SEA Agreement:

<u>Name</u>	<u>Area</u>	<u>Base Hourly Rate</u>	<u>Base Salary</u>	<u>Adjustments</u>	<u>Total Salary</u>
Coombs, Tracey	Preschool	\$19.53	\$ 23,102.57	N/A	\$ 23,102.57
Leahy, Killian	Preschool	\$15.58	\$ 18,435.75	N/A	\$ 18,435.75
Walaszczyk, A. Cristina	Preschool	\$15.58	\$ 18,435.75	N/A	\$ 18,435.75



6. Motion, upon the recommendation of the Superintendent, to approve contracts for the following part-time Para-Professional staff members for employment for the 2024-2025 school year from August 28, 2024-June 30, 2025 to be paid at an hourly rate:

<u>Name</u>	<u>Area</u>	<u>Base Hourly Rate</u>	<u>Adjustments</u>	<u>Total Hourly Rate</u>	<u>Contract Hours</u>
Buff, Lori	Special Education	\$15.58	\$.50 Associates Degree	\$16.08	24.17 hours/week (4 hours and 50 minutes/day)
Callaghan, Sherri	Special Education	\$18.46	\$.50 Associates Degree	\$18.96	27.5 hours/week
Caserta, Rebecca	Special Education	\$15.58	N/A	\$15.58	27.5 hours/week
Castner, Denise	Preschool	\$19.61	\$1.00/hr Teaching Certification	\$20.61	15 hours/week
Kerkhoven, Nicole	Special Education	\$15.58	N/A	\$15.58	27.5 hours/week
Perez, Emily	Special Education	\$15.58	Associates: \$0.50	\$16.08	27.5 hours/week
Ponte, Isabel	Special Education	\$15.58	N/A	\$15.58	27.5 hours/week
Schneider, Kathrine	Special Education	\$15.58	Bachelor's: \$0.75	\$16.33	27.5 hours/week
Sheridan, Deirde	Special Education	\$15.58	N/A	\$15.58	27.5 hours/week
Siple, Jennifer	Special Education	\$15.58	N/A	\$15.58	27.5 hours/week

7. Motion, upon the recommendation of the Superintendent to approve the following non-instructional staff contracts for the 2024-2025 school year from July 1, 2024 to June 30, 2025 as per the SEA Agreement:

<u>Employee Name</u>	<u>Position</u>	<u>Base Salary</u>	<u>Longevity</u>	<u>Total Salary</u>
Berger, Deborah	CST Secretary	\$ 50,516.32	N/A	\$ 50,516.32
Kampka, Kimberly	PT Custodian (5hrs/day)	\$ 18,700.68 (\$15.58/hr)	N/A	\$ 18,700.68
Kay, Robert	Custodian	\$ 43,775.00	N/A	\$ 43,775.00
Post, Gary	Custodian	\$ 51,177.55	\$400	\$ 51,577.55
Roycroft, Lisa	Main Office Secretary	\$ 48,223.29	N/A	\$ 48,223.29

**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- Absent; Mrs. Kraft-Aye; Mrs. Thibault-Aye to 1, 2, & 3, Abstain on motions 4, 5, & 6; Mrs. Valeich-Aye; and Mrs. Voris-Absent. Motions carried.

**That the following Personnel resolutions 8-12 be approved as recommended by Superintendent:**

- 8. Motion, upon the recommendation of the Superintendent to approve the following staff contracts for the 2024-2025 school year from July 1, 2024 to June 30, 2025:

<u>Employee Name</u>	<u>FTE</u>	<u>Position</u>	<u>Salary</u>
Culver, Charles	Part-Time	Technology Coordinator	\$ 24,052.23
Kane, Kathleen	Part-Time	Treasurer of School Monies	\$ 3,744.40
Leahy, Thomas	Part-Time	Security Officer	\$ 35.38/hour
Maggio, Michael	1.0	Maintenance/Building & Grounds	\$ 73,926.30
Reed, Megan	1.0	Administrative Assistant to the Business Administrator	\$ 53,646.28
Williams, Kimberly	27.5 hrs/week	Part-Time Administrative Assistant to the Superintendent	\$ 33,882.88

- 9. Motion, upon the recommendation of the Superintendent, to approve contract with Marissa Cramer as Principal/Supervisor of Child Study Team, Special Education, BSI from July 1, 2024-June 30, 2025, in the amount of \$114,362.84.
- 10. Motion, upon the recommendation of the Superintendent, to approve contract with René Metzgar as School Business Administrator/Board Secretary/Technology Manager, from July 1, 2024-June 30, 2025, in the amount of \$131,858.97. Contract was approved by the county office on November 4, 2024.
- 11. Motion, upon the recommendation of the Superintendent, to approve revised contract with Kristin Oyen as the full-time special education long term maternity leave teacher beginning August 28, 2024-November 27, 2024 at a rate of \$392.04 per day (MA+15,11) no benefits, to be paid on the same schedule as all other substitute teachers.

12. Motion to approve the following employee to be charged to the IDEA Basic Grant for the 2024-2025 school year, revised due to contract settlement:

Name	Position	Estimated Salary to be charged to grant	% Charged to grant	Expense Account number
Jennifer Siple	Paraprofessional	\$14,445.50	92%	20-250-100-106

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

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

**POLICY**

**That the following policy resolutions be approved:**

1. Motion to approve the first reading of the following revised policy:

Policy#3570 District Records and Reports (attachment)

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

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

**EDUCATION & CURRICULUM**

**That the following Education & Curriculum resolutions be approved:**

1. Motion to rescind the following motion that was approved at the September 23, 2024 Regular Board of Education Meeting:  
*Motion made by Mrs. Kraft, second by Mrs. Frey, 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. A voice vote was taken and unanimously approved.*



- Motion to approve Scott Zymet to provide the CPR Recertification class to 12 employees at a rate of \$40.00/person, for a total of \$480, pending receipt of required paperwork.

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

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

**BUILDING & GROUNDS**

**That the following Building & Grounds resolutions be approved:**

- Motion to retroactively approve the revised building and use calendar for November 2024. (attachment)
- Motion to approve building and use calendar for December 2024. (attachment)

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

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

**TRANSPORTATION**

**That the following Transportation resolutions be approved:**

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

Location	Grade
Stillwater Community Center	6

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

Date	Location	Grade	Cost
January 17, 2025	Stillwater Community Center	6	\$300 (Funded by the Climate Grant)
February 21, 2025	Stillwater Community Center	6	\$300 (Funded by the Climate Grant)

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

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

**BUDGET & FINANCE**

1. Handout: 2025-2026 Budget Calendar (attachment)

**That the following Budget & Finance resolutions be approved:**

2. Motion to approve the following checks from October 16, 2024-November 18, 2024 as attached: (attachment)

<b>Account</b>	<b>Check Numbers</b>	<b>Amount</b>
Funds 10, 11, 12, 20	29801-29866, N1031, N1115	\$670,897.18
Capital Reserve	N/A	\$0
Student Activities	6688-6692	\$4,729.50
Cafeteria	2728-2730	\$16,157.04
<b>Grand Total</b>		<b>\$691,783.72</b>

3. Motion to approve the attached list of purchase orders over \$1,000 for the 2024-2025 school year. (attachment)
4. Motion to approve monthly travel as attached. (attachment)
5. Motion to approve transfers from October 1, 2024 to October 31, 2024 as attached. (attachment)
6. Motion to accept the donation of \$828.00 from Treadstone Risk Management for the purpose of the Staff Wellness Program for ActiveFit+.
7. Motion to approve the participation in the NexTrex Recycling Challenge for an additional year.

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

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

## LEGISLATION

None.

## COMMUNITY RELATIONS

Mrs. Williver informed the board that the community center is hosting a Pop Up Vendor Fair this Saturday from 12:00-4:00.

## UNFINISHED BUSINESS

1. Board member required training- Due December 31, 2024
2. Mrs. Williver spoke about her NJSBA Conference experience.

## NEW BUSINESS

1. Sussex County School Boards Association upcoming meetings:
  - December 2, 2024-Hybrid Meeting, Sussex County Community College. Topic: The Vaping Issue in Our Schools
  - February 3, 2025- Virtual- Topic: The Role of a School Business Administrator/Board Secretary
  - May 6, 2025- Hybrid Meeting, Newton Country Club, Topic: County Teacher of the Year and Celebrations.

## 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. \*\**

President Galante read the following statement prior to public participation: 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.

None.



**EXECUTIVE SESSION**

None.

**ADJOURN**

Motion made by Mr. DeGroat, second by Mrs. Williver to adjourn the meeting at 7:32 p.m.  
A voice vote was taken and unanimously approved.

Respectfully Submitted,



René Metzgar  
Business Administrator/Board Secretary