

# STILLWATER TOWNSHIP BOARD OF EDUCATION

Reorganization Meeting- 7:00 P.M.-Library

Agenda-January 6, 2025

## A. CALL TO ORDER

Mrs. Metzgar

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 November 19, 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. Metzgar

## C. REPORT OF ELECTION RESULTS:

Mrs. Metzgar

Jeffery Parrott, Sussex County Clerk, certified the following election results for the Stillwater Township Board of Education:

Three-year full term for membership on the Board of Education:

Margaret Frey	1,667 votes
Cheryl Williver	1,656 votes
Darrick Franek	1,643 votes
Write-In	57 votes

## D. OATHS FOR NEW & RETURNING BOARD MEMBERS (N.J.S.A:18A:17.11)

Mrs. Metzgar

For the 3-Three-year full term for membership on the Board of Education:

-Darrick Franek  
-Margaret Frey  
-Cheryl Williver

## E. 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		

**F. NOMINATIONS & ELECTION OF BOARD PRESIDENT**      **Mrs. Metzgar**

1. The President shall be elected by a roll call vote of a majority of Board members in attendance.

- a. Mrs. Metzgar opens for nominations for President of the Stillwater Board of Education.

Nominations:

- b. Mrs. Metzgar closes nominations and presents the vote for the office of the President of the Board.

- c. Vote:

- d. \_\_\_\_\_ is elected Board President.

**G. THE MEETING IS TURNED OVER TO THE BOARD PRESIDENT**

**H. NOMINATIONS & ELECTION OF VICE PRESIDENT**      **Board President**

1. The Vice President shall be elected by a roll call vote of a majority of Board members in attendance.

- a. President opens for nominations for Vice President of the Stillwater Board of Education.

Nominations:

- b. President closes nominations and presents the vote for the office of Vice President of the Board.

- c. Vote:

- d. \_\_\_\_\_ is elected Vice President.

**I. ANNUAL MOTIONS**

**Board President**

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

1. Motion to adopt the present Stillwater Township Board of Education policy manual.
2. Motion to designate the New Jersey Herald as the official newspaper for the 2025 calendar year and the Star Ledger/NJ.com or The Township Journal as an alternate newspaper and for select advertising.

3. Motion to approve the following locations for posting all legal notices for the 2025 calendar year:

Stillwater Post Office  
Stillwater Town Hall  
Swartswood Post Office  
Stillwater Board of Education Office  
Stillwater Elementary School

4. Motion to hold Committee of the Whole meetings on the 2<sup>nd</sup> Monday of the month & regular meetings of the Board of Education on the 4<sup>th</sup> Monday of each month, unless otherwise noted, at 7:00 p.m. in the Stillwater School Library according to the attached schedule:

**Committee of the Whole Meeting**

February 10, 2025  
March 10, 2025  
No Committee Meeting in April  
No Committee Meeting in May  
June 2, 2025\*  
No Committee Meeting in July  
No Committee Meeting in August  
September 8, 2025  
No Committee Meeting in October  
November 3, 2025\*  
No Committee Meeting in December

**Regular Meeting**

January 27, 2025  
February 24, 2025  
March 24, 2025  
April 28, 2025  
May 12, 2025\*  
June 23, 2025  
July 21, 2025\*  
August 18, 2025\*  
September 22, 2025  
October 14, 2025\* (Tuesday)  
November 17, 2025\*  
December 15, 2025\*

\*Change from 2<sup>nd</sup> & 4<sup>th</sup> Monday

5. Motion to approve the following resolution regarding public relations and professional services maximum costs for the 2025-2026 school year.

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

Whereas, the Stillwater Board of Education has established the following maximum dollar limits as required:

Public Relations	\$ 3,500
Architects	\$100,000
Attorneys	\$40,000
Auditors	\$16,000
School Physician	\$ 2,500

Whereas, if these professional services exceed the maximum amount listed, the Stillwater Board of Education will consider another motion to increase amounts listed.

Moved By: \_\_\_\_\_ Seconded By: \_\_\_\_\_

**Roll Call Vote:**

6. Reading of Board Member Code of Ethics.
7. Motion to acknowledge receipt and review of the State of New Jersey Code of Ethics as required by N.J.S.A. 18A.

Moved By: \_\_\_\_\_ Seconded By: \_\_\_\_\_

**Roll Call Vote:**

8. Review of board member contact information. If any changes/additions are needed, please notify Mrs. Metzgar. (attachment)

**J. ANNUAL BOARD APPOINTMENTS & COMMITTEES**

1. Delegate and Alternate to the Sussex County School Boards Association
2. Delegate and Alternate to the New Jersey School Boards Association
3. Committees/Chairpersons-Forms handed out, please return to Board President.

**K. BOARD MEMBER TRAINING**

Training required for BOE Members: Registration is completed through Mrs. Metzgar.

Dennis DeGroat- None  
Darrick Franek- Governance IV  
Margaret Frey-Governance IV  
Krista Galante – None  
Jennifer Kraft- None  
Karen Thibault-None  
Amy Valeich-Governance IV  
Christine Voris-Governance IV  
Cheryl Williver- Governance IV

**L. 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. \*\**

**M. ADJOURN**