

## STILLWATER TOWNSHIP BOARD OF EDUCATION

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

Agenda-February 24, 2025

### 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 7, 2025. 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 Committee of the Whole Board of Education meeting minutes & Executive Session Minutes from February 10, 2025. (attachment)
2. Motion to approve the January 31, 2025 Board Secretary's and Treasurer's Reports which balanced in the amount of \$3,682,732.90 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of January 31, 2025 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)

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

Vote:

E. SUPERINTENDENT'S REPORT

Dr. Kochis

F. CORRESPONDENCE

Mrs. Galante

G. PRESIDENT'S COMMENTS

Mrs. Galante

H. PUBLIC PARTICIPATION

Mrs. Galante

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I. ACTION ITEMS:

PERSONNEL

Mr. DeGroat

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

1. Motion, upon the recommendation of the Superintendent, to approve attached professional days. (attachment)
2. Motion to approve René Metzgar to attend the NJASBO Convention in Atlantic City, NJ, June 4-6, 2025, as per contract.

WHEREAS, The Stillwater Board of Education is required pursuant to *N.J.S.A. 18A:11-12* to adopt policy and approve travel expenditures by district employees and board members using local, State, or Federal funds to ensure that travel is educationally necessary and fiscally prudent; and

WHEREAS, The Board has determined that the training programs, seminars, conventions and

conferences sponsored by New Jersey Association of School Business Administrators and set forth below are directly related to and within the scope of listed administrator's current responsibilities and/or applicable professional development plans; and

WHEREAS, The Board has determined that the participation in the NJASBO training programs, and seminars, conventions and conferences requires school district travel expenditures and that this travel is critical to the administrative and /or instructional needs of the district and/or furthers the efficient operation of the district, and /or will help improve administrator's skills and knowledge related to district operations: and

WHEREAS, The Board has determined that the school district travel expenditures to NJASBO training programs, seminars, conventions and conferences are in compliance with State travel guidelines as established by the Department of the Treasury and within the guidelines established by the federal Office of Management and Budget; except as superseded by conflicting provisions of Title 18A of the New Jersey Statutes; and

WHEREAS, The Board finds that a mileage reimbursement rate equal to that of the OMB mileage reimbursement rate of [\$.47] per mile is a reasonable rate, plus parking and tolls; and

WHEREAS, The Board has determined that participation in the NJASBO training programs, seminars, conventions and conferences is in compliance with the district policy on travel; therefore be it

RESOLVED, That the board of education hereby approves the attendance of the listed district employees the listed NJASBO training programs, seminars, conventions and conferences and the costs of attendance including all registration fees, and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount; and, be it further

RESOLVED, That the Stillwater Board of Education authorizes in advance, as required by statute, attendance at the NJASBO training programs, seminars, conventions and conferences:

René Metzgar	
Ocean Resort, Atlantic City, NJ, June 4-6, 2025 \$248	
Plus any other additional fees/taxes	
Registration	\$500
<u>Meals &amp; Incidental Expenses/day</u>	
Breakfast	\$16
Lunch	\$19
Dinner	\$28
<u>Incidentals</u>	<u>\$5</u>
TOTAL	\$68
1 <sup>st</sup> and last day	
<u>M&amp;IE Rate 75% \$51.00/day</u>	



3. Motion, upon the recommendation of the Superintendent, to approve the following substitute teachers/paraprofessionals/main office secretaries for the 2024-2025 school year:

-Megan Hurley (previously approved as sub paraprofessional)

4. Motion, upon the recommendation of the Superintendent, to approve the following substitute paraprofessional for the 2024-2025 school year:

-Ashley Smith

5. Motion to approve Alexandra Caccavale to complete her Clinical Experience as required by William Paterson University Alternate Route Special Education Certification Program for the Fall of 2025.

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

**Roll Call Vote:**

### **POLICY**

**Mrs. Frey**

### **EDUCATION & CURRICULUM**

**Mrs. Williver**

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

1. Motion to reschedule the Project Self Sufficiency presentation 'Bedtime Routines' preschool parent night from March 4, 2025 to April 8, 2025.
2. Motion to approve the purchase of the 6<sup>th</sup> grade t-shirts by the Board of Education, in the amount not to exceed \$300.
3. Motion to approve Colleen Hurley to hold a health night for 4<sup>th</sup> grade girls and their parents on March 5, 2025, in the Stillwater School Library, at no cost to the district.

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

**Vote:**

## **BUILDING & GROUNDS**

**Mr. Franek**

1. Buildings and Grounds Update- Mrs. Metzgar

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

2. Motion to approve building and use calendar for March 2025. (attachment)

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

**Vote:**

## **TRANSPORTATION**

**Mrs. Valeich**

## **BUDGET & FINANCE**

**Mrs. Thibault**

1. Budget Committee Update & Revised Budget Calendar (attachment)

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

2. Motion to approve the following checks from January 28, 2025-February 24, 2025 as attached: (attachment)

<b>Account</b>	<b>Check Numbers</b>	<b>Amount</b>
Funds 10, 11, 12, 20	29971-30026, N0131, N0214, void#29985	\$646,271.19
Capital Reserve	N/A	\$0
Student Activities	6695	\$878.92
Cafeteria	2735	\$16,871.06
<b>Grand Total</b>		<b>\$664,021.17</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 January 1, 2025 to January 31, 2025 as attached. (attachment)

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

Vote:

J. **LEGISLATION**

**Mrs. Kraft**

K. **COMMUNITY RELATIONS**

**Mrs. Voris**

L. **UNFINISHED BUSINESS**

**Mrs. Galante**

1. Board member required training- Due December 31, 2025
2. Upcoming Sussex County School Boards Meetings:
  - March 31, 2025- 2025 Sussex County Unsung Hero Awards Ceremony- Sparta High School
  - May 6, 2025- Hybrid Meeting, Newton Country Club, Topic: County Teacher of the Year and Celebrations.
3. Board member Ethics/Financial Disclosure Forms

M. **NEW BUSINESS**

**Mrs. Galante**

1. Strategic Planning

N. **PUBLIC PARTICIPATION** Mrs. Galante

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O. **EXECUTIVE SESSION** Mrs. Galante

BE IT HEREBY RESOLVED by 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 discussing Legal Matters & Student Privacy it is expected that the minutes taken of this closed session will be made public when the reason for confidentiality no longer exists.

P. **ADJOURN**