

STILLWATER TOWNSHIP BOARD OF EDUCATION
Committee of the Whole Meeting- 7:00 P.M.-Library
Agenda-March 10, 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 resolution be approved:

1. Motion to approve the Regular Board of Education Meeting minutes & Executive Session meeting minutes from February 24, 2025. (attachment)

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

Vote:

E. COMMITTEE REPORTS

PERSONNEL

Mr. DeGroat

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

1. Motion, upon the recommendation of the Superintendent, to approve attached professional days. (attachment)
2. Motion to accept with regret, the resignation of William Kochis, Superintendent, effective May 31, 2025.
3. Motion, upon the recommendation of the Superintendent, to approve the following substitute teacher/paraprofessional/main office secretary for the 2024-2025 school year:

-Denise Bessemer-Pending criminal history & background check

4. Motion, upon the recommendation of the Superintendent, to approve the following graduate class at Felician University for Laura Ciccolella, no reimbursement as per SEA contract:

<u>Title of Course</u>	<u>Dates</u>	<u>Cost</u>
Internship in Administration	August 25, 2025- December 16, 2025	\$897.00

5. Motion, upon the recommendation of the Superintendent, to revise the following graduate class approval that was previously approved at the January 27, 2025 meeting as no reimbursement:

<u>Name</u>	<u>Title of Course</u>	<u>Dates</u>	<u>Cost</u>	<u>School</u>	<u>Revised Reimbursement</u>
Maureen Riva	Data Driven Decision Making	1/20/25- 5/1/25	\$1,322	Centenary University	Yes, As per SEA Contract

Moved By: _____ Seconded By: _____

Roll Call Vote:

POLICY

Mrs. Frey

That the following Policy resolution be approved:

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

Policy#6171.4 Special Education (attachment)

Moved By: _____ Seconded By: _____

Vote:

EDUCATION & CURRICULUM

Mrs. Williver

That the following Education & Curriculum resolution be approved:

1. Be It Hereby Resolved, that upon the recommendation of the Superintendent, the Board affirms the Superintendent's decision regarding 2024-2025 Harassment, Intimidation, or Bullying Case #3-2425.
2. Motion to approve the ASE/SEEK Program, running May 5, 7, 12, 14, 2025 for a cost to Fairview Lake YMCA in the amount of \$152.00/trip to be paid through the Township Alliance Grant.
3. Motion to approve Madeline Loza from Montclair State University to observe several PK-3 classrooms for 5 hours on March 13th & 14th for the Spring 2025 semester.

Moved By: _____ Seconded By: _____

Roll Call Vote:

BUILDING & GROUNDS

Mr. Franek

That the following Building & Grounds resolution be approved:

1. Motion to approve K&B Contractors, LLC to complete ceiling repairs and paint the kitchen in the amount of \$16,915. Bid# HCESC-SER-24-20.

Moved By: _____ Seconded By: _____

Vote:

TRANSPORTATION

Mrs. Valeich

That the following Transportation resolution be approved:

1. Motion to approve transportation with Stocker Bus for the following field trip for the 2025-2026 school year:

Date	Location	Grade	Cost
May 5, 7, 12, 14, 2025	Fairview Lake YMCA	Grade 6 SEEK	\$88.52/trip=\$354.08 Paid through Title IV 61% 20-280-200-500 & Township Alliance Grant.

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

Vote:

BUDGET & FINANCE

Mrs. Thibault

1. Review of 2025-2026 Tentative Budget- Dr. Kochis & Mrs. Metzgar

That the following Budget & Finance resolution be approved:

2. Motion to introduce the preliminary 2025-2026 School Budget and authorize the School Business Administrator to submit the preliminary budget to the Sussex County Office of Education for compliance and approval for advertisement as follows:

Expenditures

Charter School	<u>\$123,321</u>
General Current Expense	<u>\$7,009,306</u>
Capital Outlay	<u>\$16,790</u>
Special Revenue Fund	<u>\$1,162,564</u>
Repayment of Debt	<u>\$ 0.00</u>
Total Expenditures	<u>\$8,311,981</u>

Revenues

General Fund

..Budgeted Fund Balance	\$524,197
..Local Tax Levy	\$5,924,794
..Capital Reserve	\$0
..Capital Reserve Int.	\$15,000
..Maintenance Reserve	\$80,000
..Maintenance Res. Int.	\$6,000
..Misc Revenue	\$ 20,000
..Tuition	\$6,800
..State Aid	\$572,626
...SEMI	\$0
Total General Fund:	\$7,149,417

Special Revenue Fund

..Federal & State Aid	\$1,162,564
<u>Debt Service</u>	\$0.00
<u>Total Revenue</u>	<u>\$8,311,981</u>

As per NJAC 6A:23A-7.3, the proposed budget provides for a maximum expenditure amount that may be allotted for travel and expense reimbursement. The maximum amount of travel and expense reimbursement for the 2024-2025 budget was \$10,494. As of March 1, 2025 the amount spent to date is \$5,282.63. The 2025-2026 tentative budget includes a maximum travel appropriation of \$11,546. The School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded. Included in the 2025-2026 proposed budget is a maximum regular business travel amount of \$1,500 per employee.

Further be it resolved, the Stillwater Township Board of Education approves the use of \$132,354 in Enrollment Adjustment, which will support instructional costs in the 2025-2026 fiscal year budget.

Further be it resolved, the Stillwater Township Board of Education approves the use of \$119,736 in Healthcare Adjustment, which will support increased costs of healthcare in the 2025-2026 fiscal year budget.

Further be it resolved, that included in line 630, Budgeted Withdrawal from Maintenance Reserve is \$80,000 for parking lot repairs and general maintenance costs.

This proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the New Jersey Student Learning Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A.

4. BE IT HEREBY RESOLVED, that the Stillwater Township Board of Education approves the submission of the 2025-2026 PEA (Preschool Education Aid) Grant Application 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 Board formally approves the budget workbook and narrative submission for the grant listed above for a total award of \$908,922 of PEA aid based on per pupil costs, 25% Carryover deduction of \$-52,829, \$47,838 general fund contribution as required, and the use of \$111,327 in carry over funds. Grand total of the 2025-2026 anticipated budget of \$1,015,258.

BE IT FURTHER RESOLVED that the school administrators are hereby authorized to submit an electronic grant application 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.

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

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 Personnel it is expected that the minutes taken of this closed session will be made public when the reason for confidentiality no longer exists.

H. ADJOURNMENT