

March 24, 2025

The Stillwater Township Board of Education met on March 24, 2025 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 7, 2025. 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, Mr. Franek, Mrs. Voris, Mrs. Kraft and Mrs. Thibault.

Absent: Mrs. Frey.

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**

1. Student Roundtable Winner 2024-2025 Presentation- Dr. Kochis presented Kaylee Moss with the Superintendent Roundtable Award.
2. Superintendent Search Process Update & Discussion- Mrs. Galante provided an update on the search process. We have advertised for an Interim Superintendent and will be interviewing soon to hire someone at an upcoming meeting. This is needed while we go through the process of searching for a permanent replacement. On tonight's meeting for approval is also the motion to approve a consultant to assist us in this search.

### **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 March 10, 2025. (attachment)
2. Motion to approve the Special Board of Education meeting minutes from March 19, 2025. (attachment)
3. Motion to approve the February 28, 2025 Board Secretary's and Treasurer's Reports which balanced in the amount of \$3,698,635.20 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of February 28, 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)
4. Motion to establish a ah-hoc Personnel Committee for the purpose of the Interim Superintendent/Superintendent Search:

1. Dennis DeGroat
2. Darrick Franek
3. Cheryl Williver
4. Krista Galante

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

**Voice Vote:** Mrs. Galante-Aye; Mrs. Williver-Aye; Mr. DeGroat-Abstain to motion#1, Aye to motions #2-4; Mr. Franek-Aye; Mrs. Frey- Absent; Mrs. Kraft-Aye to motions #1, 3, & 4, abstain to motion #2; Mrs. Thibault- Aye; Mrs. Valeich-Aye; and Mrs. Voris-Aye. Motions carried.

### **SUPERINTENDENT'S REPORT**

Dr. Kochis reported on the following items:

- March 13<sup>th</sup> Parent Teacher Conferences
- 1<sup>st</sup> night of Strategic Planning
- Kittatinny Activity Night- March 28<sup>th</sup>
- PTA Tricky Tray-March 29<sup>th</sup>

### **CORRESPONDENCE**

Mrs. Metzgar noted the two emails from Mr. Robert Greene, BOE member from Kittatinny in regards to a regional liaison committee that were forwarded to the board members. Further discussion will be had later in the meeting on this topic.

### **PRESIDENT'S COMMENTS**

Mrs. Galante thanked the board for being at the 1<sup>st</sup> strategic planning meeting. She also thanked the public for coming. Hopes to see everyone and more at the next meeting on April 1<sup>st</sup>.

### **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. \*\**

None.

## **BUILDING & GROUNDS PRESENTATION**

-Buildings & Grounds Presentation-1988 Wing- ENV Architects- The architects presented the findings of the 1988 building section investigation on the cracks. Also, spoke about potential ways to move forward and the financial impact.

## **ACTION ITEMS:**

## **PERSONNEL**

**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 accept, with regret, the resignation of Ramona Knapp, Teacher, effective July 1, 2025.
3. Motion to approve contract with Kathleen Helewa Educational Consultants to assist in the search process for a Superintendent for a total amount of \$10,000.
4. Motion, upon the recommendation of the Superintendent, to approve the following before & after school programs for the 2024-2025 school year. The stipend for each teacher is \$410:

| Club Name                | Staff Member #1 | Staff member #2 | Grade Level | Grant/Account Number       |
|--------------------------|-----------------|-----------------|-------------|----------------------------|
| Art Club                 | Melissa Piazza  | N/A             | Grade 6     | Title IV<br>20-280-100-100 |
| Young Readers' Book Club | Danielle Hoon   | Kaitlin Phlegar | Grade 5     | Title I<br>20-231-200-100  |

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

Discussion- Dr. Kochis thanked Mrs. Knapp for all her years of service.

Further discussion was had on the superintendent search consulting proposal.

**Roll Call Vote:** Mrs. Galante-Aye; Mrs. Williver-Aye; Mr. DeGroat-Aye to motions #1, 2, & 4, No to motion #3; Mr. Franek- Aye to motions #1, 2, & 4, No to motion #3; Mrs. Frey- Absent; Mrs. Kraft-Aye; Mrs. Thibault- Aye; Mrs. Valeich- Aye to motions #1, 2, & 4, No to motion #3; and Mrs. Voris-Aye. Motions carried.

## **POLICY**

None.

## **EDUCATION & CURRICULUM**

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

1. Motion to approve parent night presentation titled, "Understanding ADHD: A Parent's Guide to Symptoms and Strategies," with Dr. Deb Koss for \$1,000 to be split with the Kittatinny Region. Stillwater's portion of \$200 to be paid out of IDEA-B funds. Account 20-250-200-500. Stillwater to be the LEA.

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

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

## **BUILDING & GROUNDS**

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

1. Motion to approve building and use calendar for April 2025. (attachment)

**Moved By:** Mr. Franek **Seconded By:** Mr. DeGroat

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

## **TRANSPORTATION**

None.

## **BUDGET & FINANCE**

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

1. Motion to approve the following checks from February 25, 2025-March 24, 2025 as attached: (attachment)

| Account              | Check Numbers                                  | Amount       |
|----------------------|--|--------------|
| Funds 10, 11, 12, 20 | 30028-30075, N0228, N0314, N0319, void# 30074. | \$824,119.19 |

|                    |                          |                     |
|--------------------|--------------------------|---------------------|
| Capital Reserve    | N/A                      | \$0                 |
| Student Activities | 6696                     | \$27.00             |
| Cafeteria          | 2736-2737, N0225 & N0303 | \$38,373.72         |
| <b>Grand Total</b> |                          | <b>\$862,519.91</b> |

2. Motion to approve the attached list of purchase orders over \$1,000 for the 2024-2025 school year. (attachment)
3. Motion to approve monthly travel as attached. (attachment)
4. Motion to approve transfers from February 1, 2025 to February 28, 2025 as attached. (attachment)
5. Motion to approve the revised purchasing manual for the 2024-2025 school year. (A copy is available in the board office for review.)

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

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

## **LEGISLATION**

None.

## **COMMUNITY RELATIONS**

Mrs. Voris reported on the following items:

- Kittatinny Education Foundation- Dinner Dance on March 29<sup>th</sup>
- Fairview Lake YMCA- Easter Egg Hunt- April 6<sup>th</sup>
- Stillwater Rec- Easter Egg Hunt- April 12<sup>th</sup> at Veterans Park
- Stillwater Rec- Senior Citizen game night- April 24<sup>th</sup>
- Stillwater Clean Up Day- April 5<sup>th</sup>
- Stillwater Day- June 7<sup>th</sup>
- Applications for Miss Stillwater, little Miss & Mister, and Junior Mister and Miss now available.
- Stillwater PTA Tricky Tray- March 29<sup>th</sup>
- Seed library set up at the Campagna Café & Farm Shop
- 4-H Breakfast with the bunnies- March 30<sup>th</sup>

## UNFINISHED BUSINESS

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- Due April 30, 2025.

## NEW BUSINESS

-Regional Liaison Committee- the board discussed being part of this. Since we had a regional shared service committee established, this will act as the liaison committee for the region. Mrs. Metzgar will put the committee in touch with Mr. Greene from Kittatinny.

-Superintendent Evaluation- Board Member section due April 16<sup>th</sup>

-Mr. DeGroat asked about potentially going to dinner with Will as a thank you for his time here at Stillwater. This would be paid by the board members & individuals and not with district funds.

## PUBLIC PARTICIPATION

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Kaitlyn Hammerle-952 Millbrook Road- In regards to the architect's presentation, Mrs. Hammerle asked how many inches the building dropped. She also asked if we do spend this much do they guarantee the building will not crack again?

Mrs. Metzgar let Mrs. Hammerle know that she will get back to her after she speaks to the architects.

Mrs. Hammerle also asked regarding the snacks being available everyday if fruit and vegetables were also available every day.

Mrs. Metzgar responded that yes fruit and vegetables are available. Mrs. Cramer also mentioned the share bin for the students.

Mrs. Hammerle spoke about the wellness policy and trying to find a happy medium with allowable birthday party snacks vs. the snacks that are available in the cafeteria every day.

Dr. Kochis responded that the wellness committee is still working on this.

## **EXECUTIVE SESSION**

None.

## **ADJOURN**

Motion made by Mr. DeGroat and second by Mrs. Valeich, to adjourn the meeting at 8:40 p.m. A voice vote was taken and unanimously approved.

Respectfully Submitted,



René Metzgar  
Business Administrator/Board Secretary