

# STILLWATER TOWNSHIP BOARD OF EDUCATION

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

Agenda-July 21, 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 Regular Board of Education meeting minutes & Executive Session Minutes from June 23, 2025. (attachment)
2. Motion to approve the Preliminary (prior to audit) June 30, 2025 Board Secretary's and Treasurer's Reports which balanced in the amount of \$\_\_\_\_\_ pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of June 30, 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:**

F. SUPERINTENDENT'S REPORT

Mr. Hirsch

G. CORRESPONDENCE

Mrs. Galante

H. PRESIDENT'S COMMENTS

Mrs. Galante

I. 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. \*\**

J. ACTION ITEMS:

PERSONNEL

Mr. DeGroat

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

1. Motion, upon the recommendation of the Interim Superintendent, to approve attached professional days. (attachment)
2. Motion, upon the recommendation of the Interim Superintendent, to retroactively approve the following staff member to hold a Preschool Pops on the Playground Event at a rate of \$34/hour, not to exceed 1 hour on July 9, 2025:

Chelsea Qualliu

3. Motion, upon the recommendation of the Interim Superintendent, to approve the following substitute teachers/paraprofessionals/main office secretaries for the 2025-2026 school year:

Mary Balkau-pending criminal history & background check  
Caitlin Pittenger Zgola

4. Motion upon the recommendation of the Interim Superintendent, to retroactively approve the employment contract with René Metzgar as School Business Administrator/Board Secretary/Technology Manager, from July 1, 2025-June 30, 2026, in the amount of \$136,000 plus longevity. Contract was approved by the county office on June 24, 2025.
5. Motion, upon the recommendation of the Interim Superintendent, to retroactively approve the employment contract with Marissa Cramer as Principal/Supervisor of Child Study Team, Special Education, BSI from July 1, 2025-June 30, 2026, in the amount of \$117,955.00 plus longevity.
6. Motion upon the recommendation of the Interim Superintendent, to approve advancement on guide for Christine Pagano for the 2025-2026 school year from BA, Step L3 to BA+15, Step L3 for a salary of \$91,370.

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 policy:  
-Policy#5111.1 Preschool Admissions Policy (attachment)

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

Vote:

## **EDUCATION & CURRICULUM**

Mrs. Williver

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

1. Motion to rescind the following motion that was approved at the June 23, 2025 Regular Board of Education Meeting:

*Motion made by Mrs. Williver, second by Mrs. Thibault, to approve professional development Math training for the 2025-2026 school year at a total cost of \$3,800 to be split with Fredon, Hampton, Sandyston, and Stillwater. Stillwater's portion of \$950 will be paid out of the the ESEA Title II Grant pending grant allowance & approval. Account # 20-275-200-530. Sandyston-Walpack will be the LEA. A voice vote was taken and unanimously approved.*

2. Motion to approve professional development with Elevate Educators for Math for the 2025-2026 school year at a total cost of \$9,325 to be split with Fredon, Hampton, Sandyston, and Stillwater. Stillwater's portion of \$2,331.25 will be paid out of the ESEA Title II Grant pending grant allowance & approval. Account # 20-275-200-530. Fredon will be the LEA.
3. Motion to approve professional development for the Preschool Creative Curriculum for the 2025-2026 school year at a total cost of \$3,985 to be split with Fredon, Hampton, Sandyston, and Stillwater. Stillwater's portion of \$996.25 will be paid out of PEA. Hampton will be the LEA.
4. Motion to approve Cornell Thomas for professional development for the staff in-service day in August, for a total of \$3,500 to be split with Kittatinny, Fredon, Hampton, Sandyston, and Stillwater. Stillwater's portion will be \$700. Kittatinny will be the LEA.
5. Motion to approve Prestige Education Consultants to conduct Spanish evaluations for the 2025-2026 as per the attached fee schedule, not to exceed \$4,000 for the 2025-2026 school year. (attachment)

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

**Vote:**

## **BUILDING & GROUNDS**

**Mr. Franek**

1. Building & Grounds Update- Mrs. Metzgar
2. Optional Insurance Policy- Mr. Hirsch & Mrs. Metzgar

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

3. Motion to approve building and use calendar for August 2025. (attachment)
4. Motion to approve the use of our school parking lot by the Men in Recovery Group for the limited purpose of parking on Sundays from July 20, 2025-May 24, 2026.

5. Motion to approve contract with Water Management Services, Inc (Ronald Busacco) as the licensed water operator from August 1, 2025-June 30, 2026 at a rate of \$400/month and emergency services at a rate of \$75.00/hour if needed.

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

Vote:

## TRANSPORTATION

Mrs. Valeich

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

1. Motion to approve Kittatinny Regional High School for Joint Transportation coordination services for aid in lieu students for the 2025-2026 school year as listed:  
Administrative fee of 4%-Est: \$612.04  
Estimated Aid in lieu: 13 students- \$15,301  
Costs may change if enrollment at nonpublic or charter changes-AIL for 2025-2026 is \$1,177/student.
2. Motion to approve renewal of transportation contracts with Stocker Bus Company for the 2025-2026 school year for the following routes and amounts as listed:

<u>Route</u>	<u>Prev. yrs Cost</u>	<u>Aide</u>	<u># OF Days</u>	<u>CPI 3.57%</u>	<u>Inc/Dec Provision</u>	<u>Total Renewal Cost</u>
1	\$ 174,944.61	N/A	180	\$6,245.51	2.00	\$ 181,190.12
2	\$ 48,106.71	N/A	180	\$1,717.40	2.00	\$ 49,824.11
3	\$ 43,696.80	N/A	180	\$1,559.97	2.00	\$ 45,256.77
<b>TOTAL ANNUAL COST</b>						<b>\$276,271.00</b>

Just a note: Route 1 includes ST5,ST6,ST8,ST9  
Route 2 includes ST25  
Route 3 includes ST7

3. Motion to approve renewal of school activities transportation contract with Stocker Bus Company for the 2025-2026 school year in the following amounts as listed:

<u>Route</u>	<u>Prev. Yrs Cost</u>	<u>Aide</u>	<u># of Days</u>	<u>CPI 3.57%</u>	<u>Inc/Dec</u>	<u>Total renewal Cost</u>
FT19-20	\$7,100.19	0	180	\$ 253.36	0	\$7,353.55
<b>TOTAL ANNUAL COST</b>					<b>\$7,353.55</b>	

\*Stillwater will only be charged for attended trips.

ID Number	Destination	Departure/Return	Basis of Bus	Renewal Cost	NJSA 18A:39-3	Total
FT19-20-1	Ideal Farms, Lafayette, NJ	9:00 am/ 2:00 pm	54 Passenger school bus	348.24	12.43	360.67
FT19-20-2	Sussex Fairgrounds, Augusta, NJ	9:00 am/ 12:30 pm	54 Passenger school bus	253.78	9.05	262.83
FT19-20-3	Turtle Back Zoo, West Orange, NJ	8:45 am/ 2:30 pm	54 Passenger school bus	472.19	16.85	489.04
FT19-20-4	Crayola Factory, Easton, PA	8:45 am/ 2:30 pm	54 Passenger school bus	483.99	17.27	501.26
FT19-20-5	Rizzo's Wildlife World, Flanders, NJ	9:00 am/ 1:45 pm	54 Passenger school bus	395.44	14.11	409.55
FT19-20-6	Jockey Hollow, Morristown, NJ	8:40 am/ 2:30 pm	54 Passenger school bus	472.19	16.85	489.04
FT19-20-7	Quiet Valley, Stroudsburg, PA	8:40 am/ 2:30 pm	54 Passenger school bus	483.99	17.27	501.26
FT19-20-8	Kittatinny Regional HS, Newton, NJ	12:30 pm/ 2:15 pm	54 Passenger school bus	171.15	6.11	177.26
FT19-20-9	Kittatinny Regional HS, Newton, NJ	11:20 am/ 2:10 pm	54 Passenger school bus	265.59	9.48	275.07
FT19-20-10	KRHS, Newton, NJ (includes stop at Dairy Queen, Newton, NJ)	8:45 am/ 1:30 pm	54 Passenger school bus, additional stop at Dairy Queen	330.53	11.79	342.32
FT19-20-11	High Point Regional High School, Sussex, NJ	8:45 am/ 2:30 pm	54 Passenger school bus	395.44	14.11	409.55
FT19-20-12	Lafayette Township School, Lafayette, NJ	8:30 am/ 2:00 pm	54 Passenger school bus	383.64	13.69	397.33
FT19-20-13	Fredon School, Newton, NJ	8:30 am/ 11:00 am	54 Passenger school bus	194.75	6.95	201.70
FT19-20-14	Sandyston-Walpack School, Layton, NJ	8:30 am/ 11:00 am	54 Passenger school bus	194.75	6.95	201.70
FT19-20-15	McKeown School, Newton, NJ	12:00 pm/ 2:00 pm	54 Passenger school bus	194.75	6.95	201.70
FT19-20-16	Kittatinny Regional HS, Newton, NJ	8:45 am/ 1:00 pm	54 Passenger school bus destination	295.1	10.53	305.63
FT19-20-17	Fairview Lake YMCA, Stillwater, NJ	2:35 pm/ N/A - parent pick up	54 Passenger school bus, one way only	88.52	3.16	91.68
FT19-20-18	Sussex Tech, Sparta, NJ	8:25 am/ 2:30 pm	54 Passenger school bus	395.44	14.11	409.55
FT19-20-19	Sparta HS, Sparta, NJ	8:25 am/ 2:30 pm	54 Passenger school bus	395.44	14.11	409.55
FT19-20-20	Sparta HS, Sparta, NJ	8:45 am/ 11:00 am	54 Passenger school bus	194.75	6.95	201.70

FT19-20-21	Sussex Tech, Sparta, NJ	8:45 am/ 11:00 am	54 Passenger school bus	194.75	6.95	201.70
FT19-20-22	Kittatinny Regional HS, Newton, NJ	9:25 am/ 11:50 am	54 Passenger school bus	206.56	7.37	213.93
FT19-20-23	Hills House, Hackettstown, NJ	8:45 am/ 12:45 pm	54 Passenger school bus	289.21	10.32	299.53

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

**Roll Call Vote:**

## **BUDGET & FINANCE**

**Mrs. Thibault**

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

1. Motion to approve the following checks from June 24, 2025-June 30, 2025 as attached: (attachment)

<b>Account</b>	<b>Check Numbers</b>	<b>Amount</b>
Funds 10, 11, 12, 20	30238-30272, N0630, N0635	\$205,222.50
Capital Reserve	N/A	\$0
Student Activities	N/A	\$0
Cafeteria	N/A	\$0
<b>Grand Total</b>		<b>\$205,222.50</b>

2. Motion to approve the following checks from July 1, 2025-July 21, 2025 as attached: (attachment)

<b>Account</b>	<b>Check Numbers</b>	<b>Amount</b>
Funds 10, 11, 12, 20	30273-30313, N0701, N0715, N0716	\$263,757.51
Capital Reserve	N/A	\$0
Student Activities	N/A	\$0
Cafeteria	2746-2748	\$10,580.75
<b>Grand Total</b>		<b>\$274,338.26</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 the attached list of purchase orders over \$1,000 for the 2025-2026 school year. (attachment)
5. Motion to approve monthly travel as attached. (attachment)
6. Motion to approve transfers from June 1, 2025 to June 30, 2025 as attached. (attachment)

7. Motion to approve the procedures for using legal council in accordance with 6A:23A-5.2, as attached. (attachment)
8. Motion to authorize the Business Administrator/Board Secretary to Bind Coverage with the NJ Schools Insurance Group for property/casualty insurance for the 2025-2026 school year as recommended by our Risk Management Consultant- Arthur Gallagher Risk Management Services.
9. Motion to approve the increase in the bid threshold, WHEREAS, René Metzgar, School Business Administrator/Board Secretary, possesses a Qualified Purchasing Agent (QPA) certificate;

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7 and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent, from \$44,000 to \$53,000, effective July 1, 2025;

NOW, THEREFORE BE IT RESOLVED that the Stillwater Township Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a), establishes and sets the bid threshold amount of \$53,000 for the school district, and further authorizes the School Business Administrator/Board Secretary, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

Furthermore, for contracts in the aggregate that are less than the bid threshold but fifteen (15%) or more of the amount, the School Business Administrator/Board Secretary shall award contracts after soliciting at least two competitive quotations.

The School Business Administrator/Board Secretary, pursuant to N.J.S.A. 18A:18A-37 (c), is authorized to award contracts that are in the aggregate less than fifteen (15%) percent of the bid threshold without soliciting competitive quotations.

10. Motion to authorize the submission of the IDEA Grant applications for FY2026, and accepts the grant award of these funds upon subsequent approval of the FY2026 application as listed:

IDEA Basic- \$80,656

IDEA PS- \$5,858

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

**Roll Call Vote:**

K. **LEGISLATION**

Mrs. Kraft

L. **COMMUNITY RELATIONS**

Mrs. Voris

M. **UNFINISHED BUSINESS**

Mrs. Galante

1. Board member required training- Due December 31, 2025
2. Board Petitions- Due July 28<sup>th</sup> no later than 4:00pm.

N. **NEW BUSINESS**

Mrs. Galante

1. NJSBA Conference Registration October 20-23, 2025, please let Mrs. Metzgar know if you would like to attend.

O. **PUBLIC PARTICIPATION**

Mrs. Galante

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P. **EXECUTIVE SESSION**

Mrs. Galante

Q. **ADJOURN**