

June 23, 2025

The Stillwater Township Board of Education met on June 23, 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 7:02 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. Frey, Mrs. Valeich, Mr. Franek, Mrs. Voris, Mrs. Kraft and Mrs. Thibault.

Absent: None.

Also present were Braden Hirsch, Interim Superintendent, René Metzgar, Business Administrator/Board Secretary, Marissa Cramer, Principal/Supervisor of CST and Special Education/Basic Skills, and members of the public.

## **EXECUTIVE SESSION**

BE IT HEREBY RESOLVED by Mr. DeGroat, second by Mrs. Valeich, at 7:04 pm 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 Individual Privacy & Contract Negotiations it is expected that the minutes taken of this closed session will be made public when the reason for confidentiality no longer exists. A voice vote was taken and unanimously approved.

Mr. Hirsch and Mrs. Cramer were excused from executive session at 7:04 pm.  
Mrs. Metzgar was excused from executive session at 7:16 pm.

Motion made by Mr. DeGroat, second by Mrs. Williver at 7:23 p.m. to come out of executive session. A voice vote was taken and unanimously approved.

Mr. Hirsch, Mrs. Cramer, and Mrs. Metzgar, along with members of the public were invited back into the meeting.

Motion made by Mrs. Thibault, second by Mrs. Valeich at 7:24 pm to resume the public session. A voice vote was taken and unanimously approved.

## **BOARD BUSINESS**

1. Superintendent Search Update- We have completed our search! Please welcome Dr. Daniel Papa who is on for approval this evening!

**That the following Board Business resolutions be approved:**

1. Motion to approve the Special Board of Education meeting minutes & Executive Session minutes from May 27, 2025. (attachment)
2. Motion to approve the Special Board of Education meeting minutes & Executive Session minutes from May 28, 2025. (attachment)
3. Motion to approve the Committee of the Whole Board of Education meeting minutes & Executive Session Minutes from June 2, 2025. (attachment)
4. Motion to approve the May 31, 2025 Board Secretary's and Treasurer's Reports which balanced in the amount of \$3,712,027.13 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of May 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:**  Mrs. Frey      **Seconded By:**  Mr. DeGroat

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

**SUPERINTENDENT'S REPORT**

Mr. Hirsch reported on the following items:

- 6<sup>th</sup> Grade Recognition
- Field Day
- Preschool waitlist policy
- Preschool attendance policy

**CORRESPONDENCE**

None.

**PRESIDENT'S COMMENTS**

Thanked the board for all their efforts in the Superintendent search. The many meetings, phone calls and all the hard work is much appreciated!

**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.

**ACTION ITEMS:**

**PERSONNEL**

**That the following Personnel resolutions 1-6 be approved as recommended by the Interim Superintendent:**

1. Motion, upon the recommendation of the Interim Superintendent, to appoint Meghan Earley as the Staff Wellness Champion to be paid a stipend of \$1,000, pending grant approval, for the 2025-2026 school year. Paid through the SHIF Wellness Grant.
2. Motion, upon the recommendation of the Interim Superintendent, to offer the following contract to the new non-tenured instructional staff members for employment for the 2025-2026 school year from August 27, 2025 to June 30, 2026, pending receipt of official transcripts, and criminal history & background check: (attachments)

<u>Name</u>	<u>Position</u>	<u>Step</u>	<u>Salary</u>
Chelsea Qualliu	Preschool	MA, Step 3	\$68,012
Jennifer Russ	PT Special Education (.75 FTE)	MA, Step 15	\$64,835.25

3. Motion upon the recommendation of the Interim Superintendent, to approve the following substitute technology coordinators if needed for the 2025-2026 school year:

<u>Name</u>	<u>Rate</u>
Christopher Pisciotta	\$65.00/hour
Daniel Yardley	\$61.20/hour

4. Motion upon the recommendation of the Interim Superintendent, to approve the following 2025 summer custodians:

Name	Rate	Dates	Comments
Bianca Mustica	\$15.49/hour	July 7, 2025- August 15, 2025 (6 weeks) 7.5 paid hours per day	Pending working papers
Thomas Tosti	\$15.65/hour	July 14, 2025- August 22, 2025 (6 weeks) 7.5 paid hours per day	Pending working papers
Greg Roycroft	\$15.49/hour	July 7, 2025- August 15, 2025 (6 weeks) 7.5 paid hours per day	Pending working papers
Callum Trilling	\$15.49/hour	July 7, 2025- August 15, 2025 (6 weeks) 7.5 paid hours per day	Pending working papers
Jennifer Siple	\$16.05/hour	July 1, 2025- August 26, 2025	N/A

5. Motion, upon the recommendation of the Interim Superintendent, to approve the following staff members to hold a Preschool Pops on the Playground Event at a rate of \$34/hour, not to exceed 1 hour on July 9, 2025 (rain date July 10<sup>th</sup>):

Christine Pagano  
Kayla Davis  
Katie Bradley

6. Motion, upon the recommendation of the Interim Superintendent, to approve the following CST member to conduct summer evaluations at a rate of \$57.00/hour not to exceed 21 hours, paid through IDEA Basic Grant:  
IDEA B Account Number: 20-250-200-104-011-000  
Brianne Dennis

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

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

**That the following Personnel resolutions 7-13 be approved as recommended by the Interim Superintendent:**

7. Motion, upon the recommendation of the Interim Superintendent, to approve contract with Holly DeStefano as the full-time, long term maternity leave replacement paraprofessional beginning August 27, 2025-December 12, 2025 at a rate of \$115/day (\$17.69/hour) no benefits, to be paid on the same schedule as all other substitute employees.
8. Motion upon the recommendation of the Interim Superintendent, to approve the following staff members for the custodial building use stipend of \$35.00/hour, as worked, for the 2025-2026 school year when organizations are using the building and it is scheduled to be closed:

Gary Post  
Michael Maggio  
Robert Kay  
Kim Kampka  
Daniel O'Leary

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

Denise Bessemer  
Jake Kramer  
Kimberly Schwarz  
Nicole DiRienzo  
Eileen Lockburner  
Holly DeStefano  
Gina Capano  
Megan Hurley  
Anne Moore  
Katelynn Witowski  
Helen Sallitt  
Christina Locascio  
Molly Riva  
Sheri Callaghan  
Emily Perez  
Rebecca Pavlick

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

Leighann Puccio  
Alexa Shotwell  
Ashley Smith  
Carissa Roycroft

11. Motion, upon the recommendation of the Interim Superintendent, to approve the following substitute nurses for the 2025-2026 school year:

Kristina Eggleston  
Marianne Pavone  
Holly Sharlow

12. Motion, upon the recommendation of the Interim Superintendent, to approve the following substitute custodians for the 2025-2026 school year:

Kimberly Kampka- \$16.05/hour  
Daniel O'Leary \$15.97/hour  
Jennifer Siplely \$16.05/hour  
Glenn Eisenecker \$16.75/hour

13. Motion to approve the Superintendent employment contract with Daniel Papa to begin on or about August 25, 2025-June 30, 2030 at a salary of \$155,000 for the 2025-2026 school year, to be prorated to actual start date. \$159,185 (increase of 2.7%) for the 2026-2027 school year, \$163,483 (increase of 2.7%) for the 2027-2028 school year, \$167,897.04 (increase of 2.7%) for the 2028-2029 school year, \$172,430.26 (increase of 2.7%) for the 2029-2030 school year. The employment contract was approved on June 13, 2025 by the Executive County Superintendent.

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

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

## **POLICY**

None.

## **EDUCATION & CURRICULUM**

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

1. Motion to adopt the attached curricula and textbooks for the 2025-2026 school year. (attachment)
2. Motion to approve professional development ELA training for the 2025-2026 school year at a total cost of \$24,000 to be split with Fredon, Hampton, Sandyston, and Stillwater. Stillwater's portion of \$6,000 will be paid out of the ESEA Title II Grant pending grant allowance & approval. Account # 20-275-200-530. Sandyston-Walpack will be the LEA.

3. Motion 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 ESEA Title II Grant pending grant allowance & approval. Account # 20-275-200-530. Sandyston-Walpack will be the LEA.
4. Motion to approve Beyond Behaviors for professional development for a total of \$1,000 to be split with Fredon, Hampton, Sandyston, and Stillwater. Stillwater will be the LEA.
5. Motion to approve purchase of a 1 year Social Studies program, SAVVAS myWorld Interactive, for grades K-5 in the amount of \$7,197 plus shipping & handling in the amount of \$552.26 for a total cost of \$7,749.26. \*Shipping costs may change if using 3<sup>rd</sup> party shipping company-Book It Distribution.
6. Motion to approve purchase of a Units of Study in Reading and Writing from Heinemann for grades K-5 in the amount of \$17,092 plus shipping & handling\* in the amount of \$1,498.62 for a total cost of \$18,590.62. \*Shipping costs may change if using 3<sup>rd</sup> party shipping company-Book It Distribution.
7. Motion to approve purchase of a 1 year license for GramWorkshop, by Sadlier, for grades 3-6 in the amount of \$2,338.44 plus shipping & handling in the amount of \$280.61 for a total cost of \$2,619.05. \*Shipping costs may change if using 3<sup>rd</sup> party shipping company-Book It Distribution.
8. Motion to approve purchase of a 1 year Science program, STEMscopes from Accelerate Learning Inc., for grades K-6 in the amount of \$500.50.

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

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

## **BUILDING & GROUNDS**

1. Mrs. Metzgar provided an update on the following Building & Grounds items:
  - Summer custodial cleaning
  - Thanked Dave Manser from New Image for the grounds work
  - Univent repairs
  - Freezer Repairs
  - 1941 Classroom ceiling project
  - Kitchen Painting project
  - PTA Shed status
  - Walking path update
  - Parking lot repairs/sealcoating

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

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

3. Motion to approve contract with Western Pest Services for monthly pest services at a rate of \$75.00/month. Additional fees for intensive services if needed.
4. Motion to approve Haskell Paving, Inc. to complete the parking lot repairs and sealcoating for a total amount of \$38,500.  
Other quotes: Precision Striping and Sealcoating: \$44,016.36  
Vaughan Sealcoating & Paving: No Response
5. Motion to approve Drill Construction to complete the ceiling replacement for the three 1941 classrooms for a total of \$42,900.  
Other quotes: Zitone Construction: \$44,700  
Hear Construction: No Response.
6. Motion to approve CJ Vanderbeck and Son, Inc. for the 2025 boiler cleaning in the amount of \$12,600.  
Other quote: Battista Plumbing & Heating-No Response  
Combustion Service Corp- No Response  
Manhattan Welding- No Response
7. Motion to accept the following time and material quotes for the 2025-2026 school year:

Service	Company	Rates
Locksmith	Able Security Locksmiths	Hourly Rate: \$125/hour Travel Time: \$79 Mark Up: 25%
Heating/Cooling/Boiler Repairs	CJ Vanderbeck and Son, Inc.	Hourly Rate: \$150/hour Overtime Rate: \$225/hour Mark Up: 20%
Plumbing/Water UV System/Soda Ash	Iron Mountain Mechanical	Hourly Rate: \$170/hour Emergency Rate: \$255/hour Travel Time: \$75 Mark Up: 20%
Electrician	Meyer Electric	Hourly Rate: \$125/hour Travel Time: Hourly rate only for Emergencies Mark Up: 1.15%

**Moved By:** Mr. Franek      **Seconded By:** Mrs. Valeich

**Voice Vote:** Mrs. Galante-Aye; Mrs. Williver-Aye; Mr. DeGroat-Aye; Mr. Franek- Aye; Mrs. Frey-Aye; 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:**

- Motion to approve the following checks from May 13, 2025-June 23, 2025 as attached: (attachment)

<b>Account</b>	<b>Check Numbers</b>	<b>Amount</b>
Funds 10, 11, 12, 20	30175-30237, N0515, N0530, N0611, N0612, N0617.	\$1,069,271.61
Capital Reserve	N/A	\$0
Student Activities	6700-6705, N6847	\$2,055.28
Cafeteria	2741-2745, N0605, N0617	\$44,073.54
<b>Grand Total</b>		<b>\$1,115,400.43</b>

- Motion to approve the attached list of purchase orders over \$1,000 for the 2024-2025 school year. (attachment)
- Motion to approve monthly travel as attached. (attachment)
- Motion to approve transfers from May 1, 2025 to May 31, 2025 as attached. (attachment)
- Motion to approve the school breakfast & lunch prices for the 2025-2026 school year, as attached. (attachment)
- Motion to approve the Business Administrator to withdraw \$42,900 from Capital Reserve for the 1941 classroom ceiling replacement project.
- Motion to accept the 2025 Funding for Optimal Comprehensive Universal Screeners (FOCUS) Grant in the amount of \$1,330.
- Motion to accept the following 2025 summer tuition students:

<b>Sending District</b>	<b>Student</b>	<b>Tuition Cost</b>	<b>Grade Level</b>
Fredon	0411201	\$850	K-6 SpEd
Fredon	0411202	\$850	K-6 SpEd
Fredon	080819	\$850	K-6 SpEd
Fredon	042120	\$850	K-6 SpEd
Fredon	010919	\$850	K-6 SpEd
Fredon	031017	\$850	K-6 SpEd
Fredon	040617	\$850	K-6 SpEd
Fredon	082221	\$850	PSD

9. Motion to approve resolution for Report of Awarded Contracts:

Pursuant to PL 2015, Chapter 47 the Stillwater Township Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part200 as per attached list. (attachment)

10. Motion to approve resolution transfer of current year surplus to capital reserve:

**WHEREAS**, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

**WHEREAS**, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

**WHEREAS**, the Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Capital Reserve account at year end, and

**WHEREAS**, the Board of Education has determined that (an amount not to exceed) \$700,000 is available for such purpose of transfer;

**NOW THEREFORE BE IT RESOLVED** by the Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

11. Motion to approve resolution transfer of current year surplus to maintenance reserve:

**WHEREAS**, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

**WHEREAS**, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

**WHEREAS**, the Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Maintenance Reserve account at year end, and

**WHEREAS**, the Board of Education has determined that (an amount not to exceed) \$50,000 is available for such purpose of transfer;

**NOW THEREFORE BE IT RESOLVED** by the Board of Education that it hereby

authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

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

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

### **LEGISLATION**

None.

### **COMMUNITY RELATIONS**

Mrs. Voris reported on the following:  
-Fireworks July 3<sup>rd</sup> at North Warren Regional High School  
-Stillwater Rec summer camp registration is open!

### **UNFINISHED BUSINESS**

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

### **NEW BUSINESS**

1. Board and district goal planning- September 22<sup>nd</sup> with Kathleen Helewa as part of our contract.
2. Mrs. Williver found a grant for a Disney Musical! Deadline is July 1. If we cannot make the tight turn around, we should look into this for next year!

## **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. \*\**

Kaitlyn Hammerle-952 Millbrook Road- Asked how the preschool waitlist will be determined?

Dave Manser- Stillwater Township Liaison- Asked how many preschoolers could we have? And how many are we over?

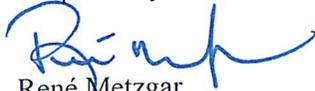
## **EXECUTIVE SESSION**

None.

## **ADJOURN**

Motion made by Mr. DeGroat and second by Mrs. Kraft, to adjourn the meeting at 7:52 p.m.  
A voice vote was taken and unanimously approved.

Respectfully Submitted,



René Metzgar

Business Administrator/Board Secretary