

STILLWATER TOWNSHIP BOARD OF EDUCATION

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

Agenda-October 14, 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 from September 22, 2025. (attachment)
2. Motion to approve the revised (after audit) June 30, 2025 Board Secretary's and Treasurer's Reports which balanced in the amount of \$3,370,954.13 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)
3. Motion to approve the revised (after audit) July 31, 2025 Board Secretary's and Treasurer's Reports which balanced in the amount of \$3,750,656.77 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of July 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)

4. Motion to approve the August 31, 2025 Board Secretary's and Treasurer's Reports which balanced in the amount of \$3,662,490.39 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of August 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)

5. Motion to approve the following 2025-2026 District Goals:

1. The Superintendent will actively lead the district's instructional efforts, through the implementation of a universal screener and the creation of specific pilot programs to enhance instructional practice in the years to come. (*Strategic Plan Goal #1: Academic Achievement/Curriculum*)
2. Successfully establish a student advisory council that will influence the creation of a portrait of a cougar cub. (*Strategic Plan Goal #1: Academic Achievement/Curriculum*)
3. In order to enhance social emotional learning opportunities for staff and students, a pilot team will be established to assess a character education program for the 26-27 SY. (*Strategic Plan Goal #3: Safe Facilities*)

6. Motion to approve the following 2025-2026 Board Goals:

1. Provide support to the new Administration in the pursuit and achievement of the District Goals.
2. The Board commits to pursuing training opportunities both individually and as a full Board, including completion of the board self-evaluation.
3. Provide support for the 2025-2030 Strategic Plan.
4. Continue to maintain open communication with our community and to support the district's communication efforts in relation to school funding changes.

4. Establish Board Goals Committee/Action plan process:

Motion to form an ad-hoc committee to develop board goals action plans with the following members (4 max):

- 1.
- 2.
- 3.
- 4.

Moved By:

Seconded By:

Vote:

E. SUPERINTENDENT'S REPORT

Dr. Papa

F. CORRESPONDENCE

Mrs. Galante

G. PRESIDENT'S COMMENTS

Mrs. Galante

H. 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. ***

I. ACTION ITEMS:

PERSONNEL

Mr. DeGroat

That the following Personnel resolutions 1-10 be approved as recommended by the Superintendent:

1. Motion, upon the recommendation of the Superintendent, to approve attached professional days. (attachment)
2. Motion, upon the recommendation of the Superintendent, to approve the following substitute teachers/paraprofessionals/main office secretaries for the 2025-2026 school year:

-Rachel Beyer (pending criminal history & background check)
-Klaudia Duplaga (pending criminal history & background check)

3. Motion, upon the recommendation of the Superintendent, to approve the following teacher as a chaperone for the Fairview Lake YMCA Camp trip October 16 & 17, 2025 to be paid \$175 for the 1 extended day:

Gabiella Ayers (Replaces Mary DiRienzo)

4. Motion to retroactively approve Brandy Wright from Liberty University to complete 30 practicum hours in Mrs. Hoon's class for the 2025 Fall Semester (previously approved as Mrs. Bickhardt's class).
5. Motion to approve Jessica Thompson from Seton Hall University to complete her 50 hours of observation with our Occupational Therapist from J&B Therapy, Jessica Thomson.
6. Motion, upon the recommendation of the Superintendent, to retroactively approve the following staff member to sub as a bus aide from September 29, 2025 to June 30, 2026 to be paid a daily rate of \$18.00, not to exceed a total of \$3,240 to be paid as per timesheets submitted:

-Isabel Ponte

7. Motion to approve the New Superintendent's Academy mentoring program for Danny Papa for a total cost of \$4,250 to be paid by the district, as per contract. Breakdown is listed below:

\$1,750 Academy Fees
\$2,500 Mentoring fee paid upon completion of program

8. Motion to approve Membership dues to Sussex County Chamber of Commerce for Danny Papa for the 2025-2026 school year at a total cost of \$291.00.
9. Motion to approve leave of absence for employee #971 from October 27, 2025 until December 1, 2025. This leave is covered under FMLA. (5 Weeks).
10. Motion to accept, with regret, the resignation of Daniel O'Leary, effective October 24, 2025.

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

Roll Call Vote:

POLICY

Mrs. Frey

That the following Policy resolution be approved:

1. Motion to approve the final reading of the following policy:

-Policy#5111.1 Preschool Admissions Policy (attachment)

Moved By: _____ Seconded By: _____

Vote:

EDUCATION & CURRICULUM

Mrs. Williver

1. 2024-2025 NJSLA Scores Presentation- Dr. Papa

That the following Education & Curriculum resolutions be approved:

2. Motion to approve the School Nursing Services Plan for Stillwater Township School for the 2025-2026 school year. (attachment)
3. Motion to award the following professional services contracts beginning November 1, 2025 and concluding June 30, 2026; and, in accordance with 18A:18A-2 governing Professional Services, these services are authorized by law, regulated by law requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study:

Service	Vendor	Cost
Behavioral/Educational Consultant	Brett DiNovi & Associates, LLC	Behaviorist: \$140/hour, 5 hours per week Clinical Associates: \$60/hr, 2.5 hours per week Functional Behavior Assessments: 15 hours @ \$140/hour. Total cost of contract not to exceed \$25,000

Moved By: _____ Seconded By: _____

Vote:

BUILDING & GROUNDS

Mr. Franek

1. Building & Grounds Update- Mrs. Metzgar

That the following Building & Grounds resolutions be approved:

2. Motion to form an ad-hoc committee for the 1988 wing & gymnasium project with the following members (4 max):
 - 1.
 - 2.
 - 3.
 - 4.
3. Motion to approve René Metzgar to send a Request for Proposal for Architecture services as it relates to the 1988 wing and gymnasium project.
4. Motion to retroactively approve revised building and use calendar for October 2025. (attachment)
5. Motion to approve building and use calendar for November 2025. (attachment)
6. Motion to approve garbage disposal 12 month contract with Sanico in the amount of \$782.00 per month beginning November 1, 2025. With an additional option to renew for an additional 2 years with an annual increase capped at 3%.

Other quotes: Blue Diamond	No Response
Waste Management	\$1,143.34/month
7. Motion to approve the Emergency Evacuation Agreement between the Stillwater Township Board of Education and the emergency evacuation site as per the agreement, as recommended by the New Jersey State Police and the Superintendent.
8. Motion to approve submission of Comprehensive Maintenance Plan & M-1 Annual Maintenance Budget Worksheet:

Whereas, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and

Whereas, the required maintenance activities as listed in the attached document for the various school facilities of the Stillwater Township Board of Education are consistent with these requirements, and

Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

Now Therefore Be It Resolved, that the Stillwater Township Board of Education hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan & M-1 Annual Maintenance Budget Worksheet for the Stillwater Township Board of Education in compliance with Department of Education requirements. (attachment)

Moved By: _____ Seconded By: _____

Roll Call Vote:

TRANSPORTATION

Mrs. Valeich

That the following Transportation resolutions be approved:

1. Motion to approve the following field trips for the 2025-2026 school year:

Location	Grade
Stillwater Historical Society-Walking Trip	Grade 2
NJ School of Conservation	Grades 5 & 6
Crayola Experience	Grade 2
Pocono Environmental Education Center	Grade 4

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

Date	Location	Grade	Cost
December 1, 2025	The New Jersey School of Conservation	Grades 5 & 6	2 Buses: \$270/bus= \$540 total
March 26, 2026	Crayola Experience, Easton, PA	Grade 2	1 Bus: \$501.26
May 22, 2025	Pocono Environmental Education Center	Grade 4	1 Bus: \$510.00
October 24, 2025 (Rain Date: October 28, 2025)	Swartswood State Park	Preschool	2 Buses: \$315/bus= \$630 total

3. Motion to approve the field trip to the Stillwater Historical Society on October 17, 2025 for second grade. No transportation required-walking trip.

Moved By: _____ Seconded By: _____

Vote:

BUDGET & FINANCE

Mrs. Thibault

1. 2024-2025 Audit Update- Mrs. Metzgar

That the following Budget & Finance resolutions be approved:

2. Motion to approve the following checks from September 23, 2025-October 14, 2025 as attached: (attachment)

Account	Check Numbers	Amount
Funds 10, 11, 12, 20	30443-30491, N00930, N1002	\$331,475.36
Student Activities	6707	\$1,390.00
Cafeteria	2750	17.51
Grand Total		\$332,882.87

3. Motion to approve the attached list of purchase orders over \$1,000 for the 2025-2026 school year. (attachment)
4. Motion to approve monthly travel as attached. (attachment)
5. Motion to approve transfers from August 1, 2025 to August 31, 2025 as attached. (attachment)
6. Motion to accept the NJSIG safety grant award in the amount of \$2,000 for the 2025-2026 school year.

Moved By: _____ Seconded By: _____

Vote:

J. **LEGISLATION**

Mrs. Kraft

1. Sussex County School Boards Meeting Update

K. **COMMUNITY RELATIONS**

Mrs. Voris

L. **UNFINISHED BUSINESS**

Mrs. Galante

1. Board member required training- Due December 31, 2025

M. **NEW BUSINESS**

Mrs. Galante

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 the SEA Contract Negotiations, Security and Legal Matters 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**