

September 22, 2025

The Stillwater Township Board of Education met on September 22, 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. Thibault, Mrs. Frey, Mrs. Valeich, and Mrs. Voris.

Absent: Mrs. Kraft and Mr. Franek.

Also present were Dr. Danny Papa, 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. Board/District Goal Setting-Kathleen Helewa- the Board developed board goals and district goals for the 2025-2026 school year. These will be approved at the next meeting, and then action plans will be developed.
2. BOE HIB Training- Dr. Papa provided the Board of Education Members with HIB Training. Presentation is attached to the minutes. (attachment)

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

3. Motion to approve the Committee of the Whole Board of Education meeting minutes & Executive Session meeting minutes from September 8, 2025. (attachment)

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

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

## **SUPERINTENDENT'S REPORT**

Dr. Papa reported on the following items:

-Revolutionary Schools- 250th Anniversary

- Spring NJSLA Update-will be mailing out results next week.
- Regional Study Update- wrapping up data collection process & will begin interviewing staff members. We anticipate the first draft to be completed the first quarter of 2026.

## **CORRESPONDENCE**

None.

## **PRESIDENT'S COMMENTS**

Mrs. Galante thanked Mrs. Cramer and Dr. Papa for calling other districts to look into the preschool policy. Also, thanked the board for the great discussion regarding this policy.

## **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- Thanked the board for the discussion and results for the preschool policy and for all the hard work everyone put in.

## **ACTION ITEMS:**

### **PERSONNEL**

**That the following Personnel resolutions 1-7 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 teacher/paraprofessional/main office secretary for the 2025-2026 school year:

-Kathleen O'Flaherty (pending criminal history & background check)

3. Motion, upon the recommendation of the Superintendent, to approve the contract for the following full-time Para-Professional staff member for employment for the 2025-2026 school year from September 23, 2025-June 30, 2026:

<u>Name</u>	<u>Area</u>	<u>Base Hourly Rate</u>	<u>Base Salary</u>	<u>Adjustments</u>	<u>Total Salary- To be prorated</u>
Perez, Emily	Preschool	\$16.05	\$ 18,987.15	\$500 Associates Degree	\$19,487.15

4. Motion, upon the recommendation of the Superintendent, to approve Emily Perez as a bus aide on ST6 from September 23, 2025 to June 30, 2026 for an annual stipend of \$3,240, to be prorated to start date, to be paid as worked.
5. Motion, upon the recommendation of the Superintendent, to approve the following stipend positions for the 2025-2026 school year:

Student Council (Co)	Beth Johnson	\$425
Student Council (Co)	Lynda Collier	\$425
Public Relations (Co)	Jessica Garrigan	\$425
Public Relations (Co)	Laura Ciccolella	\$425
Yearbook	Meghan Earley	\$850
Yearbook	Janessa Green	\$850
Night Foreman	Robert Kay	\$850
Greenhouse Coordinator (Co)	Erica Then	\$425
Greenhouse Coordinator (Co)	Corrine Robinson	\$425

6. Motion, upon the recommendation of the Superintendent, to approve the following facilitators for the check in/check out program for the 2025-2026 school year, beginning October 1, 2025, at a pro-rated stipend for each mentor of \$150 per month, not to exceed \$1,350 per year, as worked, to be paid through Title I Funds, Account #20-231-200-100:

Kerri LoCicero  
Meghan Earley  
Danielle Hoon  
Steve Tiberi

7. Motion, upon the recommendation of the Superintendent, to approve the following Check in/Check out Program Coordinator for the 2025-2026 school year, for a stipend of \$3,000 to be paid through Title I Funds, Account #20-231-200-100:

Jeanne Smetana

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

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

**That the following Personnel resolutions 8-15 be approved as recommended by the Superintendent:**

8. Motion, upon the recommendation of the Superintendent, to approve the following teachers and administrators as chaperones for the Fairview Lake YMCA Camp trip October 16 & 17, 2025 to be paid \$175 for the 1 extended day:

Danny Papa-No pay  
 Marissa Cramer  
 Janet Mahedy  
 Danielle Hoon  
 Mary DiRienzo  
 Colleen Hurley-Nurse

9. Motion, upon the recommendation of the Superintendent, to approve the following before & after school programs for the 2025-2026 school year. The stipend for each teacher is \$410:

Club Name	Staff Member #1	Staff member #2	Grade Level	Grant/Account Number
Fall Morning Math Club	Brittany Celentano	N/A	Grade 4	Title 1 20-231-100-101
Spring Morning Math Club	Brittany Celentano	N/A	Grade 4	Title 1 20-231-100-101
Morning Fitness Club	Meghan Earley	Janessa Green	Grades 3-6	Title IV 20-280-100-100
Morning Fitness Club	Meghan Earley	Janessa Green	Grades K-2	Title IV 20-280-100-100
Lego Club (Split into two sections)	Beth Johnson	Kerri LoCicero	Grade 2	Title IV 20-280-100-100
Lego Club (Session 1)	Beth Johnson	Kerri LoCicero	Grade 3	Title IV 20-280-100-100
Lego Club (Session 2)	Beth Johnson	Kerri LoCicero	Grade 3	Title IV 20-280-100-100
E-Gaming Club-Fall	Danielle Hoon	Spencer Both	Grades 5-6	Title IV 20-280-100-100
E-Gaming Club-Spring	Danielle Hoon	Spencer Both	Grades 5-6	Title IV 20-280-100-100
Spring Garden Club	Erica Then	Corrine Robinson	Grades 4	Climate Grant 20-471-100-100

10. Motion, upon the recommendation of the Superintendent, to approve the following after school program for the 2025-2026 school year. The stipend for each teacher is \$597.

Club Name	Staff Member #1	Staff Member #2	Grade Level	Grant/Account
Trep\$	Janet Mahedy	Corrine Robinson	Grade 6	Title 1 20-231-200-101

11. Motion, upon the recommendation of the Superintendent, to approve the following evening family program for the 2025-2026 school year. The stipend for each teacher is \$820:

Club	Staff Member #1	Staff Member #2	Grade Level	Grant
Literacy Connections	Beth Johnson	Kerri LoCicero	Grade 1	Title I 20-231-100-101

12. Motion, upon the recommendation of the Superintendent, to approve Colleen Hurley as the before school/after school nurse if needed for specific medical needs students involved in co-curricular activities, for the 2025-2026 school year to be paid an hourly rate of \$34/hour.
13. Motion, upon the recommendation of the Superintendent, to approve the following teachers for the After School Learning Center for Grade 3 for a total of 35 sessions at a rate of \$75.00/session for the 2025-2026 school year. Paid through Title I, Account# 20-231-100-101.

Alexandra Caccavale  
Sub: Erica Then

14. Motion to approve the use of the following listed Highly Effective Options for teacher observations to serve as an option for tenured teachers who were highly effective in the previous school year. At teacher discretion one of the activities listed below would take the place of an announced observation:
- Activity 1 - Leading In-District Professional Development/Professional Learning
  - Activity 2 - Data Protocol
  - Activity 3 - Peer-to-Peer Protocol
  - Activity 6 - Reflective Practice Through Student Perspectives
15. Motion, upon the recommendation of the Superintendent, to approve the contract for the following Part-Time Para-Professional staff member for employment for the 2025-2026 school year from September 23, 2025-June 30, 2026, pending receipt of transcripts, criminal history & background check:

<u>Name</u>	<u>Area</u>	<u>Base Hourly Rate</u>	<u>Adjustments</u>	<u>Total Hourly Rate</u>	<u>Contract Hours</u>
Waitzman, Anne Louise	Special Education	\$16.43	Bachelor's: \$0.75	\$17.18	27.5 hours/week

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

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

## **POLICY**

**That the following Policy resolution be approved:**

1. Motion to approve the second reading of the following policy:  
-Policy#5111.1 Preschool Admissions Policy (attachment)

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

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

## **EDUCATION & CURRICULUM**

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

1. Motion to approve the Title I District School Parental Involvement & Family Engagement Requirements for the 2025-2026 school year as attached. (attachment)
2. Motion to approve the Title I School- Parent Compact for the 2025-2026 school year as attached. (attachment)
3. Motion to approve Sussex County Educational Services Commission to provide Physical Therapy services from September 1, 2025-June 30, 2026 at the previously approved rate schedule.
4. Motion to approve the attached Memorandum of Understanding Between Insite Health Inc and the Stillwater Township Elementary School to participate in the program offered under the county grant and to make the platform available to students for the purpose of promoting student wellness and identifying potential areas of concern for follow up by school personnel. This is to be provided at no cost to the district. (attachment)
5. Motion to approve Insite Health to provide services if needed for psychiatric evaluations and child study team psychiatric evaluations for the 2025-2026 school year, costs per evaluation as listed, not to exceed \$2,000:

Psychiatric evaluations \$300/evaluation  
Child Study Team psychiatric evaluations: \$650/ evaluation

6. Motion to approve the following resolution:  
Resolution declaring October 6-10, 2025 Week of Respect  
WHEREAS, The Anti-Bullying Bill of Rights, Assembly Bill 3466, was approved by the

New Jersey Legislature in November 2010 and signed into law as P.L. 2010, c. 122, by Governor Chris Christie on January 5, 2011; and

WHEREAS, The statute is intended to protect students from harassment and intimidation that would substantially interfere with their education; and

WHEREAS, In a 2009 survey by the National Centers for Disease Control, one in five New Jersey students indicated they had been the subject of bullying on school grounds during the previous year; and

WHEREAS, The Anti-Bullying Bill of Rights places expanded responsibilities on teachers, school administrators and boards of education to protect students from incidents of bullying, harassment and intimidation; and

WHEREAS, The Anti-Bullying Bill of Rights designates the week beginning with the first Monday in October as "Week of Respect" throughout New Jersey"; and

WHEREAS, The law directs school districts to observe the "Week of Respect" through age-appropriate instruction in accordance with New Jersey's core curriculum content standards; and

WHEREAS, The Stillwater Board of Education recognizes the harmful impact of harassment and bullying on children and is committed to providing all of its students with a safe and secure learning environment free from intimidation; and

WHEREAS, The Stillwater Board of Education supports the intent of the Anti-Bullying Bill of Rights to protect our children, as well as the goal of previous law to enhance training and instruction to prevent harassment, intimidation and bullying. Now therefore be it

RESOLVED, That the Stillwater Board of Education declares October 6 through 10, 2025 as a "Week of Respect" in all district schools, and be it further

RESOLVED, That the Week of Respect will be a part of the Stillwater Public Schools' ongoing efforts to foster respect among students and staff for the diverse cultures and personalities represented in our school community, and be it further

RESOLVED, That copies of this resolution be sent to Governor Phil Murphy, State Senator Space, Assembly Representatives Fantasia and Ingagamort, the New Jersey School Boards Association and the Sussex County School Boards Association.

7. Motion to declare October 20-24, 2025 School Violence Awareness Week:

WHEREAS, N.J.S.A. 18A:36-5.1. declares the week beginning with the third Monday in October of each year is designated as "School Violence Awareness Week" in the State of New Jersey. School districts shall observe this week by organizing activities to prevent school violence including, but not limited to, age-appropriate opportunities for student discussion on conflict resolution, issues of student diversity, and tolerance. Law enforcement personnel shall be invited to join members of the teaching staff in the discussions. Programs shall also be provided for school board employees that are designed to help them recognize

warning signs of school violence and to instruct them on recommended conduct during an incident of school violence. The Department of Education shall provide guidelines and information to boards of education for use in planning the activities in observance of the week and such funds as are necessary to pay the costs of the required activities and programs.

RESOLVED, That the School Violence Awareness Week will be a part of the Stillwater Township Schools' ongoing efforts to help students and staff to recognize the importance of tolerance and to understand and apply conflict resolution techniques.

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

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

### **BUILDING & GROUNDS**

1. Building & Grounds Update- Mrs. Metzgar updated the board on the vehicle that crashed into the fence.

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

2. Motion to approve building and use calendar for October 2025. (attachment)
3. Motion to approve the Special Education Parent Advisory Group (SEPAG) to be covered under the districts insurance policy to hold parent meetings at the Stillwater Elementary School for the 2025-2026 school year. All meetings must have a building use form completed and will be noted on the building use calendar each month.
4. Motion, as recommended by the Superintendent, to declare items as surplus and dispose/recycle them:

- Various trade books and leveled readers (due to the age and condition)
- "Science," Scott Foreman, Pearson Education, Copyright 2010, 15 copies

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

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

## **TRANSPORTATION**

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

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

<b>Location</b>	<b>Grade</b>
Paulinskill Watershed Education Project - Location: Stokes State Forest, Kittle Field Area, & Swartswood State Park	Grade 5
Antibullying Leadership Summit	Grade 6
Franklin Mineral Museum	Grade 3
Swartswood State Park	Preschool
Tranquility Farms	Kindergarten
Fairview Lake YMCA	Grade 6
Turtleback Zoo	Grade 1
Kittatinny Regional HS-Aquatics Program	Grade 4

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

<b>Date</b>	<b>Location</b>	<b>Grade</b>	<b>Cost</b>
October 9, 2025 (Rain Date October 10, 2025)	Paulinskill Watershed Education Project: Stokes State Forest-Sunrise Mountain, Kittle Field Area, Swartswood State Park	Grade 5	1 Bus: \$470.00
October 17, 2025	Turtleback Zoo	Grade 1	1 Bus: \$489.04
October 23, 2025	Tranquility Farms	Kindergarten	1 Bus: \$295.00
October 24, 2025	Franklin Mineral Museum	Grade 2	1 Bus: \$375.00
October 24, 2025 (Rain Date: October 25, 2025 )	Swartswood State Park	Preschool	2 Buses: \$315/bus= \$630 total
October 15, 2025	Sussex Technical School	Grade 6	1 Bus: \$375.00
October 17 & 18, 2025	Fairview Lake YMCA	Grade 6	1 Bus: \$395/day= \$790.00 total
October 20-24, 2025	Kittatinny Regional HS- Aquatics Program	Grade 4	1 bus: \$213.93/day= \$1,069.65

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

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

## **BUDGET & FINANCE**

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

1. Motion to approve the following checks from August 19, 2025-September 22, 2025 as attached: (attachment)

Account	Check Numbers	Amount
Funds 10, 11, 12, 20	30367-30442, N0829, N0905	\$701,159.68
Student Activities	6706	\$1,224.00
Cafeteria	N/A	\$0
<b>Grand Total</b>		<b>\$702,383.68</b>

2. Motion to approve the attached list of purchase orders over \$1,000 for the 2025-2026 school year. (attachment)
3. Motion to approve monthly travel as attached. (attachment)
4. Motion to approve submission the following grants:

-Sustainable NJ Grant- \$10,000- Herb Garden & Community Food Share Program  
-Sustainable NJ Grant- \$2,000- Garden Maintenance

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

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

## **LEGISLATION**

No report.

## **COMMUNITY RELATIONS**

Mrs. Voris reported on the following items:

- PTA Family Fun Ninja night recap
- Next PTA Family Fun Night- Halloween Boo Bash- October 24<sup>th</sup>
- PTA Fall Vendor Fair and Mum pickup-Saturday, September 27<sup>th</sup>
- Stillwater Clean Up Day- October 4, 2025
- Stillwater's free paper shred day- October 4, 2025
- Bicentennial Series part 3- October 5, 2025 at the Community Center.
- Stillwater Historical Society's Fall Fest- October 11, 2025
- Stillwater Rec Commission truck or treat- October 26<sup>th</sup> at Veterans Park.

## UNFINISHED BUSINESS

1. Board member required training- Due December 31, 2025
2. NJSBA Conference Registration October 20-23, 2025: Please let Mrs. Metzgar if you need to make changes no later than September 30, 2025.

## NEW BUSINESS

-Sussex County School Boards Meeting- October 6<sup>th</sup> at Farmstead Country Club.  
-Mr. DeGroat asked about including the gym project in the goals. Mrs. Metzgar noted that we are working on this and how we want to proceed. We were just waiting for Dr. Papa to get settled in with the start of school.

## PUBLIC PARTICIPATION

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None.


## EXECUTIVE SESSION

None.

## ADJOURN

Motion made by Mr. DeGroat and second by Mrs. Frey, to adjourn the meeting at 8:01 p.m.  
A voice vote was taken and unanimously approved.

Respectfully Submitted,



René Metzgar  
Business Administrator/Board Secretary