

STILLWATER TOWNSHIP BOARD OF EDUCATION

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

Agenda-December 15, 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 November 17, 2025. (attachment)
2. Motion to approve the October 31, 2025 Board Secretary's and Treasurer's Reports which balanced in the amount of \$3,938,722.68 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of October 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)
3. Motion to approve the 2026 Board Reorganization Meeting & Committee of the Whole Meeting to be held on Monday, January 5, 2026 with a snow date of Tuesday, January 6, 2026 beginning at 7:00 pm.
4. Motion to approve the following surveys to be administered in December 2025 to gather

valuable perspectives regarding the potential exploration of school district regionalization, as requested by the Rowan University Feasibility Research Committee and recommended by the Superintendent: (attachments)

- Staff Survey
- Parent Survey
- Board of Education Survey

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 1-5 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 graduate classes, as per SEA contract:

<u>Name</u>	<u>Title of Course</u>	<u>Dates</u>	<u>Cost</u>	<u>School</u>	<u>Reimbursement</u>
Laura Ciccolella	Internship in Administration 2	1/12/26-5/10/26	\$1,191	Felician University	No, as per contract

3. Motion, upon the recommendation of the Superintendent, to approve the following revised contract from January 1, 2026-June 30, 2026 due to the increase in the NJ State Minimum wage requirement:

<u>Name</u>	<u>Position</u>	<u>Base Hourly Rate</u>	<u>Adjustments</u>	<u>Total Hourly Rate</u>
Hatch, Richard	Part-Time Custodian	\$15.92	N/A	\$15.92

4. Motion, upon the recommendation of the Superintendent, to approve the following revised substitute rates effective January 1, 2026 due to the increase in the NJ State Minimum wage requirement:

Aide \$103.50 per day (no sub cert)
 Secretary \$103.50 per day (no sub cert)
 Custodian \$15.92 per hour

5. Motion to approve Chris Henke as the pianist for the 2025-2026 winter and spring concert and rehearsals for a total of \$300.00 (\$150 each).

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

Roll Call Vote:

That the following Personnel resolutions 6-11 be approved as recommended by the Superintendent:

6. Motion, upon the recommendation of the Superintendent, to retroactively approve Albina Voris as a substitute teacher/paraprofessional/main office secretary from September 1, 2025-June 30, 2026.

7. Motion to accept with regret the resignation of Killian Freeborn, paraprofessional, effective December 15, 2025.
8. 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 December 16, 2025-June 30, 2026:

<u>Name</u>	<u>Area</u>	<u>Base Hourly Rate</u>	<u>Annual Base Salary</u>	<u>Adjustments</u>	<u>Total Salary- To be prorated</u>
DeStefano, Holly	Preschool	\$16.93	\$ 20,028.19	\$500 Associates Degree	\$20,528.19

9. Motion, upon the recommendation of the Superintendent, to approve Holly DeStefano as a bus aide on ST7 from December 16, 2025 to June 30, 2026 for an annual stipend of \$3,240, to be prorated to start date, to be paid as worked.
10. Motion to approve maternity leave for employee #990 beginning on or about March 5, 2026 with the intent to return August 2026 for the 2026-2027 school year. This leave includes up to 12 weeks covered by FMLA & NJFLA.
11. Motion, upon the recommendation of the Superintendent, to approve the following substitute teacher/paraprofessional/main office secretary for the 2025-2026 school year:

-Lisa Grau

Moved By: _____ Seconded By: _____

Roll Call Vote:

POLICY

Mrs. Frey

EDUCATION & CURRICULUM

Mrs. Williver

1. SSDS Reporting Period 2: January 1, 2025- June 30, 2025- Dr. Papa
2. 2024-2025 HIB Grades Self-Assessment- Dr. Papa

That the following Education & Curriculum resolutions be approved:

3. Motion to approve Sean Harris and Joseph McAuliffe from East Stroudsburg University as student teachers to be placed with Meghan Earley and Stephen Tiberi for 300 hours each from March 2026-May 2026, pending NJ criminal history and background check.
4. Motion to approve Emily Perez to complete her clinical practice for the 2026 spring semester in Mrs. Bradley's preschool classroom through William Paterson University's Early Childhood for Paraprofessionals Education Preparation Program.

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

Vote:

BUILDING & GROUNDS

Mr. Franek

1. Building & Grounds Update- Mrs. Metzgar

That the following Building & Grounds resolution be approved:

2. Motion to approve building and use calendar for January 2026. (attachment)
3. Motion to approve contract with Parette Somjen Architects to begin professional services for the 1941/1956 Boiler Replacement Project at a cost of \$65,000.
4. Motion, upon the recommendation of the Superintendent, to approve that the Stillwater Township Board of Education, in the County of Sussex, New Jersey, authorizes Parette Somjen Architects to submit all necessary plans and paperwork to the Department of Education concerning the "1941/1956 Boiler Replacement Project at Stillwater Township School" to serve as an application to the Office of School Facilities and an amendment to the District's Long Range Facilities Plan; and
BE IT FURTHER RESOLVED, this project shall be an "Other Capital" project and the Board of Education is NOT seeking state funding, but will fund the project through a withdrawal from Capital Reserve.

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

Roll Call Vote:

TRANSPORTATION

Mrs. Valeich

1. Emergency Bus Evacuation Drill Report- Dr. Papa

That the following Transportation resolution be approved:

- Motion to retroactively approve the following new bus stop for the 2025-2026 school year:

-ST5- 927 Hampton Road

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

Vote:

BUDGET & FINANCE

Mrs. Thibault

That the following Budget & Finance resolutions be approved:

- Motion to approve the following checks from November 18, 2025-December 15, 2025 as attached: (attachment)

Account	Check Numbers	Amount
Funds 10, 11, 12, 20	30544-30591, N1126, N1215, void ck#30451	\$656,410.02
Student Activities	N/A	N/A
Cafeteria	2756-2757, void #2754	\$18,362.73
Grand Total		\$674,772.75

- Motion to approve the attached list of purchase orders over \$1,000 for the 2025-2026 school year. (attachment)
- Motion to approve monthly travel as attached. (attachment)
- Motion to approve transfers from October 1, 2025 to October 31, 2025 as attached. (attachment)
- Motion to accept the following tuition students from the Newton Township Board of Education from November 1, 2025-June 30, 2026:
 Student# 11082016- Special Education Grade 3, \$26,081 to be prorated
 Student# 08152014- Regular Education Grade 5, \$21,000 to be prorated
- Motion to approve the purchase of new UniFi Network switches and components after July 1, 2026 from Concourse Tech, Inc for a total cost of \$13,161.34.

Other E-Rate Bids: Optimus Technology Company: \$16,611.40
 Rowan IT Solutions: \$28,302.50 (includes labor \$12,105)
 Electronaca Inc.: \$31,769.50 (includes labor: \$14,280)

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

Vote:

J. LEGISLATION Mrs. Kraft

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 Student Privacy 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