

December 15, 2025

The Stillwater Township Board of Education met on December 15, 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 7:01 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, Mrs. Thibault, Mrs. Frey, Mrs. Kraft, Mr. DeGroat, Mrs. Voris. and Mr. Franek.

Absent: Mrs. Valeich.

Also present were Dr. Danny Papa, Superintendent, René Metzgar, Business Administrator/Board Secretary, and members of the public.

BOARD BUSINESS

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: Mr. DeGroat **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-Absent; and Mrs. Voris-Absain#1, Aye to remaining. Motions carried.

SUPERINTENDENT’S REPORT

Dr. Papa reported on the following items:

- Regionalization Study Update
- 1988 Gym Project Update-proposals received for professional services
- Seasons Giving- student council participated in Stuff the Stocking for Project Self-Sufficiency. As a school community we collected 4 large construction bags of toys for children in Sussex County. Mrs. Smetana and Mrs. Hurley led a holiday giving collection for 15 children across 9 Stillwater families. Additionally, they also coordinated with the Sparta Food pantry for donations of meals and gifts.
- Senior Luncheon- We had more than 140 people in attendance. Our entire staff did an outstanding job organizing and preparing this event which included vocal performances by our Pre-K, Kindergarten, and our select band and choir students. Dr. Papa wanted to commend our school for going above and beyond to serve our community and give back during the holiday season.

CORRESPONDENCE

None.

PRESIDENT’S COMMENTS

Mrs. Galante thanked the staff for hosting a wonder senior luncheon. Also commented on how nice it was to see Dr. Papa at the event. She also thanked Dr. Papa for the ugly Christmas Sweater BOE meeting idea!

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. ***

Dave Manser- Stillwater Road, Stillwater- Thanked everyone for continuing the Senior Luncheon. It was something his parents talked about for years. Not many schools do something like this. Thanked the board again for keeping on those traditions.

ACTION ITEMS:

PERSONNEL

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: Mr. DeGroat **Seconded By:** Mr. Franek

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-Absent; and Mrs. Voris-Aye. Motions carried.

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: 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-Absent; and Mrs. Voris-Abstain #6, Aye to remaining. Motions carried.

POLICY

None.

EDUCATION & CURRICULUM

1. SSDS Reporting Period 2: January 1, 2025- June 30, 2025- Dr. Papa reported on the following: There were 3 incidents total- 2 confirmed. Various programs were held during this time period such as check in and check out, mindfulness class, SEL lessons embedded into instruction, paraprofessional support, behavior intervention plans, lunch groups, conflict resolution, support from community partners - for example, center for prevention & counseling which begins in January. The CORE team will continue to support a positive school climate through facilitating the week of respect and antibullying lessons. Finally, focusing on student leadership to be positive peer influencers (Summit participation, student council, and student advisory group).
2. 2024-2025 HIB Grades Self-Assessment- Dr. Papa completed the assessment. We scored 74 out of 78 points.

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: 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-Absent; and Mrs. Voris-Aye. Motions carried.

BUILDING & GROUNDS

1. Building & Grounds Update- Mrs. Metzgar provided an update on the 1941/1965 section boiler project and architect proposal.

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: Mr. Franek **Seconded By:** Mr. DeGroat

Discussion: Board discussed the architect proposal costs. The board would like to see other comparable quotes at this time.

Roll Call Vote: Mrs. Galante-Aye to #2, No to #3 & #4; Mrs. Williver- Aye to #2, No to #3 & #4; Mr. DeGroat- Aye to #2, No to #3 & #4; Mr. Franek- Aye to #2, No to #3 & #4; Mrs. Frey- Aye to #2, No to #3 & #4; Mrs. Kraft- Aye to #2, No to #3 & #4; Mrs. Thibault- Aye to #2, No to #3 & #4; Mrs. Valeich-Absent; and Mrs. Voris- Aye to #2, No to #3 & #4. Motion #2 carried, motions 3 & 4 failed.

TRANSPORTATION

1. Emergency Bus Evacuation Drill Report- Stillwater School conducted a bus evacuation drill on November 24, 2025. The drill occurred at 8:25am in the main driveway at arrival. All students riding ST5, ST6, ST7, ST8, ST9, and ST25 participated in the drill. Mrs. Cramer and Dr. Papa supervised the drill along with several staff members. In preparation for this drill, students were instructed by Mrs. Earley and Mr. Tiberi during the Physical Education classes. This was the first bus evacuation drill of the school year.

That the following Transportation resolution be approved:

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

-ST5- 927 Hampton Road

Moved By: Mrs. Voris **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-Absent; and Mrs. Voris-Aye. Motion carried.

BUDGET & FINANCE

That the following Budget & Finance resolutions be approved:

1. 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

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 transfers from October 1, 2025 to October 31, 2025 as attached. (attachment)
5. 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
6. 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: 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-Abstain #5, Aye to remaining; Mrs. Valeich-Absent; and Mrs. Voris-Aye. Motions carried.

LEGISLATION

Mrs. Kraft reported on the following:

- Seniority Service Credit for Educational Support Professionals A-4941
- SFRA Reform (Coughlin/Stanley/Gopal) S-4885
- Home Instruction Documentation S-1763/A-3340
- Library Awareness Week SJR-31
- Banning Artificial Dyes in School Food S-3016

COMMUNITY RELATIONS

Mrs. Voris reported on the following item:

- PTA Holiday Family Movie-thon- Friday, December 19th

UNFINISHED BUSINESS

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

NEW BUSINESS

-Sussex County School Boards Meeting- December- Mrs. Williver and Mrs. Kraft reported on the programs for board member responsibilities and the program regarding polices and regulations.

PUBLIC PARTICIPATION

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-Richard Kelsky-Cedar Ridge Road, Stillwater- Did not fully understand rejecting the architect proposal and if we would be receiving one or two more quotes.

EXECUTIVE SESSION

BE IT HEREBY RESOLVED by Mrs. Thibault, second by Mr. DeGroat at 7:46 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 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. A voice vote was taken and unanimously approved.

Motion made by Mr. DeGroat, second by Mrs. Thibault at 7:53 p.m. to come out of executive session and return to public session. A voice vote was taken and unanimously approved.

The board discussed the clarification on obtaining architect proposals for the boiler project.

ADJOURN

Motion made by Mrs. Williver and second by Mrs. Thibault, to adjourn the meeting at 8:09 p.m. A voice vote was taken and unanimously approved.

Respectfully Submitted,



Reje Metzgar
Business Administrator/Board Secretary