

STILLWATER TOWNSHIP BOARD OF EDUCATION

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

Agenda-March 2, 2026

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 February 22, 2026. 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. 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 architect interviews related to the 1988 Building Stabilization, Repairs and Renovations, it is expected that the minutes taken of this closed session will be made public when the reason for confidentiality no longer exists.

E. BOARD BUSINESS

Mrs. Galante

1. Board Goals Update- Mrs. Galante
2. District Goals Update- Dr. Papa
3. Update on Sussex County School Boards Meeting- Topic: "From Our Districts to Yours: Effective Strategies for Communications and Community Engagement"- Mrs. Williver

That the following Board Business resolution be approved:

4. Motion to approve the Regular Board of Education meeting minutes from February 2, 2026 and the Special Board of Education Meeting Minutes and executive session minutes from February 18, 2026. (attachment)

Moved By: _____ Seconded By: _____

Vote:

F. **SUPERINTENDENT'S REPORT**

Dr. Papa

G. **CORRESPONDENCE**

Mrs. Galante

H. **PRESIDENT'S COMMENTS**

Mrs. Galante

I. **PUBLIC PARTICIPATION**

Mrs. Galante

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J. ACTION ITEMS:

PERSONNEL

Mr. DeGroat

That the following Personnel resolutions 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 contract with Michaela Snyder-Capel, as the Kindergarten maternity leave replacement teacher beginning March 3, 2026-June 30, 2026 at a rate of \$305.06 per day, no benefits, to be paid on the same schedule as all other substitute teachers, pending criminal history & background check. (attachment)
3. Motion, upon the recommendation of the Superintendent, to approve Meghan Earley and Steve Tiberi to receive a stipend of \$75.00 per person for attending the 6th Grade Activity night at Kittatinny Regional High School on March 20, 2026. Janessa Green to sub if needed.
4. Motion, upon the recommendation of the Superintendent, to approve contracts for the following part-time Para-Professional staff members for employment for the 2025-2026 school year from March 3, 2026 to June 30, 2026:

| <u>Name</u> | <u>Area</u> | <u>Base Hourly Rate</u> | <u>Adjustments</u> | <u>Total Hourly Rate</u> | <u>Contract Hours</u> |
|--------------------|-------------------|-------------------------|--------------------|--------------------------|-----------------------|
| Schwartz, Kimberly | Special Education | \$15.92 | N/A | \$15.92 | 27.5 hours/week |

5. Motion, upon the recommendation of the Superintendent, to approve the following substitute paraprofessionals/main office secretaries for the 2025-2026 school year:
 - Melissa D’Agostino- pending criminal history & background check
 - Erin Lovland- pending criminal history & background check
6. Motion, upon the recommendation of the Superintendent, to approve the following substitute teachers/paraprofessionals/main office secretaries for the 2025-2026 school year:
 - Michaela Snyder Capel- pending criminal history & background check
 - Sean Harris- pending criminal history & background check

7. 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 \$410:

| Club Name | Staff Member #1 | Staff member #2 | Grade Level | Grant |
|-------------|-----------------|------------------|-------------|---------------------------------|
| Garden Club | Erica Then | Corrine Robinson | Grade 4 | Climate Grant 20-471-100-100 |

8. Motion to approve the following employee to be charged to the IDEA Basic Grant from February 1, 2026-June 30, 2026:

| Name | Position | Estimated Salary to be charged to grant | % Charged to grant | Expense Account number |
|---|------------------|---|--------------------|------------------------|
| Ponte, Isabel (Replaces Katherine Schneider) | Paraprofessional | \$6,478.93 | 84% | 20-250-100-106 |

9. Motion, upon the recommendation of the Superintendent, to approve the following staff members to be paid through PEA funds at an hourly rate of \$34 for 3 hours for the preschool parent night on March 24, 2026, Topic: Screen Free Fun:

Sarah Pittenger
Colleen Hurley
Janessa Green
Katie Bradley
Christine Pagano
Kayla Davies
Chelsea Mobilio

10. Motion to approve René Metzgar to attend the NJ School Buildings & Grounds Conference in Atlantic City, NJ, March 22-25, 2026.

WHEREAS, The Stillwater Board of Education is required pursuant to *N.J.S.A. 18A:11-12* to adopt policy and approve travel expenditures by district employees and board members using local, State, or Federal funds to ensure that travel is educationally necessary and fiscally prudent; and

WHEREAS, The Board has determined that the training programs, seminars, conventions and conferences sponsored by New Jersey Association of Buildings & Grounds and set forth below are directly related to and within the scope of listed administrator's current responsibilities and/or applicable professional development plans; and

WHEREAS, The Board has determined that the participation in the NJ Association of Buildings & Grounds training programs, and seminars, conventions and conferences requires school district travel expenditures and that this travel is critical to the administrative and /or instructional needs of the district and/or furthers the efficient operation of the district, and /or will help improve administrator's skills and knowledge related to district operations:
and

WHEREAS, The Board has determined that the school district travel expenditures to NJ Association of Buildings & Grounds training programs, seminars, conventions and conferences are in compliance with State travel guidelines as established by the Department of the Treasury and within the guidelines established by the federal Office of Management and Budget; except as superseded by conflicting provisions of Title 18A of the New Jersey Statutes; and

WHEREAS, The Board finds that a mileage reimbursement rate equal to that of the OMB mileage reimbursement rate of [\$.47] per mile is a reasonable rate, plus parking and tolls; and

WHEREAS, The Board has determined that participation in the NJ Association of Buildings & Grounds training programs, seminars, conventions and conferences is in compliance with the district policy on travel; therefore be it

RESOLVED, That the board of education hereby approves the attendance of the listed district employees for NJ Association of Buildings & Grounds training programs, seminars, conventions and conferences and the costs of attendance including all registration fees, and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount; and, be it further

RESOLVED, That the Stillwater Board of Education authorizes in advance, as required by statute, attendance at the NJ Association of Buildings & Grounds training programs, seminars, conventions and conferences:

| | |
|-------|--|
| | René Metzgar |
| | Harrah's, Atlantic City, NJ, March 22-25, 2026 \$100/night |
| | Plus any other additional fees/taxes |
| | Registration \$350 |
| | <u>Meals & Incidental Expenses/day</u> |
| | Breakfast \$16 |
| | Lunch \$19 |
| | Dinner \$28 |
| | <u>Incidentals \$5</u> |
| TOTAL | \$68 |

1st and last day
M&IE Rate 75% \$51.00/day

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

Roll Call Vote:

POLICY

Mrs. Valeich

EDUCATION & CURRICULUM

Mrs. Frey

- 1. SSDS Report-Reporting Period 1 (September 1, 2025-December 31, 2025)- Dr. Papa

That the following Education & Curriculum resolutions be approved:

- 2. Motion to approve Grace Sheridan from Sussex County Community College to complete 3 hours of observation with Mrs. Newman.
- 3. Motion to approve SEPAG/IDEA Parent presentation to be held on April 5, 2026 to be split with the Kittatinny Region. KRHS will be the LEA. Stillwater’s cost is \$110 to be funded through IDEA-B.
- 4. Motion to approve GM Consulting, to provide curriculum and professional development consulting services to cover a maternity leave for up to and not exceeding 10 hours per week at the rate of \$100 per hour from February through June 2026. Costs will be split between Fredon, Hampton, Kittatinny, Stillwater, and Sandyston. Fredon to be the LEA.
- 5. Motion to approve Brandy Wright from Liberty University to complete an additional 30 practicum hours in Mrs. Bickhardt’s class for the 2026 Spring Semester.
- 6. Motion to approve the 2026-2027 school calendar for the Stillwater Township Board of Education. (attachment)

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 March 2026. (attachment)

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

Vote:

TRANSPORTATION

Mrs. Voris

That the following Transportation resolutions be approved:

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

| Location | Grade |
|-----------------------------|--------------|
| Stillwater Community Center | Garden Club |
| Tranquility Farms | Preschool |
| Kittatinny Regional HS | Band/Choir |

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

| Date | Location | Grade | Cost |
|---|-----------------------------|---------------------------|--|
| March 3, 6, & 9, 2026 | Kittatinny High School | 5/6 Select Choir and Band | \$305.63/bus 3 trips=\$916.89 |
| April 29, 2026 | Stillwater Community Center | Garden Club | 1 Bus- \$295 (paid for by the Climate Change Education Resilience Grant) |
| May 27, 2026 (rain date: June 2, 2026) | Tranquility Farms | Preschool | 2 Busses \$275/bus=\$550. |

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

Vote:

BUDGET & FINANCE

Mrs. Thibault

- 1. Budget Committee Update

That the following Budget & Finance resolutions be approved:

- 2. Motion to approve the following checks from January 27, 2026-February 23, 2026 as attached: (attachment)

| Account | Check Numbers | Amount |
|----------------------|----------------------------------|---------------------|
| Funds 10, 11, 12, 20 | 30652-30703, N0130, N0203, N0213 | \$808,010.33 |
| Capital Reserve | N/A | \$0 |
| Student Activities | N/A | \$0 |
| Cafeteria | 2760-2761 | \$28,870.97 |
| Grand Total | | \$836,881.30 |

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)

Moved By: _____ Seconded By: _____

Vote:

K. **LEGISLATION** **Mrs. Kraft**

L. **COMMUNITY RELATIONS** **Mrs. Voris**

M. **UNFINISHED BUSINESS** **Mrs. Galante**

N. **NEW BUSINESS** **Mrs. Galante**

1. Budget Calendar (attachment)
2. Board member required training- Due December 31, 2026
3. Board member Ethics/Financial Disclosure Forms-Due April 30, 2026

O. **PUBLIC PARTICIPATION** **Mrs. Galante**
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P. **EXECUTIVE SESSION** **Mrs. Galante**

Q. **ADJOURN**