

**STILLWATER TOWNSHIP BOARD OF EDUCATION**  
 Committee of the Whole Meeting- 7:00 P.M.-Library  
 Agenda-March 18, 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 March 9, 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. BOARD BUSINESS**

**Mrs. Galante**

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

1. Motion to approve the Regular Board of Education Meeting minutes and Executive Session meeting minutes from March 2, 2026. (attachment)
2. Motion to approve the January 31, 2026 Board Secretary's and Treasurer's Reports which balanced in the amount of \$3,991,653.89 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of January 31, 2026 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)

**Moved By:** \_\_\_\_\_ **Seconded By:** \_\_\_\_\_

**Vote:**

**E. COMMITTEE REPORTS**

**PERSONNEL**

**Mr. DeGroat**

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

1. Motion, upon the recommendation of the Superintendent, to approve attached professional days. (attachment)
2. Motion to retroactively approve Katie Schneider as a paraprofessional for Morning Fitness Club beginning March 10, 2026 for 10 weeks at a rate of \$16.05/hr.
3. Motion, upon the recommendation of the Superintendent, to approve the following substitute paraprofessional/main office secretary for the 2025-2026 school year:  
  - Bobbiejean Raff (pending criminal history & background check)
4. Motion, upon the recommendation of the Superintendent, to approve the following substitute teacher/paraprofessional/main office secretary for the 2025-2026 school year:  
  - Klaudia Duplaga (pending criminal history & background check)

**Moved By: \_\_\_\_\_ Seconded By: \_\_\_\_\_**

**Roll Call Vote:**

**POLICY**

**Mrs. Valeich**

**EDUCATION & CURRICULUM**

**Mrs. Frey**

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

1. Motion to approve Audra Rutnik to provide two, 30 minute presentations on reducing screen time at the cost of \$800 paid through PEA.

**Moved By: \_\_\_\_\_ Seconded By: \_\_\_\_\_**

**Vote:**

**BUILDING & GROUNDS**

**Mr. Franek**

- 1. Building and Grounds Update- Mrs. Metzgar

**TRANSPORTATION**

**Mrs. Voris**

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

- 1. Motion to approve the Resolution for participation in Joint Transportation Agreement for Special Education, Public/Private School, AIL, and Field Trips, with the Sussex County Regional Cooperative for the 2026-2027 school year as needed. (attachment)

**Moved By: \_\_\_\_\_ Seconded By: \_\_\_\_\_**

**Vote:**

**BUDGET & FINANCE**

**Mrs. Thibault**

- 1. Review of 2026-2027 Tentative Budget- Dr. Papa & Mrs. Metzgar

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

- 2. BE IT RESOLVED that the tentative budget be approved for the 2026-2027 school year using the 2026-2027 state aid figures and the School Business Administrator/Board Secretary be authorized to submit to the Executive County Superintendent for approval in accordance with N.J.S.A.18A:7F-5 and 18A:7F-6:

	<u>Budget</u>	<u>Tax Levy</u>
General Fund	\$7,240,895	\$6,156,870
Special Revenue	\$1,508,924	\$0
Debt Service	<u>\$0</u>	<u>\$0</u>
Total Base Budget	\$8,749,819	\$6,156,870

As per NJAC 6A:23A-7.3, the proposed budget provides for a maximum expenditure amount that may be allotted for travel and expense reimbursement. The maximum amount of travel and expense reimbursement for the 2025-2026 budget was \$11,546. As of March 1, 2026 the amount spent to date is \$6,008.39. The 2026-2027 tentative budget includes a maximum travel appropriation of \$11,572. The School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded. Included in the 2026-2027 proposed budget is a maximum regular business travel amount of \$1,500 per employee.

Further be it resolved, the Stillwater Township Board of Education approves the use of \$111,353 in Enrollment Adjustment, which will support instructional costs in the 2026-2027 fiscal year budget.

Further be it resolved, that included in line 630, Budgeted Withdrawal from Maintenance Reserve is \$40,000 for general maintenance costs.

And further, to advertise said tentative budget in accordance with the form suggested by the New Jersey Department of Education and according to law; and a public hearing on the budget for the 2026-2027 school year will be held on April, 27, 2026 in the Stillwater School All Purpose Room beginning at 7:00 pm.

This proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the New Jersey Student Learning Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A.

3. BE IT HEREBY RESOLVED, that the Stillwater Township Board of Education approves the submission of the 2026-2027 PEA (Preschool Education Aid) Grant Application to the NJ Department of Education, Division of Early Childhood Education (Grant application and execute a grant contract with the New Jersey Department of Education for five full-day Pre-K classrooms).

NOW, THEREFORE, BE IT RESOLVED that the Board formally approves the budget workbook and narrative submission for the grant listed above for a total award of \$1,172,707 of PEA aid based on per pupil costs, \$66,916 general fund contribution as required, and the use of \$147,851 in carry over funds. Grand total of the 2026-2027 anticipated budget of \$1,387,474.

BE IT FURTHER RESOLVED that the school administrators are hereby authorized to submit an electronic grant application to the New Jersey Department of Education on behalf of the Stillwater Township Board of Education.

BE IT FURTHER RESOLVED that Superintendent and Business Administrator are hereby authorized to sign the grant agreement on behalf of the Stillwater Township Board of Education and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

4. Motion to approve transfers from January 1, 2026 to January 31, 2026 as attached. (attachment)
5. Motion to approve submission of the following grants:
  - Community Advisory Board of Newton Medical Center- Charcter Ed program- \$1,698
  - American Heart Association/Kids Heart Challenge/NFL Play 60 for Physical Education equipment, up to \$3,500.

**Moved By:** \_\_\_\_\_ **Seconded By:** \_\_\_\_\_

**Roll Call Vote:**

**COMMUNITY RELATIONS**

**Mrs. Voris**

**LEGISLATIVE**

**Mrs. Kraft**

**F. 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. \*\**

**G. 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 & 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.

**H. ADJOURNMENT**