

STILLWATER TOWNSHIP BOARD OF EDUCATION

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

Agenda-March 30, 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 January 7, 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. Resolution of the Stillwater Township Board of Education
HONORING Griffin Madeira as a 2026 SUSSEX COUNTY UNSUNG HERO

WHEREAS, the Sussex County School Boards Association, in collaboration with the New Jersey School Boards Association, recognizes Unsung Heroes from each school district in Sussex County to celebrate those whose character and impact define the heart of our schools; and

WHEREAS, the Unsung Hero Award honors students who make outstanding contributions to their schools and communities but are often overlooked by traditional recognition programs—students who have modeled good citizenship, a spirit of quiet strength, and a commitment to “Elevating Character: Strength Beyond the Spotlight” that inspires others; and

WHEREAS, these Unsung Heroes may have organized community programs, selflessly supported their peers, or achieved significant academic success while overcoming difficult personal challenges, disabilities, or language barriers; and

WHEREAS, these Unsung Heroes may have overcome seemingly insurmountable obstacles to reach their full potential, serving both the school community and the community

at large as a beacon of resilience and integrity; and

WHEREAS, on Monday, March 23, 2026, Griffin Madeira was formally recognized for these achievements at the 2026 Sussex County Unsung Hero Awards Ceremony held at Sparta High School;

NOW, THEREFORE, BE IT RESOLVED, that the Stillwater Township Board of Education officially recognizes Griffin Madeira as an Unsung Hero of Sussex County and the Stillwater Township School District; and

BE IT FURTHER RESOLVED, that this Resolution is presented to Griffin Madeira as a sincere token of the Stillwater Township Board of Education's congratulations and best wishes for continued success as they continue to lead by example.

2. Motion to approve the Regular Board of Education meeting minutes and executive session minutes from March 18, 2026. (attachment)
3. Motion to approve the February 28, 2026 Board Secretary's and Treasurer's Reports which balanced in the amount of \$3,933,020.04 pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of February 28, 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: _____

Roll Call Vote:

4. NJSBA Training- Kelly Mitchell

E. SUPERINTENDENT'S REPORT

Dr. Papa

F. CORRESPONDENCE

Mrs. Galante

G. PRESIDENT'S COMMENTS

Mrs. Galante

H. PUBLIC PARTICIPATION

Mrs. Galante

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I. 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 the following substitute teacher/paraprofessional/main office secretary for the 2025-2026 school year:

Julia Lora- Pending Criminal history & background check

3. Motion to approve René Metzgar to attend the NJASBO Convention in Atlantic City, NJ, June 2-5, 2026, as per contract.

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 School Business Administrators 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 NJASBO 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 NJASBO 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 NJASBO 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 NJASBO 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 NJASBO training programs, seminars, conventions and conferences:

René Metzgar
Ocean Resort, Atlantic City, NJ, June 2-5, 2026 \$99/night
Plus any other additional fees/taxes
Registration \$500
Meals & Incidental Expenses/day
Breakfast \$16
Lunch \$19
Dinner \$28
Incidentals \$5
TOTAL \$68

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

Moved By: _____ Seconded By: _____

Roll Call Vote:

POLICY

Mrs. Valeich

That the following Policy resolution be approved:

- 1. Motion to approve the first reading of the following policy:
 -Policy#5141.21 Administering Medication Policy (attachment)

Moved By: _____ Seconded By: _____

Vote:

EDUCATION & CURRICULUM

Mrs. Frey

That the following Education & Curriculum resolutions be approved:

- 1. Be It Hereby Resolved, that upon the recommendation of the Superintendent, the Board affirms the Superintendent's decision regarding 2025-2026 Harassment, Intimidation, or Bullying Case #5-2526.
- 2. Motion to approve contract with Aces-Assessments, Counseling and Educational Services to conduct Hearing Impaired Educational Evaluations for a total cost of \$900.00/evaluation.
- 3. Motion to approve the extended school year summer program from July 6, 2026 - July 30, 2026 (4 days per week) and advertise for the following anticipated positions:
 - 4 Special Education Teachers
 - 6 Paraprofessionals
 - 1 RTI Instructor
 - 1 Bus Aide
 - 1 Nurse
 - 1 Speech Therapist
 - 1 School Social Worker (10 days)

Moved By: _____ Seconded By: _____

Vote:

BUILDING & GROUNDS

Mr. Franek

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- 1. Building & Grounds Update- Mrs. Metzgar

That the following Building & Grounds resolutions be approved:

2. Motion to approve the revised building and use calendar for March 2026. (attachment)
3. Motion to approve building and use calendar for April 2026. (attachment)
4. Motion to award the 1941/1956 Boiler Replacement Project at Stillwater Township School to DeSesa Engineering Company for a total bid price of \$499,400.

Bids :

Bidders	Base Bid	Contingency Allowance	Floor Drain Repair Allowance	Chimney Liner Replacement Allowance	Total Bid w/Contingency
DeSesa Engineering Company	\$414,400	\$46,000	\$30,000	\$9,000	\$499,400
Pennetta	\$515,700	\$46,000	\$30,000	\$9,000	\$600,700
Iron Mountain Mechanical	\$455,555	\$46,000	\$30,000	\$9,000	\$540,555

5. WHEREAS, The Stillwater Township Board of Education in the County of Sussex, New Jersey (the "Board" when referring to the governing body and the "School District" when referring to the territorial boundaries governed thereby), seeks to submit to the voters a school facilities project directed at the 1988 Building Stabilization, Repairs and Renovations Project (the "Project") consisting generally of facilities and instructional renovations.

WHEREAS, the School District will seek Debt Service Aid with respect to the Project; and

WHEREAS, the Board now seeks to take the initial steps in order to proceed with the planning and authorization of (i) the Project and (ii) a School District election at which a bond referendum authorizing the Project shall be presented to the voters.

WHEREAS, there exists a need for Architectural and Engineering Services to complete and submit project applications to the DOE for review and approval in connection with a proposed bond referendum election for capital facilities improvements; and

WHEREAS, the Public School Contracts Law defines architectural and engineering services as professional services not subject to competitive bidding;

THEREFORE BE IT RESOLVED, that the Stillwater Township Board of Education approves a contract for Architectural Services in connection with the aforementioned project, to Parette Somjen Architects of Rockaway, New Jersey, and Engineering Services in connection with aforementioned project, to French and Parello Associates of Hackettstown, New Jersey.

THEREFORE BE IT FURTHER RESOLVED, that the Stillwater Township Board of Education in accordance with the requirements of Section 6A:26-5.1 through 6A:26-5.3 of the New Jersey Administrative Code, the Board hereby approves the preparation of Schematic Plans and Educational Specifications, if required, by Parette Somjen Architects ("PSA") in connection with the Project and the Board further authorizes and directs PSA to submit same to the New Jersey Department of Education and to the Sussex County Superintendent of Schools for review and approval.

THEREFORE BE IT FURTHER RESOLVED, that the Stillwater Township Board of Education in accordance with the requirements of Section 6A:26-3.2 of the New Jersey

Administrative Code, the Board hereby approves the Project Application, and PSA is hereby directed to submit such application to the New Jersey Department of Education seeking debt service aid for the Project.

THEREFORE BE IT FURTHER RESOLVED, that the Stillwater Township Board of Education in accordance with the requirements of Section 6A:26-2.3 of the New Jersey Administrative Code, the Board hereby approves an amendment to the Long Range Facilities Plan, as necessary, to reflect the Project and approves the submission of such amendment to the New Jersey Department of Education.

THEREFORE BE IT FURTHER RESOLVED, that the Stillwater Township Board of Education with respect to the Project, the Board hereby authorizes and directs the Board President, the Superintendent and the Business Administrator/Board Secretary, as applicable, to execute the schematic plans and educational specifications, the amendment to the Long Range Facilities Plan, the Project cost estimate sheets and all related project documents allowing submission of same to the New Jersey Department of Education.

THEREFORE BE IT FURTHER RESOLVED, that the School Business Administrator is authorized to execute the Professional Services Agreements on behalf of the Board.

THEREFORE BE IT FURTHER RESOLVED, The Board hereby authorizes and directs the Board President, the Superintendent, the Business Administrator/Board Secretary, PSA and Bond Counsel, as applicable, to take all action required to preserve the opportunity to present the Project to the voters via a bond referendum at a School District election.

6. Motion to approve Parette Somjen Architects to begin professional services for the 1988 Building Stabilization, Repairs and Renovations project at a cost of \$90,300.00 (Phase 1).
7. Motion to approve contract with French & Parrello for additional Geotech engineering services for the 1988 wing for a total cost of \$21,150.

Moved By: _____ Seconded By: _____

Roll Call Vote:

TRANSPORTATION

Mrs. Voris

BUDGET & FINANCE

Mrs. Thibault

That the following Budget & Finance resolutions be approved:

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1. Motion to approve the following checks from February 24, 2026-March 30, 2026 as attached: (attachment)

Account	Check Numbers	Amount
Funds 10, 11, 12, 20	30704 – 30764, N0227 & N0313	\$777,572.40
Capital Reserve	N/A	\$0
Student Activities	6715 -6716	\$54.00
Cafeteria	2762	\$14,986.33
Grand Total		\$792,612.73

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 February 1, 2026 to February 28, 2026 as attached. (attachment)
5. Motion to approve the bond counsel service agreement with Wilentz, Goldman & Spitzer P.A. for the 1988 Building Stabilization, Repairs and Renovations project.
6. Motion to approve the proposal for a Financial Advisor & Continuing Disclosure Agent with Phoenix Advisors for the 1988 Building Stabilization, Repairs and Renovations project.

Moved By: _____ Seconded By: _____

Roll Call Vote:

K. **LEGISLATION** Mrs. Kraft

L. **COMMUNITY RELATIONS** Mrs. Voris

M. **UNFINISHED BUSINESS** Mrs. Galante

1. Board member required training- Due December 31, 2026
2. Board member Ethics/Financial Disclosure Forms-Due April 30, 2026

N. **NEW BUSINESS**

Mrs. Galante

O. **PUBLIC PARTICIPATION**

Mrs. Galante

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P. **EXECUTIVE SESSION**

Mrs. Galante

Q. **ADJOURN**