

STILLWATER TOWNSHIP BOARD OF EDUCATION

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

Agenda-October 13, 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		
Open		
Cheryl Williver		

D. BOARD BUSINESS

Mrs. Galante

1. Presentation-"Effective Strategies for Communication"- Elizabeth Scott, Director of Human Resources & Community Relations, Burlington Township School District.

That the following Board Business resolution be approved:

2. Motion to approve the Regular Board Education meeting minutes & Executive Session Meeting minutes from September 28, 2026. (attachment)

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

Vote:

3. District & Board Goals Action Plan Updates (attachment)
4. Sussex County School Boards Meeting Update

5. LEAP Grant Study Discussion-Dr. Papa

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 the following substitute teachers/paraprofessionals/main office secretaries for the 2026-2027 school year:

Marian Smith- pending criminal history & background check
Gerry Arias- pending criminal history & background check

2. Motion, upon the recommendation of the Superintendent, to approve the following substitute paraprofessional/main office secretary for the 2026-2027 school year:

Donna Tappan-pending criminal history & background check

3. Motion, upon the recommendation of the Superintendent, to approve Gerry Arias as the Special Education maternity leave replacement teacher beginning on or about November 13, 2026- March 25, 2027 at a rate of \$335.89 per day, no benefits, to be paid on the same schedule as all other substitute teachers, pending criminal history & background check.
4. Motion, upon the recommendation of the Superintendent, to approve Marian Smith as the Special Education maternity leave replacement teacher beginning on or about November 9, 2026- March 9, 2027 at a rate of \$311.89 per day, no benefits, to be paid on the same schedule as all other substitute teachers, pending criminal history & background check.
5. Motion, upon the recommendation of the Superintendent, to approve the following stipend positions for the 2026-2027 school year, paid for by Title IV account# 20-280-100-100:

Greenhouse/Garden Coordinator	Corrine Robinson	\$850
Greenhouse/Garden Coordinator	Alexandra Caccavale	\$850

6. Motion, upon the recommendation of the Superintendent, to approve the following before & after school program for the 2026-2027 school year. The stipend for each teacher is \$410:

Club Name	Staff Member #1	Staff member #2	Grade Level	Grant/Account Number
Garden Club-Spring	Corrine Robinson	Alexandra Caccavale	Grades 4-6	Title IV/20-280-100-100

7. Motion to approve Elizabeth Weber from Delaware Valley University to complete practicum hours with Jessica Garrigan for the 2026 Fall Semester, pending criminal history & background check.

Moved By: _____ Seconded By: _____

Roll Call Vote:

POLICY

Mrs. Valeich

EDUCATION & CURRICULUM

Mrs. Frey

That the following Education & Curriculum resolutions be approved:

1. Motion to approve the Affiliation Agreement with Delaware Valley University for 5 years for the partnership in the student teacher/practicum program.

2. Motion to authorize the Business Administrator to submit the FY27 projected Preschool Enrollment as follows:
In District
3 Year Olds - 40
4 Year Olds - 31
IEP in Gen Ed Classrooms: 4
Total Students: 75
Total Classrooms: 5
3. BE IT HEREBY RESOLVED, that the Stillwater Township Board of Education approves the submission of the 2027-2028 PEA (Preschool Education Aid) Annual Operational Plan 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 school administrators are hereby authorized to submit an electronic grant application & operational plan 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.

Moved By: _____ Seconded By: _____

Roll Call Vote:

BUILDING & GROUNDS

Mr. Franek

1. Building & Grounds Update- Mrs. Metzgar

That the following Building & Grounds resolutions be approved:

2. Motion to approve revised building and use calendar for October 2026. (attachment)
3. Motion to approve building and use calendar for November 2026. (attachment)
4. Motion to approve a 1 year extension for the garbage disposal contract with Sanico in the amount of \$782.00 per month beginning November 1, 2026. With an additional option to renew for an additional 1 year with an annual increase capped at 3%. Rate has remained the same from year 1 of the contract.
5. Motion to approve additional professional services for French & Parrello Associates for attendance at additional meetings and engineering support for an amount not to exceed \$3,880.
6. Motion to approve Change Order #A02 for the 1941/1956 Boiler Project at Stillwater Township Elementary School in the amount of \$2,500 as a credit back to the district for removal of floor painting from scope.

7. Motion to approve Change Order #A03 for the 1941/1956 Boiler Project at Stillwater Township Elementary School in the amount of \$2,683 to be paid to DeSesa Engineering Group for a new expansion tank.
8. Motion to approve submission of Comprehensive Maintenance Plan & M-1 Annual Maintenance Budget Worksheet.

Whereas, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and

Whereas, the required maintenance activities as listed in the attached document for the various school facilities of the Stillwater Township Board of Education are consistent with these requirements, and

Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

Now Therefore Be It Resolved, that the Stillwater Township Board of Education hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan & M-1 Annual Maintenance Budget Worksheet for the Stillwater Township Board of Education in compliance with Department of Education requirements. (attachment)

Moved By: _____ Seconded By: _____

Roll Call Vote:

TRANSPORTATION

OPEN

BUDGET & FINANCE

Mrs. Thibault

1. 2025-2026 Audit Update- Mrs. Metzgar

That the following Budget & Finance resolutions be approved:

1. Motion to approve the following checks from September 29, 2026-October 13, 2026 as attached: (attachment)

Account	Check Numbers	Amount
Funds 10, 11, 12, 20	31157-31199, N0929, N0930, and N1006	\$379,584.64
Capital Reserve	N/A	\$0
Student Activities	6723-6724	\$1,428
Cafeteria	2779	\$720
Grand Total		\$381,732.64

2. Motion to approve the attached list of purchase orders over \$1,000 for the 2026-2027 school year. (attachment)
3. Motion to approve monthly travel as attached. (attachment)
4. Motion to accept the donation of two weighted vests from Jennifer Weiss, value TBD.

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

Vote:

J. **LEGISLATION**

Mrs. Kraft

K. **COMMUNITY RELATIONS**

OPEN

L. **UNFINISHED BUSINESS**

Mrs. Galante

1. Board member required training- Due December 31, 2026

M. **NEW BUSINESS**

Mrs. Galante

1. Battle of the Counties- NJSBA Event

N. **PUBLIC PARTICIPATION**

Mrs. Galante

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O. **EXECUTIVE SESSION**

Mrs. Galante

P. **ADJOURN**