

BUSINESS MEETING

May 8, 2023

The Business Meeting of the Stafford Township Board of Education was held on May 8, 2023 at 7:05pm at the Oxycocus Elementary School and was live streamed over the web.

CALL TO ORDER

The Stafford Township Board of Education is called to order in compliance with the Open Public Meeting Act Law - 1975 Chapter 231 (P.L. 1975-231C). This meeting was advertised in the Atlantic City Press. Notice has been posted in the office of the Stafford Township Clerk, all school buildings and on the district website. A mechanical device is being used to video record this meeting.

ROLL CALL

Cono Cirone	Member
Kevin Cooney	Member (Absent)
Patricia Formica	Member
Deborah Lyons	Member
Matthew Regulski	Member
Christopher Smith	Member (Absent)
Joseph Washco	Member (Absent)
Taylor Brennan	Vice President
Tammy Wagner	President

ALSO PRESENT

George J. Chidiac	Superintendent
Lourdes LaGuardia	Business Administrator/Board of Education Secretary
Martin J. Buckley, Esq.	Board of Education Attorney

FLAG SALUTE

A. RECOGNITION/PRESENTATIONS

Mr. Chidiac recognized all teachers and staff in honor of Teacher Appreciation Week. Congratulations and thank you to everyone!

Mr. Chidiac recognized Ms. Trisha Costello for all of her hard work these past two years as PTO president. Thank you!

~McKinley Avenue Elementary School - Student Recognition

- Mrs. Eberle recognized a student in Mrs. Dreher's class for her participation in the Ocean County Health Department's Public Health Awareness Poster Contest on Physical Activity or Nutrition. The student's poster was a picture of a person in a wheelchair lifting hand weights with the saying "Anyone Can

Exercise". This poster earned her fourth place out of all Ocean County's elementary schools' entries.

B. SUPERINTENDENT'S EDUCATIONAL REPORT - Attachment

- Mr. Chidiac once again thanked all teachers and staff in honor of Teacher Appreciation Week.

C. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)

*NOTE: If a board member was absent (listed below), they are to abstain from the vote on that item/meeting.

To approve the minutes of the following meeting(s):

1. April 17, 2023 Committee of the Whole – No Absences
2. April 17, 2023 Business Meeting – No Absences
3. April 17, 2023 Closed Session – No Absences

A motion was made by Ms. Formica and seconded by Mrs. Lyons to approve Approval of Minutes of Previous Meeting(s) #1-3. Roll call vote: six (6) members present voted yes; motion passed.

D. COMMUNICATION FROM THE PUBLIC (AGENDA ITEMS ONLY)

None

E. CORRESPONDENCE TO AND FROM THE BOARD

None

F. BOARD BUSINESS

1. There were two incidents of harassment, intimidation, and bullying.
2. To affirm the determination of the Superintendent regarding harassment, intimidation, and bullying incident investigation – Intermediate #11, Intermediate #12, Intermediate #13, McKinley #5.
3. To approve to un-enroll students #23695 and #24322 as these students are no longer district residents.
4. To approve the attached revised Safe Return Plan for the 2022/2023 school year.
5. To approve the attached 2023-2024 Stafford Township Board of Education goals.

6. To approve the attached 2023-2024 Stafford Township Board of Education District goals.
7. To approve the attached Settlement Agreement between Stafford Township Education Association (STEA) and Stafford Township Board of Education dated May 8, 2023.
8. To approve the attached Settlement Agreement between Stafford Township Education Association (STAA) and Stafford Township Board of Education dated May 8, 2023.

A motion was made by Ms. Formica and seconded by Dr. Regulski to approve Board Business item(s) #1-8. Roll call vote: six (6) members present voted yes; motion passed.

NEW BUSINESS

G. FINANCE/INSURANCE/TRANSPORTATION

The Committee of the Whole has reviewed the following action items, has consulted with the superintendent, school business administrator/board secretary and other appropriate district officials, and hereby certifies that the actions being approved are consistent with the 2022-2023 board/district goals. In addition, we further certify that we have reviewed the attached bill list and are satisfied that curriculum related expenditures are directly related to the results of assessment data and that professional development expenditures are directly related to professional development plans.

1. To approve for payment of May 2023 bills list totaling \$895,874.80 as attached.
(G-1)
 - Fund 10 - \$725,019.35
 - Fund 20 - \$159,574.63
 - Fund 30 - \$0
 - Fund 40 - \$0
 - Fund 60 - \$17.45
 - Fund 61 - \$11,263.37

*Note - \$576,110.50 of the amounts listed were made as EFT payments. (G-1a)

*To approve for payment of April 2023 additional bills list totaling \$119,664.91 as attached. (G-1b)

- Fund 10 - \$115,116.66
- Fund 20 - \$3,336.86
- Fund 30 - \$0

Fund 40 - \$0
Fund 60 - \$0
Fund 61 - \$1,211.39

*Note - \$1,211.39 of the amounts listed were made as EFT payments. (G-1c)

2. To approve for payment of payroll
 - a. dated April 15, 2023 totaling \$1,425,570.45
 - b. dated April 30, 2023 totaling \$1,432,629.62
3. To accept the Treasurer’s Report for the month of March 2023.
4. To accept the Secretary’s Report for the month of March 2023.
5. Certification of Overexpenditures:

Pursuant to N.J.A.C. 6A:23-2.11(c)3, I, Lourdes LaGuardia, Board of Education Secretary, certify that as of March 2023 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11(a).

Board of Education Secretary

Date

Board Resolution:

Through the adoption of this resolution, we, the Stafford Township Board of Education, pursuant to N.J.A.C. 6A:23-2.11(c)4, certify that as of March 2023 after review of the secretary’s monthly financial report (appropriations section) and upon consultation with the business administrator and other appropriate district officials, that no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.11(b)4 I-VI and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

6. To approve the attached line item transfers.
7. To authorize the Business Administrator to make payment of post-Board meeting bills for the month of May 2023 and to execute mid-cycle contracts such as utilities and out-of-district contracts. Specifics of these transactions, if any, will be provided for ratification at the next regular scheduled board meeting.

8. To approve the attached NJDOE Preschool Education Program Contracts as private providers for participation in the Preschool Expansion Grant for the 2023-2024 school year. Compensation in the amount of \$14,955.87 per student will be paid through the grant to each preschool.
 - a. Happy Days Preschool I
 - b. Happy Days Preschool II
 - c. Little Graduates
 - d. The Learning Experience
9. To approve the attached School Bus Emergency Evacuation Drill Report for Intermediate, McKinley, Ocean Acres, PLC and Oxycocus schools. The drills took place between April 17 and April 20, 2023.
10. To approve to submit the application and the acceptance of up to \$250,000 for School-Based Mental Health Grant. This is for Project Period 1 of 5, running from June 5, 2023 to November 30, 2023.
11. To approve to accept the discretionary funds from the New Jersey Department of Community Affairs' Division of Local Government Services in the amount of \$71,000 for the Local Recreation Improvement Grant 2023 to be utilized in conjunction with local funds for grades 3-6 inclusion playgrounds.
12. To approve the attached Shared Services Agreement with Beach Haven Board of Education to provide a certified Guidance Counselor to Beach Haven Elementary School for one full school day per week at a cost of \$324.22 per day for the 2023-2024 school year.
13. To approve the following Resolution:

RESOLUTION

In Support of S3203/A4835 - Bills which permit the holder of a Type S school bus certificate to operate a Type S school bus to transport children to and from school without obtaining a commercial driver license.

WHEREAS, school district budgets are strained from unexpected increases in transportation costs; and

WHEREAS, the costs associated with hiring, training and retaining school bus drivers with the requisite commercial driver licenses (CDLs) has also risen significantly; and

WHEREAS, there exists a national shortage of qualified drivers possessing CDLs; and

WHEREAS, the shortage of school bus drivers with CDLs has severely impacted the ability of local districts across the state to meet the demand for adequate bus services to district students.

NOW, THEREFORE, BE IT RESOLVED, that the Stafford Township Board of Education, the county of Ocean call upon the New Jersey State Legislature to immediately pass the aforementioned bill(s), and be it further

RESOLVED, that the Stafford Township Board of Education in the county of Ocean urge the Governor to sign this legislation upon legislative approval; and be it further

RESOLVED, that a copy of this resolution be forwarded to Governor Murphy, State Treasurer Muoio, Senate President Scutari, Assembly Speaker Coughlin, Senator Connors, Assembly Representative Gove, Assembly Representative Rumpf ,and the New Jersey Association of School Business Officials

A motion was made by Mr. Brennan and seconded by Ms. Formica to approve Finance/Insurance/Transportation item(s) #1-13. Roll call vote: six (6) members present voted yes; motion passed.

H. BUILDINGS/GROUNDS/CAFETERIA

The Buildings/Grounds/Cafeteria Committee has reviewed the following action items, has consulted with the school business administrator/board secretary and other appropriate district officials, and hereby certifies that the actions being approved are consistent with the 2022-2023 board/district goals.

1. To approve the attached Master Intergovernmental Cooperative Purchasing Agreement from Equalis Group for the procurement of Goods and Services through June 30, 2024 for the purpose of purchasing cafeteria lines at McKinley through Singer.

A motion was made by Ms. Formica and seconded by Dr. Regulski to approve Buildings/Grounds/Cafeteria item(s) #1. Roll call vote: six (6) members present voted yes; motion passed.

I. CURRICULUM/INSTRUCTION/TECHNOLOGY

The Committee of the Whole has reviewed the following action items, has consulted with the superintendent and other appropriate district officials, and hereby certifies that the actions being approved are consistent with the 2022-2023 board/district goals. In addition, we further certify that we have reviewed the attached professional development request list and are satisfied that each professional development event is directly related to the employee's duties, each event is fiscally prudent (consistent with N.J.S.A. 18A:11-12), that teaching staff requests are aligned to the New Jersey Student Learning Standards, and that administrator requests are aligned to the Professional Standards for School Leaders.

1. To approve the professional development requests shown on the attached listing.

2. To approve the attached additional field/class trips for the 2022-2023 school year.
3. To approve the attached revised district calendar for the 2023-2024 school year.
4. To approve the Wonders 2023 Reading Program (K-5), Study Sync (Grade 6) and Reading Works (K-6) for the English Language Arts Programs, beginning September 1, 2023 and ending June 30, 2029.

A motion was made by Mrs. Lyons and seconded by Dr. Regulski to approve Curriculum/Instruction/Technology item(s) #1-4. Roll call vote: six (6) members present voted yes; motion passed.

J. PERSONNEL

The following Personnel items were discussed:

Chairperson of the Personnel Committee – Tammy Wagner

Report: The superintendent recommends the board approve/ratify the appointment of the following named individuals who constitute a careful selection and screening of applicants, in accordance with the board/district hiring policies/procedures, and are hereby recommended for an employment contract contingent upon the successful completion of their accredited degree program, New Jersey Department of Education certification requirements, Federal NCLB Highly qualified Teacher requirements, a criminal history clearance and the successful completion of a medical examination as required by the board of education. These initial assignments/appointments may be changed as district needs develop unless otherwise stipulated. The Personnel/Policy Committee has reviewed the following action items, has consulted with the superintendent and other appropriate district officials, and hereby certifies that the actions being approved are consistent with the 2022-2023 board/district goals.

1. To approve the attached list of substitutes for the 2022-2023 school year.
2. To approve the change of assignment for the attached list of personnel for the 2022-2023 school year.
3. To approve the following retirement:
 - a. Joanne Olmedo, Teacher Aide, effective July 1, 2023
4. To approve the following leaves:
 - a. Employee ID #6034, unpaid family leave FMLA, beginning May 1, 2023 and returning July 1, 2023 – REVISED

- b. Employee ID #6282, unpaid leave of absence, beginning March 28, 2023 and returning March 29, 2023
 - c. Employee ID #6479, unpaid leave of absence, beginning May 15, 2023 and returning July 1, 2023
 - d. Employee ID #6294, unpaid contractual child rearing leave, beginning May 8, 2023 and returning June 5, 2023
 - e. Employee ID #6034, unpaid leave of absence, beginning March 23, 2023 (1/2 day PM) and returning March 24, 2023
 - f. Employee ID #6174, unpaid contractual child rearing leave, beginning September 1, 2023 and returning July 1, 2024
 - g. Employee ID #6187, unpaid contractual child rearing leave, beginning September 1, 2023 and returning July 1, 2024
 - h. Employee ID #6035, unpaid contractual child rearing leave, beginning September 1, 2023 and returning January 22, 2024
 - i. Employee ID #5048, unpaid leave of absence, beginning March 31, 2023 and returning April 3, 2023
 - j. Employee ID #6266, unpaid family leave FMLA, beginning September 25, 2023 and returning December 22, 2023
 - k. Employee ID #5915, unpaid leave of absence, beginning April 21, 2023 (1/2 day) and returning April 24, 2023
 - l. Employee ID #5915, unpaid leave of absence, beginning May 22, 2023 and returning May 23, 2023
 - m. Employee ID #6282, unpaid leave of absence, beginning April 18, 2023 and returning April 19, 2023
 - n. Employee ID #6573, unpaid family leave FMLA, beginning September 18, 2023 and returning December 18, 2023
 - o. Employee ID #6410, unpaid family leave FMLA, beginning April 18, 2023 and returning May 2, 2023
 - p. Employee ID #6532, unpaid leave of absence, beginning April 17, 2023 and returning April 19, 2023
 - q. Employee ID #6478, unpaid leave of absence, beginning March 30, 2023 and returning April 3, 2023
5. To approve the attached list of student fieldwork placements for the 2022-2023 school year.
6. To approve the contracts for all tenured and non-tenured administrators as listed on the attachment for the 2023-2024 school year, beginning July 1, 2023 and ending June 30, 2024. Contracts are being approved at this time in order to comply with applicable law or board policy.
7. To approve the contracts for all tenured and non-tenured certified staff as listed on the attachment for the 2023-2024 school year, beginning September 1, 2023 and ending June 30, 2024. Contracts are being approved at this time in order to comply with applicable law or board policy.

8. To approve the contracts for all non-affiliated staff as listed on the attachment for the 2023-2024 school year, beginning July 1, 2023 and ending June 30, 2024. Contracts are being approved at this time in order to comply with applicable law or board policy.
9. To approve the contracts for all bus attendants and tenured and non-tenured bus drivers and bus mechanic as listed on the attachment for the 2023-2024 school year, beginning September 1, 2023 and ending June 30, 2024. Contracts are being approved at this time in order to comply with applicable law or board policy.
10. To approve the contracts for all custodians, mechanics and mail courier as listed on the attachment for the 2023-2024 school year, beginning July 1, 2023 and ending June 30, 2024. Contracts are being approved at this time in order to comply with applicable law or board policy.
11. To approve the contracts for all cafeteria/playground aides as listed on the attachment for the 2023-2024 school year, beginning September 1, 2023 and ending June 30, 2024. Contracts are being approved at this time in order to comply with applicable law or board policy.
12. To approve the contracts for all tenured and non-tenured affiliated secretaries as listed on the attachment for the 2023-2024 school year, beginning July 1, 2023 and ending June 30, 2024. Contracts are being approved at this time in order to comply with applicable law or board policy.
13. To approve the attached revised job descriptions:
 - a. A-15 Bookkeeper/Assistant to Payroll Coordinator
 - b. A-46 Business Data & Health Benefits Analyst
14. To approve the change of assignment for the attached list of staff for the 2023-2024 school year.
15. To approve the transfer of assignment for the attached list of staff for the 2023-2024 school year.
16. To approve Cynthia Cefalo as Probationary Secretary, Intermediate School, beginning July 1, 2023 and ending September 30, 2023, Step A, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
17. To approve Miranda Budd as Bus Attendant, beginning May 1, 2023 and ending June 30, 2023, Step 6, pro-rated of the Stafford Township Board of Education/STEA Agreement.

Employee appointments are provisional pending satisfactory completion of the Criminal History Background Check, Pre-employment P.L. 2018,C.5 Disclosure and Physical Exam Requirements required by the State of New Jersey.

A motion was made by Mr. Brennan and seconded by Ms. Formica to approve Personnel item(s) #1-17. Roll call vote: six (6) members present voted yes; motion passed.

K. POLICY/LEGISLATIVE

The Committee of the Whole has reviewed the following policies and regulations, has consulted with the board attorney and other appropriate district officials, and hereby certify, pursuant to N.J.S.A. 18A:11-1, that the attached policies and regulations are in compliance with all applicable statutes and administrative code provisions and are consistent with the 2022-2023 board/district goals.

1. To approve the **second reading** of the following **revised** policies and regulations:

- 0144 Board Member Orientation and Training
- 2520 Instructional Supplies (M)
- 3217 Use of Corporal Punishment
- 5308 Student Health Records (M)
- 5310 Health Services (M)
- 6112 Reimbursement of Federal and Other Grant Expenditures (M)
- 6311 Contracts for Goods or Services Funded by Federal Grants (M)
- 7440 School District Security (M)
- 9140 Citizens Advisory Committees
- R2520 Instructional Supplies (M)
- R5308 Student Health Records (M)
- R5310 Health Services (M)
- R7510.1 Use of Stafford Township Arts Center Facilities

2. To approve the **second reading** of the following **new** policies and regulation:

- 4217 Use of Corporal Punishment
- 5305 Health Services Personnel (M)
- 6115.04 Federal Funds – Duplication of Benefits (M)
- R6115.01 Federal Funds/Funds Internal Controls – Allowability of Costs (M)

A motion was made by Ms. Formica and seconded by Dr. Regulski to approve Policy/Legislative item(s) #1-2. Roll call vote: six (6) members present voted yes; motion passed.

L. ADVANCED PLANNING

None

M. PUBLIC COMMENT

None

N. BOARD INFORMATIONAL ITEMS

BUSINESS MEETING

May 8, 2023

O. CLOSED SESSION

None

ADJOURNMENT

A motion was made by Mrs. Lyons and seconded by Dr. Regulski to adjourn the meeting at 7:30pm. Voice vote: All members present voted yes (6-0); motion passed.

Lourdes LaGuardia
School Business Administrator/Board Secretary

LL/km/5-10-2023