

BUSINESS MEETING

December 12, 2022

The Business Meeting of the Stafford Township Board of Education was held on December 12, 2022 at 7:30pm 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

Taylor Brennan	Member
Kevin Cooney	Member
Patricia Formica	Member
Deborah Lyons	Member
Matthew Regulski	Member
Joseph Washco	Member
Mark Zoladz	Member
Joseph Mangino	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

~ Ocean Acres Elementary School Staff/Student Recognition

- Mrs. D'Alessandro recognized and thanked Mrs. Robyn Watson and Ms. Stefani Cracciolo for creating the "Rock Your Assemblies" to help spark the school's climate and spirit. Mrs. D'Alessandro also recognized Mrs. Debra Colecchia and Mrs. Lisa Bellissimo for continued initiative and drive to support the entire educational community at Ocean Acres. Mrs. D'Alessandro recognized several students for exhibiting outstanding leadership.

~ Recognition of the outgoing board members.

- Mr. Chidiac commended Mr. Mangino for his six years of service to the Board and Mr. Zoladz for his three years of service to the Board. Mr. Chidiac thanked them both for their service and all that they did. He said they will both be missed.
- Ms. Wagner and Ms. Formica also thanked them both for their efforts and all that they did.

Two-Minute Break –

~ Presentation of the 2021-2022 Draft Annual Audit by Michael Garcia, CPA/RMA of Ford, Scott & Associates, Certified Public Auditors.

- Mr. Garcia presented the Draft Annual Audit and noted testing, payroll and banking expenses as well as federal, state and entitlement grants. Mr. Garcia also reviewed the figures for the important surplus 4% for June 2023 \$2,746K. Maintenance reserve set aside. Capital reserve 3.8 million. Excess surplus 2,771, excess for 2023-2024 budget compared to prior year it is below. Equalization reduction, increases – salary and health.

B. SUPERINTENDENT'S EDUCATIONAL REPORT - Attachment

Mr. Chidiac shared that during the month of November, parent/teacher conferences were held in all of our buildings to discuss student progress and first marking period report cards were issued. We received positive feedback from our parents for holding in-person, virtual and telephone conferences. Thanksgiving Day activities were celebrated throughout the district. I want to wish everyone a happy holiday and a happy new year. Enjoy this time with your family and friends.

Oxycocus

Oxycocus opened the month with Community Helper Week. The Stafford Township Police Department, Stafford Fire Department and EMS came to the building to show their vehicles and talk to the students about what they do. The students dressed as various community helpers throughout the week while parents sent video clips of their jobs. Students also learned about the change of seasons, the fall and Thanksgiving themed lessons.

PLC

PLC started the month of November by honoring our military. The Staff and Students wore red, white and blue and completed lessons that focused on the importance of our Military of past/present! PLC also celebrated World Kindness Day. This is a day that promotes the importance of being kind to each other, to yourself, and to the world. They shared activities and stories school wide.

Ocean Acres

Ms. Redling, from the Intermediate School, taught our cafeteria playground assistants the Heimlich maneuver. The 50th Day of School was celebrated with the staff and

students dressing in the best Greaser and Doo Wop attire. The month ended with staff participating in a staff choice certified staff meeting.

McKinley

The district will come together to support Parker's Army by hosting a fundraiser with a Pajama Day!

Intermediate

Mrs. Ruiz (assisted by Mrs. Georgeson and Mrs. McAvoy) put together a fantastic presentation for Veterans Day. She arranged for Vets to come in and speak to our 5th graders about their service for our country. Our MD students had a wonderful time at The Field of Dreams in Toms River.

STAC Events

- Celtic Angels Christmas – December 17, 2022 @7:00pm
- Forever Plaid – January 21, 2023 @ 7:00pm and January 22, 2023 @2:00pm
- Please go to our website www.stacnj.com for tickets.

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. November 14, 2022 Committee of the Whole – 3 Absences (D. Lyons, M. Regulski, M. Zoladz)
2. November 14, 2022 Business Meeting – 3 Absences (D. Lyons, M. Regulski, M. Zoladz)
3. November 14, 2022 Closed Session #1 – 3 Absences (D. Lyons, M. Regulski, M. Zoladz)

A motion was made by Mr. Mangino and seconded by Mr. Washco to approve Approval of Minutes of Previous Meeting(s) #1-3. Roll call vote: six (6) members present voted yes; motion passed. Mrs. Lyons, Dr. Regulski and Mr. Zoladz abstained on items #1-3.

D. COMMUNICATION FROM THE PUBLIC (AGENDA ITEMS ONLY)

None

E. CORRESPONDENCE TO AND FROM THE BOARD

None

F. BOARD BUSINESS

1. There was one incident of harassment, intimidation, and bullying.

2. To authorize the School Business Administrator to submit the attached FY'23 Projected Preschool Enrollment.
3. To approve the attached Settlement Agreement (Docket #CO-2022-230) between Stafford Township Education Association (STEA) and Stafford Township Board of Education dated November 21, 2022.
4. To approve the attached revised Safe Return Plan for the 2022/2023 school year.
5. BE IT RESOLVED by the Stafford Township Board of Education to approve the following Proclamation that publicly acknowledges the dedication with which Joseph Mangino served as a Board of Education Member from January 2017 to December 2022.

WHEREAS, Joseph Mangino did faithfully and conscientiously serve the Stafford Township School District as a member of the Stafford Township Board of Education representing Stafford Township; and

WHEREAS, Joseph Mangino has served as a member of the Board of Education from January, 2017 to December, 2022 and;

WHEREAS, Joseph Mangino has performed his duties as a member of the Board of Education in the best interest of the students and citizens of the Stafford Township School District; and

WHEREAS, as a result of his dedication as a member of the Board of Education, Joseph Mangino has earned the highest respect and deepest appreciation of the Stafford Township School District; its students and community and administration,

NOW THEREFORE, BE IT RESOLVED, as follows:

1. *The Stafford Township School District publicly acknowledges the dedication with which Joseph Mangino did faithfully and conscientiously perform his duties as a member of the Board of Education. The Board of Education wishes to commend and thank Joseph Mangino for his years of dedicated service to the school district, its pupils and staff extends these sincere best wishes in his future endeavors.*
2. *That the resolution shall become a permanent part of the minutes of the Stafford Township School District Board of Education of Ocean County.*
3. *That the Board Secretary be directed to cause a copy of this resolution to be appropriately reproduced and delivered to Joseph Mangino dated this 12th day of December 2022.*

6. BE IT RESOLVED by the Stafford Township Board of Education to approve the following Proclamation that publicly acknowledges the dedication with which Mark Zoladz served as a Board of Education Member from January 2020 to December 2022.

WHEREAS, Mark Zoladz did faithfully and conscientiously serve the Stafford Township School District as a member of the Stafford Township Board of Education representing Stafford Township; and

WHEREAS, Mark Zoladz has served as a member of the Board of Education from January, 2020 to December, 2022 and;

WHEREAS, Mark Zoladz has performed his duties as a member of the Board of Education in the best interest of the students and citizens of the Stafford Township School District; and

WHEREAS, as a result of his dedication as a member of the Board of Education, Mark Zoladz has earned the highest respect and deepest appreciation of the Stafford Township School District; its students and community and administration,

NOW THEREFORE, BE IT RESOLVED, as follows:

1. *The Stafford Township School District publicly acknowledges the dedication with which Mark Zoladz did faithfully and conscientiously perform his duties as a member of the Board of Education. The Board of Education wishes to commend and thank Mark Zoladz for his years of dedicated service to the school district, its pupils and staff extends these sincere best wishes in his future endeavors.*
2. *That the resolution shall become a permanent part of the minutes of the Stafford Township School District Board of Education of Ocean County.*
3. *That the Board Secretary be directed to cause a copy of this resolution to be appropriately reproduced and delivered to Mark Zoladz dated this 12th day of December 2022.*

A motion was made by Mr. Washco and seconded by Mr. Cooney to approve Board Business item(s) #1-6. Roll call vote items #1-3: nine (9) members present voted yes; motion passed. Roll call vote item #4: eight (8) members present voted yes; motion passed. Ms. Formica voted No on item #4. Roll call vote items #5-6: nine (9) 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 December 2022 bills list totaling \$1,079,700.06 as attached. (G-1)

Fund 10 - \$842,563.11

Fund 20 - \$159,425.71

Fund 30 - \$0

Fund 40 - \$0

Fund 60 - \$76,422.36

Fund 61 - \$1,288.88

*Note - \$491,153.68 of the amounts listed were made as EFT payments. (G-1a)

*To approve for payment of November 2022 additional bills list totaling \$209,572.39 as attached. (G-1b)

Fund 10 - \$158,845.04

Fund 20 - \$49,614.79

Fund 30 - \$0

Fund 40 - \$0

Fund 60 - \$87.45

Fund 61 - \$1,025.11

*Note - \$1,025.11 of the amounts listed were made as EFT payments. (G-1c)

2. To approve for payment of payroll
 - a. dated October 30, 2022 totaling \$1,399,219.77
 - b. dated November 15, 2022 totaling \$1,405,187.08
3. To accept the Treasurer’s Report for the month of October 2022.
4. To accept the Secretary’s Report for the month of October 2022.
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 October 2022 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 October 2022 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 December 2022 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 list of donations.
9. To approve the Ankur Desai, M.D. as a Psychologist Consultant to the Child Study Team for the 2022-2023 school year, as per the attached fee schedule.
10. To approve to submit the anticipated application for designated funding as made available under NJSDA and NJDOE for project approval related to FY '23

Emergent and Capital Maintenance Needs Grant Program. The anticipated designated district allocation for Stafford is \$56,483.

11. To approve to submit for the FY'23 New Jersey's Clean Energy School and Small Business Ventilation and Energy Efficiency Verification and Repair Program for available discretionary grant funding for the repair, maintenance, upgrade, replacement, and installation of certain **HVAC** systems to improve air quality and energy performance. Furthermore, to also include submission of the FY'23 New Jersey's Clean Energy School and Small Business Non-Compliant Plumbing Fixture and Appliance Program for available discretionary grant funding for the replacement of non-compliant **plumbing** fixtures and appliances with water-conserving plumbing fixtures and appliances to improve energy performance and reduce water usage in school districts. Based on potential qualifiers for grant awards.
12. BE IT RESOLVED BY STAFFORD TOWNSHIP BOARD OF EDUCATION that the Board, upon recommendation of the Superintendent of Schools, approves the following resolution:

Whereas, the Stafford Township Board of Education desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$250,000 to carry out a project to provide an outdoor recreational playground for 4-6th graders. The project purpose will promote interactive physical activity; creative play among peers to allow for social and emotional interactions and growth.

Whereas, the Stafford Township Board of Education will commit to an additional amount of \$20,000 of local share towards discretionary grant.

Be it therefore RESOLVED, that the Stafford Township Board of Education does hereby authorize the application for such a grant; and, recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between Stafford Township Board of Education and the New Jersey Department of Community Affairs.

Be if further RESOLVED, that the persons whose names, titles and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:

Lourdes LaGuardia
Business Administrator

George Chidiac
CSA/Superintendent

A motion was made by Mr. Mangino and seconded by Ms. Formica to approve Finance/Insurance/Transportation item(s) #1-12. Roll call vote item #1: nine (9) members present voted yes; motion passed. Roll call vote item #2: eight (8) members present voted yes; motion passed. Mr. Mangino abstained on item #2. Roll call vote items #3-12: nine (9) 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 Toilet Room Facilities Application for Preschool Classrooms #9, #13 and #21 at Oxycocus Elementary School for the 2022-2023 school year.
2. To approve the attached New Jersey Department of Education Equivalency Application for the use of the classrooms listed on the application that are below 950 square feet, but larger than 700 square feet. This will allow the district to utilize the pre-existing classrooms that have been used for preschool over the last two years and continue to serve the 360 PEA funded students for the 2022-2023 school year.
3. To approve the attached New Jersey Department of Education Equivalency Application for the use of the classrooms listed on the application that do not have a classroom bathroom, but has one that is "in line of sight". This will allow the district to utilize the pre-existing classrooms that have been used for preschool over the last two years and continue to serve the 360 PEA funded students for the 2022-2023 school year.

A motion was made by Mr. Brennan and seconded by Mr. Cooney to approve Buildings/Grounds/Cafeteria items(s) #1-3. Roll call vote: nine (9) 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 list of additional field trips for the 2022-2023 school year.

A motion was made by Mr. Mangino and seconded by Mr. Washco to approve Curriculum/Instruction/Technology item(s) #1-2. Roll call vote: nine (9) 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 transfers for the attached list of personnel for the 2022-2023 school year.
3. To approve the change of assignments for the attached list of personnel for the 2022-2023 school year.
4. To approve the following retirement:
 - a. Suzanne Lhota, Teacher Aide , effective March 1, 2023
5. To approve the following leaves:
 - a. Employee ID #6188, unpaid family leave FMLA, beginning March 27, 2023 and returning July 1, 2023
 - b. Employee ID #6040, unpaid family leave FMLA, beginning January 2, 2023 and returning March 27, 2023

- c. Employee ID #5527, unpaid family leave FMLA, beginning January 5, 2023 and returning February 6, 2023
 - d. Employee ID #6396, unpaid leave of absence, beginning January 20, 2023 and returning February 6, 2023
 - e. Employee ID #6034, unpaid family leave FMLA, beginning May 8, 2023 and returning July 1, 2023
 - f. Employee ID # 4154, unpaid leave of absence, beginning April 3, 2023 and returning April 10, 2023
6. To approve to rescind the Bus Attendant employment contract for Lisa Chulsky, beginning October 16, 2022.
 7. To approve Stefani Cracchiolo as Mentor for Novice Teachers for the 2022-2023 school year.
 8. To approve the attached list of student fieldwork placements for the 2022-2023 school year.
 9. To approve Alexa Power to provide homebound instruction in accordance with the STEA Agreement, beginning November 28, 2022 and ending June 30, 2023.
 10. To approve Erica Leming to provide homebound instruction in accordance with the STEA Agreement, beginning November 28, 2022 and ending June 30, 2023.
 11. To approve Michele Kelly to provide homebound instruction in accordance with the STEA Agreement, beginning November 28, 2022 and ending June 30, 2023.
 12. To approve Marianna Fontana as Part Time Hourly Teacher Aide, MD Class-Personal, Ocean Acres Elementary School, beginning February 1, 2023 and ending June 30, 2023, Step 3, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is an extension to a previous assignment.
 13. To approve Jessica Sedano as Part Time Hourly Teacher Aide, Resource, Ocean Acres Elementary School, beginning December 16, 2022 and ending June 30, 2023, Step 1, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new position due to an IEP.
 14. To approve Julie O'Brien as Bookkeeper, Oxycocus Elementary School - Administration, beginning January 16, 2023 and ending June 30, 2023, salary as attached, pro-rated. This is a replacement position.
 15. To approve Lindsey Brown as Elementary School Teacher, Grade 5, Intermediate School, beginning January 1, 2023 and ending June 30, 2023, Step 7, MA+15, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a non-tenured track leave replacement position.

16. To approve Andrea Dante as Elementary School Teacher, Grade 3, McKinley Avenue Elementary School, beginning January 1, 2023 and ending June 30, 2023, Step 4, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a non-tenured track leave replacement position.
17. To approve Siobhan Leach as Part Time Hourly Teacher Aide, BD Class, Intermediate School, beginning January 1, 2023 and ending June 30, 2023, Step 1, +BA, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.

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 Dr. Regulski and seconded by Ms. Formica to approve Personnel item(s) #1-17. Roll call vote: nine (9) 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** policy and regulation:
 - 8505 Local Wellness Policy - Nutrient Standards for Meals and Other Foods
 - R8505 Nutritional Guidelines
2. To approve the **first reading** of the following **revised** regulation:
 - R2120 Organizational Chart

A motion was made by Mr. Mangino and seconded by Dr. Regulski to approve Policy/Legislative item(s) #1-2. Roll call vote: nine (9) members present voted yes; motion passed.

L. ADVANCED PLANNING

None

M. PUBLIC COMMENT

- A parent commended the affiliation with the preschool private providers but expressed concerns regarding safety procedures with the satellite schools, especially the “Shelter in Place” that occurred on October 14th. The parent was reassured that administration is aware of the situation and is currently working with the police to further enhance the procedures. Mr. Ytreboe explained Lock Down vs Shelter in Place procedures have been in place.

N. BOARD INFORMATIONAL ITEMS

O. CLOSED SESSION

None

ADJOURNMENT

A motion was made by Mr. Zoladz and seconded by Mr. Mangino to adjourn the meeting at 8:04pm. Voice vote: All members present voted yes (9-0); motion passed.

Lourdes LaGuardia
School Business Administrator/Board Secretary

LL/km/12-15-2022