

BUSINESS MEETING

August 14, 2023

The Business Meeting of the Stafford Township Board of Education was held on August 14, 2023 at 7:15pm 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 (Absent)
Matthew Regulski	Member
Christopher Smith	Member (Absent)
Joseph Washco	Member
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

~Statewide Assessment Spring 2023 Results – Presentation

- Mrs. Bush presented the ACCESS/ELLs Results, as they must be presented by August 31st – formatted by State. 79 students tested, 3 were from Ukraine and the remainder spoke Spanish.

B. SUPERINTENDENT’S EDUCATIONAL REPORT – Attachment

- Mr. Chidiac announced that the Welcome Back Open House is scheduled for September 1st and that the Parent Portal will open on August 24th.

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. July 10, 2023 | Committee of the Whole – 2 Absences (C. Cirone, M. Regulski) |
| 2. July 10, 2023 | Business Meeting – 2 Absences (C. Cirone, M. Regulski) |
| 3. July 10, 2023 | Closed Session – 2 Absences (C. Cirone, M. Regulski) |

A motion was made by Mr. Washco and seconded by Mr. Cirone to approve Approval of Minutes of Previous Meeting(s) #1-3. Roll call: four (4) members present voted yes; motion passed. Mr. Cirone and Dr. Regulski 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 were no incidents of harassment, intimidation, and bullying.
2. To affirm the determination of the Superintendent regarding harassment, intimidation, and bullying incident investigation – Intermediate #18.
3. To approve the attached Parent/Student Handbook for the 2023/2024 school year.
4. To approve the attached Preschool Parent/Student Handbook for the 2023-2024 school year.
5. To approve the attached revised Stafford Township School District Virtual or Remote Instruction Plan for the 2023-2024 school year as per the New Jersey Department of Education.
6. To approve the attached District Mentoring Plan for the 2023-2024 school year.
7. To approve to reschedule the following Board of Education meetings:
 - a. Committee of the Whole originally scheduled for October 9, 2023 moved to October 2, 2023 at 6:00pm

- b. Business Meeting originally scheduled for October 9, 2023 moved to October 2, 2023 at 7:00pm

A motion was made by Ms. Formica and seconded by Dr. Regulski to approve Board Business item(s) #1-7. 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 2023-2024 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 August 2023 bills list totaling \$1,094,083.67 as attached. (G-1)

- Fund 10 - \$1,022,843.67
- Fund 20 - \$6,204.25
- Fund 30 - \$65,014.20
- Fund 40 - \$0
- Fund 60 - \$21.55
- Fund 61 - \$0

*Note - \$513,494.67 of the amounts listed were made as EFT payments. (G-1a)

*To approve for payment of July 2023 additional bills list totaling \$170,477.81 as attached. (G-1b)

- Fund 10 - \$170,377.81
- Fund 20 - \$0
- Fund 30 - \$0
- Fund 40 - \$0
- Fund 60 - \$0
- Fund 61 - \$100

*Note - \$0 of the amounts listed were made as EFT payments. (G-1c)

*To approve for payment of June 2023 additional bills list totaling \$114,814.56. (G-1d)

- Fund 10 - \$816,348.95
- Fund 20 - \$218,422.37
- Fund 30 - \$23,685.20
- Fund 40 - \$0
- Fund 60 - \$44,809.06
- Fund 61 - \$44,875.98

*Note - \$101,101.80 of the amounts listed were made as EFT payments. (G-1e)

2. To approve for payment of payroll
 - a. dated June 13, 2023 totaling \$1,406,297.95
 - b. dated June 14, 2023 totaling \$1,070,417.59
 - c. dated June 30, 2023 totaling \$385,908.14
3. To accept the Treasurer’s Report for the month of June 2023.
4. To accept the Secretary’s Report for the month of June 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 June 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 June 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.
 - a. 2022-2023
 - b. 2023-2024

7. To authorize the Business Administrator to make payment of post-Board meeting bills for the month of August 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 list of donations.
9. To approve the Student Accident Insurance Renewal Application for the 2023-2024 school year in the base premium amount of \$7,586 and CAT \$2,719 as submitted by VanDyk Insurance Agency.
10. To approve the attached tentative 2024-2025 Budget Calendar.
11. To approve the anticipated bus routes for the 2023-2024 school year.
12. To approve the School Contracts with Commission for the Blind and Visually Impaired for students #21598, #20641, #21558, #24532 in the amount of \$2200/each for the 2023-2024 school year.
13. To approve the attached contract with Preferred Home Health Care & Nursing Services in the amount of RN \$64/hr and LPN \$57/hr and substitute district RN nurse \$64/hr as needed for the 2023-2024 school year, commencing July 24, 2023.
14. To approve the attached contract with Bayada Nursing Services for substitute district nurses as needed in the amount of \$68/hr for the 2023-2024 school year.
15. To approve the contract with Bayada Nursing Services for student #20641 in the amount of RN \$62/hr and LPN \$50/hr for the 2023-2024 school year, commencing July 1, 2023. This student requires one to one nursing services.
16. To approve the contract with Bayada Nursing Services for student #23052 in the amount of RN \$62/hr and LPN \$50/hr for the 2023-2024 school year, commencing July 1, 2023. This student requires one to one nursing services.
17. To approve the contract with Bayada Nursing Services for student #24280 in the amount of RN \$62/hr and LPN \$50/hr for the 2023-2024 school year, commencing September 6, 2023. This student requires one to one nursing services.
18. To approve the contract with Bayada Nursing Services for student #24712 in the amount of RN \$62/hr and LPN \$50/hr for the 2023-2024 school year, commencing July 1, 2023. This student requires one to one nursing services.
19. To approve the attached list and fees of specialists as consultants to the Child Study Team for the 2023-2024 school year, commencing July 1, 2023.

20. To approve Educational Specialized Associates LLC as a consultant to the Child Study Team for the 2023-2024 school year, commencing September 1, 2023. Attached is the fee schedule.
21. To approve an out of district tuition contract with Hawkswood School for student #24714 in the total tuition amount of \$71,127 (no extraordinary services) for the 2023-2024 school year, commencing September 6, 2023. Stafford Township is responsible for the education of this student.
22. To approve the attached agreements with St. Mary's Academy and Lighthouse Christian Academy confirming that the school district met with the nonpublic schools to discuss how the school district will provide technology, security and nursing services/products using the state aid monies granted.
23. To approve a Choice Student Shared Services Transportation Contract with Barnegat Township Board of Education for student ID #23190 for the 2023-2024 school year. This contract is for \$500 for transporting this student to and from school. The bus stop is at Mary Bell and Ridge Avenue.
24. To approve the Choice Student Shared Services Transportation Contract with Eagleswood Board of Education for student #23392 for the 2023-2024 school year. This contract is for \$500 for transporting this student to and from school. The bus stop is at Route 9 and Bolton Lane.
25. To approve a Choice Student Shared Services Transportation Contract with Barnegat Township Board of Education for student ID #25057 for the 2023-2024 school year. This contract is for \$500 for transporting this student to and from school. The bus stop is at Compass Road and Swordfish Road.
26. To approve a Choice Student Shared Services Transportation Contract with Barnegat Township Board of Education for student ID #24823 for the 2023-2024 school year. This contract is for \$500 for transporting this student to and from school. The bus stop is at Compass Road and Swordfish Road.
27. To approve the attached ESEA Title 1 Funded Personnel for the 2023-2024 school year with salaries from grant and local funds specified.
28. To approve the attached American Rescue Plan Funds (ARP) and ARP Sub-Grants Funded Personnel for the 2023-2024 school year with salaries from grant and local funds specified.

A motion was made by Mr. Brennan and seconded by Mr. Washco to approve Finance/Insurance/Transportation item(s) #1-28. 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 2023-2024 board/district goals.

1. 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 three years and continue to serve the 360 PEA funded students for the 2023-2024 school year

A motion was made by Mr. Washco and seconded by Ms. Formica 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 2023-2024 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 revised district calendar for the 2023-2024 school year.
3. To approve the attached Stafford Township School District school hours for the 2023-2024 school year.
4. To approve the attached list of police presence for the 2023-2024 school year.
5. To approve the attached Stafford Township School District Activity and Field/Class trips for the 2023-2024 school year.

A motion was made by Ms. Formica and seconded by Dr. Regulski to approve Curriculum/Instruction/Technology item(s) #1-5. 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 2023-2024 board/district goals.

1. To approve the attached list of substitutes for the 2023-2024 school year.
2. To approve the change of assignment for the attached list of personnel for the 2023-2024 school year.
3. To approve the transfers for the attached list of personnel for the 2023-2024 school year.
4. To approve the following retirement:
 - a. Tracy Osborne-Lomax, Teacher, effective February 1, 2024
5. To approve the following resignations:
 - a. Amanda Guida, Speech Language Specialist, effective August 11, 2023
 - b. Lisa Lubeski, Teacher Aide, effective August 7, 2023
6. To approve the following leaves:
 - a. Employee ID #6034, unpaid family leave, beginning September 1, 2023 and returning September 25, 2023
 - b. Employee ID #6034, unpaid contractual child rearing leave, beginning September 25, 2023 and returning October 2, 2023
 - c. Employee ID #6456, unpaid INTERMITTENT family leave FMLA, beginning September 1, 2023 and returning July 1, 2024

7. To approve to rescind the employment of Employee ID #6391 for the 2023-2024 school year.
8. To approve the pay increase for Substitute Safety Officer, from \$25/hour to \$30/hour, beginning September 1, 2023.
9. To approve CCC Stipend for Alexis Popovitch as per the STEA Agreement, beginning September 1, 2023.
10. To approve the attached list of staff for Summer Language Arts Curriculum Work K-6, beginning July 2023 and ending September 2023.
11. To approve extra hours for Shannon Peters as ESY CST Speech Teacher, beginning August 8, 2023 and ending August 31, 2023.
12. To approve the following as representatives for Instructional Council:
 - a. Kristin Ducker
 - b. Jennifer Lowe
 - c. Richard Meyer
13. To approve Barbara D'Apuzzo as Interim Administrator, District Wide, beginning September 1, 2023 and ending June 30, 2024, per diem rate as attached, on an as needed basis.
14. To approve Marielis Gutierrez as Part Time Hourly Teacher Aide, Preschool, Ronald L. Meinders Primary Learning Center, beginning September 1, 2023 and ending June 30, 2024, Step 3, +AA, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
15. To approve Kathleen Baio as Part Time Hourly Teacher Aide, Preschool, Oxycocus Elementary School, beginning September 1, 2023 and ending June 30, 2024, Step 3, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
16. To approve Nina Horner as Part Time Hourly Teacher Aide, MD Class, Ocean Acres Elementary School, beginning September 1, 2023 and ending June 30, 2024, Step 1, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
17. To approve Debra Klunk as Part Time Hourly Teacher Aide, Preschool, Ronald L. Meinders Primary Learning Center, beginning September 1, 2023 and ending June 30, 2024, Step 1, of the Stafford Township of Education/STEA Agreement. This is a replacement position.
18. To approve Stephanie Sullivan as Elementary School Teacher, World Language/Cultures/SEL, Ocean Acres Elementary School, beginning September

1, 2023 and ending June 30, 2024, Step 5, of the Stafford Township Board of Education/STEA Agreement. This is a non-tenured track leave replacement position.

19. To approve Kaley Wise as Preschool Teacher, Oxycocus Elementary School, beginning September 1, 2023 and ending June 30, 2024, Step 5, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
20. To approve Dorena Motta as Preschool Teacher, Ronald L. Meinders Primary Learning Center, beginning September 1, 2023 and ending February 2, 2024, Step 4, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a non-tenured track leave replacement position.
21. To approve Kathleen Wich as Part Time Hourly Teacher Aide, Kindergarten, Ronald L. Meinders Primary Learning Center, beginning September 1, 2023 and ending June 30, 2024, Step 1, of the Stafford Township Board of Education/STEA Agreement. This is a new position due to Kindergarten expansion.
22. To approve Anne Keymer as Part Time Hourly Teacher Aide, Preschool, Oxycocus Elementary School, beginning September 1, 2023 and ending June 30, 2024, Step 5, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
23. To approve Joyce Bersen as Part Time Hourly Teacher Aide, MD Class, Ocean Acres Elementary School, beginning September 1, 2023 and ending June 30, 2024, Step 1, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
24. To approve Katerina Colino as Part Time Hourly Teacher Aide, Preschool, Ronald L. Meinders Primary Learning Center, beginning September 1, 2023 and ending June 30, 2024, Step 1, 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 Mr. Washco and seconded by Dr. Regulski to approve Personnel item(s) #1-24. 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 2023-2024 board/district goals.

1. To approve the **second reading** of the following **revised** policies:
 - 5850 Social Events and Class Trips
 - 8820 Opening Exercises/Ceremonies
2. To approve the **second reading** of the following **new** regulation:
 - R5850 Social Events and Class Trips
3. To approve to suspend Bylaw 0131 and adopt the policies and regulations listed below for a first and only reading to coincide with the NJDOE effective date of September 1, 2023.
4. To approve the **first and only reading** of the following **new** policies:
 - 1642.01 Sick Leave
 - 2419 School Threat Assessment Teams
5. To approve the **first and only reading** of the following **new** regulations:
 - R1642.01 Sick Leave
 - R2419 School Threat Assessment Teams

A motion was made by Dr. Regulski and seconded by Ms. Formica to approve Policy/Legislative item(s) #1-5. Roll call vote: six (6) members present voted yes; motion passed.

L. ADVANCED PLANNING

M. PUBLIC COMMENT

None

N. BOARD INFORMATIONAL ITEMS

O. CLOSED SESSION

None

ADJOURNMENT

A motion was made by Dr. Regulski and seconded by Mr. Washco to adjourn the meeting at 7:25pm. Voice vote: All members present voted yes (6-0); motion passed.

Lourdes LaGuardia
School Business Administrator/Board Secretary

LL/km/8-21-2023