

BUSINESS MEETING

September 11, 2023

The Business Meeting of the Stafford Township Board of Education was held on September 11, 2023 at 7:10pm at the Stafford Township Arts Center (STAC) 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 |
| Patricia Formica | Member |
| Deborah Lyons | Member (Absent) |
| Matthew Regulski | Member |
| Christopher Smith | Member |
| Joseph Washco | Member |
| 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

~ There was a moment of silence in honor and memory of the 9/11 heroes.

~ There was a moment of silence to honor the memory of Carolann Pfeifer who spent 17 years as teacher in the district and who passed away after a long battle with cancer. Thoughts and prayers are with her and her family. You will be forever missed. Thank you for being part of the Stafford family all these years.

~ New Staff Member Welcome/Recognition

- Each principal and/or department head recognized the new staff members in their school and/or department.

There was a short two-minute break for new staff and family members to leave, if they so desired.

B. SUPERINTENDENT’S EDUCATIONAL REPORT - Attachment

Mr. Chidiac expressed that the school year was off to a good start.

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. August 14, 2023 Board Retreat – 3 Absences (K Cooney, D Lyons, C Smith)
2. August 14, 2023 Business Meeting – 3 Absences (K Cooney, D Lyons, C Smith)
3. August 14, 2023 Closed Session – 3 Absences (K Cooney, D Lyons, C Smith)

A motion was made by Ms. Formica and seconded by Mr. Smith to approve Approval of Minutes of Previous Meeting(s) #1-3. Roll call vote: five (5) members present voted yes; motion passed. Mr. Cirone and Mr. Smith 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 accept the resignation of Taylor Brennan as a member and Vice President of the Stafford Township Board of Education effective as of August 22, 2023.

A motion was made by Dr. Regulski and seconded by Mr. Smith to approve Board Business item(s) #1-2. Roll call vote: seven (7) members present voted yes; motion passed.

3. To accept and appoint Robert Morello as a member of the Stafford Township Board of Education until December 31, 2024. This candidate will fill the vacant seat until December 2024, at which time the elected members will be sworn in at Reorganization.

A motion was made by Mr. Smith and seconded by Mr. Cirone to approve Board Business item(s) #3. Roll call vote: seven (7) members present voted yes; motion passed.

4. THE BOARD PRESIDENT ENTERTAINS NOMINATIONS FOR THE OFFICE OF BOARD VICE PRESIDENT

Kevin Cooney was nominated by Mr. Smith for the office of Board Vice President.

It was moved by Mr. Smith and seconded by Mr. Cirone for Kevin Cooney as Board Vice President. Roll call vote: seven (7) 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.

Ms. Wagner stated that Section G needed to be amended to add #13.

A motion was made by Dr. Regulski and seconded by Mr. Washco to approve Finance/Insurance/Transportation item(s) #13. Roll call vote: seven (7) members present voted yes; motion passed.

1. To approve for payment of September 2023 bills list totaling \$983,334.30 as attached. (G-1)

Fund 10 - \$428,733.65
Fund 20 - \$367,838.35
Fund 30 - \$137,452.57
Fund 40 - \$0
Fund 60 - \$0
Fund 61 - \$49,309.73

*Note - \$21,864.91 of the amounts listed were made as EFT payments. (G-1a)

*To approve for payment of August 2023 additional bills list totaling \$60,561.41 as attached. (G-1b)

Fund 10 - \$51,447.22
Fund 20 - \$3,074.19
Fund 30 - \$0
Fund 40 - \$0
Fund 60 - \$0
Fund 61 - \$6,040

*Note - \$407.99 of the amounts listed were made as EFT payments. (G-1c)

*To approve for payment of July 2023 additional bills list totaling \$121,518.21 as attached. (G-1d)

Fund 10 - \$98,131.12
Fund 20 - \$8,980.62
Fund 30 - \$0
Fund 40 - \$0
Fund 60 - \$0
Fund 61 - \$14,406.47

*Note - \$1,612.47 of the amounts listed were made as EFT payments. (G-1e)

2. To approve for payment of payroll
 - a. dated July 15, 2023 totaling \$237,056.12
 - b. dated July 30, 2023 totaling \$487,943.11
 - c. dated August 15, 2023 totaling \$410,281.57
 - d. dated August 30, 2023 totaling \$321,756.69
3. To accept the Treasurer's Report for the month of July 2023.
4. To accept the Secretary's Report for the month of July 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 July 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 July 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 September 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 Change Order Reduction GC-1 from Joseph Porretta Builders, Inc. in the amount of \$5,000 for the unused portion of the allowance, resulting in an overall project cost under contract of (\$5,000). This creates a final contract value of \$132,600. This was for the Faculty Room Toilet Alterations Project at the Primary Learning Center. The \$5,000 will be savings deposit back to Capital Reserve.
9. To approve the attached Bus Loan Agreement with Central Regional Board of Education to loan a bus for the 2023-2024 school year, with no charge for this arrangement unless the bus is involved in an accident or is damaged in a material way.
10. To approve the attached Shared Services Agreement with the Township of Stafford with regard to the Hiring and Sharing of Crossing Guards to assist students at Ocean Acres Elementary School and Oxycocus Elementary School at an hourly rate which shall fall between \$20 and \$25 per hour for the 2023-2024 school year. This agreement will cost the district approximately \$16,000.
11. To approve the attached Communications Proposal from Laura Bishop Communications of Cherry Hill, NJ for professional services and professional video production services at a cost of \$125/hour with a maximum budget of \$50,000 for professional services and a maximum budget of \$20,000 for professional video production services in relation to the upcoming Bond Referendum.
12. To approve the attached service contract from Preferred Behavioral Health as a Consultant to the Child Study Team for the 2023-2024 school year.

13. To authorize the School Business Administrator to utilize ESCNJ Lease Purchase Bidding Service and to submit Lease Purchase Application for the purchase of two 54-passenger Wolfington school buses for a total purchase amount of \$272,620, noting; finance fee and interest to be determined upon bid opening and acceptance.

A motion was made by Ms. Formica and seconded by Mr. Washco to approve Finance/Insurance/Transportation item(s) #1-12. Roll call vote: seven (7) 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 disposal of Asset Tag #s 160592, 160593, 160589, 16002, 16004, 160260 for out of order Savin copiers.
2. To rescind the disposal of Asset Tag #s 000193 and 160032 for Savin copiers.

A motion was made by Dr. Regulski and seconded by Ms. Formica to approve Buildings/Grounds/Cafeteria item(s) #1-2. Roll call vote: seven (7) 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 list of additional field trips for the 2023-2024 school year.

A motion was made by Mr. Washco and seconded by Dr. Regulski to approve Curriculum/Instruction/Technology item(s) #1-2. Roll call vote: seven (7) 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 transfer for the attached list of personnel for the 2023-2024 school year.
4. To approve the following resignations:
 - a. Stephanie LeFante, Teacher Aide, effective August 23, 2023
 - b. Kelly Smith, Teacher Aide, effective August 23, 2023
5. To approve the following leaves:
 - a. Employee ID #6386, unpaid contractual child rearing leave, beginning September 1, 2023 and returning July 1, 2024
 - b. Employee ID #6573, unpaid family leave FMLA-REVISED, beginning September 11, 2023 and returning December 11, 2023
6. To approve National Board Certification stipend for the certified staff listed below as per the STEA agreement, beginning September 1, 2023:
 - a. Sherry Dohn
 - b. Tamara Hollenback

7. To approve BA+15 stipend for Natalie Sargent as per the STEA Agreement, beginning September 1, 2024.
8. To approve AA Stipend for Katerina Colino as per the STEA Agreement, beginning September 1, 2023.
9. To approve the additional staff for the Extended Day Program for the 2023-2024 school year:
 - a. Heather Watson
 - b. Denise Hart
10. To approve the personnel listed below for the School Improvement Panels (SciP) for the 2023-2024 school year:
 - a. Nicole Cattelona
 - b. Tracy Sinatra
11. To approve the attached list of additional staff as Mentors for Novice Teachers for the 2023-2024 school year.
12. To approve the attached list of additional personnel for extra-curricular and enrichment programs for the 2023-2024 school year.
13. To approve the attached list of student fieldwork placements for the 2023-2024 school year.
14. To approve the attached practicum contract between Kean University and Stafford Township School District, beginning August 2023 and ending August 2026.
15. To approve the attached field placement contract between Grand Canyon University and Stafford Township School District, beginning August 2023 and ending August 2026.
16. To approve Meghan Castro as Resource Teacher, PART TIME, Grade 2, Ocean Acres Elementary School, beginning September 1, 2023 and ending June 30, 2024, Step 4, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new position due to IEPs.
17. To approve Carla Nodine as Part Time Hourly Teacher Aide, MD Class, Ocean Acres Elementary School, beginning September 1, 2023 and ending June 30, 2024, Step 1, +AA, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
18. To approve Katie Warner as Part Time Hourly Teacher Aide, ERI Class, McKinley Avenue Elementary School, beginning September 16, 2023 and ending

June 30, 2024, Step 1, +BA, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.

19. To approve Maureen DiGiacomo as Part Time Hourly Teacher Aide, ERI Class, McKinley Avenue 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.
20. To approve Jessica Nacion as Part Time Hourly Teacher Aide, Grade 1, Ocean Acres Elementary School, beginning October 1, 2023 and ending June 30, 2024, Step 3, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
21. To approve Janet Levy-Minetti as Bus Driver, beginning September 1, 2023 and ending June 30, 2024, Step 3, of the Stafford Township Board of Education/STEA Agreement. This is a standby position.
22. To approve Tara Parisi as Bus Attendant, beginning September 16, 2023 and ending June 30, 2024, Step 6, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new position due to preschool expansion.
23. To approve Elizabeth Kelly as Bus Attendant, beginning September 16, 2023 and ending June 30, 2024, Step 6, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new position due to preschool expansion.
24. To approve Leatha Knoerzer as Bus Attendant, beginning September 16, 2023 and ending June 30, 2024, Step 6, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new position due to preschool expansion.
25. To approve Heather Meade as Bus Attendant, beginning September 16, 2023 and ending June 30, 2024, Step 6, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new position due to preschool expansion.
26. To approve Zachary Miljus as Bus Attendant, beginning September 16, 2023 and ending June 30, 2024, Step 6, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new position due to preschool expansion.
27. To approve Patricia Laden-Pruden as Bus Attendant, beginning September 16, 2023 and ending June 30, 2024, Step 6, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
28. To approve Jaime Tallman as Bus Attendant, beginning September 1, 2023 and ending June 30, 2024, Step 6, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.

- 29. To approve Sherri Szafranski as Bus Attendant, beginning September 1, 2023 and ending June 30, 2024, Step 6, of the Stafford Township Board of Education/STEA Agreement. This is a new position due to preschool expansion.
- 30. To approve Jennifer Thiemer as Bus Attendant, beginning September 1, 2023 and ending June 30, 2024, Step 6, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
- 31. To approve Ann Delli Sante as Bus Attendant, beginning September 16, 2023 and ending June 30, 2024, Step 6, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new position due to preschool expansion.

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 Mr. Smith to approve Personnel item(s) #1-31. Roll call vote: seven (7) 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.

NO ACTION ITEMS

L. ADVANCED PLANNING

M. PUBLIC COMMENT

None

N. BOARD INFORMATIONAL ITEMS

O. CLOSED SESSION

None

ADJOURNMENT

A motion was made by Mr. Cirone and seconded by Dr. Regulski to adjourn the meeting at 7:38pm. Voice vote: All members present voted yes (7-0); motion passed.

Lourdes LaGuardia
School Business Administrator/Board Secretary

LL/km/9-12-2023