STAFFORD TOWNSHIP BOARD OF EDUCATION
Manahawkin, NJ 08050

PUBLIC AGENDA

BUSINESS MEETING

PLACE:	Oxycocus Elementary School Stafford Room
DATE:	November 13, 2023
TIME:	7:00 p.m.

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
Patricia Formica	Member
Deborah Lyons	Member
Robert Morello	Member
Matthew Regulski	Member
Christopher Smith	Member
Joseph Washco	Member
Kevin Cooney	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

~Oxycocus Student/Staff Recognition

~Ronald L. Meinders Primary Learning Center Student/Staff Recognition

B. SUPERINTENDENT'S EDUCATIONAL REPORT - Attachment

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. October 2, 2023 Committee of the Whole Meeting – 3 Absences (C Cirone, R Morello, K Cooney)
2. October 2, 2023 Business Meeting – 3 Absences (C Cirone, R Morello, K Cooney)
3. October 2, 2023 Closed Session – 3 Absences (C Cirone, R Morello, K Cooney)

Roll Call Vote:

	Yes	No	Ab		Yes	No	Ab
Cono Cirone	___	___	___	Christopher Smith	___	___	___
Patricia Formica	___	___	___	Joseph Washco	___	___	___
Deborah Lyons	___	___	___	Kevin Cooney	___	___	___
Robert Morello	___	___	___	Tammy Wagner	___	___	___
Matthew Regulski	___	___	___				

D. COMMUNICATION FROM THE PUBLIC (AGENDA ITEMS ONLY)

The Stafford Township Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest, especially when it is intended to assist the Board of Education.

Please feel free to speak to the Board during the public session. Pursuant to Board Policy 0167, comments and discussion will be limited to one three (3) minute period per individual unless requested by the chairperson to continue on a point of clarification.

Public comment at special meetings of the Board shall be related to the call of the meeting.
In accordance with the Board of Education Policy, each participant must be recognized by the presiding officer and must preface their comments by an announcement of their name, address and group affiliation, if applicable.

Your anticipated courtesy to the members of the public and the Board is appreciated.

E. CORRESPONDENCE TO AND FROM THE BOARD

F. BOARD BUSINESS

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

2. To approve the attached revised Safe Return Plan for the 2023/2024 school year.

3. To approve the following revised Annual Administrative Appointments as required by statute within employee contractual responsibilities:

    a. To appoint Kristin Ducker as Title IX Coordinator through June 2024. ALTERNATE - Lourdes LaGuardia

    b. To appoint Kristin Ducker as Affirmative Action Officer, Anti-Bullying Coordinator for the 2023-2024 school year. ALTERNATE for Affirmative Action Officer - Lourdes LaGuardia

    c. To appoint Richard Meyer as School Safety Specialist for the 2023-2024 school year.

    d. To appoint Julia Molettiere as Bloodborne Pathogens designated district person for the 2023-2024 school year.

    e. To appoint Jennifer Lowe as Child Nutrition/Wellness Coordinator for the 2023-2024 school year.

4. To approve the revised district Nursing Plan for the 2023-2024 school year with standing orders by Dr. Schmoll.

5. To approve the attached Settlement Agreements between Stafford Township Education Association (STEA) and Stafford Township Board of Education dated November 13, 2023, and will be amended as:

    1. Article I – Recognition shall include the Behaviorist and Behavior Technician titles.
    2. Extracurricular Activities on page 82 of the CNA will be amended.

Roll Call Vote:

	Yes	No	Ab		Yes	No	Ab
Cono Cirone	___	___	___	Christopher Smith	___	___	___
Patricia Formica	___	___	___	Joseph Washco	___	___	___
Deborah Lyons	___	___	___	Kevin Cooney	___	___	___
Robert Morello	___	___	___	Tammy Wagner	___	___	___
Matthew Regulski	___	___	___				

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 November 2023 bills list totaling $1,325,583.53 as attached. (G-1)

   Fund 10 - $1,005,643.44
   Fund 20 - $244,203.92
   Fund 30 - $0
   Fund 40 - $0
   Fund 60 - $59,720.78
   Fund 61 - $16,015.39

   *Note - $554,928.62 of the amounts listed were made as EFT payments. (G-1a)

   *To approve for payment of October 2023 additional bills list totaling $520,024.35 as attached. (G-1b)

   Fund 10 - $510,782.98
   Fund 20 - $4,366.10
   Fund 30 - $0
   Fund 40 - $0
   Fund 60 - $0
   Fund 61 - $4,875.27

*Note - $1,603.59 of the amounts listed were made as EFT payments. (G-1c)

*To approve for payment of September 2023 additional bills list totaling $227,781.52 as attached. (G-1d)

Fund 10 - $227,535.83
Fund 20 - $0
Fund 30 - $0
Fund 40 - $0
Fund 60 - $0
Fund 61 - $245.69

*Note - $199,682 of the amounts listed were made as EFT payments. (G-1e)

2. To approve for payment of payroll

   a. dated September 30, 2023 totaling $1,416,280.42
   b. dated October 15, 2023 totaling $1,450,552.55

3. To accept the Treasurer's Report for the month of September 2023.

4. To accept the Secretary's Report for the month of September 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 September 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 September 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 November 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 Division of Early Childhood Services Annual Preschool Operational Plan Update B beginning July 1, 2024 and ending June 30, 2025.

10. To approve the VanDyk Group, Beach Haven Terrace, NJ as the Risk Management Consultant for Insurance Needs (Broker of Record) January through June 2024. (All brokers under the SAIF program receive the same percentage of commission. This exception to the advertised bidding requirements is in accordance with N.J.S.A. 18A:18A-5.) Proposals were solicited for the 2023-2024 school year with an option to renew for two additional years. Selection factors and documentation are on file in the Board Secretary/Business Administrator's Office.

11. Motion to accept ROD Grant Funding in the amount of $1,818,674 for Projects: 1. Roofing Replacement at Ocean Acres School (State Project: 5020-065-23-R501) for a total cost of $474,760: 2. HVAC Upgrades at Ocean Acres School (State Project: 5020-065-23-R502) for a total cost of $836,550; and 3. HVAC Upgrades at Intermediate School (State Project: 5020-070-23-R501) for a total cost of $3,235,375 and further to authorize the Business Administrator to execute Grant Agreement pursuant to NJDOE and NJSDA guidelines. The total estimated cost of these projects is $4,546,685.

12. To approve the tuition contract and transportation contract, pursuant to the terms and conditions of the Settlement Agreement SAF054914-LJP between School Alliance Insurance Fund and Stafford Township Board of Education in conjunction with OCN-L2987-21. (Year 2 of 3)

13. To approve NeurAbilities Healthcare as a Consultant to the Child Study Team for the 2023-2024 school year, commencing November 1, 2023 for Office Based Neurological and Developmental Pediatric Evaluations in the amount of $750.

14. To approve the attached Agreement for the Provision of Educational Services with MOESC for Child Study Team and/or Related Services as listed on the fee schedule for the 2023-2024 school year.

15. To approve the attached contract with MOESC for nursing services in the amount of RN $68/hr, LPN $52/hr, and Public School Certified Nurse $78/hr as needed for the 2023-2024 school year, commencing July 1, 2023.

16. To approve the attached Agreement from Propio for Language Translating Services at rates as per the attached Rate Sheet for the 2023-2024 school year, commencing November 1, 2023. (Year 1 of 3)

Roll Call Vote:

	Yes	No	Ab		Yes	No	Ab
Cono Cirone	___	___	___	Christopher Smith	___	___	___
Patricia Formica	___	___	___	Joseph Washco	___	___	___
Deborah Lyons	___	___	___	Kevin Cooney	___	___	___
Robert Morello	___	___	___	Tammy Wagner	___	___	___
Matthew Regulski	___	___	___				

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 a wooden desk, asset tag #00408 due to falling apart.

Roll Call Vote:

	Yes	No	Ab		Yes	No	Ab
Cono Cirone	___	___	___	Christopher Smith	___	___	___
Patricia Formica	___	___	___	Joseph Washco	___	___	___
Deborah Lyons	___	___	___	Kevin Cooney	___	___	___
Robert Morello	___	___	___	Tammy Wagner	___	___	___
Matthew Regulski	___	___	___				

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.

Roll Call Vote:

	Yes	No	Ab		Yes	No	Ab
Cono Cirone	___	___	___	Christopher Smith	___	___	___
Patricia Formica	___	___	___	Joseph Washco	___	___	___
Deborah Lyons	___	___	___	Kevin Cooney	___	___	___
Robert Morello	___	___	___	Tammy Wagner	___	___	___
Matthew Regulski	___	___	___				

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 resignations:
    a. Vera Trulby, Teacher Aide, effective October 16, 2023
    b. Siobhan Leach, Teacher Aide, effective October 16, 2023
    c. William Sweeney, PT Custodian, effective October 2, 2023
    d. David Ytreboe, Director of Personnel, effective January 1, 2024
    e. Maria Calvi, Teacher Aide, effective November 13, 2023
    f. Dina Crombie, Teacher Aide, effective November 20, 2023

5. To approve the following retirements:
    a. James Blomquist, Teacher, effective July 1, 2024
    b. Justin Wilkins, Bus Driver, effective January 1, 2024

6. To approve the following leaves:
    a. Employee ID #6147, unpaid family leave FMLA, beginning December 1, 2023 and returning January 2, 2024
    b. Employee ID #5422, unpaid family leave FMLA, beginning April 8, 2024 and returning July 1, 2024
    c. Employee ID #4428, unpaid family leave FMLA (INTERMITTENT), beginning September 27, 2023 and returning July 1, 2024
    d. Employee ID #5757, unpaid family leave FMLA, beginning April 10, 2024 and returning July 1, 2024

7. To approve the attached list of teacher aides for Extra-Curricular and Enrichment Programs for the 2023-2024 school year.

8. To approve the additional staff listed below for the WAVE program for the 2023-2024 school year:
    a. Erin Keppe

9. To approve the attached list of student fieldwork placements for the 2023-2024 school year.

10. To approve the attached REVISED list of personnel for the School Behavioral Threat Assessment (Safety) Teams for the 2023-2024 school year.

11. To approve the list of personnel for Extra-Curricular and Enrichment Programs for the 2023-2024 school year:
    a. Kerri Salvaggione
    b. Kristen Cheeseman

12. To approve the list of personnel for yearbook advisors for the 2023-2024 school year:
    a. Alexis Kirk
    b. Kaitlyn Sicliano

13. To approve the list of personnel as Homebound Instruction teachers for the 2023-2024 school year:
    a. Madison Denise

14. To approve the attached job description:
    a. G-10 Behavior Technician

15. To approve the attached revised job descriptions:
    a. A-11 Human Resources Coordinator
    b. A-20 Information Technology Supervisor
    c. A-42 Non-Affiliated Secretary/Attendance Officer
    d. A-46 Business Data and Health Benefits Analyst
    e. E-13 School Nurse Coordinator
    f. E-15 Behaviorist

16. To approve Julia Molettiere, School Nurse, as Nurse Coordinator, beginning November 14, 2023 and ending June 30, 2024.

17. To approve the addendum to the Last Chance Agreement between Employee ID #4466, the Stafford Township Education Association and the Stafford Township Board of Education dated November 13, 2023.

18. To approve Launa Ruoff as Bus Attendant, beginning November 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.

19. To approve Ann-Marie Hendrickson as Bus Attendant, November 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.

20. To approve Crystal Leone as Part Time Hourly Teacher Aide, MD Class, Ocean Acres Elementary School, beginning November 16, 2023 and ending June 30, 2024, Step 1, +30 credits, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.

21. To approve Denise Hart as Part Time Hourly Teacher Aide, MD Class-Personal, McKinley Avenue Elementary School, beginning October 16, 2023 and ending June 30, 2024, Step 1, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.

22. To approve Nancy Melito as Part Time Hourly Teacher Aide, MD Class-Personal, McKinley Avenue Elementary School, beginning November 16, 2023 and ending June 30, 2024, Step 1, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.

23. To approve Amy Rank as Long Term Substitute Teacher, Basic Skills, Ocean Acres Elementary School, beginning February 16, 2024 and ending June 30, 2024, Step 4, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a non-tenure track leave replacement position.

24. To approve Casey Jashembowski as Elementary School Teacher, Kindergarten, Ronald L. Meinders Primary Learning Center, beginning February 5, 2024 and ending June 30, 2024, Step 4, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a non-tenure track leave replacement position.

25. To approve Dorena Motta as Elementary School Teacher, Grade 3, McKinley Avenue Elementary School, beginning February 5, 2024 and ending June 30, 2024, Step 4, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a non-tenure track leave replacement position.

26. To approve Jenna Oslovich as School Counselor, Grades 5/6, Intermediate School, beginning January 16, 2024 and ending June 30, 2024, Step 6, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a non-tenure track leave replacement position.

27. To approve Taryn Quinn as Elementary School Teacher, Behaviorist, Districtwide, beginning January 1, 2024 and ending June 30, 2024, Step 18, +MA, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new position due to increased MD/ERI students.

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.

Roll Call Vote:

	Yes	No	Ab		Yes	No	Ab
Cono Cirone	___	___	___	Christopher Smith	___	___	___
Patricia Formica	___	___	___	Joseph Washco	___	___	___
Deborah Lyons	___	___	___	Kevin Cooney	___	___	___
Robert Morello	___	___	___	Tammy Wagner	___	___	___
Matthew Regulski	___	___	___				

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 **first reading** of following **new** policy and regulations:
   - 1642.01 Sick Leave
   - R 1642.01 Sick Leave
   - R 4212 Attendance (M)

2. To approve the **first reading** of following **revised** policies:
   - 2270 Religion in the Schools
   - 3161 Examination for Cause
   - 3212 Attendance (M)
   - 4161 Examination for Cause
   - 4212 Attendance (M)
   - 5116 Education of Homeless Children and Youths
   - 8500 Food Services (M)
   - R 3212 Attendance (M)
   - R 5116 Education of Homeless Children and Youths

3. To approve to **rescind** the following policies and regulations:
   - 3432 Sick Leave
   - 4432 Sick Leave
   - 8540 School Nutrition Programs (M)
   - 8550 Meal Charges/Outstanding Food Service Bill (M)
   - R 3432 Sick Leave
   - R 4432 Sick Leave

Roll Call Vote:

	Yes	No	Ab		Yes	No	Ab
Cono Cirone	___	___	___	Christopher Smith	___	___	___
Patricia Formica	___	___	___	Joseph Washco	___	___	___
Deborah Lyons	___	___	___	Kevin Cooney	___	___	___
Robert Morello	___	___	___	Tammy Wagner	___	___	___
Matthew Regulski	___	___	___				

L. ADVANCED PLANNING

M. PUBLIC COMMENT

The Stafford Township Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest, especially when it is intended to assist the Board of Education.

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Your anticipated courtesy to the members of the public and the Board is appreciated.

N. BOARD INFORMATIONAL ITEMS

O. CLOSED SESSION (IF NEEDED)

Whereas Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting under certain circumstances; and

Whereas, this public body is of the opinion that such circumstances presently exist;

Now, therefore, be it resolved by the Stafford Township Board of Education, County of Ocean, State of New Jersey, as follows:

The public shall be excluded from discussion of and action of the hereinafter specified subject matters.

The general nature of the subject matter to be discussed is as follows:

_____

It is anticipated at this time that the above-stated subject matters shall be made public at such time as the reasons for non-disclosure no longer exists.

ADJOURNMENT

Roll Call Vote:

	Yes	No	Ab		Yes	No	Ab
Cono Cirone	___	___	___	Christopher Smith	___	___	___
Patricia Formica	___	___	___	Joseph Washco	___	___	___
Deborah Lyons	___	___	___	Kevin Cooney	___	___	___
Robert Morello	___	___	___	Tammy Wagner	___	___	___
Matthew Regulski	___	___	___				