

BUSINESS MEETING

October 2, 2023

The Business Meeting of the Stafford Township Board of Education was held on October 2, 2023 at 7:02pm 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 (Absent)
Patricia Formica	Member
Deborah Lyons	Member
Robert Morello	Member (Absent)
Matthew Regulski	Member
Christopher Smith	Member
Joseph Washco	Member
Kevin Cooney	Vice President (Absent)
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 for Lou Parziale who passed away on September 11, 2023. Lou was a custodian for 15 years at the Oxycocus School. Lou was truly part of the Stafford family, always helping and making sure everything works. Lou was a friend, father, grandfather and will be greatly missed.

~Statewide Assessment Spring 2023 Results – Presentation

- Mrs. Bush presented the Statewide Assessment Report and NJSLA Results from spring 2023.

~School Self-Assessment to determine grades under the Anti-Bullying Bill of Rights Act – September 1, 2022-June 30, 2023 – Presentation

- Mr. Ytreboe presented the Self-Assessment under the Anti-Bullying Bill of Rights Act. Mr. Ytreboe shared that the School Climate Team is actively training and reporting.

~SSDS (Student Safety Data System) January 1, 2023 – June 30, 2023 – Presentation

- Mr. Ytreboe shared the SSDS reporting for the period of January to June 2023.

Both programs promote incentive initiative to improve student climate.

B. SUPERINTENDENT’S EDUCATIONAL REPORT - Attachment

- Mr. Chidiac shared that Back to School Night at each school was a very good event.
- Mr. Chidiac also shared that October is Respect/Halloween.

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. September 11, 2023 Committee of the Whole Meeting – 1 Absence (D Lyons)
2. September 11, 2023 Business Meeting – 1 Absence (D Lyons)
3. September 11, 2023 Closed Session – 1 Absence (D Lyons)

A motion was made by Ms. Formica and seconded by Dr. Regulski to approve Approval of Minutes of Previous Meeting(s) #1-3. Roll call vote: five (5) members present voted yes; motion passed. Mrs. Lyons 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 approve the district Nursing Plan for the 2023-2024 school year with standing orders by Dr. Schmoll.

A motion was made by Mr. Washco and seconded by Dr. Regulski to approve Board Business item(s) #1-2. 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 October 2023 bills list totaling \$1,304,527.31 as attached. (G-1)

Fund 10 - \$882,463.80
Fund 20 - \$230,374.75
Fund 30 - \$179,994
Fund 40 - \$0
Fund 60 - \$1,900
Fund 61 - \$9,794.76

*Note - \$562,107.24 of the amounts listed were made as EFT payments. (G-1a)

*To approve for payment of September 2023 additional bills list totaling \$1,678,768.30 as attached. (G-1b)

Fund 10 - \$737,723.45
Fund 20 - \$845,514.34
Fund 30 - \$0
Fund 40 - \$0
Fund 60 - \$265.75
Fund 61 - \$95,264.96

*Note - \$594,342.05 of the amounts listed were made as EFT payments. (G-1c)

*To approve for payment of August 2023 additional bills list totaling \$79,702.28 as attached. (G-1d)

- Fund 10 - \$0
- Fund 20 - \$0
- Fund 30 - \$0
- Fund 40 - \$0
- Fund 60 - \$78,190
- Fund 61 - \$1,512.28

*Note - \$822.28 of the amounts listed were made as EFT payments. (G-1e)

2. To approve for payment of payroll
 - a. dated September 15, 2023 totaling \$1,397,848.26
3. To accept the Treasurer’s Report for the month of August 2023.
4. To accept the Secretary’s Report for the month of August 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 August 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 August 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. July 2023
 - b. August 2023

7. To authorize the Business Administrator to make payment of post-Board meeting bills for the month of October 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 to amend the contract with Elite Rehabilitation Services of Cedar Run, NJ to provide Speech Services as initially approved at the June 5, 2023 Board Meeting to increase the number of hours per month to cover a district vacancy from October 16, 2023 to March 25, 2024 at the approved rate of \$69/hour.
9. To approve the attached Resolution Ratifying the Solicitation of Bids for a Tax-Exempt Lease Purchase Financing for the Acquisition of Various Equipment and the Delegation of the Award and Execution of a Lease Purchase Financing.
10. To approve the contract with Soliant for a Teacher of the Deaf for student #21273 in the amount of \$76/hour for the 2023-2024 school year, commencing on November 13, 2023.
11. To approve the attached distribution of salaries from the American Rescue Plan Funds (ARP) for additional staff for the 2023-2024 school year with salaries from Grant and Local Funds specified.
12. To approve the attached contract with Preferred Nursing Services at a rate of \$64/hr RN and \$57/hr LPN for the 2023-2024 for district nursing coverage as needed.

A motion was made by Dr. Regulski and seconded by Mr. Smith to approve Finance/Insurance/Transportation item(s) #1-12. 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 Annual Facilities Checklist – Health and Safety Evaluation of School Buildings.
2. To approve the attached Comprehensive Maintenance Plan and Annual Maintenance Budget Amount Worksheet (M-1).
3. To approve the disposal of Asset Tag #s 160156, 01674, 160100, 160025, 000169 and 01805. These are for ovens at Intermediate, McKinley, Ocean Acres and Oxyocus.

A motion was made by Dr. Regulski and seconded by Mr. Washco to approve Buildings/Grounds/Cafeteria item(s) #1-3. 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 list of additional field trips for the 2023-2024 school year.

A motion was made by Mr. Smith and seconded by Dr. Regulski to approve Curriculum/Instruction/Technology item(s) #1-2. 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 transfers for the attached list of personnel for the 2023-2024 school year.
3. To approve the following retirement:
 - a. Stacie Capuano, Teacher, effective July 1, 2024
4. To approve the following resignations:
 - a. Patricia Laden-Pruden, Bus Attendant, effective September 15, 2023
 - b. Kathleen Wich, Teacher Aide, effective October 7, 2023
5. To approve the following leaves:
 - a. Employee ID #6719, unpaid leave of absence, beginning September 18, 2023 and returning September 25, 2023
 - b. Employee ID #6083, unpaid family leave FMLA, INTERMITTENT, beginning September 11, 2023 and returning July 1, 2024
 - c. Employee ID #6259, unpaid family leave FMLA, beginning April 8, 2024 and returning July 1, 2024
 - d. Employee ID #6337, unpaid leave of absence, beginning September 25, 2023 and returning October 9, 2023
6. To approve Nicole Stark for the Extended Day Program for the 2023-2024 school year.
7. To approve Maureen DiGiacomo for Step 2 placement for PT Teacher Aide, beginning September 1, 2023.
8. To approve the attached list of additional staff for the WAVE Program for the 2023-2024 school year.
9. To approve the attached list of additional personnel for Extra-Curricular and Enrichment Programs for the 2023-2024 school year.
10. To approve the attached list of personnel for evening enrichment for the 2023-2024 school year.
11. To approve the list below of personnel as Homebound Instruction teachers for the 2023-2024 school year:
 - a. Jaime Staub
 - b. Janeen Fritz-Wegryn
 - c. Victoria Frost
12. To approve Deborah Schweitzer as Bus Attendant, beginning October 1, 2023 and ending June 30, 2024, Step 7, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new position due to preschool expansion.

13. To approve Megan Fastige as Part Time Hourly Teacher Aide, Preschool, Ocean Acres Elementary School, beginning October 1, 2023 and ending June 30, 2024, Step 1, +AA, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
14. To approve Marie Gautier as Part Time Hourly Teacher Aide, Preschool, Oxycocus Elementary School, beginning October 1, 2023 and ending June 30, 2024, Step 4, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
15. To approve Anita Bagnall as Part Time Hourly Teacher Aide, ERI Class, Intermediate School, beginning October 16, 2023 and ending June 30, 2024, Step 2, +BA, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new position due to IEP.
16. To approve Jaclyn Colletti as Part Time Hourly Teacher Aide, Preschool, Oxycocus Elementary School, beginning October 16, 2023 and ending June 30, 2024, Step 1, +BA, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a maternity leave replacement position.
17. To approve Joceline Ramirez Kelley as Part Time Hourly Teacher Aide, Resource, Intermediate School, beginning October 16, 2023 and ending June 30, 2024, Step 1, +30 College Credits, 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 Mr. Washco and seconded by Dr. Regulski 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 2023-2024 board/district goals.

NO ACTION ITEMS

L. ADVANCED PLANNING

None

BUSINESS MEETING

October 2, 2023

M. PUBLIC COMMENT

None

N. BOARD INFORMATIONAL ITEMS

O. CLOSED SESSION

None

ADJOURNMENT

A motion was made by Dr. Regulski and seconded by Mrs. Lyons to adjourn the meeting at 7:24pm. Voice vote: All members present voted yes (6-0); motion passed.

Lourdes LaGuardia
School Business Administrator/Board Secretary

LL/km/10-3-2023