

## **BUSINESS MEETING**

January 8, 2024

The Business Meeting of the Stafford Township Board of Education was held on January 8, 2024 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**

|                   |                |
|-------------------|----------------|
| Brian Fenlon      | Member         |
| Gregory Gioe      | Member         |
| Robert Morello    | Member         |
| Matthew Regulski  | Member         |
| Christopher Smith | Member         |
| Bonnie Strouse    | 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**

~SSDS Presentation (July 1, 2023 – December 31, 2023) – Richard Meyer and Kristin Ducker

- Mr. Meyer and Mrs. Ducker presented the data for the Student Safety Data System (SSDS) for July through December 2023. The report included the number of reports of HIB, the status of all investigations, the nature of the HIB, names of investigators, and the type and nature of any discipline imposed, and any other measures imposed, training conducted, and programs implemented to reduce HIB.

**B. SUPERINTENDENT’S EDUCATIONAL REPORT – Attachment**

- Mr. Chidiac shared that the schools held holiday shows, parades, sing-a-longs and pajama day for the students and staff. The Grinch and Santa visited some of the buildings and welcomed class parents to the schools to celebrate the holidays.
- Mr. Chidiac shared the upcoming events being held at STAC:
  - Max’s Magic Show – 2/17/2024 @7:00pm
  - Celtic Angels – 3/6/2024 @7:30pm

Please go to our website [www.stacnj.com](http://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. December 11, 2023 Committee of the Whole Meeting - 2 Absences  
(R. Morello & T. Wagner)
2. December 11, 2023 Business Meeting – 2 Absences (R. Morello & T. Wagner)
3. December 11, 2023 Closed Session – 2 Absences (R. Morello & T. Wagner)

A motion was made by Mr. Morello and seconded by Mr. Smith to approve Approval of Minutes of Previous Meeting(s) #1-3. Roll call vote: four (4) members present voted yes; motion passed. Mr. Morello, Mrs. Wagner, Mr. Fenlon, Mr. Gioe and Mrs. Strouse 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 two incidents of harassment, intimidation, and bullying.
2. To approve “A Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials”, between the Stafford Township School District and the Stafford Township Police Department dated December 14, 2023 for the 2023-2024 school year.

3. BE IT HEREBY RESOLVED that the Stafford Township Board of Education authorizes the School Business Administrator to issue a Request for Proposal and/or Request for Bid for the following service(s) for the 2023-2024 school year: Confidential Legal Spanish Translation Services.

A motion was made by Mr. Washco and seconded by Dr. Regulski to approve Board Business item(s) #1-3. Roll call vote: 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 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 January 2024 bills list totaling \$732,181.37 as attached. (G-1)

Fund 10 - \$358,864.35  
Fund 20 - \$196,215.56  
Fund 30 - \$0  
Fund 40 - \$110,875  
Fund 60 - \$63,802.18  
Fund 61 - \$2,424.28

\*Note - \$220,648.94 of the amounts listed were made as EFT payments. (G-1a)

\*To approve for payment of December 2023 additional bills list totaling \$134,238.29 as attached. (G-1b)

Fund 10 - \$101,980.02  
Fund 20 - \$23,581.75  
Fund 30 - \$0  
Fund 40 - \$0  
Fund 60 - \$0  
Fund 61 - \$8,676.52

\*Note - \$48,506.02 of the amounts listed were made as EFT payments. (G-1c)

2. To approve for payment of payroll
  - a. dated November 30, 2023 totaling \$1,409,072.07
  - b. dated December 15, 2023 totaling \$1,439,109.76
3. To accept the Treasurer’s Report for the month of November 2023.
4. To accept the Secretary’s Report for the month of November 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 November 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 November 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 January 2024 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 student #24793 to receive home instruction for the 2023/2024 school year, commencing November 22, 2023. This student will receive ten hours of home instruction per week at the rate of \$51.44 per hour.
10. To approve student #21188 to receive home instruction for the 2023/2024 school year, commencing November 22, 2023. This student will receive ten hours of home instruction per week at the rate of \$51.44 per hour.

11. To approve the attached Agreement from Frontline Technologies Group, LLC for Language Translation Services for the 2023-2024 school year, commencing January 2024 for a total cost of approximately \$7,000 as fees for each document translation are quoted electronically to the district, and require approval prior to the commencement of each job.
12. To approve the attached Construction Change Directive #001 from Wallace Brothers, Inc. in the lump sum decrease amount of \$4,950 as credit for unfinished punchlist items. This is part of the Bus Garage Project.

A motion was made by Mr. Smith and seconded by Mr. Cooney to approve Finance/Insurance/Transportation item(s) #1-12. Roll call vote item #1: six (6) members present voted yes; motion passed. Mr. Fenlon, Mr. Gioe and Mrs. Strouse abstained on item #1. Roll call vote item #2: eight (8) members present voted yes; motion passed. Mr. Gioe 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 2023-2024 board/district goals.

NO ACTION ITEMS

**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 Extended School Year Program, beginning July 8, 2024 and ending August 15, 2024. This program will be held at the McKinley Avenue Elementary School.
3. To approve the attached list of obsolete technology equipment (as of January 2024) for removal from the Stafford Township School District's inventory and

properly disposed of, recycled or sold on GovDeals.org.

A motion was made by Mr. Morello and seconded by Mr. Smith to approve Curriculum/Instruction/Technology item(s) #1-3. 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 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 resignation:
  - a. Meghan Skelly, Teacher, effective January 2, 2024
5. To approve the following leaves:
  - a. Employee ID #6384, unpaid leave of absence, beginning January 19, 2024 and returning January 24, 2024
  - b. Employee ID #6035, unpaid contractual child rearing leave, beginning January 22, 2024 and returning July 1, 2024
6. To approve to rescind the retirement for James Blomquist, Teacher.

7. To approve Mary Ruiz as a Mentor for Novice Teachers for the 2023-2024 school year.
8. To approve Nancy Melito, PT Teacher Aide, for the WAVE Program for the 2023-2024 school year.
9. To approve the list of personnel below as teachers in charge for the 2023-2024 school year:
  - a. Shannon Pirone
  - b. Christine Murphy-Greenblatt
  - c. Jeanne Marie Burke
  - d. Loren Gudzak
10. To approve the attached as PTO Executive Board Members.
11. To approve Caitlin Gioe for an additional 30 hours for the 6<sup>th</sup> grade musical director for the 2023-2024 school year.
12. To approve the attached presenters (up to 5 hours) for the 2023-2024 Parent Ed Camp.
13. To approve Daniel DiPasquale, Teacher, to provide evening child care during special education parent meetings for the 2023-2024 school year.
14. To approve the attached list of student fieldwork placements for the 2023-2024 school year.
15. To approve Steven Finley for 6<sup>th</sup> grade Musical Set Designer for the 2023/2024 school year, up to 25 hours.
16. To approve the attached STAC volunteers for the 2023/2024 school year.
17. To approve the step increase for Mary Ruiz, Teacher, to Step 13, +MA, for the 2023-2024 school year.
18. To approve the attached retro payment for Mary Ruiz from 9/2017 through 6/2023.
19. To approve Rosalie DeMarco-Snyder as Part Time Hourly Teacher Aide, PSD Class-Personal, Oxycocus Elementary School, beginning January 16, 2024 and ending June 30, 2024, Step 1, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new position due to an IEP.
20. To approve Elizabeth Recker as Part Time Hourly Teacher Aide, PSD Class-Personal, Oxycocus Elementary School, beginning January 16, 2024 and ending

June 30, 2024, Step 1, +AA, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new position due to an IEP.

- 21. To approve Kelly Smith as Part Time Hourly Teacher Aide, ERI Class-Personal, Ocean Acres Elementary School, beginning January 16, 2024 and ending June 30, 2024, Step 2, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new position due to an IEP.

*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 Mr. Cooney to approve Personnel item(s) #1-21. Roll call vote items #1-10: nine (9) members present voted yes; motion passed. Roll call vote item #11: eight (8) members present voted yes; motion passed. Mr. Gioe abstained on item #11. Roll call vote items #12-21: 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 2023-2024 board/district goals.

- 1. To approve the **second reading** of the following **new** policy:
  - 9180.01 School Volunteers – Non-Family
- 2. To approve the **second reading** of the following **revised** policies and regulations:
  - 9150 School Visitors
  - 9180 School Volunteers – Family
  - 9722 School-Related Groups
  - R9150 School Visitors
  - R9180 School Volunteers – Family and Non-Family

A motion was made by Dr. Regulski and seconded by Mr. Smith 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**



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.

- A parent asked what is being done in special education classrooms where children have language deficits and are mostly non-verbal to prevent child abuse behind the closed doors of the classrooms – she asked about cameras.
  - Mr. Chidiac replied that there are no cameras in classrooms, they are only used for security, not to spy and that he completely trusts the staff. There are no cameras due to policy and to privacy issues, etc. The majority of schools in New Jersey do not have cameras in classrooms.
  
- A staff member also brought up the possibility of cameras in some classrooms, specifically those of special ed students who can't speak or advocate for themselves as she stated that she witnessed abuse by a teacher and she was made aware of not being able to speak to students.
  - Mr. Chidiac as well as Mr. Buckley replied that this is not the forum and Mr. Chidiac said he is not recommending this as the district has great staff and administrators. Mr. Chidiac stated that she could pursue cameras in the classrooms at the state level if she so desires.

**N. BOARD INFORMATIONAL ITEMS**

**O. CLOSED SESSION**

None

**ADJOURNMENT**

A motion was made by Mr. Smith and seconded by Dr. Regulski to adjourn the meeting at 7:17pm. Voice vote: All members present voted yes (9-0); motion passed.

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Lourdes LaGuardia  
School Business Administrator/Board Secretary