

BUSINESS MEETING

December 9, 2024

The Business Meeting of the Stafford Township Board of Education was held on December 9, 2024 at 7:00pm 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 (Absent)
Robert Morello	Member (Absent)
Matthew Regulski	Member
Christopher Smith	Member
Bonnie Strouse	Member
Joseph Washco	Member
Kevin Cooney	Vice President
Tammy Wagner	President

ALSO PRESENT

Stephanie Bush	Acting Superintendent
Lourdes LaGuardia	Business Administrator/Board of Education Secretary
Christopher Connors, Esq.	Board of Education Attorney

FLAG SALUTE

A. RECOGNITION/PRESENTATIONS

~Ocean Acres Student and Staff Recognition

- Mrs. D’Alessandro explained that the Ocean Acres staff works with the Project TEAM curriculum each year to help the students understand the value and significance of teamwork and leadership to create a positive school climate. The entire school unites with common goals that are introduced via cartoon characters. The Project TEAM program creates a sense of belonging, creating a more productive social and academic environment. Mrs. D’Alessandro recognized a student for displaying the attributes of two of the Project Team characters: Paco who teaches Positive Change & Ruby who teaches Resiliency. Greyson did a great job making a positive change and decided to stay for the running club even though he was apprehensive. Mrs. D’Alessandro

also recognized three students for displaying the attribute of the Project TEAM character Harper who teaches us to help others. Mrs. D'Alessandro then recognized, Mrs. Potter. She is the advisor of the running club. Whether she is in her classroom or out running with the students, she is always working with them on all six pillars of our Project TEAM program. We thank Ms. Potter for her dedication to our entire Ocean Acres family.

~ Presentation of the 2023-2024 Annual Audit by Michael Garcia, CPA/RMA of Ford, Scott and Associates, Certified Public Auditors

- Mr. Garcia provided the board members copies and presented the Annual Comprehensive Financial Report (ACFR) for June 30, 2024, reviewed the Management Report and shared the financial balance and financial status.

B. SUPERINTENDENT'S EDUCATIONAL REPORT - Attachment

Mrs. Bush, Acting Superintendent, shared the following highlights from each building.

STAC Events

- New York Tenors 12/14/24 @7:30pm
- Shadows of the 60s 12/31/24 @3:00pm & 8:00pm

Please go to our website www.stacnj.com for tickets.

Oxycocus - November was a busy month at the Oxycocus Elementary School, they had plenty of fun and a lot of learning in a short amount of time. Students learned about the change of seasons, the fall and Thanksgiving themed lessons. The focus of the curriculum was learning all about trees. The parent/teacher conferences were a success building relationships between the school and families.

PLC - After November break they honored our military. The staff and students wore red, white and blue and completed lessons that focused on the importance of our Military Service People of past and present! Thank you to all the service men and women in America! World Kindness Day is a global day that promotes the importance of being kind to each other, to yourself, and to the world. The PLC celebrated this important day by sharing activities/stories school wide on November 13th. November 18th was the PLC Board of Education meeting, where we honored Mrs. Callahan and Mrs. Sinatra for bringing back MARE to our school. MARE is the study of Marine life! Staff and parents gave positive feedback on our conferences; loved having the choice of in-person, phone, or virtual; meetings were focused on academics/social skills, and were all positive and friendly! Thank you to all the staff at the PLC for continuing to go above and beyond with their kindness and generosity!

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Ocean Acres - Parent Teacher/Conferences were held giving the staff time to meet parents/guardians to discuss the student progress. The 50th Day of School was celebrated with the staff and students dressing in the best Greaser and Doo Wop attire. The staff and students continued doing a wonderful job monthly with the safety drills. Classes throughout the building celebrated the Thanksgiving holiday by spending time reflecting on the things they are thankful for at school and home. The Ocean Acres staff would like to thank the Stafford Township School District community for their support over the past few weeks. It has been a difficult time for our Ocean Acres family but things were more manageable feeling the love and support all around us. Thank you!

McKinley - November started off quietly with students and staff enjoying time off during the fall break. When they returned, first marking period report cards were issued and parents/guardians had the opportunity to meet with staff during the parent/teacher conferences. McKinley students and staff were treated to an assembly present by POAC (Parent of Autistic Children). McKinley would like to thank Mr. Gary Weitzen, the Executive Director of POAC, for providing a meaningful presentation for our students. The Mantra of POAC is "Making Lives Better Every Day." We were happy to receive information to help us all understand the many ways we can support individuals and their families who have Autism. Thank you again Mr. Gary for sharing your story which will enhance our efforts to bring awareness and acceptance. Our students will continue to help others while learning about autism and making a difference in our school community. Thanksgiving break was here before we knew it and the Mustangs had time to enjoy their family and friends and reflect on all that we are thankful for. The McKinley Mustangs are gearing up for December and we are excited to begin our holiday season together!

Intermediate - November flew by at Stafford Intermediate. We began the month with our team challenge event. The Iguana Nation is currently in the lead for the top team. For World Kindness Day on November 13th, students were tasked with finding kindness coins hidden throughout the school. A reminder to be kind every day ... not just once a year! We welcomed parents in for parent teacher conferences this month. All of the students' hard work is paying off!

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):
NO ACTION ITEMS

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. The Board acknowledges approval of the contract addendum for Stephanie Bush for her dual role of Director of Curriculum, Instruction & Planning / Acting Superintendent of Schools for the period of November 18, 2024 and continuing until the return of the Superintendent but no later than June 30, 2025 as approved by the county.
3. To approve the following changes/additions for the Board of Education meetings:
 - a. Reschedule the Reorganization Meeting on January 6, 2025 to 5:30pm at the Stafford Township Arts Center
 - b. Schedule a Committee of the Whole Meeting for January 6, 2025 at 6:00pm at the Stafford Township Arts Center
 - c. Schedule a Business Meeting for January 6, 2025 at 7:00pm at the Stafford Township Arts Center

A motion was made by Dr. Regulski and seconded by Mr. Fenlon to approve Board Business item(s) #1-3. 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 2024-2025 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.

Mrs. Wagner asked for a motion to amend #G-12:

Therefore, Be It Resolved the district appoints New Road Construction Management of Cherry Hill, NJ for Oxycoccus School Referendum Project in the amount of \$617,800 and are/are not to be appropriated within Fund 30 expenditure category. Further that the following projects at McKinley, Ocean

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Acres, PLC, Intermediate and STAC were also considered in the amount of \$179,600.

A motion was made by Dr. Regulski and seconded by Mr. Washco to approve the amended motion #G-12. Roll call vote: seven (7) members present voted yes; motion passed.

1. To approve for payment of December 2024 bills list totaling \$1,084,542.02 as attached. (G-1)

- Fund 10 - \$841,551.12
- Fund 20 - \$233,417.53
- Fund 30 - \$0
- Fund 40 - \$0
- Fund 60 - \$393
- Fund 61 - \$6,460
- Fund 62 - \$2,720.37

*Note - \$597,685.05 of the amounts listed were made as EFT payments. (G-1a)

*To approve for payment of November 2024 additional bills list totaling \$168,916.66 as attached. (G-1b)

- Fund 10 - \$115,311.61
- Fund 20 - \$4,671.71
- Fund 30 - \$47,600
- Fund 40 - \$0
- Fund 60 - \$10.40
- Fund 61 - \$856.35
- Fund 62 - \$466.59

*Note - \$55,479.11 of the amounts listed were made as EFT payments. (G-1c)

2. To approve for payment of payroll
 - a. dated November 15, 2024 totaling \$1,571,291.49
 - b. dated November 27, 2024 totaling \$1,497,817.89
3. To accept the Treasurer's Report for the month of October 2024.
4. To accept the Secretary's Report for the month of October 2024.
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 October 2024 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 October 2024 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 for October 2024.
7. To authorize the Business Administrator to make payment of post-Board meeting bills for the month of December 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 accept the 2023-2024 Annual Audit, Annual Comprehensive Financial Report (ACFR) and approve the Corrective Action Plan (if applicable) as previously presented by Michael Garcia, CPA/RMA of Ford, Scott & Associates, Certified Public Auditors.
9. To approve the submission of the National School Lunch Program FY’24 Equipment and Assistance Grant for McKinley and Ocean Acres Schools. Each application total funding request totals no more than \$20,000 as stipulated in the grant.
10. To approve the attached agreement with Monmouth-Ocean Educational Services Commission for a Psychologist to assist the Child Study Team at a rate of \$100/hour for the 2024-2025 school year, commencing November 1, 2024.
11. To approve the contracts with Barnegat Board of Education for two McKinney Vento students #8492329642 and #5803670257 at a cost of \$16,130 each for the 2024-2025 school year, commencing September 5, 2024. Stafford BOE is responsible for the education of these students.

12. Whereas pursuant to 18A:7G-5, the Stafford Township School District received RFPs for professional services of Construction Management Providers with valid classification as issued by DPMC. Said Construction Management Provider shall serve the district from initial application approvals of select projects through project completion as per RFP specifications.

Therefore, Be It Resolved the district appoints New Road Construction Management of Cherry Hill, NJ for Oxycocus School Referendum Project in the amount of \$617,800 and are/are not to be appropriated within Fund 30 expenditure category.

Further that the following projects at McKinley, Ocean Acres, PLC, Intermediate and STAC were also considered in the amount of \$179,600.

A motion was made by Mr. Washco and seconded by Mr. Smith 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 2024-2025 board/district goals.

1. To approve the disposal of the old Warming Serving Line and Cold Station at McKinley to be sold on Gov Deals or to the Recycling Center – Asset Tag #160079, 160082, 000471 and 01506
2. To approve the attached New Jersey Department of Education Application for One Temporary Instructional Space at Intermediate School for the 2024-2025 school year.
3. To approve the attached New Jersey Department of Education Applications for Change of Use of Educational Space for the 2024-2025 school year:
 - a. Intermediate School – Room 112
 - b. McKinley School – Room 126A
 - c. Ocean Acres School – Room 4, G-21, G-22, G-25
 - d. Primary Learning Center – Room 7

A motion was made by Dr. Regulski and seconded by Mr. Washco to approve Buildings/Grounds/Cafeteria item(s) #1-3. 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 2024-2025 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.

A motion was made by Dr. Regulski and seconded by Mr. Washco to approve Curriculum/Instruction/Technology item(s) #1. 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 2024-2025 board/district goals.

1. To approve the attached list of substitutes for the 2024-2025 school year.
2. To approve the change of assignment for the attached list of personnel for the 2024-2025 school year.
3. To approve the transfers for the attached list of personnel for the 2024-2025 school year.

4. To approve the following retirement:
 - a. Susan Vliet, Teacher, effective July 1, 2025
5. To approve the following resignations:
 - a. Heather Watson, Teacher Aide, effective December 9, 2024
 - b. Susan Bowen, Teacher Aide, effective November 21, 2024
6. To approve the following leaves:
 - a. Employee ID #6861, unpaid family leave FMLA, beginning October 9, 2024 and returning November 1, 2024
 - b. Employee ID #6547, unpaid family leave FMLA – REVISED, beginning December 16, 2024 and returning March 24, 2025
 - c. Employee ID #6547, unpaid contractual child rearing leave REVISED, beginning March 24, 2025 and returning May 19, 2025
 - d. Employee ID #6532, unpaid family leave FMLA, beginning October 16, 2024 and returning January 2, 2025
 - e. Employee ID #6891, unpaid leave of absence, beginning November 18, 2024 and returning December 2, 2024
7. To approve the attached list of substitute pay rates for the 2024-2025 school year, beginning January 1, 2025.
8. To approve Theresa Maloney to receive MA+15 stipend, beginning September 1, 2025.
9. To approve Tracey Bruther to receive National Board Certification, beginning September 1, 2024.
10. To approve Caitlin Hebler as Homebound Instruction teacher for the 2024-2025 school year.
11. To approve Carrie McDowall as additional staff for the Extended Day Program for the 2024-2025 school year.
12. To approve Maura Davis as a Cooperating Teacher for student fieldwork placements for the 2024-2025 school year.
13. To approve the attached list of student fieldwork placements for the 2024-2025 school year.
14. To approve the employees below as after school Detention Monitors for the 2024-2025 school year:
 - a. Thomas Costello
 - b. Stephanie Szczepan

15. To approve the salary increases for Employee ID #5419, Employee ID #6097, and Employee ID #5874, effective October 1, 2024, pursuant to the Shared Service Agreement between Eagleswood Township Board of Education and Stafford Township Board of Education.
16. To approve employee ID #5902 to receive back payment pursuant to the shared services agreement with Eagleswood Township for services rendered October 1, 2024 to November 15, 2024, totaling \$5,833.
17. To approve Rachel Jones as Part Time Hourly Teacher Aide, Resource Class, Ronald L. Meinders Primary Learning Center, beginning November 16, 2024 and ending June 30, 2025, Step 1, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new position due to an IEP.
18. To approve Novaes Falanga Platt as Part Time Hourly Teacher Aide, MD Class-Personal, Intermediate School, beginning December 1, 2024 and ending June 30, 2025, Step 1, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new position due to an IEP.
19. To approve Fatou Vizcarrondo as Part Time Hourly Teacher Aide, MD Class, McKinley Avenue School, beginning December 1, 2024 and ending June 30, 2025, 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 Joseph Mrazek as Part Time Hourly Teacher Aide, MD Class-Personal, Intermediate School, beginning December 1, 2024 and ending June 30, 2025, Step 1, +BA, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new position due to an IEP.
21. To approve Jennifer Schroeder as Part Time Hourly Teacher Aide, MD Class, Ronald L. Meinders Primary Learning Center, beginning December 1, 2024 and ending June 30, 2025, Step 1, pro-rated, of the Stafford Township Board of Education/STEA Agreement.
22. To approve Leslie Hall as Part Time Hourly Teacher Aide, Regular Ed-Personal, Ronald L. Meinders Primary Learning Center, beginning December 16, 2024 and ending June 30, 2025, Step 1, +BA, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new position due to an IEP.
23. To approve Dorothy Fattoross as Part Time Hourly Teacher Aide, MD Class, McKinley Avenue Elementary School, beginning December 16, 2024 and ending June 30, 2025, Step 1, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.

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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. Cooney to approve Personnel item(s) #1-23. 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 2024-2025 board/district goals.

NO ACTION ITEMS

L. ADVANCED PLANNING

None

M. PUBLIC COMMENT

None

N. BOARD INFORMATIONAL ITEMS

O. CLOSED SESSION

None

ADJOURNMENT

A motion was made by Dr. Regulski and seconded by Mr. Smith to adjourn the meeting at 7:22pm. Voice vote: All members present voted yes (7-0); motion passed.

Lourdes LaGuardia
School Business Administrator/Board Secretary

LL/km/12-16-2024