

BUSINESS MEETING

March 13, 2025

The Business Meeting of the Stafford Township Board of Education was held on March 13, 2025 at 7:08pm 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 (Absent)
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

None

PUBLIC HEARING – INTENT TO AMEND AND/OR ALTER SUPERINTENDENT’S CONTRACT

A motion was made by Mrs. Strouse and seconded by Mr. Washco to open the Public Hearing on Intent to Amend and/or Alter Superintendent’s Contract and discuss Personnel Item #J-13. Roll call vote: eight (8) members present voted yes; motion passed.

BUSINESS MEETING

March 13, 2025

A motion was made by Mrs. Strouse and seconded by Mr. Morello to open Communication from the Public for Public Hearing on Intent to Amend and/or Alter Superintendent’s Contract Only. Roll call vote: eight (8) members present voted yes; motion passed.

COMMUNICATION FROM THE PUBLIC (PUBLIC HEARING ON SUPERINTENDENT’S CONTRACT ONLY)

None

A motion Mr. Washco and seconded by Mr. Gioe to Close Communication from the Public for Public Hearing on Intent to Amend and/or Alter Superintendent’s Contract Only and resume Business Meeting.

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. February 20, 2025 Board Retreat – 1 Absence (B. Fenlon)
- 2. February 20, 2025 Business Meeting – 1 Absence (B. Fenlon)
- 3. February 20, 2025 Closed Session – 1 Absence (B. Fenlon)

A motion was made by Mr. Washco and seconded by Mr. Cooney to approve Approval of Minutes of Previous Meeting(s) #1-3. Roll call vote: eight (8) members present voted yes; motion passed.

D. COMMUNICATION FROM THE PUBLIC (AGENDA ITEMS ONLY)

None

E. CORRESPONDENCE TO AND FROM THE BOARD

None

F. BOARD BUSINESS

- 1. There were four incidents of harassment, intimidation, and bullying.
- 2. To affirm the determination of the Superintendent regarding harassment, intimidation, and bullying incident investigation – Ocean Acres #1, McKinley #1, McKinley #2, Intermediate #1.

3. 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 February 20, 2025 for the 2024-2025 school year.

A motion was made by Mr. Morello and seconded by Mr. Smith to approve Board Business item(s) #1-3. Roll call vote: eight (8) 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, the Board President asked for a motion to Amend Item #17A to table the 2025-2026 Tentative Budget General Operations with the exception of the Preschool Budget (17B).

A motion was made by Mr. Morello and seconded by Dr. Regulski to approve Amendment of Item #17. Roll call vote: eight (8) members present voted yes; motion passed.

1. To approve for payment of March 2025 bills list totaling \$2,256,872.58 as attached. (G-1)

Fund 10 - \$1,975,426.01
Fund 20 - \$183,182.71
Fund 30 - \$0
Fund 40 - \$0
Fund 60 - \$95,372.85
Fund 61 - \$948
Fund 62 - \$1,943.01

*Note - \$1,646,132.12 of the amounts listed were made as EFT payments. (G-1a)

*To approve for payment of February 2025 additional bills list totaling \$138,386.71 as attached. (G-1b)

- Fund 10 - \$105,378.33
- Fund 20 - \$12,272.13
- Fund 30 - \$13,000
- Fund 40 - \$0
- Fund 60 - \$59.10 (Refund)
- Fund 61 - \$1,277.64
- Fund 62 - \$6,399.51

*Note - \$1,277.64 of the amounts listed were made as EFT payments. (G-1c)

2. To approve for payment of payroll
 - a. dated February 14, 2025 totaling \$1,581,336.12
 - b. dated February 28, 2025 totaling \$1,555,716.22
3. To accept the Treasurer’s Report for the month of January 2025.
4. To accept the Secretary’s Report for the month of January 2025.
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 January 2025 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 January 2025 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 January 2025.
7. To authorize the Business Administrator to make payment of post-Board meeting bills for the month of March 2025 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 a Change Order Credit from Johnson Controls in the amount of \$22,776.28 resulting in an overall project cost under contract. This creates a final contract value of \$1,273,223.72. This was for the HVAC System Upgrades at Intermediate School under the ROD Grant.
10. BE IT RESOLVED by the Stafford Township Board of Education to accept and approve the bid proposal from Thermal Piping of Wrightstown, NJ in the total amount not to exceed \$682,000 (Base Bid \$755,000 – AB2 \$73,000) for the Ocean Acres School HVAC System Upgrades under the Educational Facilities Construction and Financing Act Section 15 Grant (ROD Grant). The proposal was one of two received and was selected based on the lowest amount. This approval is contingent upon approval and New Jersey Development Authority review and approval. The local portion will be paid for by funds allocated to the Ocean Acres HVAC System Upgrades Project.

Ocean Acres School HVAC System Upgrades
DOE Project #: 5020-065-23-R502
SDA Project #: 5020-065-23-G5SZ
Grant #: G5-6897

11. BE IT RESOLVED by the Stafford Township Board of Education to accept and approve the attached proposal from Weatherproofing Technologies, Inc. part of TREMCO Construction Products Group of Beachwood, Ohio in the total amount not to exceed \$94,602.96 for the Ocean Acres School Roof Replacement Project under the Educational Facilities Construction and Financing Act Section 15 Grant (ROD Grant). The scope of work and the associated MOESC Line-Item Proposal is for a turnkey operation as specified and bid by the 25-13 Roofing Repair and Maintenance Co-Op Bid 24-25, 25-26 Co-Op #289MOESC. This approval is contingent upon approval and New Jersey Development Authority review and approval. The local portion will be paid for by funds allocated to the Ocean Acres Roof Replacement Project.

Ocean Acres School Roof Replacement Project
DOE Project #: 5020-065-23-R501
SDA Project #: 5020-065-23-G5SY
Grant #: G5-6896

12. To approve to submit the 2025-2026 Preschool Education Aid (PEA) Application.
13. To approve student #24190 to receive home instruction for the 2024-2025 school year, commencing February 18, 2025 and ending April 1, 2025. This student will

receive ten (10) hours of home instruction per week at the rate of \$51.44 per hour. Total cost \$3,086.40.

14. To approve student #24438 to receive home instruction for the 2024-2025 school year, commencing February 5, 2025 and ending April 1, 2025. This student will receive ten (10) hours of home instruction per week at the rate of \$51.44 per hour. Total cost \$4,115.20.
15. To approve an out of district tuition contract with Y.A.L.E. School East, Inc. for student #23229 in the amount of \$42,652.79 for the 2024-2025 school year, commencing January 7, 2025. Stafford Township is responsible for the education of this student.
16. To approve a parental transportation contract for student #23439 at a total contract cost of \$7,977 for the 2024-2025 school year, commencing March 1, 2025 for parent to transport child to Hawkswood School in Eatontown, NJ.
17. **A. TABLED** The Superintendent recommends approval to adopt the Tentative Budget for FY 2025-2026.

BE IT RESOLVED that the tentative budget be approved for the 2025-2026 school year using the 2025-2026 state aid figures and the School Business Administrator/Board Secretary be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	General Fund	Special Revenue	Debt Service	TOTAL
2025-2026 Total Expenditures	\$49,345,740	\$8,017,179	\$ 682,800	\$58,045,719
Less: Anticipated Revenues	\$49,345,740	\$8,017,179	\$ 682,800	\$58,045,719
Taxes to be Raised	\$36,609,631	- 0 -	\$ 450,648	\$37,060,279

And to advertise said tentative budget in the Atlantic City Press in accordance with the form required by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held at the Stafford Township Arts Center (STAC) located at 1000 McKinley Avenue, Manahawkin, NJ on April 30, 2025 at 7:30 p.m. for the purpose of conducting a public hearing on the budget for the 2025-2026 school year.

Adjustment for ENROLLMENT

BE IT RESOLVED that the Stafford Township Board of Education includes in the final budget the adjustment for enrollment in the amount of \$174,780. The district intends to utilize this adjustment for supplies and materials necessary for the additional students.

Adjustment for HEALTH CARE COSTS

BE IT RESOLVED that the Stafford Township Board of Education includes in the final budget the adjustment for increased costs of health benefits in the amount of \$1,116,968. The additional funds will be used to pay for the additional increases in health benefit premiums.

Use of BANKED CAP

BE IT RESOLVED that the Stafford Township Board of Education includes in the proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.1(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$76,857 for the purpose of maintaining programs. The district intends to complete said purposes by June 2026.

Maintenance Reserve Withdrawal

BE IT RESOLVED that as per N.J.A.C. 6A:23A-14.2(d) the general fund appropriations include a \$200,000 withdrawal from the Maintenance Reserve Account for use on required maintenance activities for a school facility as reported in the comprehensive maintenance plan pursuant to N.J.A.C. 6A:26-20.5.

Emergency Reserve Withdrawal

BE IT RESOLVED that the general fund appropriations include a \$40,000 withdrawal from the Emergency Reserve Account for the 2025-2026 school year to improve school security in the district.

Travel and Related Expense Reimbursement 2025-2026

WHEREAS, the Stafford Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.3 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, the Stafford Township Board of Education established \$50,000 as the maximum travel amount for the current school year and has expended \$16,000 as of this date; now

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$50,000 for the 2025-2026 school year.

**17B. Adoption of Tentative Preschool Budget Workbook
2025-2026**

BE IT RESOLVED that the tentative preschool budget workbook for an amount of \$7,111,943

PEA State Aid	\$6,692,632
Carry-Over Audit	\$ 106,691
General Fund Contribution	\$ 312,620

for the 2025-2026 school year and that the Secretary to the Board of Education be authorized to submit the tentative preschool budget workbook to the New Jersey Division of Early Childhood Services for approval in accordance with the statutory deadline.

A motion was made by Mr. Washco and seconded by Mr. Cooney to approve Finance/Insurance/Transportation item(s) #1-17B. Roll call vote item #1: eight (8) members present voted yes; motion passed. Roll call vote item #2: seven (7) members present voted yes; motion passed. Mr. Gioe abstained on item #2. Roll call vote items #3-16: eight (8) members present voted yes; motion passed. Roll call vote item #17A: eight (8) members present voted to TABLE this item; motion passed. Roll call vote item #17B: eight (8) 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.

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 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.
2. To approve the attached revised Dyslexia Protocol.
3. To approve the attached Extended Day Summer Camp dates: beginning July 7, 2025 and ending August 15, 2025. This program will be held at the McKinley Avenue Elementary School.

A motion was made by Mr. Washco and seconded by Mr. Cooney to approve Curriculum/Instruction/Technology item(s) #1-3. Roll call vote: eight (8) 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 retirements:
 - a. Jonathan Hughes, Bus Driver, effective April 28, 2025 – REVISED
 - b. Mary Cummins, Teacher Aide, effective July 1, 2025
 - c. Linda Fishman, Teacher Aide, effective July 1, 2025
 - d. Susan Kennard, Teacher, effective July 1, 2025
 - e. Diane O'Keefe, Teacher Aide, July 1, 2025
5. To approve the following resignation:
 - a. Employee ID #6244, effective April 15, 2025
6. To approve the following leaves:
 - a. Employee ID #6262, unpaid family leave FMLA, beginning November 21, 2025 and returning March 2, 2026

- b. Employee ID #6870, unpaid leave of absence, beginning February 3, 2025 and returning February 4, 2025
 - c. Employee ID #6870, unpaid leave of absence, beginning, 2/10/25 and returning 2/11/25, and beginning 2/12/25 and returning 2/13/25, and beginning 2/14/25 and returning 2/18/25 and beginning 2/19/25 and returning 2/24/25 and beginning 2/26/25 and returning 2/27/25 and beginning 2/28/25 and returning 3/3/25
 - d. Employee ID #6585, unpaid family leave, beginning March 28, 2025 and returning April 1, 2025
 - e. Employee ID #6441, unpaid contractual child rearing leave extension, beginning March 17, 2025 and returning July 1, 2025
 - f. Employee ID #6197, unpaid leave of absence, beginning February 20, 2025 and returning February 21, 2025
 - g. Employee ID #6485, unpaid leave of absence, beginning March 5, 2025 and returning March 6, 2025
 - h. Employee ID #6335, unpaid leave of absence, beginning February 18, 2025 and returning February 21, 2025
 - i. Employee ID #4086, unpaid leave of absence, beginning January 23, 2025 (1/2 day PM) and returning January 28, 2025 and beginning February 6, 2025 and returning February 7, 2025
 - j. Employee ID 6641, unpaid leave of absence, beginning February 13, 2025 and returning July 1, 2025
 - k. Employee ID #6452, unpaid leave of absence, beginning February 21, 2025 and returning February 24, 2025 and beginning February 27, 2025 and returning February 28, 2025
 - l. Employee ID #6665, unpaid family leave, beginning February 28, 2025 and returning March 5, 2025
 - m. Employee ID #5825, unpaid family leave FMLA, beginning March 5, 2025 and returning March 31, 2025
7. To approve the separation agreement between the Stafford Township Board of Education and Employee ID #6244.
8. To approve Allison Allotta to receive BA+15 graduate credit stipend, beginning September 1, 2026.
9. To approve the attached list of student fieldwork placements for the 2024-2025 school year.
10. To approve the personnel below for Extra-Curricular and Enrichment Programs for the 2024-2025 school year:
- a. Thomas Bamber – Second Session
 - b. Lorryn Calicchio – Second Session
11. To approve Jessica Fedor as Homebound Instruction Teacher for the 2024-2025 school year.

12. To approve Gicela Pacheco to receive Boilerman Stipend, beginning January 1, 2025.
13. To approve the attached amendment to George J. Chidiac's, Superintendent, contract, ending June 30, 2027, in accordance with the shared service agreement with Eagleswood Township School District for superintendent services.

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. Morello and seconded by Mr. Washco to approve Personnel item(s) #1-13. Roll call vote items #1-12: eight (8) members present voted yes; motion passed. Roll call vote item #13: seven (7) members present voted yes; motion passed. Mr. Gioe abstained on item #13.

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.

1. To approve the **second reading** of following **new** policies and regulations:
 - 2365 Acceptable Use of Generative Artificial Intelligence
 - R5516 Use of Electronic Communication Devices

2. To approve the **second reading** of following **revised** policies and regulations:
 - 5512 Harassment, Intimidation, or Bullying
 - 5516 Use of Electronic Communication Devices
 - 5533 Student Smoking
 - 5701 Academic Integrity
 - 5710 Student Grievance
 - 7441 Electronic Surveillance In School Buildings and On School Grounds
 - 8500 Food Services
 - 9320 Cooperation with Law Enforcement Agencies
 - R5533 Student Smoking
 - R7441 Electronic Surveillance In School Buildings and On School Grounds
 - R9320 Cooperation with Law Enforcement Agencies

BUSINESS MEETING

March 13, 2025

A motion was made by Mr. Washco and seconded by Dr. Regulski to approve Policy/Legislative item(s) #1-2. Roll call vote: eight (8) members present voted yes; motion passed.

L. ADVANCED PLANNING

None

M. PUBLIC COMMENT

None

N. BOARD INFORMATIONAL ITEMS

O. CLOSED SESSION

None

ADJOURNMENT

A motion was made by Mr. Washco and seconded by Dr. Regulski to adjourn the meeting at 7:20pm. Voice vote: All members present voted yes (8-0); motion passed.

Lourdes LaGuardia
School Business Administrator/Board Secretary

LL/km/3-17-2025