

**STAFFORD TOWNSHIP SCHOOL DISTRICT  
MANAHAWKIN, NJ**

**PUBLIC AGENDA**

**BUSINESS MEETING**

PLACE: Administration Building  
DATE: September 17, 2009  
TIME: 7:00 p.m.

**CALL TO ORDER**

The Stafford Township's 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, Asbury Park Press, and the Beacon. Notice has been posted in the office of the Stafford Township Clerk and all school buildings.

**ROLL CALL**

Thomas Dellane	Member
Christine English	Member
Sam Fierra	Member
Tammy Nicolini	Member
Susan Spaschak	Member
Carol Williams	Member
Lori Wyrsh	Member
Denise Harrington	President

**ALSO PRESENT**

Ronald L. Meinders	Superintendent
Judith DeStefano-Anen	Assistant Superintendent
Enrico D. Siano	B.S/S.B.A.
Tracey Schneider, Esq.	Board of Education Attorney

## **EXECUTIVE SESSION - AGENDA REVIEW**

Closed Session (if necessary)

## **FLAG SALUTE**

## **ROUTINE MATTERS**

(The following Routine Matters were discussed)

## **PRESENTATION**

1. Presentation of the 2008-2009 Annual Audit by Michael Garcia, CPA/RMA of Ford, Scott & Associates, Certified Public Auditors.

**APPROVAL OF MINUTES OF PREVIOUS MEETING(S)**

To approve the minutes of the following meetings:

1. August 11, 2009

Vote

Member	Yes	No	Ab	Member	Yes	No	Ab
Thomas Dellane	—	—	—	Carol Williams	—	—	—
Christine English	—	—	—	Lori Wyrsh	—	—	—
Sam Fierra	—	—	—	Denise Harrington	—	—	—
Tammy Nicolini	—	—	—				
Susan Spaschak	—	—	—				

2. August 20, 2009

Vote

Member	Yes	No	Ab	Member	Yes	No	Ab
Thomas Dellane	—	—	—	Carol Williams	—	—	—
Christine English	—	—	—	Lori Wyrsh	—	—	—
Sam Fierra	—	—	—	Denise Harrington	—	—	—
Tammy Nicolini	—	—	—				
Susan Spaschak	—	—	—				

**COMMUNICATION FROM THE PUBLIC (AGENDA ITEMS ONLY)**

**CORRESPONDENCE TO AND FROM THE BOARD**

## **BOARD BUSINESS**

### **NEW BUSINESS**

#### **A. FINANCE/INSURANCE/TRANSPORTATION**

The following Finance/Insurance/Transportation items were discussed:

Chairperson of the Finance/Insurance/Transportation Committee - Mrs. Susan Spaschak - Report: The Finance/Insurance/Transportation Committee 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 Stafford Township Board of Education and the Stafford Township School District 2009-2010 Goals and Objectives. 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 bills listed on the Bill Resolution dated September 17, 2009 totaling \$1,934,180.28. Attachment
2. To accept the Treasurer's Report for the month of July 2009 with a cash balance of \$5,683,136.35. Attachment
3. To accept the Secretary's Report for the month of July 2009 with a cash balance of \$5,683,136.35.
4. Certification of No Overexpenditures:  
Pursuant to N.J.A.C. 6A:23-2.11(c)3, I, Enrico D. Siano, board secretary, certify that as of July 2009 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 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 July 2009, 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.

5. To approve the attached line item transfers.
6. To approve Change Order #2 from CMX for the improvement of the Intermediate school parking lot. Additional blacktop was needed to finish the project. The additional blacktop cost was \$21,213.87 less the cost for anticipated milling, grading, base course and concrete sidewalk completion of \$3,311.44. Difference is \$17,902.43. Project is completed.
7. To approve the disposal of one food steamer located in the McKinley Avenue School. The food steamer, tag #00373, is 35 years old and no longer operational.
8. To approve the acceptance of the FY 2010 IDEA Grant in the amount of \$556,188 for Basic and \$40,251 for Preschool.
9. To approve the Agreement to Provide Nonpublic Services under ARRA-IDEA (Basic - \$57,421; Preschool - \$1,030) Between the Stafford Township School District and Catapult Learning, LLC for the 2009-2010 school year.
10. To approve an in-district tuition student from the Long Beach Island School District to attend and LD class in the Ocean Acres Elementary School beginning September 1, 2009 and ending June 30, 2010 at a tuition rate of \$11,272.
11. To accept the following rebates and/or donations:
  - a. Rebate from Young Masters Program - \$60.
  - b. Stafford PTA for Butterfly Bonanza and Reading Around the World - \$2200.
12. To approve the 2008-2009 Annual Audit as presented by Michael Garcia, CPA/RMA of Ford, Scott & Associates, Certified Public Auditors.

Vote

Member	Yes	No	Ab	Member	Yes	No	Ab
Thomas Dellane	—	—	—	Carol Williams	—	—	—
Christine English	—	—	—	Lori Wyrsh	—	—	—
Sam Fierra	—	—	—	Denise Harrington	—	—	—
Tammy Nicolini	—	—	—				
Susan Spaschak	—	—	—				

**B. CURRICULUM/INSTRUCTION/TECHNOLOGY**

The following Curriculum/Instruction/Technology items were discussed:

Chairperson of the Curriculum/Instruction/Technology Committee - Mrs. Tammy Nicolini -

Report: The Curriculum/Instruction/Technology Committee has reviewed the following action items, has consulted with the Superintendent, Assistant Superintendent and other appropriate district officials, and hereby certifies that the actions being approved are consistent with the Stafford Township Board of Education and the Stafford Township School District 2009-2010 Goals and Objectives. 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 Core Curriculum Content 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 a class trip for Mrs. Segalla's class to Johnson's Farm on September 23, 2009.

Vote

Member	Yes	No	Ab	Member	Yes	No	Ab
Thomas Dellane	—	—	—	Carol Williams	—	—	—
Christine English	—	—	—	Lori Wyrsh	—	—	—
Sam Fierra	—	—	—	Denise Harrington	—	—	—
Tammy Nicolini	—	—	—				
Susan Spaschak	—	—	—				

## C. PERSONNEL

The following Personnel items were discussed:

Chairperson of the Personnel Committee - Mrs. Lori Wyrsh -

Report: The superintendent recommends the Board approve/ratify the appointment of the following named individuals who constitute a careful selection and screening of applicants 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 appointments may be changed as District needs develop unless otherwise stipulated. The Personnel/Negotiations Committee has reviewed the following action items, has consulted with the Superintendent, Assistant Superintendent and other appropriate district officials, and hereby certifies that the actions being approved are consistent with the Stafford Township Board of Education and the Stafford Township School District 2009-2010 Goals and Objectives.

1. To approve the attached list of substitutes for the 2009-2010 school year.
2. To approve the attached revisions to the 2009-2010 teacher aide assignments.
3. To approve the following specialists as consultants to the Child Study Team for the 2009-2010 school year.
4. To approve the attached list of students to participate in Student Teacher/Fieldwork for the 2009-2010 school year.
5. To approve Anne Nancy Schwalje as part-time special education teacher aide (personal) beginning October 1, 2009 and ending June 30, 2010, Step 1 of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
6. To approve Matthew Linck as custodian at the McKinley Avenue Elementary School, beginning August 1, 2009 and ending June 30, 2010, Step 2 of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
7. To approve the following resignations:
  - a. Donna Brearley, teacher aide, effective August 24, 2009.
  - b. Rosemary Buehler, teacher aide, effective August 21, 2009.
  - c. Lisa Christiansen, teacher aide, effective August 21, 2009.

8. To approve the attached list of teachers for extra-curricular positions (i.e., Music Show, ACE, etc.) per negotiated agreement.
9. To approve Lois Wargo as Elementary Teacher K-5/Teacher of Students with Disabilities, McKinley Avenue Elementary School, beginning October 1, 2009 and ending June 30, 2010, Step 1 of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
10. To approve Lisa Buehler as Elementary Teacher K-5, Grade 1, Ocean Acres Elementary School, beginning October 1, 2009 and ending June 30, 2010, Step 1 of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.

Vote

Member	Yes	No	Ab	Member	Yes	No	Ab
Thomas Dellane	—	—	—	Carol Williams	—	—	—
Christine English	—	—	—	Lori Wyrsh	—	—	—
Sam Fierra	—	—	—	Denise Harrington	—	—	—
Tammy Nicolini	—	—	—				
Susan Spaschak	—	—	—				

**D. POLICY/LEGISLATIVE/COMMUNICATIONS**

The following Policy/Legislative items were discussed:

Chairperson of the Policy/Legislative Committee - Mr. Samuel Fierra -

Report: The Policy/Legislative/Communications Committee 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 consistent with the Stafford Township Board of Education and the Stafford Township School District 2009-2010 Goals and Objectives. In addition, we further certify that the policies and regulations denoted with an asterisk “\*” are being revised or adopted in accordance with recent changes in statute or administrative code.

## **E. BUILDINGS/GROUNDS/CAFETERIA**

The following Buildings & Grounds/Cafeteria items were discussed:

Chairperson of the Buildings/Grounds/Cafeteria Committee - Mrs. Carol Williams

Report: 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 Stafford Township Board of Education and the Stafford Township School District 2009-2010 Goals and Objectives.

## **F. NEGOTIATIONS**

Report: The Negotiations Committee has reviewed the following action items and hereby certifies that the actions being approved are consistent with the Stafford Township Board of Education 2009-2010 Goals and Objectives.

## **OLD BUSINESS**

## **ADVANCED PLANNING**

1. Attached.

## **COMMUNICATION FROM THE PUBLIC**

## **CLOSED SESSION (IF NEEDED)- PERSONNEL/NEGOTIATIONS**

## **BOARD OF EDUCATION INFORMATIONAL ITEMS**

1. Attached.

## **ADJOURNMENT**

## **PUBLIC COMMENT NOTICE - STAFFORD TOWNSHIP BOARD OF EDUCATION MEETINGS**

The Stafford Township Board of Education welcomes the opportunity to hear what members of the public have to say about matters of public interest. However, we do have specific procedures in place for you to bring your concerns to the proper personnel. We refer to this as the chain of command. For example, if you have a concern involving something within the classroom, we would ask that you first speak to the teacher, and if necessary, the principal. If you have not utilized the chain of command, we would ask that you please do so prior to addressing your concerns in this meeting so that the district personnel are given the opportunity to resolve these matters to your satisfaction. If, after utilizing the chain of command, you feel your concerns have not been addressed, we welcome you to return to the next Board meeting to voice your concern. If you have any questions about the chain of command (or the appropriate person to whom you should address your concern), please feel free to ask any member of the Board at the break or when this meeting concludes. We would also like to make you aware that there are certain matters that the Board can only discuss in closed session. Thus, if your comments touch upon an issue that is only to be discussed in closed session or one where certain notices must be provided prior to the Board conducting any discussions, the Board will not be able to respond to your comments at this time. We will inform you if this is the case when you have finished speaking. Specifically, this situation may arise if you are discussing a particular employee (or employees) of the district or a particular student (or students).