

**STAFFORD TOWNSHIP SCHOOL DISTRICT
MANAHAWKIN, NJ**

PUBLIC AGENDA

BUSINESS MEETING

PLACE: Administration Building
DATE: February 18, 2010
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

Tracy D'Andrea	Member
Thomas Dellane	Member
Christine English	Member
Tammy Nicolini	Member
Susan Spaschak	Member
Carol Williams	Member
Lori Wyrsh	Member
Samuel Fierra	Vice President
Denise Harrington	President

ALSO PRESENT

Judith DeStefano-Anen, Ed.D.	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)

PRESENTATIONS AND SUPERINTENDENT'S EDUCATIONAL REPORT

- 1. Presentations:
 - ~Cub Club - Melanie Bodner
 - ~VIP Dance - Melanie Bodner
 - ~Wellness Club - Sarah Ewen and Noreen Gale
 - ~Fundraising Efforts for Animal Shelter - Sarah Ewen

- 2. Superintendent's Educational Report - Attached.

APPROVAL OF MINUTES OF PREVIOUS MEETING(S)

To approve the minutes of the following meetings:

- 1. January 7, 2010.

Excused: Tammy Nicolini, Samuel Fierra and Denise Harrington

Vote

Member	Yes	No	Ab	Member	Yes	No	Ab
Tracy D'Andrea	—	—	—	Carol Williams	—	—	—
Thomas Dellane	—	—	—	Lori Wyrsh	—	—	—
Christine English	—	—	—	Samuel Fierra	—	—	—
Tammy Nicolini	—	—	—	Denise Harrington	—	—	—
Susan Spaschak	—	—	—				

2. January 14, 2010.

Excused: Tammy Nicolini, Samuel Fierra and Denise Harrington

Vote

Member	Yes	No	Ab	Member	Yes	No	Ab
Tracy D'Andrea	—	—	—	Carol Williams	—	—	—
Thomas Dellane	—	—	—	Lori Wyrsh	—	—	—
Christine English	—	—	—	Samuel Fierra	—	—	—
Tammy Nicolini	—	—	—	Denise Harrington	—	—	—
Susan Spaschak	—	—	—				

3. January 21, 2010 Negotiations

Excused: Tammy Nicolini, Samuel Fierra and Denise Harrington

Vote

Member	Yes	No	Ab	Member	Yes	No	Ab
Tracy D'Andrea	—	—	—	Carol Williams	—	—	—
Thomas Dellane	—	—	—	Lori Wyrsh	—	—	—
Christine English	—	—	—	Samuel Fierra	—	—	—
Tammy Nicolini	—	—	—	Denise Harrington	—	—	—
Susan Spaschak	—	—	—				

4. January 21, 2010

Vote

Member	Yes	No	Ab	Member	Yes	No	Ab
Tracy D'Andrea	—	—	—	Carol Williams	—	—	—
Thomas Dellane	—	—	—	Lori Wyrsh	—	—	—
Christine English	—	—	—	Samuel Fierra	—	—	—
Tammy Nicolini	—	—	—	Denise Harrington	—	—	—
Susan Spaschak	—	—	—				

COMMUNICATION FROM THE PUBLIC (AGENDA ITEMS ONLY)

CORRESPONDENCE TO AND FROM THE BOARD

BOARD BUSINESS

1. To approve March 10, 2010 at 10:00 a.m. as the ballot position drawing to be held in the board secretary's conference room located at 775 E. Bay Avenue, Manahawkin, NJ for candidates who filed petitions to run for a position on the Stafford Township Board of Education.
2. To approve the polling hours on Election Day, April 20, 2010 from 1:00 p.m. to 9:00 p.m.
3. To approve the attached resolution declaring April 20, 2010 as "Take your Child to Vote Day."
4. To approve VIP field trip to Southern Regional for the Southern Jazz Festival on March 5, 2010 (Scott Nulty's Group).

Vote

Member	Yes	No	Ab	Member	Yes	No	Ab
Tracy D'Andrea	—	—	—	Carol Williams	—	—	—
Thomas Dellane	—	—	—	Lori Wyrsh	—	—	—
Christine English	—	—	—	Samuel Fierra	—	—	—
Tammy Nicolini	—	—	—	Denise Harrington	—	—	—
Susan Spaschak	—	—	—				

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 February 18, 2010 totaling \$1,192,883.84. Attachment
2. To accept the Treasurer's Report for the month of December 2009 with a cash balance of \$4,831,483.46. Attachment
3. To accept the Secretary's Report for the month of December 2009 with a cash balance of \$4,831,483.46.
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 December 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 December 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 to dispose of the attached list of kitchen equipment.
7. To approve the renewal of licensing and maintenance fees for Educational Data Services, Inc., Saddle Brook, NJ for the 2010-2011 school year in the amount of \$5,820. Educational Data Services, Inc. is a New Jersey Cooperative Bidding Program for school supplies.
8. To approve to participate in the Alliance for Competitive Telecommunications with the Monmouth-Ocean Educational Services Commission and the New Jersey Association of School Business Officials (NJASBO) for the period of July 1, 2010 to June 30, 2012.
9. To accept the following donations:
 - a. \$1,310 from the Stafford Township Education Foundation for "Promoting Literacy through Dramatic Play."
 - b. \$300 from the Stafford Township Education Foundation for "Reading Around the World."
 - c. \$2,200 from the Stafford Township PTA for playground expansion project at the Ronald L. Meinders Primary Learning Center.
10. To approve the disposal of a Blue Coat Closet, tag number 000229, Stafford Township Board of Education.
11. To set up a petty cash account in the amount of \$300/month for Instructional Services, beginning February 1, 2010 and ending June 30, 2010.
12. To approve Education Incorporated to provide bedside instruction for student ID #15890, beginning February 3, 2010 and ending February 18, 2010.
13. To approve InterLocal Services Agreement with EIRC of Sewell, NJ for the purpose of purchasing Microsoft Licensing, beginning March 2010 and ending February 2011, in the amount of \$63,878.21, subject to attorney review. This is the district's yearly renewal for all of our Microsoft Licensing requirements.
14. To approve to extend the contract of Alliance for Competitive Telecommunications (ACT) with XTel Communications, Inc. of Marlton, NJ for the period July 1, 2010 - June 30, 2011. ACT is our local, all Regional Toll, In State and State-to-State calls.

Vote

Member	Yes	No	Ab	Member	Yes	No	Ab
Tracy D'Andrea	—	—	—	Carol Williams	—	—	—
Thomas Dellane	—	—	—	Lori Wyrsh	—	—	—
Christine English	—	—	—	Samuel Fierra	—	—	—
Tammy Nicolini	—	—	—	Denise Harrington	—	—	—
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 to apply for the Readiness and Emergency Management for Schools Grant in the amount up to \$150,000.
3. To approve the Summer Enrichment Program beginning July 12, 2010 and ending August 12, 2010.

Vote

Member	Yes	No	Ab	Member	Yes	No	Ab
Tracy D'Andrea	—	—	—	Carol Williams	—	—	—
Thomas Dellane	—	—	—	Lori Wyrsh	—	—	—
Christine English	—	—	—	Samuel Fierra	—	—	—
Tammy Nicolini	—	—	—	Denise Harrington	—	—	—
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 following resignations:
 - a. Lawrence Trogani, mail carrier, effective February 1, 2010.
 - b. Jane Oler, teacher, effective June 30, 2010.
3. To approve a salary adjustment beginning with the 2010-2011 school year for the following personnel:
 - a. Edith Campbell, teacher, BA+30.
 - b. Francesca Buquicchio, teacher aide, BA Degree.
 - c. Elizabeth Buquicchio, teacher aide, 60 college credits.
4. To approve the following requests for unpaid leaves of absence:
 - a. Mary Cummins, teacher aide, October 29 and 30, 2009, personal reasons.
 - b. Jennifer Getz, teacher, January 14 and January 19, 2010, personal reasons.
 - c. Victoria Clapper, teacher aide, beginning November 13, 2009 and returning November 16, 2009, medical reasons.
5. To approve the attached list of students to participate in Student/Teacher Fieldwork.

6. To approve the following teachers to provide homebound/parent-teacher home instruction for the 2009-2010 school year: George Opalenik, Jeanette Smith and Gregory Gundling, per negotiated agreement.
7. To approve Span-Stat, 347 E. Central Blvd., Palisades Park, NJ as consultants to the Child Study Team for the 2009-2010 school year.
8. To approve the attached list of teachers for extra-curricular positions (i.e. Music Show, ACE, etc.) for the 2009-2010 school year, per negotiated agreement.

Vote

Member	Yes	No	Ab	Member	Yes	No	Ab
Tracy D'Andrea	—	—	—	Carol Williams	—	—	—
Thomas Dellane	—	—	—	Lori Wyrsh	—	—	—
Christine English	—	—	—	Samuel Fierra	—	—	—
Tammy Nicolini	—	—	—	Denise Harrington	—	—	—
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).