

**STAFFORD TOWNSHIP SCHOOL DISTRICT
MANAHAWKIN, NJ**

PUBLIC AGENDA

BUSINESS MEETING

PLACE: Administration Building

DATE: May 20, 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

Wendy Cotter	Member
Thomas Dellane	Member
Christine English	Member
Denise Harrington	Member
Joseph Sauer	Member
Susan Spaschak	Member
Lori Wyrsh	Member
Tammy Nicolini	Vice President
Samuel Fierra	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)

RECOGNITION AND SUPERINTENDENT'S EDUCATIONAL REPORT

1. Recognition:

Winners of PTA Reflections "Beauty is...." (See attached list)

2. Superintendent's Educational Report - Attached.

APPROVAL OF MINUTES OF PREVIOUS MEETING(S)

To approve the minutes of the following meetings:

1. March 22, 2010

Absent: Tracy D'Andrea

Vote

Member	Yes	No	Ab	Member	Yes	No	Ab
Wendy Cotter	—	—	—	Susan Spaschak	—	—	—
Thomas Dellane	—	—	—	Lori Wyrsh	—	—	—
Christine English	—	—	—	Tammy Nicolini	—	—	—
Denise Harrington	—	—	—	Samuel Fierra	—	—	—
Joseph Sauer	—	—	—				

2. March 26, 2010

Absent: Samuel Fierra

Vote

Member	Yes	No	Ab	Member	Yes	No	Ab
Wendy Cotter	—	—	—	Susan Spaschak	—	—	—
Thomas Dellane	—	—	—	Lori Wyrsh	—	—	—
Christine English	—	—	—	Tammy Nicolini	—	—	—
Denise Harrington	—	—	—	Samuel Fierra	—	—	—
Joseph Sauer	—	—	—				

3. April 12, 2010

Excused: Samuel Fierra, Denise Harrington, and Tammy Nicolini

Vote

Member	Yes	No	Ab	Member	Yes	No	Ab
Wendy Cotter	—	—	—	Susan Spaschak	—	—	—
Thomas Dellane	—	—	—	Lori Wyrsh	—	—	—
Christine English	—	—	—	Tammy Nicolini	—	—	—
Denise Harrington	—	—	—	Samuel Fierra	—	—	—
Joseph Sauer	—	—	—				

4. April 15, 2010

Vote

Member	Yes	No	Ab	Member	Yes	No	Ab
Wendy Cotter	—	—	—	Susan Spaschak	—	—	—
Thomas Dellane	—	—	—	Lori Wyrsh	—	—	—
Christine English	—	—	—	Tammy Nicolini	—	—	—
Denise Harrington	—	—	—	Samuel Fierra	—	—	—
Joseph Sauer	—	—	—				

COMMUNICATION FROM THE PUBLIC (AGENDA ITEMS ONLY)

CORRESPONDENCE TO AND FROM THE BOARD

BOARD BUSINESS

1. To approve the Memorandum of Understanding between New Jersey and the Stafford Township School District to establish a framework of collaboration, as well as articulate specific roles and responsibilities in support of the State in its implementation of an approved Race to the Top grant project.

Vote

Member	Yes	No	Ab	Member	Yes	No	Ab
Wendy Cotter	—	—	—	Susan Spaschak	—	—	—
Thomas Dellane	—	—	—	Lori Wyrsh	—	—	—
Christine English	—	—	—	Tammy Nicolini	—	—	—
Denise Harrington	—	—	—	Samuel Fierra	—	—	—
Joseph Sauer	—	—	—				

NEW BUSINESS

A. FINANCE/INSURANCE/TRANSPORTATION

The following Finance/Insurance/Transportation items were discussed:

Chairperson of the Finance/Insurance/Transportation Committee - Mrs. Denise Harrington -

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 May 20, 2010 totaling \$1,136,380.35. Attachment
2. To accept the Treasurer's Report for the month of March 2010 with a cash balance of \$4,517,353.36. Attachment
3. To accept the Secretary's Report for the month of March 2010 with a cash balance of \$4,517,353.36.
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 March 2010 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 March 2010, 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 Student ID #18414, homeless student, to attend Wayside School beginning April 12, 2010 and ending June 30, 2010, at a tuition cost of \$2,691.60. The student's district of origin is the Stafford Township School District.
7. To approve Student ID #18596 to attend the Ocean Academy beginning April 5, 2010 and ending June 30, 2010 at a tuition rate of \$41,761.80, pro-rated. Student also requires a personal aide at an additional cost of \$27,072, pro- rated.
8. To approve Student ID #15938 to attend the Education Academy beginning April 5, 2010 and ending June 30, 2010 at a tuition rate of \$41,899.20, pro-rated. Student also requires a personal aide at an additional cost of \$22,890, pro- rated.
9. To approve a contract for Timothy Peters Plumbing and Heating Services, Inc. of Toms River, NJ for plumbing services for the 2010-2011 school year with no increase in cost over last year. Cost: \$80 per hour.
10. To approve to enter into an agreement with the Township of Stafford as a member for participation in a cooperative pricing system beginning March 7, 2010 and ending March 6, 2012 at no cost to the district.
11. To approve to enter into an agreement with the Middlesex Regional Educational Services Commission, as a member for participation in a cooperative pricing system, effective April 15, 2010, at no cost to the district.
12. To approve the amendment to the FY'10 NCLB. Attachment.

Vote

Member	Yes	No	Ab	Member	Yes	No	Ab
Wendy Cotter	—	—	—	Susan Spaschak	—	—	—
Thomas Dellane	—	—	—	Lori Wyrsh	—	—	—
Christine English	—	—	—	Tammy Nicolini	—	—	—
Denise Harrington	—	—	—	Samuel Fierra	—	—	—
Joseph Sauer	—	—	—				

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 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 the attached Extended School Year Program information.

Vote

Member	Yes	No	Ab	Member	Yes	No	Ab
Wendy Cotter	—	—	—	Susan Spaschak	—	—	—
Thomas Dellane	—	—	—	Lori Wyrsh	—	—	—
Christine English	—	—	—	Tammy Nicolini	—	—	—
Denise Harrington	—	—	—	Samuel Fierra	—	—	—
Joseph Sauer	—	—	—				

C. PERSONNEL

The following Personnel items were discussed:

Chairperson of the Personnel Committee - Mrs. Susan Spaschak -

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 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 and 2010-2011 school years.
2. To approve the attached list of students to participate in student teacher/fieldwork.
3. To approve the following requests for unpaid leaves of absence:
 - a. Anne Aquilino, cafeteria/playground aide, beginning April 19, 2010 and returning April 26, 2010, family illness.
 - b. Jeanie Carbone, teacher, April 5, 2010, medical reasons.
 - c. Victoria Clapper, teacher aide, April 5 and 6, 2010, medical reasons.
 - d. Debra Freiermuth, cafeteria/playground aide, April 23 and 30, 2010, personal reasons.
 - e. Patrice McClory-Houston, teacher aide, beginning April 30, 2010 and returning May 20, 2010, medical reasons.
 - f. Heather Paolo, teacher, May 14 and 17, 2010, personal reasons.
 - g. Marisa Ross, teacher, beginning September 1, 2010 and ending June 30, 2011, child-rearing leave.
 - h. Ramona Mulcahey, teacher, beginning May 5, 2010 and returning June 14, 2010, child-rearing leave.
4. To approve the resignation of Anne Schwalje, teacher aide, effective June 30, 2010.

5. To approve the rehire of Barbara Cortellino as confidential secretary for the 2010-2011 school year, beginning July 1, 2010 and ending June 30, 2011. Salary will be paid through SEMI and Extraordinary Aide funds.
6. To approve the change in status for the following personnel beginning September 1, 2010 and ending June 30, 2011:
 - a. Susan Kilgallon, teacher, grade 3 to Discovery Center, McKinley Avenue Elementary School.
 - b. Jill Siegfried, teacher, Discovery Center to grade 4, McKinley Avenue Elementary School.
 - c. Erika Leming, teacher, grade 4, McKinley Avenue Elementary School to grade 5, Intermediate School.
 - d. Kristi Deren, teacher, grade 4 McKinley Avenue Elementary School to grade 5, Intermediate School.
 - e. Nadine Burgess, teacher, grade 5, Intermediate School to teacher learning facilitator, McKinley Avenue Elementary School.
 - f. Carolyn Riccardi, school nurse, Ocean Acres Elementary School to Oxycocus Elementary School (part-time).
 - g. Susan Madara, teacher, reading coach, Ocean Acres Elementary School to Resource Center, McKinley Avenue Elementary School.
7. To approve the attached list of administrative assignments for the 2010-2011 school year, beginning July 1, 2010 and ending June 30, 2011.
8. To approve TECHConnection/FRA, Dr. Joan Bruno, Shrewsbury, NJ as consultant (augmentative communication) to the child study team for the remainder of the 2009-2010 school year.
9. To approve Joanne Checket, Toms River, NJ as a consultant (audiologist and speech language pathologist) to the child study team for the remainder of the 2009-2010 school year.
10. To approve Janeen Fritz-Wegryn to provide homebound/parent-teacher home instruction for the remainder of the 2009-2010 school year, per negotiated agreement.
11. To approve Education Incorporated to provide bedside instruction for Student ID #16538, beginning March 19, 2010 and ending April 6, 2010.

12. To approve the rehire of Alyssa Wright, music teacher, McKinley Avenue Elementary School for the 2010-2011 school year, beginning September 1, 2010 and ending June 30, 2011, Step 4 of the Stafford Township Board of Education/STEA Agreement.

Vote

Member	Yes	No	Ab	Member	Yes	No	Ab
Wendy Cotter	—	—	—	Susan Spaschak	—	—	—
Thomas Dellane	—	—	—	Lori Wyrsh	—	—	—
Christine English	—	—	—	Tammy Nicolini	—	—	—
Denise Harrington	—	—	—	Samuel Fierra	—	—	—
Joseph Sauer	—	—	—				

D. POLICY/LEGISLATIVE/COMMUNICATIONS

The following Policy/Legislative items were discussed:

Chairperson of the Policy/Legislative Committee - Mrs. Lori Wyrsh -

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.

1. To approve a first reading of the following new and/or revised bylaws, policies and regulations:

- Bylaw 0142.1 – Nepotism*
- Bylaw 0173 – Duties of Public School Accountant
- Bylaw 0174.1 – Legal Services*
- Bylaw 0177 – Professional Services*
- Policy 1570 – Internal Controls*

- Regulation 1570 – Internal Controls*
- Regulation 2417 – Pupil Intervention and Referral Services
- Policy 2430 – Co-Curricular Activities
- Policy 2431 – Athletic Competition
- Regulation 2431.1 – Emergency Procedures for Athletic Practices and Competitions
- Policy 2440 – Summer School
- Policy 2464 – Gifted and Talented Pupils
- Policy 2520 – Instructional Supplies
- Regulation 2520 – Instructional Supplies
- Policy 2551 – Musical Instruments
- Policy 2610 – Educational Program Evaluation
- Policy 2624 – Grading System
- Regulation 2624 – Grading System
- Policy 3439 – Jury Duty
- Policy 5533 – Pupil Smoking*
- Regulation 5533 – Pupil Smoking* (new)
- Policy 6111 – Special Education Medicaid Initiative (SEMI) Program*
- Regulation 6111 – Special Education Medicaid Initiative (SEMI) Program*
- Policy 6471 – School District Travel*
- Regulation 6471 – School District Travel*
- Policy 6660 – Student Activity Fund*
- Policy 7434 – Smoking on School Grounds*
- Policy 8461 – Reporting Violence, Vandalism, Alcohol, and Other Drug Abuse*
- Policy 9700 – Special Interest Groups

2. To approve the first reading of the following job descriptions:

- a. Supervisor of Grants and Special Projects
- b. HVAC Technician Coordinator

Vote

Member	Yes	No	Ab	Member	Yes	No	Ab
Wendy Cotter	—	—	—	Susan Spaschak	—	—	—
Thomas Dellane	—	—	—	Lori Wyrsh	—	—	—
Christine English	—	—	—	Tammy Nicolini	—	—	—
Denise Harrington	—	—	—	Samuel Fierra	—	—	—
Joseph Sauer	—	—	—				

E. BUILDINGS/GROUNDS/CAFETERIA

The following Buildings & Grounds/Cafeteria items were discussed:

Chairperson of the Buildings/Grounds/Cafeteria Committee - Mrs. Christine English -

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. Attachments:

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).