

## **BUSINESS MEETING**

January 18, 2018

The Business Meeting of the Stafford Township Board of Education was held on January 18, 2018 at 7:31pm at the Stafford Township Arts Center (STAC).

## **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, Asbury Park Press, and the Beacon. Notice has been posted in the office of the Stafford Township Clerk and all school buildings. A mechanical device is being used to video record this meeting.

## **ROLL CALL**

Patricia Formica	Member
Walter Jauch	Member
Deborah Lyons	Member
Joseph Mangino	Member
Tammy Nicolini	Member (Absent)
Beth Sicoli	Member
Gerald Simonelli	Member
Richard Czajkowski	Vice President
Michael Hemenway	President

## **STUDENT ROLL CALL**

Robert Cassidy	Student
Kaycee Callanan	Student
David Boyd	Student
Ean Case	Student
Madison DelBarto	Student
Meri Cassidy	Student
Jack DeHart	Student
Luke Pizar	Student
Molly Soper	Student
Jayla Rainone	Student
Ryan Sicoli	Student
Madelyn Burn	Student
Alex Fowler	Student
Jack Marano	Student
Connor O'Sullivan	Student

## **ALSO PRESENT**

George J. Chidiac	Superintendent
Daniel Smith	Business Administrator/Board of Education Secretary
Anthony Sciarrillo, Esq.	Board Attorney

**FLAG SALUTE**

**A. RECOGNITION/PRESENTATIONS**

- ~Recognition of our peer leaders who have been selected to experience the role of a Board of Education member.
- ~Recognition of Board of Education members for school board appreciation month.
- ~Recognition of Ocean Acres Student for outstanding accomplishments this school year.
- ~Recognition of students and staff that were involved in the opening of the Iguana Café and participate in the day to day activities involved in running the café.
- ~ Presentation: Violence and Vandalism Report  
David Ytreboe, Director of Pupil Services

**B. SUPERINTENDENT'S EDUCATIONAL REPORT - Attachment**

**C. CLOSED SESSION**

None

**D. 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. December 14, 2017 Committee of the Whole Meeting – 1 Absence1 (T. Nicolini)
2. December 14, 2017 Business Meeting – No Absences
3. December 14, 2017 Closed Session #1 – 1 Absence (T. Nicolini)
4. December 14, 2017 Closed Session #2 – No Absences

A motion was made by Beth Sicoli and seconded by Walter Jauch to approve Approval of Minutes of Previous Meeting(s) #1-4. Roll call vote: six (6) members present voted yes; motion passed. Patricia Formica and Gerald Simonelli abstained on items #1-4.

**E. CORRESPONDENCE TO AND FROM THE BOARD**

None

**F. BOARD BUSINESS**

1. There were no incidents of harassment, intimidation, and bullying.
2. To affirm the determination of the Superintendent regarding harassment, intimidation, and bullying incident investigation – Ocean Acres #1.
3. To approve the attached Resolution to cite School Board Recognition Month and to urge citizens to continue working together to advance the education of all students.

A motion was made by Beth Sicoli and seconded by Deborah Lyons 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 2017-2022 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.

1. To approve for payment of bills listed on the Bill Resolution dated January 18, 2018 totaling \$3,655,916.46.
2. To accept the Treasurer’s Report for the month of November 2017 with a cash balance of \$18,525,151.75.
3. To accept the Secretary’s Report for the month of November 2017 with a cash balance of \$18,525,151.75.
4. Certification of Overexpenditures:

Pursuant to N.J.A.C. 6A:23-2.11(c)3, I, Daniel Smith, Board of Education Secretary, certify that as of November 2017 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 November 2017, 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 the attached list of donations.
7. To approve the transfer of \$21,716.40 to the Capital Reserve account from the Fund 30 Oxycocus ROD Window Project account.
8. To approve the retirement of Bus #010 and Bus #016. Due to the age of the buses it would not be cost effective to repair
9. To approve the amendment to the IDEA FY'18 grant application to include the \$20,092 carry-over funds from the IDEA FY'17 grant.

A motion was made by Richard Czajkowski and seconded by Patricia Formica to approve Finance/Insurance/Transportation item(s) #1-9. Roll call vote item #1: six (6) members present voted yes; motion passed. Joseph Mangino and Gerald Simonelli abstained on item #1. Roll call vote items #2-9: 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 2017-2022 board/district goals.

1. BE IT RESOLVED by the Stafford Township Board of Education to accept and approve the bid proposals from American Pride Paper & Plastic, Central Poly-Bag Corp., General Linen & Paper, General Chemical & Supply, Inc., Interboro Packaging, Inc., South Jersey Paper Supply and Spruce Industries for the Janitorial Paper and Chemical Bid. The line items are being awarded as per the attachment.
2. To approve the attached Professional Services Agreement from Remington & Vernick Engineers of Toms River, NJ as an amendment to their current

professional services contract for scope of services and cost proposal related to the McKinley Gym Floor Abatement & Replacement Project for a not-to-exceed contract amount of \$21,890.

A motion was made by Joseph Mangino and seconded by Richard Czajkowski to approve Buildings/Grounds/Cafeteria item(s) #1-2. Roll call vote: eight (8) 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 2017-2022 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 Beth Sicoli and seconded by Joseph Mangino to approve Curriculum/Instruction/Technology item(s) #1. Roll call vote: six (6) members present voted yes; motion passed. Joseph Mangino and Gerald Simonelli abstained on item #1.

**J. PERSONNEL**

The following Personnel items were discussed:

Chairperson of the Personnel Committee – Tammy Nicolini

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/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 2017-2022 board/district goals.

1. To approve the attached list of substitutes for the 2017-2018 school year.
2. To approve the transfer and/or change of assignment for the attached list of personnel for the 2017-2018 school year.
3. To approve the following leaves of absence:
  - a. Eunice DeOliveira, Bus Driver, unpaid leave of absence beginning January 29, 2018 and returning February 5, 2018
  - b. Marie McNeil, Secretary, unpaid leave of absences beginning January 16, 2018 and returning January 26, 2018 and also beginning February 8, 2018 and returning February 15, 2018
  - c. Joy Pagano, School Psychologist, unpaid family leave beginning June 4, 2018 and returning July 1, 2018
  - d. Christina Furey, Teacher, unpaid family leave of absence beginning January 2, 2018 and returning February 1, 2018 and also unpaid leave beginning February 1, 2018 and returning March 14, 2018.
4. To approve the following resignations:
  - a. Jarred Muha, Custodian, effective January 4, 2018
  - b. Dawn Forlai, Teacher Aide, effective January 29, 2018
5. To approve Shannon Daniels as School Psychologist, Ocean Acres Elementary School, beginning February 16, 2018 and ending June 30, 2018, Step 1, pro-rated, MA+30, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
6. To approve the attached Affiliation Agreement between Stockton College and Stafford Township School District.
7. To approve the following retirement:
  - a. Elizabeth Buquicchio, Teacher Aide, effective June 30, 2018

***Employee appointments are provisional pending satisfactory completion of the Criminal History Background Check required by the State of New Jersey.***

A motion was made by Patricia Formica and seconded by Deborah Lyons to approve Personnel items(s) #1-7. Roll call vote: eight (8) 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 2017-2022 board/district goals.

1. To approve the **first reading** of the following **revised** policies and regulations:

- 3437 Military Leave
- 4437 Military Leave
- 7440 School District Security
- 8507 Breakfast Offer Versus Serve (OVS)
- 8630 Bus Driver/Bus Aide Responsibility
- R7101 Educational Adequacy of Capital Projects
- R7440 School District Security
- R8630 Emergency School Bus Procedures

2. To approve the **first reading** of the following **new** policies and regulations:

- 9242 Use of Electronic Signatures
- 7441 Electronic Surveillance in School Buildings & on School Grounds
- R7441 Electronic Surveillance in School Buildings & on School Grounds

3. To approve the **first reading** of the following **new** bylaw:

- 0169.02 Board Member Use of Social Network

A motion was made by Beth Sicoli and seconded by Walter Jauch to approve Policy/Legislative items(s) #1-3. Roll call vote: eight (8) members present voted yes; motion passed.

**L. ADVANCED PLANNING**

None

**M. PUBLIC COMMENT**

None

**N. BOARD INFORMATIONAL ITEMS**

None

**O. CLOSED SESSION – RESIDENCY HEARING**

We are looking for a motion to enter into closed session for the purposes of a residency hearing. The Board will not return for formal action.

Pursuant to the Open Public Meetings Act, the public will be excluded from this discussion. However, results of the discussion will be made public at a time when the Board feels the matter has been resolved.

## **BUSINESS MEETING**

January 18, 2018

A motion was made by Beth Sicoli and seconded by Joseph Mangino to move on the above Resolution. Voice vote: All members present voted yes (8-0); motion passed.

A motion was made by Joseph Mangino and seconded by Beth Sicoli to exit closed session. Voice vote: All members present voted yes (8-0); motion passed.

TIME IN: 8:14pm

TIME AT CONCLUSION OF CLOSED SESSION: 8:58pm

## **ADJOURNMENT**

A motion was made by Walter Jauch and seconded by Beth Sicoli to adjourn the meeting 8:58pm. Voice vote: All members present voted yes (8-0); motion passed.

## **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).

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Daniel Smith  
School Business Administrator/Board Secretary

DS/km/1-23-2018