

**BUSINESS MEETING**

April 17, 2012

The Business Meeting of the Stafford Township Board of Education was held on April 17, 2012 at 7:00pm at the Administration Building.

**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**

Sharon Bialecki	Member
Wendy Cotter	Member
Christine English	Member
Samuel Fierra	Member
Kevin Leonard	Member
Gregory Quille, D.C.	Member
Joseph Sauer	Member
Susan Spaschak	Member
Tammy Nicolini	Vice President (Left at 8:54pm)

**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**

HIB Reports - None

**FLAG SALUTE**

**MOMENT OF SILENCE** for Debra Frisina, teacher assistant.

**The chair entertains nominations for the office of president:**

1. Tammy Nicolini is nominated by Samuel Fierra for the office of board president.  
Seconded by Susan Spaschak.

Motion to close nominations for the office of president and that the board secretary cast the ballot(s) for Tammy Nicolini for board president.

Moved by Kevin Leonard and seconded by Wendy Cotter for first nominee. Roll call vote: nine (9) members present voted yes; motion passed.

**The president entertains nominations for the office of vice-president:**

1. Samuel Fierra is nominated by Kevin Leonard for the office of vice president. No second – declined nomination.
2. Wendy Cotter is nominated by Gregory Quille for the office of vice president. Seconded by Joseph Sauer.

Motion to close nominations for the office of vice president and that the board secretary cast the ballot(s) for Wendy Cotter for board vice president.

Moved by Susan Spaschak and seconded by Sharon Bialecki for first nominee. Roll call vote: nine (9) members present voted yes; motion passed.

**RECOGNITION/PRESENTATIONS**

1. Presentation by Food Service Management Company: “Sodexo”  
2% and CPI .8 – read questions and answers.

**SUPERINTENDENT’S EDUCATIONAL REPORT** – Attached

<Q:\Agenda Attachments\May 2011 - December 2012\April 17\4-17-12 Educational Report.docx>

- PLC registration – 244 registrants to date
- Oxycocus Preschool Program update

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

To approve the minutes of the following meeting(s):

1. March 1, 2012 - Budget Workshop Meeting – Absent: Tammy Nicolini  
<Q:\Agenda Attachments\May 2011 - December 2012\April 17\Budget Workshop Mtg Minutes 3-1-2012.pdf>
2. March 5, 2012 - Special Meeting (Personnel) – No Absences  
[Q:\Agenda Attachments\May 2011 - December 2012\April 17\Special Meeting \(Supt Contract Options\) Minutes 3-5-2012.pdf](Q:\Agenda Attachments\May 2011 - December 2012\April 17\Special Meeting (Supt Contract Options) Minutes 3-5-2012.pdf)
3. March 5, 2012 – Closed Session – No Absences  
<Q:\Closed Session Attachments\Closed Session 3-5-2012.pdf>
4. March 12, 2012 – Special Meeting (Personnel) – No absences  
[Q:\Agenda Attachments\May 2011 - December 2012\April 17\Special Mtg \(Supt Contract Options\) Minutes 3-12-2012.pdf](Q:\Agenda Attachments\May 2011 - December 2012\April 17\Special Mtg (Supt Contract Options) Minutes 3-12-2012.pdf)

5. March 12, 2012 – Closed Session – No Absences  
<Q:\Closed Session Attachments\Closed Session 3-12-2012.pdf>
6. March 15, 2012 – Business Meeting – No Absences  
<Q:\Agenda Attachments\May 2011 - December 2012\April 17\Business Mtg Minutes 3-15-2012.pdf>
7. March 15, 2012 – Closed Session – No Absences  
<Q:\Closed Session Attachments\Closed Session 3-15-2012.pdf>
8. March 22, 2012 – Public Budget Hearing – Absent: Susan Spaschak  
<Q:\Agenda Attachments\May 2011 - December 2012\April 17\Public Budget Hearing Minutes 3-22-2012.pdf>
9. March 22, 2012 – Closed Session – Absent: Susan Spaschak  
<Q:\Closed Session Attachments\Closed Session 3-22-2012.pdf>

A motion was made by Joseph Sauer and seconded by Christine English to approve Approval of Minutes of Previous Meetings item(s) #1-9. Roll call vote: nine (9) members present voted yes; motion passed. Susan Spaschak abstained on items #8-9 and Tammy Nicolini abstained on item #1.

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

- Food Service Program
- Appointment of outside attorney
- Sale of Education Center (25 Pine Street)

#### **CORRESPONDENCE TO AND FROM THE BOARD**

- Resignation of Susan Spaschak

#### **BOARD BUSINESS**

1. To approve the revised “Wellness Plan” to include the following amendment – “As a school district applying for the Healthier US School Challenge (HUSSC) awards, we will follow the HUSSC serving size and nutritional criteria for beverages and a la carte/competitive foods.” <Q:\Agenda Attachments\May 2011 - December 2012\April 17\Wellness Plan as of 3 05 2012.pdf>
2. To approve the move of the Administration Building staff to the Oxycocus Elementary School. The purpose of the move is the reduction in operating costs of the current Administration Building and the proper utilization of the Oxycocus Elementary School. By making this move, the Oxycocus Elementary School will be used, half to accommodate the preschool and the other half to establish as administrative offices.

3. To approve the resignation of Susan Spaschak as a member of the Stafford Township Board of Education and to declare that the seat previously held by Susan Spaschak to be vacant as of April 18, 2012.
4. To approve a special board meeting (board member interviews) on \_\_\_\_\_, 2012 at \_\_\_\_\_ p.m. at the Administration Building. **TABLED**

A motion was made by Samuel Fierra and seconded by Joseph Sauer to approve Board Business item(s) #1-3. Roll call vote: nine (9) members present voted yes; motion passed. Tammy Nicolini voted "no" on item #3.

## **NEW BUSINESS**

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

The following Finance/Insurance/Transportation items were discussed:

Chairperson of the Finance/Insurance/Transportation Committee – Christine English

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 2011-2012 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 April 17, 2012, totaling \$738,531.43.  
<Q:\Agenda Attachments\May 2011 - December 2012\April 17\Finance A-1.pdf>
2. To accept the Treasurer's Report for the month of February 2012 with a cash balance of \$4,928,411.64. <Q:\Agenda Attachments\May 2011 - December 2012\April 17\Finance A - 2 & 3.pdf>
3. To accept the Secretary's Report for the month of February 2012 with a cash balance of \$4,928,411.64.
4. Certification of Overexpenditures:  
Pursuant to N.J.A.C. 6A:23-2.11(c)3, I, Enrico D. Siano, board secretary, certify that as of February 2012 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).

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Board of Education Secretary

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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 February 2012, 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. <Q:\Agenda Attachments\May 2011 - December 2012\April 17\Line Item Transfers.pdf>
6. To approve the attached donations. <Q:\Agenda Attachments\May 2011 - December 2012\April 17\Donation Chart 4-17-2012.pdf>
7. To approve the 2012 Energy Savings Schedule. **TABLED**
8. To approve a shared services agreement with Sandyston-Walpack Board of Education to provide purchasing services for the 2011-2012 school year. <Q:\Agenda Attachments\May 2011 - December 2012\April 17\Purchasing Shared Services Agreement - Stafford and Sandyston-Walpack.pdf>
9. To approve Xtel Communications, Marlton, NJ for blended telephone minutes to include local, regional, and long distance charges, beginning July 1, 2012 and ending June 30, 2015. Selection was made through a cooperative with MRESC, of which Stafford is a member. <Q:\Agenda Attachments\May 2011 - December 2012\April 17\Xtel Communications.pdf>
10. To approve Data Network Solutions, Tinton Falls, NJ for dedicated Ethernet (internet) and TI/PRI for a period commencing March 16, 2012 to March 15, 2015. Selection of DNS was made through a cooperative with MRESC, of which Stafford is a member. <Q:\Agenda Attachments\May 2011 - December 2012\April 17\Data Network Solutions.pdf>
11. To approve Bonanni Realtors of Mercerville, NJ, as realtor for the sale of the Education Center at 25 Pine Street. **TABLED**
12. To approve Capehart Scatchard of Mount Laurel, NJ to provide legal services for labor issues, beginning May 1, 2012 and ending June 30, 2013.

A motion was made by Christine English and seconded by Wendy Cotter to approve Finance/Insurance/Transportation item(s) #1-6, 8-10, 12. Roll call vote: nine (9) members present voted yes; motion passed.

## **B. CURRICULUM/INSTRUCTION/TECHNOLOGY**

The following Curriculum/Instruction/Technology items were discussed:

Chairperson of the Curriculum/Instruction/Technology Committee – Wendy Cotter

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 2011-2012 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. <Q:\Agenda Attachments\May 2011 - December 2012\April 17\BOE Meeting Professional Development Requests April.doc>

A motion was made by Wendy Cotter and seconded by Christine English to approve Curriculum/Instruction/Technology item(s) #1. Roll call vote: nine (9) members present voted yes; motion passed.

## **C. PERSONNEL**

The following Personnel items were discussed:

Chairperson of the Personnel Committee – 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 2011-2012 Goals and Objectives.

1. To approve the attached list of substitutes for the 2012-2013 school year. <Q:\Agenda Attachments\May 2011 - December 2012\April 17\Subs rehire 2012.13.docx>
2. To accept the following resignations:
  - a. Jane Schreckenstein, secretary, effective April 25, 2012.
  - b. Diane Daniels, teacher, effective July 1, 2012.
3. To approve the following requests for unpaid leaves of absence:
  - a. Laura Attardi, teacher aide, unpaid Family Leave (NJFLA) and/or FMLA) beginning January 31, 2012 and returning June 30, 2012.
  - b. Linda Westover, cafeteria/playground aide, other unpaid leave of absence, beginning February 21, 2012 and returning February 27, 2012, and one day on February 29, 2012.
  - c. Natalie Finley, teacher, unpaid contractual child rearing leave beginning November 12, 2012 and returning December 21, 2012.
4. To approve Tracey L. Schneider, Esq., board attorney and Enrico D. Siano, school business administrator, to receive one-half of their total possible merit bonuses for meeting goals set forth in their negotiated contracts.
5. To approve Danielle Levi to provide homebound/parent-teacher home instruction for the 2011-2012 school year, per negotiated agreement.
6. To approve contracts for all tenured and non-tenured administrators and supervisors as listed on attachment for the 2012-2013 school year, beginning July 1, 2012 and ending June 30, 2013. Contracts are being approved at this time in order to comply with applicable law or board policy. <Q:\Agenda Attachments\May 2011 - December 2012\April 17\Admin Rehire List 2012.xls>
7. To approve contracts for all tenured and non-tenured non-affiliated staff as listed on attachment for the 2012-2013 school year, beginning July 1, 2012 and ending June 30, 2013. Contracts are being approved at this time in order to comply with applicable law or board policy. <Q:\Agenda Attachments\May 2011 - December 2012\April 17\Non Aff Rehire List 2012.13.xls>
8. To approve contracts for all tenured and non-tenured certified staff as listed on attachment for the 2012-2013 school year, beginning September 1, 2012 and ending June 30, 2013. Contracts are being approved at this time in order to comply with applicable law or board policy. <Q:\Agenda Attachments\May 2011 - December 2012\April 17\Certified Staff Rehire List.xlsx>
9. To approved contracts for all tenured and non-tenured affiliated secretaries as listed on attachment for the 2012-2013 school year, beginning July 1, 2012 and ending June 30, 2013. Contracts are being approved at this time in order to

comply with applicable law or board policy. <Q:\Agenda Attachments\May 2011 - December 2012\April 17\Secretarial Staff Rehire List.xlsx>

10. To approve contracts for all tenured and non-tenured affiliated custodians, bus mechanics, and mail courier as listed on attachment for the 2012-2013 school year, beginning July 1, 2012 and ending June 30, 2013. Contracts are being approved at this time in order to comply with applicable law or board policy. <Q:\Agenda Attachments\May 2011 - December 2012\April 17\Custodian-Mechanics-Mail Couriers Rehire 2012.13.xlsx>
11. To approve the rehire of all greeters as listed on attachment for the 2012-2013 school year, beginning September 1, 2012 and ending June 30, 2013. Contracts are being approved at this time in order to comply with applicable law or board policy. <Q:\Agenda Attachments\May 2011 - December 2012\April 17\Greeters Rehire List.xlsx>
12. To approve contracts for all cafeteria/playground aides as listed on attachment for the 2012-2013 school year, beginning September 1, 2012 and ending June 30, 2013. Contracts are being approved at this time in order to comply with applicable law or board policy. <Q:\Agenda Attachments\May 2011 - December 2012\April 17\CPA Rehire List.xlsx>
13. To approve contracts for all teacher aides as listed on attachment for the 2012-2013 school year, beginning September 1, 2012 and ending June 30, 2013. Contracts are being approved at this time in order to comply with applicable law or board policy. <Q:\Agenda Attachments\May 2011 - December 2012\April 17\Teacher Aides Rehire List.xlsx>
14. To approve contracts for all bus drivers as listed on attachment for the 2012-2013 school year, beginning September 1, 2012 and ending June 30, 2013. Contracts are being approved at this time in order to comply with applicable law or board policy. <Q:\Agenda Attachments\May 2011 - December 2012\April 17\Bus Drivers Rehire 2012.13.xlsx>
15. To approve contracts for all bus attendants as listed on attachment for the 2012-2013 school year, beginning September 1, 2012 and ending June 30, 2013. Contracts are being approved at this time in order to comply with applicable law or board policy. <Q:\Agenda Attachments\May 2011 - December 2012\April 17\Bus Attendants Rehire 2012.13.xlsx>
16. To accept the board attorney's resignation withdrawal/rescission, effective April 17, 2012.

A motion was made by Susan Spaschak and seconded by Wendy Cotter to approve Personnel item(s) #1-16. Roll call vote: nine (9) members present voted yes; motion



passed. Wendy Cotter, Kevin Leonard and Joseph Sauer abstained on item #1. Gregory Quille abstained on item #8.

#### **D. POLICY/LEGISLATIVE**

The following Policy/Legislative items were discussed:

Chairperson of the Policy/Legislative Committee – Joseph Sauer

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 2011-2012 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.

The Policy Committee Chairperson asked the Board Attorney to share some additional information about the Head Lice Management Regulation. The Board Attorney shared that the change to the Regulation was as a result of discussions at a previous Board Meeting. Specifically, the changes are to the procedural aspects of the regulation, i.e., notification to parents/guardians and when students are checked in school. The changes are not to the substance of the Regulation at this time. However, the Policy Committee did invite the School Physician, Dr. Mark Ditmar, to its Policy Committee Meeting this evening and the Committee will be working with Dr. Ditmar in the future to discuss additional modifications in accordance with information from the medical community.

1. To approve the first reading of the following new policies:

-Policy 1631 – Residency Requirement for Person Holding School District Office, Employment, or Position

<Q:\Agenda Attachments\May 2011 - December 2012\April 17\1631 Residency Requirement.doc>

-Policy 5117 – Interdistrict Public School Choice

<Q:\Agenda Attachments\May 2011 - December 2012\April 17\5117 - Interdistrict Public School Choice.doc>

-Policy 8613 – Waiver of Pupil Transportation

<Q:\Agenda Attachments\May 2011 - December 2012\April 17\8613 - Waiver of Pupil Transportation.doc>

2. To approve the first reading of the following revised Bylaws, policies and regulations:

-Bylaw 0141 – Board Member Number and Term

<Q:\Agenda Attachments\May 2011 - December 2012\April 17\0141 - Board Member Number and Term.doc>

-Bylaw 0151 – Organization Meeting

<Q:\Agenda Attachments\May 2011 - December 2012\April 17\0151 - Organization Meeting.doc>

-Bylaw 0153 – Annual Appointments

<Q:\Agenda Attachments\May 2011 - December 2012\April 17\0153 - Annual Appointments.doc>

-Bylaw 0165 – Voting

<Q:\Agenda Attachments\May 2011 - December 2012\April 17\0165 - Voting.doc>

-Bylaw 0178 – Appointment and Duties of Board Secretary

<Q:\Agenda Attachments\May 2011 - December 2012\April 17\0178 - Appointment and Duties of Board Secretary.doc>

-Policy 5310 – Health Services

<Q:\Agenda Attachments\May 2011 - December 2012\April 17\5310 - Health Services.doc>

-Policy 6230 – Budget Hearing

<Q:\Agenda Attachments\May 2011 - December 2012\April 17\6230 - Budget Hearing.doc>

-Policy 6620 – Petty Cash

<Q:\Agenda Attachments\May 2011 - December 2012\April 17\6620 - Petty Cash.doc>

-Policy 8210 – School Year

<Q:\Agenda Attachments\May 2011 - December 2012\April 17\8210 - School Year.doc>

-Regulation 5310.01 – Head Lice Management

<Q:\Agenda Attachments\May 2011 - December 2012\April 17\R5310.01 - Head Lice Management Regulation.doc>

-Regulation 6740 – Reserve Accounts

<Q:\Agenda Attachments\May 2011 - December 2012\April 17\R6740 - Reserve Account.doc>

3. To approve the first reading of the following revised job description:

A-35 Board Attorney/In-House Counsel

<Q:\Agenda Attachments\May 2011 - December 2012\April 17\A-35 Board Attorney-In House Counsel.doc>

A motion was made by Joseph Sauer and seconded by Gregory Quille to approve Policy/Legislative item(s) #1-3. Roll call vote: nine (9) members present voted yes; motion passed.

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

The following Buildings/Grounds/Cafeteria items were discussed:

Chairperson of the Buildings/Grounds/Cafeteria Committee – Gregory Quille

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 2011-2012 Goals and Objectives.

1. To approve Spiezle Architect Group, Inc., Trenton, NJ for the site paving and drainage upgrades at the Ocean Acres Elementary School, McKinley Avenue Elementary School, and Intermediate School. <Q:\Agenda Attachments\May 2011 - December 2012\April 17\Spiezle Proposal - Site Paving and Drainage Upgrades.pdf>
2. To approve Greenleaf Landscape Systems & Services, Inc. of Eatontown, NJ for landscaping and grounds maintenance in the amount of \$39,600, beginning April 1, 2012 and ending October 31, 2012.
3. To approve the award of contract to DPR Electric Inc., Bound Brook, NJ for the installation of the final phase of the Intermediate School roof-mounted photovoltaic system to include the base bid of \$334,500 and alternate bid of \$38,000 totaling \$372,500. A total of eight bids were received.
4. To approve the repair to the Oxycocus parking lot to address ponding of water, resurfacing and expansion to accommodate all staff vehicles. \$176,088 has been set aside for the repairs.

A motion was made by Gregory Quille and seconded by Joseph Sauer to approve Buildings/Grounds/Cafeteria item(s) #1-4. Roll call vote: nine (9) members present voted yes; motion passed.

#### **FOUNDATION UPDATE – Dr. Judee**

- Donation to district of all items that will serve the students

#### **ADVANCED PLANNING – Attached**

<Q:\Agenda Attachments\May 2011 - December 2012\April 17\BOE Meeting Chart March-December 2012.docx>

#### **COMMUNICATION FROM THE PUBLIC**

At the request of the Board President, the Board Attorney shared that when the Board has a number of people at the meetings, they like to start off the public comment section with a few reminders. First, everyone who wants to speak will be given opportunity but the Board asks that you stand, state your name and address for the record, and keep your comments under five minutes. The Board also asks that you please give everyone

an opportunity to speak once before you get up to speak again on another topic. The Board is interested in hearing what you have to say, but you should know sometimes even though the Board is listening, they cannot always respond because by law certain topics cannot be discussed by the Board in public. These topics include: matters of litigation, private student matters, and personnel matters. The Board welcomes you to share relevant information but wants you to be aware that while you can discuss these topics, the Board cannot, so please do not be offended if the Board cannot respond. Finally, the Board asks that you please be respectful.

- Head lice management
- Class trips for autistic class
- Preschool program
- Land

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

We are looking for a motion to enter into closed session for the purposes of discussing a personnel matter – energy savings staffing issues and matters that fall within the attorney-client privilege.

The Board will return from closed session to take 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.

A motion was made by Joseph Sauer and seconded by Christine English to move on the above Resolution. Roll call vote: nine (9) members present voted yes; motion passed.

A motion was made by Samuel Fierra and seconded by Joseph Sauer to exit closed session and resume the regular meeting. Roll call vote: eight (8) members present voted yes; motion passed.

TIME IN: 8:37pm

TIME AT CONCLUSION OF CLOSED SESSION: 9:43pm

### **FINANCE/INSURANCE/TRANSPORTATION**

7. To approve the 2012 Energy Savings Schedule.

A motion was made by Christine English and seconded by Kevin Leonard to approve Finance/Insurance/Transportation item(s) #7. Roll call vote: eight (8) members present voted yes; motion passed.

Mrs. Nicolini left the meeting. Motion #7, above, was voted on after Closed Session

## **BOARD OF EDUCATION INFORMATIONAL ITEMS**

<Q:\Agenda Attachments\May 2011 - December 2012\April 17\In and Out of District Student Chart.doc>

<Q:\Agenda Attachments\May 2011 - December 2012\April 17\Monthly March Reports.pdf>

## **ADJOURNMENT**

A motion was made by Kevin Leonard and seconded by Susan Spaschak to adjourn the meeting at 9:45pm. Roll call vote: eight (8) members present voted yes; 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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Enrico D. Siano – BS/SBA

EDS/km/4/26/2012