

The Business Meeting of the Stafford Township Board of Education was held at 7:00 pm in 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
Kevin Leonard	Member
Gregory Quille	Member
Joseph Sauer	Member
Susan Spaschak	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**FLAG SALUTE****RECOGNITION/PRESENTATIONS**

SUPERINTENDENT'S EDUCATIONAL REPORT – Attached

APPROVAL OF MINUTES OF PREVIOUS MEETING(S)

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

1. May 26, 2011 – Retreat Meeting – No Absences <Q:\Agenda Attachments\May 2011 - April 2012\July 21\BOE Retreat Minutes 5-26-2011.pdf>
2. May 26, 2011 – Non-Public Closed Session Minutes – No Absences <Q:\Agenda Attachments\May 2011 - April 2012\July 21\BOE Retreat Closed Session Minutes 5-26-2011.pdf>

3. June 9, 2011 Business Meeting – No Absences <Q:\Agenda Attachments\May 2011 - April 2012\July 21\BOE Business Mtg Minutes 6-9-2011.pdf>
4. June 9, 2011 – Non-Public Closed Session Minutes – No Absences <Q:\Agenda Attachments\May 2011 - April 2012\July 21\BOE Closed Session Minutes 6-9-2011.pdf>

A motion was made by Joseph Sauer and seconded by Kevin Leonard to approve Approval of Minutes of Previous Meetings items #1-4. Roll call vote: nine members present voted yes; motion passed.

COMMUNICATION FROM THE PUBLIC (AGENDA ITEMS ONLY)

CORRESPONDENCE TO AND FROM THE BOARD

A letter was received from Cathy Grant with regard to the Eagle Scout Project.

BOARD BUSINESS

1. To approve the attached Agreements for Preschool Facilities and Services, Extended Day Program Facilities and Services between the Stafford Township Board of Education and the Stafford Township Education Foundation for the period of July 1, 2011 through June 30, 2012.
<Q:\Agenda Attachments\May 2011 - April 2012\July 21\Extended Day Program Facilities Use and Services Agreement 2011-2012 Final.pdf>
<Q:\Agenda Attachments\May 2011 - April 2012\July 21\Preschool Facilities Use and Services Agreement 2011-2012 Final.pdf>

The above item was moved to after closed session.

2. To approve the Stafford Township School District 2011-2012 Handbook & Calendar.
3. To approve the appointment of Samuel Fierra to the Joint Presidents' Council (JPC).

A motion was made by Tammy Nicolini and seconded by Gregory Quille to approve Board Business items #2-3. Roll call vote: nine members present voted yes; motion passed.

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 July 21, 2011 totaling \$2,019,750.83. <Q:\Agenda Attachments\May 2011 - April 2012\July 21\Attachment A-1.pdf>
2. To accept the Treasurer's Report for the month of May 2011 with a cash balance of \$4,240,877.12. <Q:\Agenda Attachments\May 2011 - April 2012\July 21\Attachment A-2 & 3.pdf>
3. To accept the Secretary's Report for the month of May 2011 with a cash balance of \$4,240,877.12.
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 May 2011 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 May 2011, 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 - April 2012\July 21\Line Item Transfers.pdf>
6. To accept the following donations:

- a. Stafford Township PTA -
 - \$3,000 - "Kids in the Kitchen Grants" – Ocean Acres
 - \$360 – Field Trips – Ocean Acres
 - \$540 – Field Trips – Ocean Acres
 - \$3,000 - Academic Arena/new projects - McKinley
 - \$1,000 - Class Trips – McKinley
 - \$700 - 5th Grade Class Trip - \$700
 - \$1,500 - 6th Grade Class Trip - \$1,500
 - \$3,000 - "Cool It Zone" Grant - Intermediate
 - \$3,000 Grant – Oxycocus
- b. Lifetouch Studios – Ocean Acres \$1,158., United for Stafford \$394.
- c. Terra Cycle - \$194.94 for participation in the Brigade program for non-recyclable waste for the period November 1, 2010 through April 30, 2011.
7. To approve InterLocal Services Agreement with EIRC of Sewell, NJ for the purpose of purchasing Microsoft Licensing in the amount of \$22,301.12, beginning July 1, 2011 and ending June 30, 2012, subject to attorney review.
8. To approve providing of transportation services for school districts and other agencies at a cost of \$67/hour for the 2011-2012 school year.
9. To approve the transportation agreement between Stafford Township Board of Education and Southern Regional School District (host) for students attending non-public schools at a rate not to exceed \$884 per student for the 2011-2012 school year.
10. To approve the renewal resolution from Monmouth-Ocean Educational Services Commission for participation in coordinated transportation for the 2011-2012 school year in accordance with terms outlined in the July 1, 2008-June 30, 2013 agreement.
11. To approve the 2011 Extended School Year bus routes that were finalized on June 16, 2011.
12. To approve authorizing the superintendent of schools, Dr. Judith DeStefano-Anen, to approve change orders for the current Intermediate School roof project. By doing so, the roof replacement project will continue as scheduled. As the removal of the existing roof proceeds there is evidence that problems lie below the roofing material. Drains, seam separation in joists, plenum walls are open, hence adding to ongoing water intrusion problems. These change orders will be submitted to the board for formal approval at subsequent board meetings.
13. To approve authorizing the superintendent of schools, Dr. Judith DeStefano-Anen to approve the initial award of contract for the last phase of the

Intermediate School Solar Project and present to the board of education for official action at the August 18, 2011 board meeting. Bids were received on July 13, 2011 and will require time for review by the board attorney.

14. To approve the school meal price list as attached. Paid lunch will be \$2.55, paid breakfast \$1.35, milk \$.50, and Extended Day student paid snack will be \$.80.
<Q:\Agenda Attachments\May 2011 - April 2012\July 21\Sodexo Price List 2011-2012.pdf>
15. To approve Education Incorporated to provide bedside instruction for student ID #15918 beginning June 11, 2011 and ending June 27, 2011.
16. To approve the attached list of in-district students for the Extended School Year Program, beginning July 5, 2011 and ending August 11, 2011. <Q:\Agenda Attachments\May 2011 - April 2012\July 21\ESY In district Tuition Students.docx>
17. To approve the agreement for Evaluation and Determination of Eligibility Services between the Stafford Township School District and Catapult Learning, LLC for the 2011-2012 school year.
18. To approve the agreement to provide nonpublic services under IDEA between Stafford Township School District and Catapult Learning, LLC for the 2011-2012 school year.
19. To approve the agreement to provide nonpublic nursing services between Stafford Township School District and Catapult Learning, LLC for the 2011-2012 school year.
20. To approve the "Request to Provide Services Contracts" from the Commission for the Blind and Visually Impaired for the following students:

Student ID #17395	\$1700 per school year
Student ID #16568	\$4100 per school year
Student ID #16466	\$1700 per school year
21. To approve Student ID #15833, a homeless student, to attend Barnegat School for the ESY Program, beginning July 5, 2011 and ending August 11, 2011 at a tuition cost of \$2,301.12. The student's district of origin is the Stafford Township School District.
22. To approve the addendum to the contract with Sodexo Management, Inc. beginning July 1, 2011 and ending June 30, 2012. Year 2 of 5.
<Q:\Agenda Attachments\May 2011 - April 2012\July 21\Sodexo Contract 2011-2012.pdf>
23. To approve the School Alliance Insurance Fund Indemnity and Trust Renewal agreement, beginning July 1, 2011 and ending July 1, 2014.

<Q:\Agenda Attachments\May 2011 - April 2012\July 21\School Alliance Insurance Fund Indemnity and Trust Renewal Agreement 2011-2014.pdf>

24. To approve the School Alliance Insurance Fund Resolution for renewal of membership beginning July 1, 2011 and ending July 1, 2014.
<Q:\Agenda Attachments\May 2011 - April 2012\July 21\School Alliance Insurance Fund Resolution Renewal of Membership 2011-2014.pdf>
25. To approve the appointment of Flett Exchange, Jersey City, NJ to manage the sale of solar generated SRECS. Four service providers were contacted where Flett Exchange appears to be the best choice. There is no cost to the district for this service.
<Q:\Agenda Attachments\May 2011 - April 2012\July 21\SREC Sales Vendor Selection 7-11.xlsx>
26. To approve the retiring of the following vehicles effective June 30, 2011:
- a. Bus 981 – 1998/Blue Bird (54 passenger) VIN 1GDL7T1J5VJ513288.
 - b. Bus 982 – 1998/Blue Bird (54 passenger) VIN 1GDL7T1J6VJ513400.
27. To approve, on the recommendation of the school business administrator, a one year contractual agreement beginning July 1, 2011 and ending June 30, 2012 with Sodexo Management, Inc. (hereafter referred to as “Sodexo”, “FSMC” and “food service management company”). The District shall pay the “FSMC” a management fee as follows: Twenty-six thousand six hundred nine dollars (\$26,609.00) for the 2011-2012 contract year. The management fee shall be calculated at the end of each accounting period during the school year and prorated for any partial accounting period. Partial accounting period shall be defined as a period of time less than one (1) month. The FSMC shall be entitled to a general support services allowance of twenty-nine thousand two hundred ninety dollars (\$29,290.00) for the 2011-2012 contract year computed at the end of each accounting period and pro-rated for any partial accounting period. Sodexo guarantees that the district shall receive an annual financial return of fourteen thousand seven hundred twenty-two dollars (\$14,722.00). If the annual financial guarantee falls short of the aforementioned amount, Sodexo shall pay the difference to the district in an amount not to exceed one hundred percent (100%) of Sodexo’s annual management fee. Sodexo reserves the right to recover any such reimbursement made during the current contract year from that year’s surplus on a monthly basis.

A motion was made by Christine English and seconded by Tammy Nicolini to approve Finance/Insurance/Transportation items #1-27. Roll call vote: nine 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 - April 2012\July 21\Prof. Dev. Listing.pdf>
2. To approve to apply for Excellent Educators for New Jersey (EE4NJ) Pilot Program: Teacher Effectiveness Evaluation System Grant, beginning September 1, 2011 and ending September 30, 2012. The grant award will be based upon number of applications received and number of staff within the district; the potential highest awards is \$81,700.

A motion was made by Wendy Cotter and seconded by Susan Spaschak to approve Curriculum/Instruction/Technology items #1-2. Roll call vote: nine 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 2011-2012 school year.
<Q:\Agenda Attachments\May 2011 - April 2012\July 21\Substitutes 7.21.11.doc>
2. To approve the attached list of students to participate in student teacher fieldwork.
<Q:\Agenda Attachments\May 2011 - April 2012\July 21\Student Teacher Placement 7.21.11.doc>
3. To approve the change in status for the attached list of personnel for the 2011-2012 school year.
<Q:\Agenda Attachments\May 2011 - April 2012\July 21\Personnel Change in Status 7.21.11.xls>
4. To approve the attached contract between Enrico D. Siano, Board Secretary/School Business Administrator, and the Stafford Township Board of Education, for July 1, 2011 through June 30, 2012, with attached Salary Schedule, as approved by the Executive County Superintendent.
<Q:\Agenda Attachments\May 2011 - April 2012\July 21\Rick's Contract 2011-2012 - Final - 2.doc>
<Q:\Agenda Attachments\May 2011 - April 2012\July 21\Salary Schedule - Rick - 2011-2012 - Final - 2.docx>
<Q:\Agenda Attachments\May 2011 - April 2012\July 21\ECS Approval Letter - Rick Siano - 2011-2012.pdf>
5. To approve Melanie Bodner for a college credit guide increase for her Master's Degree beginning 2012-2013 school year.
6. To approve Julia Crombie as substitute probationary confidential secretary, for the superintendent's office and the board attorney's office, beginning August 1, 2011 and ending November 1, 2011. This is a replacement position.
7. To approve David Marcum as substitute probationary systems specialist, beginning August 1, 2011 and ending November 1, 2011. This is a replacement position.
8. To approve Lisa Toci and Liane Kramer to provide homebound/parent/teacher home instruction during the Extended School Year beginning July 5, 2011 and ending August 11, 2011.
9. To approve the following teachers for IEP meetings during the Extended School Year: Stacie Capuano, Jennifer Getz, Maura Davis, and Mary Darmody.
10. To approve the following resignations:

- a. Judith Scutti, school nurse liaison, effective June 1, 2011.
 - b. Ryan Brown, systems specialist, effective July 15, 2011.
 - c. Angelica Puccio, teacher aide, effective immediately.
11. To approve Lisa Buehler as elementary school teacher, grade 3, McKinley Avenue Elementary School, beginning September 1, 2011 and ending June 30, 2012, Step 2, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
 12. To approve Sarah Hoffman as resource room teacher, Intermediate School, beginning September 1, 2011 and ending June 30, 2012, Step 2, of the Stafford Township Board of Education/STEA Agreement. This is a new budgeted position.
 13. To approve the following requests for unpaid leaves of absence:
 - a. Michele Barbito, teacher, other leave, beginning April 15, 2011 and ending May 30, 2011 and June 9, 2011.
 - b. Janeen Fritz-Wegren, teacher, contractual child rearing leave beginning June 16, 2011 (1/2 day) and returning September 1, 2011.
 14. To approve a rate increase for substitute bus attendants from \$7.50/hour to \$8.50/hour. No call bus attendants will increase from \$12 a route to \$13 a route, effective July 1, 2011.
 15. To approve the attached list of Transportation Personnel for the 2011 Extended School Year, beginning July 5, 2011 and ending August 11, 2011.
<Q:\Agenda Attachments\May 2011 - April 2012\July 21\ESY Transportations Personnel.pdf>

A motion was made by Susan Spaschak and seconded by Wendy Cotter to approve Personnel items #1-15. Roll call vote: nine members present voted yes; motion passed.

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.

No Action Items

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.

No Action Items

FOUNDATION UPDATE

Wendy Cotter provided an update from the Foundation meeting on July 20, 2011.

ADVANCED PLANNING – Attached <Q:\Agenda Attachments\May 2011 - April 2012\July 21\Advanced Planning 2011-2012.doc>

Next Board of Education meeting is August 18, 2011.

COMMUNICATION FROM THE PUBLIC

None

CLOSED SESSION (IF NEEDED) – PERSONNEL/NEGOTIATIONS

We are looking for a motion to enter into closed session for the purposes of discussing contractual negotiations with the Stafford Township Education Foundation. Please note that we will return for one action item at the end of the closed session.

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 Wendy Cotter and seconded by Tammy Nicolini to move on the above Resolution. Roll call vote: nine members present voted yes; motion passed.

A motion was made by Tammy Nicolini and seconded by Sharon Bialecki to exit closed session and resume the regular meeting. Roll call vote: nine members present voted yes; motion passed.

TIME IN: 7:54 pm

TIME AT CONCLUSION OF CLOSED SESSION: 9:05 pm

BOARD BUSINESS

1. To approve the attached Agreements for Preschool Facilities and Services, Extended Day Program Facilities and Services between the Stafford Township Board of Education and the Stafford Township Education Foundation for the period of July 1, 2011 through June 30, 2012.

<Q:\Agenda Attachments\May 2011 - April 2012\July 21\Extended Day Program Facilities Use and Services Agreement 2011-2012 Final.pdf>

<Q:\Agenda Attachments\May 2011 - April 2012\July 21\Preschool Facilities Use and Services Agreement 2011-2012 Final.pdf>

A motion was made by Christine English and seconded by Joseph Sauer to approve Board Business item #1. Roll call vote: nine members present voted yes; motion passed.

BOARD OF EDUCATION INFORMATIONAL ITEMS

<Q:\Agenda Attachments\May 2011 - April 2012\July 21\Informational-MOESC Ltr.pdf>

<Q:\Agenda Attachments\May 2011 - April 2012\July 21\Monthly Report-Attendance-May 2011.docx>

<Q:\Agenda Attachments\May 2011 - April 2012\July 21\Monthly Report-Attendance-June 2011.docx>

<Q:\Agenda Attachments\May 2011 - April 2012\July 21\Monthly Report-Int-May 2011.doc>

<Q:\Agenda Attachments\May 2011 - April 2012\July 21\Monthly Report-Int-June 2011.doc>

<Q:\Agenda Attachments\May 2011 - April 2012\July 21\Monthly Report-Mck-May 2011.docx>

<Q:\Agenda Attachments\May 2011 - April 2012\July 21\Monthly Report-McK-June 2011.doc>

<Q:\Agenda Attachments\May 2011 - April 2012\July 21\Monthly Report-OA-May 2011.doc>

<Q:\Agenda Attachments\May 2011 - April 2012\July 21\Monthly Report-OA-June 2011.doc>

<Q:\Agenda Attachments\May 2011 - April 2012\July 21\monthly report-Oxy-june 2011.doc.pdf>

<Q:\Agenda Attachments\May 2011 - April 2012\July 21\Monthly Report-Oxy-May 2011.doc>

<Q:\Agenda Attachments\May 2011 - April 2012\July 21\Monthly Report-PLC-May 2011.docx>

<Q:\Agenda Attachments\May 2011 - April 2012\July 21\Monthly Report-PLC-June 2011.docx>

ADJOURNMENT

A motion was made by Tammy Nicolini and seconded by Sharon Bialecki to adjourn the meeting at 9:07 pm. Roll call vote: nine 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).

Enrico D. Siano – BS/SBA

EDS/km