

BUSINESS MEETING

October 11, 2021

The Business Meeting of the Stafford Township Board of Education was held on October 11, 2021 at 7:30pm at the Stafford Township Arts Center (STAC) and was live streamed over the web.

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. Notice has been posted in the office of the Stafford Township Clerk, all school buildings and on the district website. A mechanical device is being used to video record this meeting.

ROLL CALL

Kevin Cooney	Member (Absent)
Patricia Formica	Member (Absent)
Christopher Fritz	Member
Deborah Lyons	Member (Absent)
Brett Novick	Member (Virtual)
Matthew Regulski	Member
Mark Zoladz	Member
Joseph Mangino	Vice President
Tammy Wagner	President

ALSO PRESENT

George J. Chidiac	Superintendent
Lourdes LaGuardia	Business Administrator/Board of Education Secretary
Martin J. Buckley, Esq.	Board of Education Attorney

FLAG SALUTE

A. RECOGNITION/PRESENTATIONS

- Mr. Chidiac honored and thanked Mrs. Barbara D'Apuzzo, alongside her husband for her 34 years of service to the district and for being his right-hand person over the past few years with her knowledge and expertise. A video tribute was shown.
- Mr. Chidiac honored and thanked Mrs. Linda Morris, alongside her son and family for her 38 years of service to the district and for her dedication to the Transportation Department. A video tribute was shown.

B. SUPERINTENDENT'S EDUCATIONAL REPORT - Attachment

- Mr. Chidiac commented on the incredible opening to the school year. He said that September was a strong start and the children are adapting to their new

environment, routines, learning and they have been able to enjoy fresh air due to the beautiful September weather.

- Mr. Chidiac welcomed our new preschool students who began on October 4th due to the new Preschool Expansion grant.
- Mr. Chidiac shared that the district recognized the Week of Respect as well as School Spirit.
- Mr. Chidiac shared the upcoming STAC performances and urged the residents of the community to come and enjoy a performance.

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. September 13, 2021 Committee of the Whole – 1 Absence (D. Lyons)
2. September 13, 2021 Business Meeting – No Absences

A motion was made by Mr. Novick and seconded by Mr. Fritz to approve Approval of Minutes of Previous Meeting(s) item(s) #1-2. Roll call vote: six (6) members present voted yes; motion passed.

E. COMMUNICATION FROM THE PUBLIC (AGENDA ITEMS ONLY)

The Stafford Township Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest, especially when it is intended to assist the Board of Education.

Please feel free to speak to the Board during the public session. Pursuant to Board Policy 0167, comments and discussion will be limited to one three (3) minute period per individual unless requested by the chairperson to continue on a point of clarification.

Public comment at special meetings of the Board shall be related to the call of the meeting. In accordance with the Board of Education Policy, each participant must be recognized by the presiding officer and must preface their comments by an announcement of their name, address and group affiliation, if applicable.

Your anticipated courtesy to the members of the public and the Board is appreciated.

None

F. CORRESPONDENCE TO AND FROM THE BOARD

None

G. BOARD BUSINESS

1. There were no incidents of harassment, intimidation, and bullying.
2. To approve the following revised manual:
 - a. Transportation Operations Manual 2021-2022
3. To approve the district Nursing Plan for the 2021-2022 school year with the standing orders from our school physician, Dr. Todd Schmoll.

A motion was made by Mr. Fritz and seconded by Dr. Regulski to approve Board Business item(s) #1-3. Roll call vote item #1: six (6) members present voted yes; motion passed. Roll call vote item #2: five (5) members present voted yes; motion passed. Mr. Fritz abstained on item #2. Roll call vote item #3: six (6) members present voted yes; motion passed.

NEW BUSINESS

H. FINANCE/INSURANCE/TRANSPORTATION – Ms. Wagner provided an update on the Preschool Grant stating that we are working with the private preschool directors on required submissions: Contracts and Budgets. The administration along with the Transportation Coordinator continue to coordinate the various components for the new Pre-K program, budget restructuring and transportation. Ms. Wagner provided an update on the Bus Garage Project, commenting that the interior block filler was completed, interior walls started to be painted, electrical contractor continues to pull wires, main electrical feed is being run from building to electrical pole and exterior siding continues to be installed.

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 2021-2022 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 October 11, 2021 bills list totaling \$1,109,539.24 as attached (H-1)

Fund 10 - \$879,030.05

Fund 20 - \$197,180.24

Fund 30 – 14,400

Fund 40 - \$0

Fund 60 - \$61.95

Fund 61 - \$18,867

*Note - \$508,010.43 of the amounts listed were made as EFT payments. (H-1a.)

*To approve for payment of September 2021 additional bills list totaling \$79,382.02 as attached (H-1b.)

Fund 10 - \$67,027.57

Fund 20 - \$11,659.55

Fund 30 - \$650

Fund 40 - \$0

Fund 60 - \$0

Fund 61 - \$44.90

*Note - \$59,248.90 of the amounts listed were made as EFT payments. (H-1c.)

2. To approve for payment of payroll
 - a. dated September 15, 2021 totaling \$1,249,369.57
 - b. dated September 30, 2021 totaling \$1,309,455.66
3. To accept the Treasurer's Report for the month of August 2021.
4. To accept the Secretary's Report for the month of August 2021.
5. Certification of Overexpenditures:

Pursuant to N.J.A.C. 6A:23-2.11(c)3, I, Lourdes LaGuardia, Board of Education Secretary, certify that as of August 2021 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 August 2021 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.

6. To approve the attached line item transfers.
7. To authorize the Business Administrator to make payment of post-Board meeting bills for the month of October 2021 and to execute mid-cycle contracts such as utilities and out-of-district contracts. Specifics of these transactions, if any, will be provided for ratification at the next regular scheduled board meeting.
8. To approve the attached proposal for Licensed Site Remediation Professional Services from PARS Environmental of Robbinsville, NJ as an amendment to their current professional services contract for services related to the closure of Underground Storage Tank (UST) 4WSO, Program Interest ID No 011007 at the Oxycocus Elementary School for a lump sum cost of \$6,010.
9. To approve Acenda Integrated Health of Glassboro, NJ for School-Based Mental Healthcare Services at a cost of \$63,072 (\$40,000 funded through CRRSA/Mental Health and \$23,072 funded through ESSER II) for the 2021-2022 school year. The proposal was the only one received and was selected based on the factors set forth in the RFP. (Year 1 of 1)
10. To approve an out of district tuition contract to Alpha School for student #23960 for the 2021-2022 school year in the total amount of \$96,035 (Tuition \$68,445; Related Services \$27,590). This student requires a 1:1 teacher aide.
11. To approve an out of district tuition contract to Edison School District for student #21158 for the 2021-2022 school year in the total amount of \$14,715. Stafford Township is responsible for the education of this student. This student was DCC&P placed in an out of district "group-home" which sends their students to Edison School District.
12. To approve a contract to Burlington School District to complete a Deaf and Hard of Hearing CST re-evaluation for student #1446879727 for the 2021-2022 school year in the total amount of \$2,517 (D/HH Learning Eval \$839; D/HH

Psychological Eval \$839; D/HH Speech Language Eval \$839). Stafford Township is responsible for the re-evaluations of this student.

13. To approve a contract to Bayada Nursing Services for student #23052 for the 2021-2022 school year in the total maximum amount of \$9,720. This student requires one to one nursing services.
14. To approve the attached Agreement for E-Rate Services for Funding Year 2022 (July 1, 2022 – June 30, 2023) and Funding Year 2023 (July 1, 2023 – June 30, 2024) with E-Rate Partners, LLC. The annual fee for each funding year will be: Category I services \$1300 and Category II services will be \$600.
15. To approve to offer a \$500 reimbursement to parents in lieu of utilizing bus services for their preschool child, exclusively for the 2021-2022 school year. The \$500 reimbursement will be paid in two annual installments in December and June.
16. To approve Margaret Donnelly of School Bus Transportation Consultant MMD LLC. Beachwood, NJ; for Pupil Transportation and Reporting Services effective immediately at a prorated maximum monthly fee of \$5,000 for up to 35 hours per week for the months of October, November and December 2021. The proposal was selected based on experience with program alignment, management, reporting and availability due to new preschool program and pending vacancy.

A motion was made by Mr. Novick and seconded by Mr. Zoladz to approve Finance/Insurance/Transportation item(s) #1-16. Roll call vote item #1: six (6) members present voted yes; motion passed. Roll call vote item #2: five (5) members present voted yes; motion passed. Mr. Mangino abstained on item #2. Roll call vote items #3-16: six (6) members present voted yes; motion passed.

I. 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 2021-2022 board/district goals.

1. To approve the attached Comprehensive Maintenance Plan and Annual Maintenance Budget Amount Worksheet (M-1).
2. To approve the attached Annual Facilities Checklist – Health and Safety Evaluation of School Buildings.

A motion was made by Mr. Mangino and seconded by Mr. Novick to approve Buildings/Grounds/Cafeteria item(s) #1-2. Roll call vote: six (6) members present voted yes; motion passed.

J. 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 2021-2022 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 Mr. Zoladz and seconded by Dr. Regulski to approve Curriculum/Instruction/Technology item(s) #1. Roll call vote: six (6) members present voted yes; motion passed.

K. PERSONNEL – Ms. Wagner commented on item #4b, she wanted to take a minute to thank Mrs. Simonelli for her 17 years as a teacher as she provided a positive impact on the students.

The following Personnel items were discussed:

Chairperson of the Personnel Committee – Deborah Lyons

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/Policy 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 2021-2022 board/district goals.

1. To approve the attached list of substitutes for the 2021-2022 school year.
2. To approve the transfer and/or change of assignment for the attached list of personnel for the 2021-2022 school year.

3. To approve the following resignations:
 - a. Cassandra Connelly, Teacher Aide, effective September 24, 2021
 - b. Robert Matthews, Physical Therapist, effective October 1, 2021
 - c. Noreen Gale, Teacher, effective October 1, 2021
 - d. Jane Ramos, Teacher Aide, effective November 19, 2021

4. To approve the following retirements:
 - a. Donna Moczydlowski, Teacher Aide, effective July 1, 2022
 - b. Theresa Simonelli, Teacher, effective July 1, 2022
 - c. Linda Morris, Transportation Coordinator, effective December 1, 2021

5. To approve the following leaves:
 - a. Employee ID #6284, unpaid family leave FMLA, beginning January 31, 2022 and returning May 2, 2022
 - b. Employee ID #5727, unpaid family leave FMLA, beginning September 1, 2021 and returning November 15, 2021
 - c. Employee ID #4006, unpaid leave of absence, beginning April 11, 2022 and returning May 2, 2022

6. To approve the attached **revised** job descriptions:
 - a. A-22 Transportation Coordinator
 - b. B-19 12 Month Supervisor
 - c. B-22 Director of Early Childhood Education

7. To **readopt** the following attached job description:
 - a. A-23 Transportation Assistant Coordinator

8. To approve the following attached **new** job description:
 - a. G-9 Physical Therapist Assistant

9. To approve Deborah Meyers, Teacher Aide, to receive AA stipend as per the STEA contract beginning September 1, 2021.

10. To approve Daniel Breslow, Teacher, to receive MA stipend as per the STEA contract beginning November 1, 2021.

11. To approve the attached list of personnel as Mentors for Novice Teachers for the 2021-2022 school year.

12. To approve the attached list as additional staff for the Extended Day Program for the 2021-2022 school year.

13. To approve the attached list of staff for Quarantine Instruction Teachers for the 2021-2022 school year.

14. To approve the attached list of additional staff for Extra-Curricular programs for the 2021-2022 school year:
15. To approve to rescind the employment contracts for Christina Sheikovitz for Cafeteria Playground Aide and Bus Driver positions that were to begin on September 1, 2021.
16. To approve Annmarie Yee as Part Time STAC Technician, beginning September 14, 2021 and ending June 30, 2022, Salary \$20,000, pro-rated. This is a replacement position.
17. To approve Pia McCoy as Physical Therapist Assistant, Grades 3 & 4, McKinley Avenue Elementary School, beginning October 1, 2021 and ending June 30, 2022, Step 4, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
18. To approve Julie Fowlie as Part Time Hourly Teacher Aide, MD Class-Personal AM, McKinley Avenue Elementary School, beginning October 16, 2021 and ending June 30, 2022, Step 3, +BA, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
19. To approve Raquel Duff as Part Time Hourly Teacher Aide, PSD Class-Personal, Oxycocus Elementary School, beginning November 1, 2021 and ending June 30, 2022, Step 6, AA, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new position due to an IEP.
20. To approve McKenna Ferraro as Part Time Hourly Teacher Aide, PSD Class-Personal, Oxycocus Elementary School, beginning October 16, 2021 and ending June 30, 2022, Step 1, +BA, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new position due to an IEP.
21. To approve Vera Trulby as Part Time Hourly Teacher Aide, MD Class-Personal PM, McKinley Avenue Elementary School, beginning October 16, 2021 and ending June 30, 2022, Step 1, +90 College Credits, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new position due to an IEP.
22. To approve Zachary Piscopo as Custodian, McKinley Avenue Elementary School, beginning October 1, 2021 and ending June 30, 2022, Step 1, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
23. To approve Alison Giberson as Bus Attendant, beginning October 16, 2021 and ending June 30, 2022, Step 1, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new position due to the preschool grant.

24. To approve Nicole Spezzaferra as Bus Attendant, beginning October 1, 2021 and ending June 30, 2022, Step 1, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new position due to the preschool grant.
25. To approve Kristin Rodriguez as Bus Attendant, beginning October 1, 2021 and ending June 30, 2022, Step 1, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new position due to the preschool grant.
26. To approve Michele Houser as Bus Attendant, beginning October 1, 2021 and ending June 30, 2022, Step 1, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new position due to the preschool grant.
27. To approve Gina Gerardo as Bus Attendant, beginning November 1, 2021 and ending June 30, 2022, Step 1, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This a new position due to the preschool grant.

Employee appointments are provisional pending satisfactory completion of the Criminal History Background Check, Pre-employment P.L. 2018,C.5 Disclosure and Physical Exam Requirements required by the State of New Jersey.

A motion was made by Mr. Mangino and seconded by Mr. Novick to approve Personnel items(s) #1-27. Roll call vote: six (6) members present voted yes; motion passed.

L. 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 2021-2022 board/district goals.

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

- 2200 Curriculum Content
- 2422 Comprehensive Health and Physical Education (M)
- 2467 Surrogate Parents and Resource Family Parents (M)
- 5111 Eligibility of Resident/Nonresident Students (M)
- 5116 Education of Homeless Children
- 6311 Contracts for Goods or Services Funded by Federal Grants (M)
- 7432 Eye Protection (M)
- 8420 Emergency and Crisis Situations (M)
- 8540 School Nutrition Programs (M)
- 8550 Meal Charges/Outstanding Food Service Bill (M)
- 8600 Student Transportation (M)
- R7432 Eye Protection (M)

- R8420.1 Fire and Fire Drills (M)
2. To approve the **second reading** of the following **new** policies:
- 6115.01 Federal Awards/Funds Internal Controls – Allowability of Costs (M)
 - 6115.02 Federal Awards/Funds Internal Controls – Mandatory Disclosures (M)
 - 6115.03 Federal Awards/Funds Internal Controls–Conflict of Interest (M)

A motion was made by Dr. Regulski and seconded by Mr. Fritz to approve Policy/Legislative item(s) #1-2. Roll call vote: six (6) members present voted yes; motion passed.

M. ADVANCED PLANNING

None

N. PUBLIC COMMENT

The Stafford Township Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest, especially when it is intended to assist the Board of Education.

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Public comment at special meetings of the Board shall be related to the call of the meeting. In accordance with the Board of Education Policy, each participant must be recognized by the presiding officer and must preface their comments by an announcement of their name, address and group affiliation, if applicable.

Your anticipated courtesy to the members of the public and the Board is appreciated.

- A parent stated that she received a travel advisory letter from the superintendent’s office and she felt it was singling out the unvaccinated. She wanted to know what the purpose was as there is no travel advisory in the State of New Jersey per the Governor. She asked for the letter to be revised and to stop segregating the country, population, everything.
- A community member asked for a follow-up letter to Governor Murphy regarding masks. Have not heard back, what is the action now. August 10th, September 21st. No follow-up. What is the plan. Also email regarding Halloween Parade but NYC parade is happening with 35,000 people. Mr. Chidiac indicates we look to gradually return to norm. Kudos is to Educate Children First. Fines – kids don’t wear mask – criminal violation up to six months in jail, \$1,000 per violation.

- A community member indicated that Governor Murphy was at a party with teacher union leaders with no mask. Aren't you mad? Board should be fighting for kids and go to Trenton. The Board Attorney indicated that is was unconstitutional when there is an Executive Order. You need to start standing up for our kids.
- A community member asked if anyone on ever talks on the Board. When do we get answers from BOE? Mr. Fritz agrees that it's not fair, but parents have to do legwork. How do we do it together? The Board Attorney commented that we are all open to suggestions. Mr. Chidiac commented that we have to represent all parties of the district, very complex not as simple. Mr. Fritz commented that we are not Team Murphy. He stated that he has a lot of admiration and respect for your fight and for your stance but you will not get very far coming here and yelling at us for it.

O. BOARD INFORMATIONAL ITEMS

P. CLOSED SESSION

None

ADJOURNMENT

A motion was made by Dr. Regulski and seconded by Mr. Mangino to adjourn the meeting at 8:29pm. Voice vote: All members present (6-0) voted yes; motion passed.

Lourdes LaGuardia
School Business Administrator/Board Secretary

LL/km/10-19-2021rev