

BUSINESS MEETING

October 17, 2018

The Business Meeting of the Stafford Township Board of Education was held on October 17, 2018 at 7:30pm at the Oxycocus Elementary School.

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 (Absent)
Joseph Mangino	Member
Tammy Nicolini	Member
Beth Sicoli	Member
Gerald Simonelli	Member
Richard Czajkowski	Vice President
Michael Hemenway	President

ALSO PRESENT

George J. Chidiac	Superintendent
John Paredes	Interim Business Administrator/Board Secretary
Ari Schneider, Esq.	Board Attorney

FLAG SALUTE

A. RECOGNITION/PRESENTATIONS

~Outstanding Leadership for STEAM Tank Participants – Students and Staff

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. September 5, 2018 Special Board Meeting (Personnel Matters) –
1 Absence (M. Hemenway)
2. September 5, 2018 Closed Session – 1 Absence (M. Hemenway)
3. September 11, 2018 Special Board Meeting (Personnel Matters) – No Absences
4. September 11, 2018 Closed Session #1 – No Absences
5. September 11, 2018 Closed Session #2 – No Absences
6. September 13, 2018 Special Board Meeting (Legal Matters) –
2 Absences (D. Lyons, B. Sicoli)
7. September 13, 2018 Closed Session – 2 Absences (D. Lyons, B. Sicoli)
8. September 19, 2018 Committee of the Whole Meeting –
2 Absences (D. Lyons, T. Nicolini)
9. September 19, 2018 Business Meeting – 2 Absences (D. Lyons, T. Nicolini)
10. September 19, 2018 Closed Session – 2 Absences (D. Lyons, T. Nicolini)

A motion was made by Richard Czajkowski and seconded by Joseph Mangino to approve Approval of Minutes of Previous Meeting(s) #1-10. Roll call vote items #1-2: seven (7) members present voted yes; motion passed. Michael Hemenway abstained on items #1-2. Roll call vote items #3-5: eight (8) members present voted yes; motion passed. Roll call vote items #6-7: six (6) members present voted yes; motion passed. Deborah Lyons and Beth Sicoli abstained on items #6-7. Roll call vote items #8-10: six (6) members present voted yes; motion passed. Deborah Lyons and Tammy Nicolini abstained on items #8-10.

E. CORRESPONDENCE TO AND FROM THE BOARD

None

F. BOARD BUSINESS

1. There was one incident of harassment, intimidation, and bullying.
2. To approve the School Nursing Plan for the 2018-2019 school year with the standing orders from our school physician, Dr. Mark Ditmar.
3. To approve the Emergency Management Handbook for the 2018-2019 school year.
4. To approve the following:

Whereas, the Board will not have a dedicated School Business Administrator/Business Manager/Board Secretary (SBA) for the period November 3, 2018 through December 10, 2018, (or until such time as the newly appointed SBA assumes her duties), and

Whereas, the current Superintendent possess the required certification in accordance with N.J.S.A. 18A:17-14.2, and

Whereas, the Board is authorized by N.J.S.A. 18A:16-1, 18A:16-1.1 and 18A:16-1.2 to appoint a qualified person to fulfill the role and duties of the District's SBA,

Now Therefore Be It Resolved,

That the Board appoint its Superintendent, Mr. George J. Chidiac, for the period noted above with no additional compensation.

A motion was made by Richard Czajkowski and seconded by Walter Jauch to approve Board Business item(s) #1-4. Roll call vote items #1-3: eight (8) members present voted yes; motion passed. Roll call vote item #4: six (6) members present voted yes; motion passed. Patricia Formica voted No and Gerald Simonelli abstained on item #4.

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 October 17, 2018 totaling \$6,947,200.73.
2. To accept the Treasurer's Report for the month of August 2018 with a cash balance of \$17,246,502.98.
3. To accept the Secretary's Report for the month of August 2018 with a cash balance of \$17,246,502.98.
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 August 2018 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).

Daniel Smith

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 2018, 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 transfer of \$40,000 in Fund 30 from McKinley Renovations to the Intermediate Field Project for the purchase of the change order from Down to Earth Landscaping, Inc. to provide topsoil, sod and irrigation for a section of the Intermediate fields.
7. To approve the attached Professional Services Agreement from Remington and Vernick Engineers of Haddonfield, NJ as an amendment to their current professional services contract for District-Wide Indoor Air Quality (IAQ) Support Services at an estimated cost of \$15,000 to be billed on a time and material basis only for services used/requested by the district.
8. To approve the attached ESEA Title I funded personnel for the 2018-2019 school year.
9. To approve to accept from the State supplementary aid to the nonpublic schools for the 2018-2019 school year in the amount of \$107,160 (Chapters 192 & 193).
10. To approve Advancing Opportunities as a consultant to the Child Study Team for the 2018-2019 school year. The fees for the 2018-2019 school year are attached.
11. To approve Monmouth-Ocean Educational Services Commission (MOESC) as a consultant to the Child Study Team for the 2018-2019 school as per the attached fee schedule.
12. To approve an out of district tuition contract for the 2018-2019 school year to the Bayshore Jointure Commission for student #21588. Stafford Township is responsible for the education of this student. This student requires a one-to-one aide. The tuition cost is \$51,000 and the one-to-one aide cost is \$42,000 (per diem rate of \$233.33).

13. To approve an out of district tuition contract for the 2018-2019 school year to Pine Hill Public Schools for student #21944. Stafford Township is responsible for the education of this student. The tuition cost is \$5,750.
14. To approve Choice Student Shared Services Transportation Contracts between Stafford Township Board of Education and Barnegat Township Board of Education for two students (#22524; #22525) for the 2018-2019 school year. These contracts are for \$1000 per student for transporting these students to and from school. The bus stop is at Ridge Avenue and Mary Bell Road.
15. To approve the attached Professional Services Agreement from Remington and Vernick Engineers of Haddonfield, NJ as an amendment to their current professional services contract for professional design services for the proposed new ceiling in the Intermediate Library at a lump sum cost of \$8,890. The Intermediate Library Ceiling Replacement Project is part of the Referendum Projects.
16. To approve the attached Professional Services Agreement from Remington and Vernick Engineers of Haddonfield, NJ as an amendment to their current professional services contract for professional design services for the proposed interior door replacements at McKinley at a lump sum cost of \$27,950. The McKinley Interior Door Replacement Project is part of the Referendum Projects.
TABLED
17. To approve the attached Professional Services Agreement from Remington and Vernick Engineers of Haddonfield, NJ as an amendment to their current professional services contract for professional design services for the proposed McKinley Pod toilet room renovations at a lump sum of \$38,500. The McKinley Pod Toilet Room Improvement Project is part of the Referendum Projects.
18. To approve the attached Professional Services Agreement from Remington and Vernick Engineers of Haddonfield, NJ as an amendment to their current professional services contract for professional design services for the two-pipe systems insulation replacement and plenum exhaust improvements at Ocean Acres Elementary School at a lump sum cost of \$19,200. The Ocean Acres Exhaust Review and Pipe Insulation Replacement Project is related to the Mechanical and Plumbing Improvement Project, which is part of the Referendum Projects.
19. To approve the amendment to the ESSA 2019 grant application to include the \$963.54 carryover from the ESSA 2018 grant (\$912 Title I and \$51.54 Title IIA).
20. To approve the amendment of the 2019 IDEA grant to include the carryover from the 2018 IDEA grant. The carryover total is \$5,748 (\$5,204 Basic and \$544 Preschool).

21. To approve the withdrawal of \$400,000 from the district's maintenance reserve account and to appropriate said amount to the respective maintenance account lines to fund the unexpected and emergent environmental issue the district experienced from August 13th through October 3, 2018.

A motion was made by Patricia Formica and seconded by Joseph Mangino to approve Finance/Insurance/Transportation item(s) #1-21. Roll call vote item #1: five (5) members present voted yes; motion passed. Richard Czajkowski, Joseph Mangino and Gerald Simonelli abstained on item #1. Roll call vote items #2-15 and 17-21: eight (8) members present voted yes; motion passed. Item #16 was Tabled.

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 HEREBY RESOLVED that the Stafford Township Board of Education authorizes the School Business Administrator to issue a Request for Bid for Janitorial and Paper Supplies.
2. To approve the attached Annual Maintenance Budget Amount Worksheet (M-1).
3. To approve the attached Annual Five Year Comprehensive Maintenance Plan.

A motion was made by Joseph Mangino and seconded by Richard Czajkowski to approve Buildings/Grounds/Cafeteria item(s) #1-3. 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.
2. To approve to dispose of a piano, asset tag #000147, located at the McKinley

Avenue Elementary School.

3. To approve the attached revised Stafford Township School District English Language Arts-Writing Curriculum for Grades K-6.
4. To approve the attached revised Stafford Township School District English Language Arts-Reading Curriculum for Grades K-6.
5. To approve the attached revised Stafford Township School District World Language Curriculum for Grades K-6.
6. To approve the attached revised Stafford Township School District Technology Curriculum for Grades K-6.
7. To approve the attached revised Stafford Township School District Mathematics Curriculum for Grades K-6.
8. To approve the attached revised Stafford Township School District Music Curriculum for Grades K-6.
9. To approve the attached revised Stafford Township School District Art Curriculum for Grades K-6.
10. To approve the attached revised Stafford Township School District Health Curriculum for Grades K-6.
11. To approve the attached revised Stafford Township School District Physical Education Curriculum for Grades K-6.
12. To approve the attached revised Stafford Township School District English as a Second Language (ESL) Curriculum for Grades K-6.
13. To approve the attached revised Stafford Township School District Science Curriculum for Grades K-6.
14. To approve the attached revised Stafford Township School District Social Studies Curriculum for Grades K-6.
15. To approve the attached revised Stafford Township School District STEAM Curriculum for Grades K-6.
16. To approve the attached revised Stafford Township School District Gifted & Talented Curriculum for Grades 3-6.
17. To approve the attached revised Stafford Township School District Drama Curriculum for Grades 5-6.

18. To approve the attached revised Stafford Township School District Science Pacing Guide for Grades K-6.
19. To approve the attached revised Stafford Township School District Mathematics Pacing Guide for Grades K-6.
20. To approve the attached revised Stafford Township School District Social Studies Pacing Guide for Grades K-6.
21. To approve the attached revised Stafford Township School District English Language Arts-Reading and Writing Pacing Guide for Grades K-6.
22. To approve the attached revised Stafford Township School District Gifted and Talented Program Protocol for Grades 3-6.
23. To approve the sixth grade class trip to Great Adventure, Jackson, NJ.

A motion was made by Tammy Nicolini and seconded by Patricia Formica to approve Curriculum/Instruction/Technology item(s) #1-23. 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 #2-21: eight (8) members present voted yes; motion passed. Roll call vote item #22: seven (7) members present voted yes; motion passed. Gerald Simonelli voted No on item #22. Roll call vote item #23: six (6) members present voted yes; motion passed. Walter Jauch and Beth Sicoli voted No on item #23.

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 2018-2019 school year.

2. To approve the transfer and/or change of assignment for the attached list of personnel for the 2018-2019 school year.
3. To approve the following retirement:
 - a. Agnes Fix, Bus Driver, effective July 1, 2019
4. To approve the following leave of absence:
 - a. Lorryn Calicchio, Teacher, unpaid family leave beginning October 22, 2018 and returning December 11, 2018
5. To approve the attached list of teachers to provide homebound/home assistance, beginning October 1, 2018 and ending June 30, 2019, as per the STEA Agreement.
6. To approve Margaret Reilley, Teacher, to receive MA+15 stipend, beginning September 1, 2019, as per the STEA Agreement.
7. To approve Nicole Schierer, Teacher, to receive BA+15 stipend, beginning September 1, 2019, as per the STEA Agreement.
8. To approve Tara Redmond, Social Worker, to receive MA+30, beginning September 1, 2016, as per the STEA Agreement.
9. To approve Meghan Mikuletzky, Teacher, to receive BA+30 stipend, beginning September 1, 2019, as per the STEA Agreement.
10. To approve Anna Prester, Teacher, to receive MA stipend, beginning September 1, 2018, as per the STEA Agreement.
11. To approve the following as additional personnel to the Enrichment Program, beginning October 2018 and ending May 2019:
 - a. Laurie McAvoy – Future Leaders Council: Community Outreach, Intermediate School – up to 45 hours per year
 - b. Megan Banach – Drone Racing, Intermediate School – up to 10 hours per session
12. To approve the following substitutes for the Extended Day Program for the 2018-2019 school year:
 - a. Carol Boyle
 - b. Laura Jankowski
13. To approve the attached list as additional Mentors for Novice Teachers for the 2018-2019 school year.

14. To approve Kathleen Kelly as School Psychologist, Intermediate School, beginning November 16, 2018 and ending June 30, 2019, Step 3, +MA, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
15. To approve Eileen Mamudoski as Bus Driver, beginning November 1, 2018 and ending June 30, 2019, Step 1, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
16. To approve Barbara Parks as Bus Driver, beginning November 1, 2018 and ending June 30, 2019, Step 1, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a budgeted position.
17. To approve John McCarren as Bus Driver, beginning November 1, 2018 and ending June 30, 2019, Step 1, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a budgeted position.
18. To approve Susan Foor as Part Time Bus Attendant, beginning November 16, 2018 and ending June 30, 2019, Step 1, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new budgeted position from the preschool grant.
19. To approve Richard Weir as Bus Attendant, beginning November 1, 2018 and ending June 30, 2019, Step 1, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new budgeted position from 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 Tammy Nicolini and seconded by Michael Hemenway to approve Personnel item(s) #1-19. Roll call vote item #1: seven (7) members present voted yes; motion passed. Beth Sicoli abstained on item #1. Roll call vote items #2-19: 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.

No Action Items

L. ADVANCED PLANNING

None

M. PUBLIC COMMENT

- A resident of Barnegat inquired as to whether the Board would be holding a public hearing or information session on the district's recent grant regarding the preschool program. Superintendent Chidiac responded that it had no plans to do so, as grant notification was received in August and the program is already up and running.

N. BOARD INFORMATIONAL ITEMS

O. CLOSED SESSION

None

ADJOURNMENT

A motion was made by Richard Czajkowski and seconded by Joseph Mangino to adjourn the meeting at 7:50pm. 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).

John Paredes
Interim School Business Administrator/Board Secretary

JP/km/10-31-2018