

BUSINESS MEETING

December 17, 2020

The Business Meeting of the Stafford Township Board of Education was held on December 17, 2020 at 7:30pm at the Stafford Township Arts Center (STAC) and was open to 150 people only to not exceed the governor's indoor gathering Executive Order 183. It was also live streamed for the public over the web as a consequence of the state of emergency and health officials' recommendations regarding public gatherings.

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

Patricia Formica	Member
Deborah Lyons	Member (Remote)
Brett Novick	Member
Kathleen Pierson	Member
Gerald Simonelli	Member
Tammy Wagner	Member
Mark Zoladz	Member
Joseph Mangino	President

ALSO PRESENT

George J. Chidiac	Superintendent
Lourdes LaGuardia	Business Administrator/Board of Education Secretary
Ari Schneider, Esq.	Board Attorney (Remote)

FLAG SALUTE

Mr. Mangino thanked Mr. Jauch for his service to the district and community and wished him well in his future endeavors.

A. RECOGNITION/PRESENTATIONS

- Recognition of the outgoing board members.

Mr. Chidiac recognized both Mrs. Pierson and Mr. Simonelli for their years on the board and shared that their decisions were always "students first philosophy" and thanked them for making a difference. Mrs. Formica thanked Mrs. Pierson, Mr. Simonelli and Mr. Jauch for their time on the board and also thanked Mr. Mangino for stepping up.

- Presentation of the 2019-2020 Annual Audit by Michael Garcia, CPA/RMA and Gene Volpe of Ford, Scott & Associates, Certified Public Auditors.

Mr. Volpe shared that there were no findings and thanks Mrs. LaGuardia. Mr. Garcia went in depth with finance on the end of the year fund balances. Board kudos.

B. SUPERINTENDENT’S EDUCATIONAL REPORT - Attachment

Mr. Chidiac discussed the quarantining and staffing shortages due to COVID. Mr. Chidiac said that we have been successful for four months educationally and now it is day by day. We are planning ahead for the difficult winter months as health and safety is most important.

Mr. Chidiac also shared that the district is collecting artifacts for the 2070 Time Capsule that the Township is putting together.

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. November 18, 2020 Committee of the Whole Meeting – 2 Absences (B. Novick, K. Pierson)
2. November 18, 2020 Business Meeting – No absences – 1 Absence (B. Novick)
3. November 18, 2020 Closed Session #1 – 2 Absences (B. Novick, K. Pierson)
4. November 18, 2020 Closed Session #2 – 1 Absence (B. Novick)

A motion was made by Tammy Wagner seconded by Patricia Formica to approve Approval of Minutes of Previous Meeting(s) #1-4. Roll call vote: seven (7) members voted yes; motion passed. Brett Novick abstained on items #1-4.

E. COMMUNICATION FROM THE PUBLIC (AGENDA ITEMS ONLY)

None

F. CORRESPONDENCE TO AND FROM THE BOARD

- Busch Law Group
- Parent Letter

G. BOARD BUSINESS

1. There were no incidents of harassment, intimidation, and bullying.
2. To affirm the determination of the Superintendent regarding harassment, intimidation, and bullying incident investigation – Intermediate #1.
3. To accept the resignation of Walter Jauch as a member and president of the Stafford Township Board of Education effective as of November 20, 2020.
4. To accept and appoint Kevin Cooney as a member of the Stafford Township Board of Education, pending criminal history clearance until December 31, 2021. This candidate will fill the vacant seat until December 2021, at which time the elected members will be sworn in at Reorganization. (Vacant seat of Walter Jauch)
5. BE IT RESOLVED by the Stafford Township Board of Education to approve the following Proclamation that publicly acknowledges the dedication with which Kathleen Pierson served as a Board of Education Member from November 2019 to December 2020.

WHEREAS, Kathleen Pierson did faithfully and conscientiously serve the Stafford Township School District as a member of the Stafford Township Board of Education representing Stafford Township; and

WHEREAS, Kathleen Pierson has served as a member of the Board of Education from November, 2019 to December, 2020 and;

WHEREAS, Kathleen Pierson has performed her duties as a member of the Board of Education in the best interest of the students and citizens of the Stafford Township School District; and

WHEREAS, as a result of her dedication as a member of the Board of Education, Kathleen Pierson has earned the highest respect and deepest appreciation of the Stafford Township School District; its students and community and administration,

NOW THEREFORE, BE IT RESOLVED, as follows:

1. *The Stafford Township School District publicly acknowledges the dedication with which Kathleen Pierson did faithfully and conscientiously perform her duties as a member of the Board of Education. The Board of Education wishes to commend and thank Kathleen Pierson for her year of dedicated service to the school district, its pupils and staff extends these sincere best wishes in her future endeavors.*

2. *That the resolution shall become a permanent part of the minutes of the Stafford Township School District Board of Education of Ocean County.*
3. *That the Board Secretary be directed to cause a copy of this resolution to be appropriately reproduced and delivered to **Kathleen Pierson** dated this 17th day of December 2020.*

6. BE IT RESOLVED by the Stafford Township Board of Education to approve the following Proclamation that publicly acknowledges the dedication with which Gerald Simonelli served as a Board of Education Member from January 2018 to December 2020.

WHEREAS, Gerald Simonelli did faithfully and conscientiously serve the Stafford Township School District as a member of the Stafford Township Board of Education representing Stafford Township; and

WHEREAS, Gerald Simonelli has served as a member of the Board of Education from January, 2018 to December, 2020 and;

WHEREAS, Gerald Simonelli has performed his duties as a member of the Board of Education in the best interest of the students and citizens of the Stafford Township School District; and

WHEREAS, as a result of his dedication as a member of the Board of Education, Gerald Simonelli has earned the highest respect and deepest appreciation of the Stafford Township School District; its students and community and administration,

NOW THEREFORE, BE IT RESOLVED, as follows:

1. *The Stafford Township School District publicly acknowledges the dedication with which **Gerald Simonelli** did faithfully and conscientiously perform his duties as a member of the Board of Education. The Board of Education wishes to commend and thank **Gerald Simonelli** for his years of dedicated service to the school district, its pupils and staff extends these sincere best wishes in his future endeavors.*
 2. *That the resolution shall become a permanent part of the minutes of the Stafford Township School District Board of Education of Ocean County.*
 3. *That the Board Secretary be directed to cause a copy of this resolution to be appropriately reproduced and delivered to **Gerald Simonelli** dated this 17th day of December 2020.*
7. To approve the Dasti, Murphy & McGuckin Law Group, specifically Martin J. Buckley, Esq. of Toms River, NJ as Legal Counsel – Board Attorney Services for the Stafford Township Board of Education from January 1, 2021 to December 31,

2021 at a rate of \$150/hour with an option for two additional years (Year 2 \$150/hr; Year 3 \$155/hr). The proposal/firm was one of eight that were reviewed/interviewed and was selected based on the factors set forth in the RFP.

8. To approve the attached Hold Harmless Agreement, whereas the Stafford Township School District wishes to continue to utilize the Ocean Acres Community Center located at 489 Nautilus Drive, Manahawkin, NJ, which is owned by the Township of Stafford for the purpose of socially distancing students during the 2020-2021 school year during the COVID-19 Pandemic.
9. To approve to reschedule the following location change of the scheduled Board of Education meetings:
 - a. Reorganization Meeting scheduled for January 6, 2021 at 6:00pm changed to STAC with limited capacity of no more than 150 people as per Executive Order 183 and will also be a virtual meeting due to the current health crisis.
10. To approve out of district student, ID #21433, to remain in the Stafford Township School District for the remainder of the 2020-2021 school year.

A motion was made by Tammy Wagner and seconded by Brett Novick to approve Board Business item(s) #1-10. Roll call vote items #1-2: eight (8) members present voted yes; motion passed. Roll call vote item #3: seven (7) members present voted yes; motion passed: Patricia Formica voted No on item #3. Roll call vote item #4: six (6) members voted yes; motion passed. Patricia Formica and Mark Zoladz voted No on item #4. Roll call vote item #6: eight (8) members present voted yes; motion passed. Roll call vote item #7: five (5) members present voted yes; motion passed. Patricia Formica, Brett Novick and Mark Zoladz voted No on item #7. Roll call vote items #8-10: eight (8) members present voted yes; motion passed.

Mrs. Formica thanked Mr. Simonelli, Mrs. Pierson and Mr. Jauch for their service to the Board.

Mr. Novick thanked the three outgoing board members for their outstanding commitment to our students. Mr. Novick also thanked Mr. Jauch for his dignity over the course of the last few months.

NEW BUSINESS

H. 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 2020-2021 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 December 17, 2020 totaling \$1,286,358.73.
 - a. Fund 10 - \$1,048,076.29
 - b. Fund 20 - \$115,895.14
 - c. Fund 30 - \$23,750.00
 - d. Fund 40 - \$0
 - e. Fund 60 - \$97,555.78
 - f. Fund 61 - \$1,081.52
2. To approve for payment of payroll listed on the Payroll Resolution
 - a. dated November 15, 2020 totaling \$1,204,016.45
 - b. dated November 30, 2020 totaling \$1,402,106.39
3. To accept the Treasurer’s Report for the month of November 2020.
4. To accept the Secretary’s Report for the month of November 2020.
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 November 2020 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11(a).

Board of Education Secretary

Date

Board Resolution:

Through the adoption of this resolution, we, the Stafford Township Board of Education, pursuant to N.J.A.C. 6A:23-2.11(c)4, certify that as of November 2020 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 approve the attached contract with Preferred Home Health Care and Nursing Services for the 2020-2021 school year. This contract is for substitute nursing services at a cost of \$60/hr RN.
8. To approve an out of district tuition contract for the 2020-2021 school year to the Hawkswood School for student JV#23439, at a total cost of \$46,468.58.
9. To approve an out of district tuition contract for the 2020-2021 school year, beginning December 14, 2020 to the Toms River School District for student JA#1446879727. Stafford Township is responsible for the education of this student. This student requires a teacher of the deaf, teacher assistant who signs fluently, additional FM systems, and transportation assistant that signs fluently. The tuition cost is \$55,521 (prorated) and pending transportation costs of \$7,000 (parent, prorated).
10. To approve an out of district tuition contract for the 2020-2021 school year, beginning December 14, 2020 to the Edison School District for student AW#21158 in the amount of \$13,795 (tuition). Stafford Township is responsible for the education of this student. This student was placed in an out of district "group home" which sends their students to the Edison School District.
11. To approve the disposal of the Snap-on Brake Lathe model #EEBR312A, asset tag #160314 due to no longer being used to resurface rotors. The brake will be sold either on GovDeals or to a local recycling center.
12. To approve to accept additional funding in the amount of \$25,394 for the CARES Emergency Relief Grant for the 2020-2021 school year.

A motion was made by Brett Novick and seconded by Tammy Wagner to approve Finance/Insurance/Transportation item(s) #1-12. Roll call vote item #1: eight (8) members present voted yes; motion passed. Roll call vote item #2: six (6) members present voted yes; motion passed. Joseph Mangino and Gerald Simonelli abstained on item #2. Roll call vote items #3-12: eight (8) 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 2020-2021 board/district goals.

NO ACTION ITEMS

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 2020-2021 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 Brett Novick and seconded by Gerald Simonelli to approve Curriculum/Instruction/Technology item(s) #1. Roll call vote: eight (8) members present voted yes; motion passed.

K. PERSONNEL

The following Personnel items were discussed:

Chairperson of the Personnel Committee – Tammy Wagner

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 2020-2021 board/district goals.

1. To approve the attached list of substitutes for the 2020-2021 school year.

2. To approve the transfer and/or change of assignment for the attached list of personnel for the 2020/2021 school year.
3. To approve the following resignation:
 - a. Margaret Cartagena, Non-Affiliated Secretary, effective January 1, 2021
4. To approve the revision to the following job description:
 - a. 12 Month Supervisor
5. To approve the following leaves:
 - a. Employee ID #5809, paid leave under FFCRA, beginning November 9, 2020 and returning November 23, 2020
 - b. Employee ID #6099, paid leave under FFCRA, beginning September 29, 2020 and returning October 2, 2020
 - c. Employee ID #6107, paid leave under FFCRA, beginning November 9, 2020 and returning November 23, 2020
 - d. Employee ID #6147, paid leave under FFCRA, beginning October 23, 2020 and returning November 9, 2020
 - e. Employee ID #6272, paid leave under FFCRA, beginning October 19, 2020 and returning November 9, 2020
 - f. Employee ID #5986, paid leave under FFCRA, beginning November 30, 2020 and returning December 14, 2020
 - g. Employee ID #6034, paid leave under FFCRA, beginning November 18, 2020 and returning November 30, 2020
 - h. Employee ID #4086, paid leave under FFCRA, beginning November 11, 2020 and returning November 20, 2020
 - i. Employee ID #5239, paid leave under FFCRA, beginning November 30, 2020 and returning December 14, 2020
 - j. Employee ID #4972, paid leave under FFCRA, beginning November 25, 2020 and returning December 2, 2020
 - k. Employee ID #4119, paid leave under FFCRA, beginning November 13, 2020 and returning November 16, 2020
 - l. Employee ID #5875, paid leave under FFCRA, beginning November 30, 2020 and returning December 9, 2020
 - m. Employee ID #4469, paid leave under FFCRA, beginning November 30, 2020 and returning December 1, 2020
 - n. Employee ID #6387, paid leave under FFCRA, beginning December 1, 2020 and returning December 3, 2020
 - o. Employee ID #6408, paid leave under FFCRA, beginning December 2, 2020 and returning December 8, 2020
 - p. Employee ID #6177, unpaid family leave, beginning March 15, 2021 and returning June 11, 2021
 - q. Employee ID #6177, unpaid contractual child rearing leave, beginning June 14, 2021 and returning July 1, 2021
 - r. Employee ID #6060, unpaid family leave, beginning November 9, 2020 and returning December 14, 2020

- s. Employee ID #5663, unpaid family leave, beginning April 12, 2021 and returning July 1, 2021
 - t. Employee ID #6236, REVISED unpaid family leave, beginning December 15, 2020 and returning March 1, 2021
6. To approve Hajira Ali, Stockton University, to complete a speech externship, beginning January 19, 2021 and ending April 30, 2021. She will be placed with Jill Renner, Ocean Acres Elementary School.
 7. To approve Francesca Brown, Georgian Court, for student teaching with Mary Ruiz, Intermediate School, beginning January 25, 2021 and ending May 14, 2021.
 8. To approve the attached Internship Agreement between Stockton University and the Stafford Township School District, beginning January 2021 and ending May 2021.
 9. To approve the attached practicum contract between Georgian Court University School Psychology Program and Stafford Township School District, beginning January 2021 and ending May 2021.

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 Kathleen Pierson and seconded by Mark Zoladz to approve Personnel item(s) #1-9. Roll call vote: eight (8) 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 2020-2021 board/district goals.

1. To approve the **second reading** of the following **new** bylaw:
 - 0164.6 Remote Public Board Meetings During a Declared Emergency (M)

A motion was made by Tammy Wagner and seconded by Brett Novick to approve Policy/Legislative item(s) #1. Roll call vote: eight (8) members present voted yes; motion passed.

M. ADVANCED PLANNING

None

N. PUBLIC COMMENT

None

O. BOARD INFORMATIONAL ITEMS

7:58pm – Mr. Kevin Cooney was sworn in as a new board member and entered the meeting.

The Board President, Mr. Mangino wished everyone a Merry Christmas.

P. CLOSED SESSION - Personnel

Whereas Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting under certain circumstances; and

Whereas, this public body is of the opinion that such circumstances presently exist;

Now, therefore, be it resolved by the Stafford Township Board of Education, County of Ocean, State of New Jersey, as follows:

The public shall be excluded from discussion of and action of the hereinafter specified subject matters.

The general nature of the subject matter to be discussed is as follows:

Personnel

It is anticipated at this time that the above-stated subject matters shall be made public at such time as the reasons for non-disclosure no longer exists.

A motion was made by made by Patricia Formica and seconded by Tammy Wagner to move on the above Resolution. Voice vote: All members present voted yes (9-0); motion passed.

A motion was made by Gerald Simonelli and seconded by Kathleen Pierson to exit closed session. Voice vote: All members present voted yes (9-0); motion passed.

TIME IN: 7:59pm

TIME AT CONCLUSION OF CLOSED SESSION: 9:20pm

ADJOURNMENT

A motion was made by Gerald Simonelli and seconded by Kathleen Pierson to adjourn the meeting at 9:21pm. Voice vote: All members present voted yes (9-0); 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).

Lourdes LaGuardia
School Business Administrator/Board Secretary

LL/km/12-18-2020