

BUSINESS MEETING

September 19, 2018

The Business Meeting of the Stafford Township Board of Education was held on September 19, 2018 at 7:40pm at the Stafford Township Arts Center (STAC).

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 (Absent)
Beth Sicoli	Member
Gerald Simonelli	Member
Richard Czajkowski	Vice President
Michael Hemenway	President

ALSO PRESENT

George J. Chidiac	Superintendent
Daniel Smith	Business Administrator/Board of Education Secretary
Liz Murphy, Esq.	Board Attorney

FLAG SALUTE

Mr. Hemenway thanked Mr. Smith for all of his work in the district. He also thanked Mr. Chidiac and the maintenance staff for all of their hard work over the last month. Mr. Hemenway also thanked the administrators for making the start of the school year go smoothly.

A. RECOGNITION/PRESENTATIONS

~New Staff Member Welcome

~PTO Recognition for Project TEAM

The Board took a break from 7:54pm to 7:56pm

~PARCC Score Presentation – William Wilkinson

~Anti-Bullying Bill of Rights School Self-Assessment – David Ytreboe

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. August 16, 2018 Board Retreat – 1 Absence (J. Mangino)
2. August 16, 2018 Business Meeting – 1 Absence (J. Mangino)
3. August 16, 2018 Closed Session – 1 Absence (J. Mangino)

A motion was made by Richard Czajkowski and seconded by Walter Jauch to approve Approval of Minutes of Previous Meeting(s) #1-3. Roll call vote: six (6) members present voted yes; motion passed. Joseph Mangino abstained on items #1-3.

E. CORRESPONDENCE TO AND FROM THE BOARD

None

F. BOARD BUSINESS

1. There were no incidents of harassment, intimidation, and bullying.
2. To approve a Reorganization Meeting of the Board of Education for Wednesday, January 2, 2019 at 6:00pm at the Oxycocus Elementary School.
3. To appoint John Paredes, Interim Business Administrator, as Qualified Purchasing Agent (QPA) and Public Agency Compliance Officer (PACO) through November 2018.
4. To appoint Michael Nikola as the Right-To-Know Officer, Asbestos Management Officer, Safety and Health Designee, Indoor Air Quality Designee, District Integrated Pest Management Coordinator, Chemical Hygiene Officer (as per Policy 7420 – Director of Facilities), PEOSHA, Occupational & Environmental Analysis, and AHERA Coordinator through December 2018.

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5. To appoint John Paredes, Interim School Business Administrator/Board Secretary, as Custodian of Government Records and Public Access to Records through November 2018.
6. To appoint John Paredes as Affirmative Action Officer for Outside Contracts through November 2018.
7. To authorize the following persons to apply for state and federal funds until the next organization meeting of the Board of Education:
 - a. John Paredes, Interim Business Administrator, for all available funds.
8. To appoint Michael Nikola as the Americans with Disabilities designated district person through December 2018.
9. To approve the attached New Jersey Department of Education school self-assessment for determining grades under the Anti-Bullying Bill of Rights Act for the 2017-2018 school year.

A motion was made by Patricia Formica and seconded by Joseph Mangino to approve Board Business item(s) #1-9. Roll call vote: seven (7) members present voted yes; motion passed.

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 September 19, 2018 totaling \$2,488,829.90.
2. To accept the Treasurer's Report for the month of July 2018 with a cash balance of \$18,174,330.10.
3. To accept the Secretary's Report for the month of July 2018 with a cash balance of \$18,174,330.10.
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 July 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).

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 July 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 attached list of donations.
7. To approve to accept from the State for the 2018-2019 school year the following Non-Public School Aid:
 - a. Nursing Aid in the amount of \$15,132 (All Saints Regional Catholic School \$11,640; Lighthouse Christian Academy \$3,492)
 - b. Security Aid in the amount of \$14,400 (All Saints Regional Catholic School \$11,550; Lighthouse Christian Academy \$2,850)
 - c. Technology Aid in the amount of \$5,616 (All Saints Regional Catholic School \$4,320; Lighthouse Christian Academy \$1,296)
 - d. Textbook Aid in the amount of \$8,330 (All Saints Regional Catholic School \$6,408; Lighthouse Christian Academy \$1,922)
8. To approve Advance Learning Center as a consultant to the Child Study Team for the 2018-2019 school year as per the attached fee schedule.
9. To approve Dr. Robert Berkowitz as a consultant to the Child Study Team for the 2018-2019 school year. The fee for the evaluation, including the written report is \$350. The fee schedule is attached.
10. To approve The Center for Neurological and Neurodevelopmental Health as a consultant to the Child Study Team for the 2018-2019 school year as per the attached fee schedule.

11. To approve Children's Vision Development Center of Ocean County as a consultant to the Child Study Team for the 2018-2019 school year. The fee for their evaluation, including written reports is \$170. The fee schedule is attached.
12. To approve Educational Audiology Resources, LLC as a consultant to the Child Study Team for the 2018-2019 school year. The fee schedule is attached.
13. To approve Freehold Child Diagnostic Center, Inc. as a consultant to the Child Study Team for the 2018-2019 school year. The fee for the evaluation, including the written report is \$750. The fee schedule is attached.
14. To approve Georgian Court University Evaluation Center as a consultant to the Child Study Team for the 2018-2019 school year. The fee schedule is attached.
15. To approve Hackensack Meridian Health- Southern Ocean County Medical Center as a consultant to the Child Study Team for the 2018-2019 school year, as per the attached fee schedule.
16. To approve Dr. Carlo Melini as a consultant to the Child Study Team for the 2018-2019 school year. The fee for the evaluation, including the written report is \$350.
17. To approve Karen Noble, M.Ed., LDT/C as a consultant to the Child Study Team for the 2018-2019 school year as per the attached fee schedule.
18. To approve Dr. Neelam Kharod Sell as a consultant to the Child Study Team for the 2018-2019 school year. The fee for the evaluation, including the written report, is \$550. The fee schedule is attached.
19. To approve Southern Shores Eye Center, P.A. as a consultant to the Child Study Team for the 2018-2019 school year. The fee for the optometric evaluation is \$175. The fee schedule is attached.
20. To approve the out of district tuition contract for the Extended School Year for student ID #21273. Stafford Township is responsible for the education of this student from July 9, 2018 through August 9, 2018 at a cost of \$9,586.95.
21. To approve student ID #DH from the Barnegat Township School District to attend a BD class for the 2018-2019 school year at a tuition rate of \$23,433. Any related services in the IEP will be billed at \$15 per session.
22. To approve student ID #22185 from the Barnegat Township School District to attend a MD class for the 2018-2019 school year at a tuition rate of \$23,157. Any related services in the IEP will be billed a \$15 per session.

23. To approve student ID #20626 from the Beach Haven Borough to attend a MD class for the 2018-2019 school year at a tuition rate of \$23,157. Any related services in the IEP will be billed at \$15 per session.
24. To approve student ID #21447 from the Beach Haven Borough to attend a SLD class for the 2018-2019 school year at a tuition rate of \$17,673. Any related services in the IEP will be billed at \$15 per session.
25. To approve student ID #2247 from the Long Beach Island Consolidated School District to attend a Preschool Disabled Class for the 2018-2019 school year at a tuition rate of \$24,119. Any related services in the IEP will be billed at \$15 per session.
26. To approve the bus routes for the 2018-2019 school year.
27. To approve the attached Change Order from Down to Earth Landscaping, Inc. to provide topsoil, sod and irrigation for the interior of the 1/10th mile track area as part of the Intermediate School Field Improvements Project. Total cost of change order is \$40,000 and an updated contract value of \$259,800.

A motion was made by Walter Jauch and seconded by Gerald Simonelli to approve Finance/Insurance/Transportation item(s) #1-27. Roll call vote item #1: four (4) members present voted yes; motion passed. Richard Czajkowski, Joseph Mangino and Gerald Simonelli abstained on item #1. Roll call vote items #2-26: seven (7) members present voted yes; motion passed. Roll call vote item #27: six (6) members present voted yes; motion passed. Gerald Simonelli voted No on item #27.

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. To approve the attached Annual Facilities Checklist – Health and Safety Evaluation of School Buildings.
2. To approve the attached list of equipment to be removed from the Stafford Township School District's inventory and be properly disposed of, recycled or sold on GovDeals.org.

A motion was made by Joseph Mangino and seconded by Patricia Formica to approve Buildings/Grounds/Cafeteria item(s) #1-2. Roll call vote item #1: six (6) members present voted yes; motion passed. Gerald Simonelli abstained on item #1. Roll call vote item #2: seven (7) 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 participate in the Ocean County College Professional Development Academy for the 2018-2019 academic year.

A motion was made by Patricia Formica and seconded by Walter Jauch to approve Curriculum/Instruction/Technology item(s) #1-2. Roll call vote item #1: five (5) members present voted yes; motion passed. Joseph Mangino and Gerald Simonelli abstained on item #1. Roll call vote item #2: seven (7) members present voted yes; motion passed.

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 resignations:
 - a. Carlos Santiago, Bus Driver, effective September 10, 2018
 - b. Timothy Serabian, Teacher, effective September 1, 2018
 - c. Jennifer Temple, Teacher Aide, effective September 1, 2018
4. To approve the following retirement:
 - a. Cynthia Uzialko, Bookkeeper, effective June 1, 2019
5. To approve Jaclyn Cherubino, PT Hourly Teacher Aide, to receive AA stipend, pro-rated, beginning September 1, 2018, as per STEA Agreement.
6. To approve Jennifer Rowland, Teacher, to receive MA stipend, pro-rated, as per the STEA Agreement, beginning September 1, 2018.
7. To approve the attached list as additional Mentors for Novice Teachers for the 2018-2019 school year.
8. To approve Jennifer LaRussa as Art Show Advisor – Ronald L. Meinders Primary Learning Center for extra-curricular activities for the 2018-2019 school year.
9. To approve the attached job description:
 - a. D-19 Preschool Dramatic Play/Performing Arts Teacher
10. To approve Jordan Sullivan, Georgian Court University, for 50 hour student fieldwork placement with Carolyn Roselli, Ocean Acres Elementary School, beginning October 22, 2018 and ending December 14, 2018.
11. To approve Jessica Bayer as Teacher of Health and Physical Education, Ronald L. Meinders Primary Learning Center, beginning October 1, 2018 and ending June 30, 2019, Step 3, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new budgeted position.
12. To approve Stacey Schleicher as Elementary School Teacher, Grade 3, McKinley Avenue Elementary School, beginning October 1, 2018 and ending June 30, 2019, Step 3, MA+30, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
13. To approve Alexa Knabner as Elementary School Teacher, Grade 6, Intermediate School, beginning October 1, 2018 and ending June 30, 2019, Step 3, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.

14. To approve Dawn Smuda as Teacher, Preschool, Oxycocus Elementary School, beginning October 1, 2018 and ending June 30, 2019, Step 3, BA+15, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new budgeted position.
15. To approve Susan Phillips as Teacher, Preschool, Oxycocus Elementary School, beginning October 1, 2018 and ending June 30, 2019, Step 3, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new budgeted position.
16. To approve Jessica Huch as Teacher of Theater, Preschool, pending certification, Oxycocus Elementary School, beginning October 1, 2018 and ending June 30, 2019, Step 3, +MA, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new budgeted position.
17. To approve Tina Jenkins as PT Probationary Substitute Secretary, Oxycocus Elementary School, beginning October 1, 2018 and ending December 31, 2018, Step 0, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new budgeted position.
18. To approve Jennifer Melchiondo as PT Hourly Teacher Aide, Preschool, Oxycocus Elementary School, beginning October 1, 2018 and ending June 30, 2019, Step 1, +BA, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a new budgeted position.
19. To approve Kellyann Wilson as PT Hourly Teacher Aide, Preschool, Oxycocus Elementary School, beginning October 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.
20. To approve Jill Kaczynski as PT Hourly Teacher Aide, LLD Class, Ocean Acres Elementary School, beginning October 1, 2018 and ending June 30, 2019, Step 1, +30 college credits, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
21. To approve Samantha Silvani as PT Hourly Teacher Aide, BD Class, Intermediate School, beginning October 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.
22. To approve Lori Martin as PT Hourly Teacher Aide, Preschool, Oxycocus Elementary School, beginning October 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.

23. To approve Elizabeth Albanese as PT Hourly Teacher Aide, MD Class-Personal, Ocean Acres Elementary School, beginning October 1, 2018 and ending June 30, 2019, Step 1, +BA, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.

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 Joseph Mangino and seconded by Walter Jauch to approve Personnel item(s) #1-23. Roll call vote item #1: six (6) members present voted yes; motion passed. Beth Sicoli abstained on item #1. Roll call vote items #2-23: seven (7) 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

None

N. BOARD INFORMATIONAL ITEMS

O. CLOSED SESSION – CONTRACT NEGOTIATIONS

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:

Contract Negotiations

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 Patricia Formica and seconded by Richard Czajkowski to move on the above Resolution. Voice vote: All members present voted yes (7-0); motion passed.

TIME IN: 8:09pm

TIME AT CONCLUSION OF CLOSED SESSION: 8:57pm

ADJOURNMENT

A motion was made by Gerald Simonelli and seconded by Joseph Mangino to adjourn the meeting at 8:57pm. Voice vote: All members present voted yes (7-0); 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).

Daniel Smith
School Business Administrator/Board Secretary

DS/km/9-21-2018