

The Business Meeting of the Stafford Township Board of Education was held on April 15, 2010 at 7:00 PM in the Administration Building.

CALL TO ORDER

The Stafford Township's Board of Education is called to order in compliance with the Open Public Meeting Act Law - 1975 Chapter 231 (P.L. 1975-231C). This meeting was advertised in the Atlantic City Press, Asbury Park Press, and the Beacon. Notice has been posted in the office of the Stafford Township Clerk and all school buildings.

ROLL CALL

Tracy D'Andrea
Thomas Dellane
Christine English
Tammy Nicolini
Susan Spaschak
Carol Williams
Lori Wyrsh
Sam Fierra
Denise Harrington

ALSO PRESENT

Judith DeStefano-Anen, Ed.D	Superintendent
Enrico D. Siano	B.S./S.B.A.
Tracey L. Schneider, Esq.	Board of Education Attorney

EXECUTIVE SESSION - AGENDA REVIEW

Closed Session

We are looking for a motion to enter into closed session for the purposes of discussing negotiations, generally and not regarding specifics of ongoing negotiations, as well as a personnel matter.

Pursuant to the Open Public Meetings Act, the public will be excluded from this discussion. However, results of the discussion will be made public at a time when the Board feels the matter has been resolved.

A motion was made by Lori Wyrsh and seconded by Christine English to move on the above Resolution. Roll call vote: nine members present voted yes; motion passed.

A motion was made by Thomas Dellane and seconded by Lori Wyrsh to exit closed session and resume the regular meeting. Roll call vote: nine members present voted yes; motion passed.

TIME IN: 7:12 P.M.

TIME AT CONCLUSION OF CLOSED SESSION: 7:45 P.M.

FLAG SALUTE

ROUTINE MATTERS *(The following Routine Matters were discussed)*

None

SUPERINTENDENT'S EDUCATIONAL REPORT

1. Student Recognition: These students were selected as semi-finalists (grade 5- 6 category) for the Americanism Essay contest sponsored by the Manahawkin Elks 2340 in October 2009. See attached list.
2. Superintendent's Educational Report. Attached

APPROVAL OF MINUTES OF PREVIOUS MEETING(S)

To approve the minutes of the following meetings:

1. March 4, 2010.

A motion was made by Thomas Dellane and seconded by Tracy D'Andrea to dispense with the reading and approve the minutes of the March 4, 2010 Meeting, as amended. Roll call vote: six members present voted yes; Tammy Nicolini, Samuel Fierra and Denise Harrington abstained; motion passed.

2. March 11, 2010.

A motion was made by Christine English and seconded by Carol Williams to dispense with the reading and approve the minutes of the March 11, 2010 Meeting. Roll call vote: seven members present voted yes; Tracy D'Andrea and Thomas Dellane abstained; motion passed.

3. March 18, 2010

A motion was made by Lori Wyrsh and seconded by Tammy Nicolini to dispense with the reading and approve the minutes of the March 18, 2010 Meeting. Roll call vote: nine members present voted yes; motion passed.

COMMUNICATION FROM THE PUBLIC (AGENDA ITEMS ONLY)

There were no comments at this portion of the meeting.

CORRESPONDENCE TO AND FROM THE BOARD

Proclamation – Volunteer Awards Program.

BOARD BUSINESS

None

NEW BUSINESS

A. FINANCE/INSURANCE/TRANSPORTATION

The following Finance/Insurance/Transportation items were discussed:

Chairperson of the Finance/Insurance/Transportation Committee - Mrs. Susan Spaschak -

Report: The Finance/Insurance/Transportation Committee has reviewed the following action items, has consulted with the Superintendent, School Business Administrator/Board Secretary and other appropriate district officials, and hereby certifies that the actions being approved are consistent with the Stafford Township Board of Education and the Stafford Township School District 2009-2010 Goals and Objectives. In addition, we further certify that we have reviewed the attached bill list and are satisfied that curriculum related expenditures are directly related to the results of assessment data and that professional development expenditures are directly related to professional development plans.

1. To approve for payment of bills listed on the Bill Resolution dated April 15, 2010 totaling \$1,426,401.84. Attachment
2. To accept the Treasurer's Report for the month of February 2010 with a cash balance of \$4,584,935.58. Attachment
3. To accept the Secretary's Report for the month of February 2010 with a cash balance of \$4,584,935.58.
4. Certification of No Overexpenditures:
Pursuant to N.J.A.C. 6A:23-2.11(c)3, I, Enrico D. Siano, board secretary, certify that as of February 2010 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 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 February 2010, 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 Student ID#15890 to attend The Education Academy for the remainder of the 2009-2010 school year at a tuition rate of \$36,911.20, pro-rated.
7. To approve Rullo & Juillet Associates of Cedar Grove, NJ as the lowest responsive bidder for Right to Know services for the 2010-2011 school year, at the total annual price of \$3,799. There were no other bidders for this service.
8. To approve the renewal of licensing and maintenance fees for Educational Data Services, Inc. of Saddle Brook, NJ for the 2010-2011 school year in the amount of \$5,820. Educational Data Services, Inc. is a New Jersey Cooperative Bidding Program for school supplies.
9. To approve Stohrer Brothers, Inc. of Manahawkin, NJ as the lowest responsive bidder for towing services for the 2010-2011 school year, at the hourly rate of \$79. There were no other bidders for this service.
10. To approve Meadowbrook Industries of Elizabeth, NJ as the lowest responsive bidder for trash removal services for the 2010-2011 school year at the total annual price of \$39,600. There was one other bidder for this service.
11. To approve Binsky Service of Piscataway, NJ as the lowest responsive bidder for HVAC inspections and maintenance services for the 2010-2011 school year at the total annual price of \$49,492. there were three other bidders for this service.
TABLED
12. To approve Marlee Contractors, LLC, of Hammonton, NJ as the lowest responsive bidder for cafeteria equipment repair services for the 2010-2011 school year at the hourly rate of \$69.40. There was one other bidder for this service.
13. To approve Marlee Contractors, LLC of Hammonton, NJ as the lowest responsive bidder for HVAC maintenance and repair services for the 2010-2011 school year at the hourly rate of \$66.40. There were three other bidders for this service.
14. To approve Marlee Contractors, LLC of Hammonton, NJ as the lowest responsive bidder for electrical services for the 2010-2011 school year at the hourly rate of \$91.50. There was one other bidder for this service.
15. To accept a donation from Lifetouch National School Studios in the amount of \$10,108 to be used toward the purchase of Apple computers for student Mini Mac Lab.
16. To accept checks from sponsors for the Arbor Day/Earth Day in the amount of

\$750. Dana Brereton - \$175., Paul and Amanda Metzger - \$150., Jennifer Tomlinson - \$100, Christopher and Ann Forte - \$25, Bay Tree Landscaping - \$100, Fennell Equipment Services- \$100, and Marchioni's Pizza - \$100.

17. To accept a donation in the amount of \$50 from Robert and Stacey Constantino and the following donations of supplies and services for the Learning Garden: Groundhog Landscaping (maintenance of current gardens/soil/mulch), Joseph H. Roberts Inc. (\$100), Engleside Inn (\$100), Goodwood Firewood (\$50), Shear Heaven (\$50), Seton Jay Design (\$25), J.R. deBastos (planting supplies), John Bucci Landscaping (planting supplies) and Occupational Medicine South (six picnic tables.)

A motion was made by Christine English and seconded by Samuel Fierra to approve Finance/Insurance/Transportation item(s) #1-10 & 12-17. Roll call vote: nine members present voted yes; motion passed.

B. CURRICULUM/INSTRUCTION/TECHNOLOGY

The following Curriculum/Instruction/Technology items were discussed:

Chairperson of the Curriculum/Instruction/Technology Committee - Mrs. Tammy Nicolini -

Report: The Curriculum/Instruction/Technology Committee has reviewed the following action items, has consulted with the Superintendent and other appropriate district officials, and hereby certifies that the actions being approved are consistent with the Stafford Township Board of Education and the Stafford Township School District 2009-2010 Goals and Objectives. In addition, we further certify that we have reviewed the attached professional development request list and are satisfied that each professional development event is directly related to the employee's duties, each event is fiscally prudent (consistent with N.J.S.A. 18A:11-12), that teaching staff requests are aligned to the New Jersey Core Curriculum Content Standards, and that administrator requests are aligned to the Professional Standards for School Leaders.

1. To approve the Professional Development requests shown on the attached listing.
2. To approve McKinley Avenue Elementary School and the Ronald L. Meinders Primary Learning Center to apply for the Ocean First Foundation Go Green Grant in the amount of \$2,500.

A motion was made by Tammy Nicolini and seconded by Carol Williams to approve Curriculum/Instruction/Technology item(s) # 1-2. Roll call vote: nine members present voted yes; motion passed.

C. PERSONNEL

The following Personnel items were discussed:

Chairperson of the Personnel Committee - Mrs. Lori Wyrsh -

Report: The superintendent recommends the Board approve/ratify the appointment of the following named individuals who constitute a careful selection and screening of applicants and are hereby recommended for an employment contract contingent upon the successful completion of their accredited degree program, New Jersey Department of Education certification requirements, Federal NCLB Highly qualified Teacher requirements, a criminal history clearance and the successful completion of a medical examination as required by the Board of Education. These initial appointments may be changed as District needs develop unless otherwise stipulated. The Personnel/Negotiations Committee has reviewed the following action items, has consulted with the Superintendent and other appropriate district officials, and hereby certifies that the actions being approved are consistent with the Stafford Township Board of Education and the Stafford Township School District 2009-2010 Goals and Objectives.

1. To approve the attached list of substitutes for the 2009-2010 school year.
2. To approve Richard Piscopo as mail courier, beginning April 16, 2010 and ending June 30, 2011, Step 1, pro-rated of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
3. To approval Richard Davies as probationary custodian, beginning April 16, 2010, and ending July 14, 2010, Step 1, pro-rated of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
4. To approve Laura Samuel to provide homebound/parent-teacher home instruction for the 2009-2010 school year, per negotiated agreement.
5. To approve the following requests for unpaid leaves of absence:
 - a. Susanne Davis, teacher, beginning May 20, 2010 and returning May 22, 2010, child rearing leave.
 - b. Patrice McClory-Houston, teacher aide, February 17, 2010, family medical leave.
 - c. Jennifer Getz, teacher, March 5, 2010, personal reasons.
6. To approve the change in status for the following personnel:
 - a. Mary Ann Morgan, special education teacher aide, Intermediate School to special education personal aide, McKinley Avenue Elementary School, beginning March 23, 2010 and ending June 30, 2010.

- b. Leslie Austin, special education personal aide, to special education aide, Intermediate School, beginning March 8, 2010 and ending June 30, 2010.
 - c. Frances Pharo, part-time special education aide, Intermediate school to Ocean Acres Elementary School, beginning March 15, 2010 and ending June 30, 2010.
7. To approve Donna A. Gascho, Toms River, NJ as consultant to the child study team for the remainder of the 2009-2010 school year, beginning April 16, 2010 and ending June 30, 2010.
8. To approve change in status of employment for bus driver "A" to transportation aide effective immediately, subject to the terms of agreement between the Stafford Township Board of Education and bus driver "A".

A motion was made by Lori Wyrsh and seconded by Thomas Dellane to approve Personnel item(s), # 1-8. Roll call vote: nine members present voted yes; motion passed.

D. POLICY/LEGISLATIVE/COMMUNICATIONS

The following Policy/Legislative items were discussed:

Chairperson of the Policy/Legislative Committee - Mr. Samuel Fierra -

Report: The Policy/Legislative/Communications Committee has reviewed the following policies and regulations, has consulted with the Board Attorney and other appropriate district officials, and hereby certify, pursuant to N.J.S.A. 18A:11-1, that the attached policies and regulations are in compliance with all applicable statutes and administrative code provisions and consistent with the Stafford Township Board of Education and the Stafford Township School District 2009-2010 Goals and Objectives. In addition, we further certify that the policies and regulations denoted with an asterisk "*" are being revised or adopted in accordance with recent changes in statute or administrative code.

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

- Policy 1400 – Job Descriptions
- Policy 1522 – School – Level Planning
- Policy 1540 – Administrator’s Code of Ethics
- Policy 2132 – School District Goals and Objectives
- Policy 2200 – Curriculum Content
- Policy 2210 – Curriculum Development
- Policy 2220 – Adoption of Courses
- Policy 2240 – Controversial Issues

- Policy 2312 – Class Size
- Policy 2340 – Field Trips
- Policy 2360 – Use of Technology
- Policy 2361 – Acceptable Use of Computer Network/Computers and Resources
- Policy 2411 – Guidance Counseling
- Policy 2412 – Home Instruction Due to Health Condition
- Policy 2414 – Programs for Pupils at Risk
- Policy 2415.03 – Highly Qualified Teachers
- Policy 2423 – Bilingual and ESL Education*
- Policy 2560 – Live Animals in School
- Policy 3126 – Induction Program for Provisional Teachers
- Policy 3240 – Professional Development*
- Policy 3431.2 – New Jersey Family Leave Insurance Program
- Policy 4431.2 – New Jersey Family Leave Insurance Program
- Policy 5310 – Health Services*
- Policy 5330 – Administration of Medication*
- Policy 6620 – Petty Cash
- Policy 8310 – Public Records*
- Regulation 1400 – Job Descriptions
- Regulation 2200 – Curriculum Content
- Regulation 2340 – Field Trips
- Regulation 2361 – Acceptable Use of Computer Network/Computers and Resources
- Regulation 2411 – Guidance Counseling
- Regulation 2423 – Bilingual and ESL Education*
- Regulation 2560 – Live Animals in School
- Regulation 3126 – Induction Program for Provisional Teachers
- Regulation 3240 – Professional Development*
- Regulation 5330 – Administration of Medication*
- Regulation 8310 – Public Records*
- Regulation 8441 – Care of Injured and Ill Persons

2. To approve the second reading of the following new policy/regulation:

- Policy 5333 – Management of Diabetes in Schools*
- Regulation 5333 – Management of Diabetes in Schools*

A motion was made by Samuel Fierra and seconded by Lori Wyrsh to approve Policy/Legislative item(s) # 1-2. Roll call vote: nine members present voted yes; motion passed.

E. BUILDING/GROUNDS/CAFETERIA

The following Buildings & Grounds/Cafeteria items were discussed:

Chairperson of the Buildings/Grounds/Cafeteria Committee - Mrs. Carol Williams

Report: The Buildings/Grounds/Cafeteria Committee has reviewed the following action items, has consulted with the School Business Administrator/Board Secretary and other appropriate district officials, and hereby certifies that the actions being approved are consistent with the Stafford Township Board of Education and the Stafford Township School District 2009-2010 Goals and Objectives.

Update: Intermediate School solar project to commence on July 1 with a completion date of September 15, 2010.

F. NEGOTIATIONS

Report: The Negotiations Committee has reviewed the following action items and hereby certifies that the actions being approved are consistent with the Stafford Township Board of Education 2009-2010 Goals and Objectives.

No Action Items

OLD BUSINESS

Carol Williams – Stafford Township Art Center event, Comedy Night.

ADVANCED PLANNING

<u>Dates to Remember</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Executive Session	March 26, 2010	7:00 p.m.	Admin Bldg.
Public Budget Hearing	March 26, 2010	7:30 p.m.	Stafford Room
Negotiations	April 12, 2010	6:30 p.m.	Admin Bldg.
Policy/Legislative	April 15, 2010	5:00 p.m.	Admin Bldg.
Curriculum/Instruction/Technology	April 15, 2010	6:00 p.m.	Education Center
Finance/Insurance/Transportation	April 15, 2010	6:00 p.m.	Conference Room
Business Meeting	April 15, 2010	7:00 p.m.	Stafford Room
Reorganization	April 29, 2010	7:00 p.m.	Stafford Room

COMMUNICATION FROM THE PUBLIC

Paul Krier – 2010-11 budget cuts

Terra Johnson – Oxycocus School Rumors

Jessica Sellan – Oxycocus School Rumors

Peter Slomkowski – Oxycocus School Rumors

Vicky Keenan – Oxycocus School Rumors

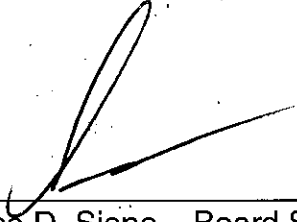
Various parents – budget cuts and affect on programs, services & reduction of greeters.

BOARD OF EDUCATION INFORMATIONAL ITEMS

1. Informational Items: Attached.

ADJOURNMENT

A motion was made by Carol Williams and seconded by Lori Wyrsh to adjourn the meeting at 8:43 p.m.



Enrico D. Siano – Board Secretary/
School Business Administrator

EDS:jkw