

BUSINESS MEETING

JANUARY 15, 2009

The Business Meeting of the Stafford Township Board of Education was held on January 15, 2009 at 7:00 PM in the Administration Building.

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.

PLEDGE OF ALLEGIANCE

ROLL CALL

Mr. Thomas Dellane

Mr. Sam Fierra

Mrs. Tammy Nicolini

Dr. Gregory Quille - NOTE: Dr. Quille left @ 7:40 p.m. to attend a performance at his child's school.

Mrs. Carol Williams

Mrs. Lori Wyrsh

Mr. Peter Slomkowski

Mrs. Denise Harrington

ALSO PRESENT

Mr. Ronald L. Meinders

Dr. Judith DeStefano

Mr. Enrico D. Siano

Tracey Schneider, Esquire

ABSENT

Mr. Scott Moses

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

None

SUPERINTENDENT'S EDUCATIONAL REPORT

APPROVAL OF MINUTES OF PREVIOUS MEETING(S)

To approve the minutes of the following meetings:

1. December 18, 2008

A motion was made by Tammy Nicolini and seconded by Lori Wyrsh to dispense with the reading and approve the minutes of the December 18, 2008 Meeting. Roll call vote: eight members present voted yes; motion passed.

COMMUNICATION FROM THE PUBLIC (AGENDA ITEMS ONLY)

There were no comments at this portion of the meeting.

CLOSED SESSION

None at this time.

CORRESPONDENCE TO AND FROM THE BOARD

None

BOARD BUSINESS

1. To approve the Stafford Township School District procedures, plans, and forms as listed on the Stafford Township School District Intranet.
2. To approve the Stafford Township School District School Crisis Response Handbook for Education, "The First 30 Minutes". Copy will be available at meeting.
3. To approve the Stafford Township School District "Emergency Response Handbook", for use with building evacuations, district-wide evacuations, lockdowns, and long term school closings.
4. To approve the following Substitute Handbooks:
 - a. Custodian Handbook
 - b. Support Staff Orientation.
 - c. Teacher Orientation.
5. To approve the Stafford Township School District 2008-2009 Parent/Student Handbook and Calendar. Copy will be available at meeting.

A motion was made by Thomas Dellane and seconded by Peter Slomkowski to approve Board Business items #1-5. Roll call vote: seven members present voted yes; motion passed.

NEW BUSINESS

A. FINANCE/INSURANCE/TRANSPORTATION

The following Finance/Insurance/Transportation items were discussed:

Chairperson of the Finance/Insurance/Transportation Committee - Tammy Nicolini

BUSINESS MEETING

JANUARY 15, 2009

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 2008-2009 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 January 15, 2009 totaling \$807,975.47. Attachment
2. To accept the Treasurer's Report for the month of November 2008 with a cash balance of \$5,204,237.24. Attachment
3. To accept the Secretary's Report for the month of November 2008 with a cash balance of \$5,204,237.24.
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 November 2008 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 November 2008, 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 Facility Use Agreement (use of indoor pool) between St. Francis Parish Center and Stafford Township School District on April 23, 2009.
7. To approve the attached budget calendar for 2009-2010.
8. To tentatively approve to award the bid for the McKinley Avenue Campus signage to Command Co., Inc. of Medford NJ in the amount of \$164,272. Alternate items

would be an additional \$26,300. NOTE: Diamond Construction of Brick NJ also bid on this project in the amount of \$248,412 and alternate items at \$29,400.

A motion was made by Tammy Nicolini and seconded by Carol Williams to approve Finance/Insurance/Transportation item(s) # 1-8. Roll call vote: seven 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 - Sam Fierra -

Report: The Curriculum/Instruction/Technology Committee has reviewed the following action items, has consulted with the Superintendent, Assistant 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 2008-2009 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 to accept two School Choice students from Eagleswood Township School District beginning January 5, 2009 and ending June 30, 2009.

A motion was made by Sam Fierra and seconded by Lori Wyrsh to approve Curriculum/Instruction/Technology item(s) #1-2. Roll call vote: seven members present voted yes; motion passed.

C. PERSONNEL

The following Personnel items were discussed:

Chairperson of the Personnel Committee - Denise Harrington -

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, Assistant 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 2008-2009 Goals and Objectives.

1. To approve the attached list of substitutes for the 2008-2009 school year.
2. To approve the attached list of students to participate in student/teacher fieldwork for the 2008-2009 school year.
3. To approve the change in status for the following personnel beginning January 5, 2009 and ending June 30, 2009:
 - a. Priscilla Cyran, personal teacher aide, special education, McKinley Avenue Elementary School to MD class, Intermediate School.
 - b. Rosemary Buehler, personal teacher aide, MD class, McKinley Avenue Elementary School to, special education, McKinley Avenue Elementary School.
 - c. Susan Stillwell, personal teacher aide, BD class, McKinley Avenue Elementary School to MD class.
 - d. Cynthia Lytle, part-time teacher aide, SLD class, Intermediate School to PSD Autistic class, Oxycocus Elementary School.
4. To approve the New Jersey Department of Education county substitute certificate applications for Lori Savoth, Nadine Casardi, and Jacqueline Tuohy.
5. To approve a salary adjustment for Katherine Zurich for BA+30 beginning February 1, 2009.
6. To approve the following as personal assistants for an after-school program up to eight hours beginning January 2009 and ending March 2009:
 - a. Susan Cassaro for two students ID #'s 13642 and 16168.
 - b. Gail Rua for student ID #14552.
7. To approve the following requests for unpaid leaves of absence:
 - a. Judith Scutti, nurse coordinator, January 5, 2009, personal reasons.
 - b. Donna Brearley, teacher assistant, beginning January 12, 2009 and returning January 16, 2009, personal reasons.

- c. Ramona Mulcahey, teacher, extension of existing leave of absence, beginning February 1, 2009 and returning September 1, 2009.
 - d. Desmond Brown, guidance counselor, beginning January 12, 2009 and returning February 12, 2009, medical leave.
8. To approve a salary adjustment for Christine Schmidt for BA+15 beginning with the 2009-2010 school year.

On the recommendation of the Superintendent, Ronald L. Meinders, a motion was made by Thomas Dellane and seconded by Carol Williams to approve Personnel item(s), # 1-8. Roll call vote: seven members present voted yes; motion passed.

D. POLICY/LEGISLATIVE/COMMUNICATIONS

(The following Policy/Legislative items were discussed):

Chairperson of the Policy/Legislative Committee – Scott Moses -
Report:

The following Policy/Legislative items were discussed:

Chairperson of the Policy/Legislative Committee - Scott Moses

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 2008-2009 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.

E. BUILDING/GROUNDS/CAFETERIA

The following Buildings & Grounds/Cafeteria items were discussed:

Chairperson of the Buildings/Grounds/Cafeteria Committee - Peter Slomkowski

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 2008-2009 Goals and Objectives.

McKinley School Entrance Bid update.

OLD BUSINESS

~2/7/09 – Celebrity Dinner – STEF sponsored.

ADVANCED PLANNING

1. Future meeting dates:

Board of Education Meetings:

| <u>Meeting</u> | <u>Date</u> | <u>Time</u> | <u>Place</u> |
|-----------------------------------|-------------|-------------|----------------------|
| Finance/Insurance/Transportation | 01/15/09 | 6:00 p.m. | Administration Bldg. |
| Business | 01/15/09 | 7:30 p.m. | Administration Bldg. |
| Curriculum/Instruction/Technology | 02/12/09 | 6:00 p.m. | O A Main Office |
| Education | 02/12/09 | 7:30 p.m. | Ocean Acres School |
| Finance/Insurance/Transportation | 02/19/09 | 6:00 p.m. | Administration Bldg. |
| Business | 02/19/09 | 7:30 p.m. | Administration Bldg. |

COMMUNICATION FROM THE PUBLIC

There were no comments at this portion of the meeting.

CLOSED SESSION - PERSONNEL/NEGOTIATIONS

We are looking for a motion to enter into closed session for the purposes of discussing potential contractual matters, which at this time fall within the attorney client privilege.

Pursuant to the Open Public Meetings Act, the public will be excluded from this discussion.

However, the results of this discussion will be made public at a time when the Stafford Township Board of Education decides that the issue is resolved.

A motion was made by Tammy Nicolini and seconded by Thomas Dellane to move on the above Resolution. Roll call vote: seven members present voted yes; motion passed.

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

TIME IN: 8:00 P.M.

TIME AT CONCLUSION OF CLOSED SESSION: 8:55 P.M.

The following items were discussed in executive session:

- 1) The Board and Superintendent discussed a personnel matter, specifically, the status of the Superintendent's employment. The Board Attorney was present.

BOARD OF EDUCATION INFORMATIONAL ITEMS

None at this time.

ADJOURNMENT

A motion was made by Tammy Nicolini and seconded by Thomas Dellane to adjourn the meeting at 8:55 p.m.



Enrico D. Siano – Board Secretary/
School Business Administrator

EDS:jkw