

TOWNSHIP OF OCEAN BOARD OF EDUCATION
WORK MEETING MINUTES
August 8, 2017

CALL TO ORDER

Mr. James Dietrich, President, called the meeting to order at 7:00 p.m. in the auditorium at the District Administration Building, 163 Monmouth Road, Oakhurst, N.J.

STATEMENT OF ADEQUATE NOTICE

Mr. Dietrich read the statement of notice as required by the Open Public Meetings Act, N.J.S.A. 10:4-6.

ROLL CALL OF ATTENDANCE

Present: Mr. James Dietrich, Mr. Joseph Hadden, Dr. David Marshall, Mrs. Amy McGovern (Arrived at 7:07 pm), Mr. Michael Palutis and Mrs. Denise Parlamas and Mr. John Stuppi.

Mr. Steven Clayton was absent.

Staff in attendance: Mr. Kenneth Jannarone, School Business Administrator, Dr. James Stefankiewicz, Superintendent of Schools and Mr. Michael Gross, Board Attorney (Arrived at 7:20 pm).

Enter Executive Session – 7:01 p.m.

Approval: Motion offered by Mr. Dietrich, seconded by Mrs. Parlamas and carried 6-0.

Move for the approval to enter Executive Session, in conformance with the Open Public Meeting Act, for the purpose of discussing: Personnel (Agenda), Litigation (Township of Ocean versus Loch Arbour) and Student Matters. It is anticipated at this time that the above stated subject(s) shall be made public at such time as the need for non-disclosure no longer exists. Board of Education will be in executive session for approximately 30 minutes and will take action upon returning to work session.

Adjourn Executive Session – 7:34 p.m.

Approval: Motion offered by Mr. Dietrich, seconded by Mrs. Parlamas and carried 7-0.

Move for the approval to adjourn from Executive Session and resume public session in the auditorium of the Administration Building.

PRESIDENT’S REPORT: Mr. Dietrich

The following item(s) were discussed:

- August 21st meeting with Assembly Representatives and a committee of the Board of Education.
- Discussed social media issues and Board of Education members interactions.

VICE PRESIDENT’S REPORT: Mr. Palutis

The following item(s) were discussed:

- Technology and finance committee update regarding Chromebooks and use of facility fee review.

SUPERINTENDENT’S REPORT: Dr. Stefankiewicz

Dr. Stefankiewicz discussed the following item(s):

- Open house schedule for Board of Education members to attend, Mrs. Parlamas to coordinate.

SCHOOL BUSINESS ADMINISTRATOR’S REPORT: Mr. Jannarone

The following item(s) were discussed:

- Board of Education applications for vacancy due by August 14th.
- Car accident at the Board of Education administration building that knocked out the electric power and insurance coverages.
- Architect and construction managers will attend August 22nd workshop meeting for a referendum update.

PUBLIC COMMENT: None

COMMITTEE REPORTS:

COMMUNITY LIAISON, COMMUNICATIONS & CO-CURRICULAR

STUDENT ACTIVITIES: Mr. Hadden

The following item(s) were discussed:

1. **Discussion: Board of Education In-service**

Michael Gross, Kenney, Gross, Kovats & Parton, presented an in-service for the Board of Education on current Board ethics issues and discussing in depth following items: Negotiations and Volunteer Conflicts and Social Media.

2. **Discussion: Policies**

Board of Education and Administration discussed first reading of revisions to the following policies/regulations:

Policy- 0000.02 – Introduction (M)

Policy- 1240 – Evaluation of Superintendent (M)

Regulation- 1240 – Evaluation of Superintendent (M)

Policy- 1511 – (*New*) Board of Education Website

Policy- 2320 – (*Abolished*) Independent Study Programs

Policy- 2415.06 – Unsafe School choice Options (M)

Policy- 2464 – Gifted and Talented Students (M)

Policy- 2622 – Student Assessments (M)

Policy- 3126 – District Mentoring Program (M)

Regulation- 3126 – District Mentoring Program (M)

Policy-3221 – Evaluation of Teachers (M)

Regulation- 3221 – Evaluation of Teachers (M)

Policy- 3222 – Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M)

Regulation- 3222 – Evaluation of Teaching Staff Members. Excluding Teachers and Administrators (M)

Policy- 3223 – Evaluation of Administrators, Excluding Principals, Vic Principals and Assistant Principals (M)

Regulation- 3223 – Evaluation of Administrators, Excluding Principals, Vic Principals and Assistant Principals (M)

Policy- 3224 – Evaluation of Principals, Vice Principals and Assistant Principals (M)

Regulation-3224 – Evaluation of Principals, Vice Principals and Assistant Principals (M)

Policy- 3240 – Professional Development for Teachers and School Leaders (M)

Regulation- 3240 – Professional Development for Teachers and School Leaders (M)

Policy- 5116 – Education of Homeless Children

Regulation- 5116 – Education of Homeless Children

Policy- 5465 – (*Abolished*) Early Graduation

Policy- 5610 – Suspension (M)

Regulation- 5610 – Suspension (M)

Policy- 5620 Expulsion (M)

Policy- 7424 (*New*) Bed Bugs

Regulation- 7424 (*New*) Bed Bugs

Policy- 7446 – (*New*) School Security Program

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Policy- 7461 – (New) District Sustainability Policy
Policy- 8350 – (New) Records Retention

3. **Discussion: Township of Ocean Coaching Guide**

Board of Education and Administration discussed the Township of Ocean Coaching Guide, copy attached.

4. **Discussion: Sponsorship Program**

Board of Education and administration discussed the 2017-2018 sponsorship program participants in accordance with Board Policy # 9720 and #6164 as follows:

Diamond Sponsors	The Daniels Group, New Providence
Platinum Sponsor:	AXA Advisors, Edison
Gold Sponsors:	Dr. Madeline Badalaty, Ocean Dr. Raymond Kim, Oakhurst Jersey State Controls, Brick Saker ShopRites Inc., West Long Branch, & Neptune Seaview Orthopedic, Ocean, Brick & Freehold Solutions Architecture, Newark

NOTE: This program will raise approximately \$20,000 gross proceeds for the 2017-2018 school year.

Mr. Hadden made a motion, seconded by Mrs. Parlamas, for approval of the following item(s):

5. **Approval of Minutes**

Move to approve the minutes in accordance with Board of Education Bylaws #168 “Recording of Board Meetings” of the following meeting(s):

Work Meeting/Executive Session Minutes – July 25, 2017
Regular Meeting Minutes – July 25, 2017

Motion on item #5 carried: 6-0-1 (Dr. Marshall abstained)

Enter Executive Session – 8:56 p.m. - #2

Approval: Motion offered by Mr. Hadden, seconded by Mrs. Parlamas and carried 7-0.

Move for the approval to enter Executive Session, in conformance with the Open Public Meeting Act, for the purpose of discussing: Litigation (Loch Arbour versus Township of Ocean). It is anticipated at this time that the above stated subject(s) shall be made public at such time as the need for non-disclosure no longer exists. Board of Education will be in executive session for approximately 30 minutes and will take action upon returning to work session.

Adjourn Executive Session – 9:04 p.m. - #2

Approval: Motion offered by Mrs. McGovern, seconded by Mr. Hadden and carried 7-0.

Move for the approval to adjourn from Executive Session and resume public session in the auditorium of the Administration Building.

FINANCIAL MANAGEMENT & RESOURCE SERVICES: Mrs. McGovern

The following item(s) were discussed:

1. **Discussion: Pool Rental**

Board of Education and Administration discussed a rental agreement for use of the pool facility at the JCC Jersey Shore for high school swim team practices and swim meets for the 2017-2018 season for a total cost of \$18,207. (As per attached)

Mrs. McGovern made a motion, seconded by Mrs. Parlamas, for approval of the following item(s):

2. **Use of Facilities**

Move to approve use of facilities according to the attached list dated August 8, 2017.

3. **Emergency Contract**

Move to approve an emergency contract for electrical services with Pat Maggio & Son Electric, Inc., of Neptune, NJ, to replace existing service damaged by vehicular accident at pole, with a new 400 amp service, in the amount of \$42,500.00, as per the attached proposal.

Motions for item #2 and #3 carried: 7-0

INSTRUCTION & EDUCATION: Dr. Marshall

The following item(s) were discussed:

1. **Discussion: OTHS 2017 Advanced Placement Comparative Data**

Board of Education and Administration discussed Advanced Placement Comparative Data for the high school; reference documents attached.

2. **Discussion: 2016-2017 District PARCC Results Grades 3-11**

Board of Education and Administration discussed 2016-2017 District PARCC Results for Grades 3-11; reference documents are attached.

3. **Discussion: Consultation Services of an Itinerant Teacher of the Deaf and Hearing Impaired**

Board of Education and Administration discussed using the Educational Services Commission of NJ (ESCNJ), to provide Teacher of the Deaf Consultations, 3 hours per month effective September 1, 2017 through June 30, 2018, at a rate of \$142.00 per hour. Services will be provided to one (1) student at Wayside School and two (2) students at the Intermediate School.

4. **Discussion: Student Teachers**

Board of Education and Administration discussed Student Teachers for the 2017-2018 school year in accordance with the attached memorandum dated August 4, 2017.

5. **Discussion: Student Observers**

Board of Education and Administration discussed Student Observers for the 2017-2018 school year in accordance with the attached memorandum dated August 4, 2017.

Dr. Marshall made a motion, seconded by Mr. Palutis, for the following items:

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6. Professional Development Activities – Staff

Move to approve the attached memorandum dated August 4, 2017 re: Staff Professional Development Activities in accordance with District Policy 6471 and NJAC 6A:23B. The attendance at said activities is fiscally prudent and will promote the delivery of instruction and/or will further the efficient operation of the district.

Reimbursement for travel and related expenses shall be according to the Department of the Treasury guidelines in NJOMB circular 06-02 and A-87.

7. Cancellation to Out of District Placement for the 2017 ESY Program

Move to approve a cancellation to an out of district placement for the 2017 ESY Program in accordance with the attached memorandum dated July 31, 2017.

8. Addendum to Out of District Placement for the 2017 ESY Program

Move to approve an addendum to an out of district placement for the 2017 ESY Program in accordance with the attached memorandum dated August 1, 2017.

9. Professional Development Activities – Staff

Move to approve the attached memorandum dated August 7, 2017 re: Staff Professional Development activities in accordance with District Policy 6471 and NJAC 6A:23B. The attendance at said activities is fiscally prudent and will promote the delivery of instruction and/or will further the efficient operation of the district.

Reimbursement for travel and related expenses shall be according to the Department of the Treasury guidelines in NJOMB circular 06-02 and A-87.

Motion on items #6 thru #9 carried: 7-0

NEGOTIATIONS: No Report

PERSONNEL: Mrs. Parlamas

The following item(s) were discussed:

1. Discussion: Assistant Band Director – High School

Board of Education and Administration discussed hiring Alyssa Clark as an Assistant Band Director at Ocean Township High School for the 2017-2018 school year in accordance with the attached memorandum dated July 31, 2017.

Mrs. Parlamas made a motion, seconded by Mrs. McGovern, for the following items:

2. Issuance of Contracts

Move to approve that contracts be issued to the following:

To fill vacancy positions:

Kate Compton	Occupational Therapist – Part-time	\$30,458.00
	District-wide	MA/Step 3
	Actual Start & Effective Dates: Pending criminal	

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history background check.

(This is a newly budgeted position.)

Melissa D'Agostino	School Psychologist	\$64,015.00
	District-wide	MA+30/
	Actual Start & Effective Dates: Pending release	Step 5-6
	from current employer and criminal history background check.	

(Ms. D'Agostino will fill the vacancy left by Mrs. Rasmussen when her contract was revised from that of School Social Worker to that of Supervisor of Special Education, Grades 6-12.)

Nichole Wynes	Supervisor of Mathematics	\$97,280.00
	Ocean Township High School	Prorated
	Actual Start: August 21, 2017	Department
	Effective Date: September 1, 2017	Supervisor
		Step 2

(Ms. Wynes was previously approved, at the regular monthly meeting held on June 20, 2017, pending criminal history background check and release from current employer; both are in order. Ms. Wynes replaces Mrs. Maltese who resigned.)

3. Substitute Teachers

Move to approve Substitute Teachers for the 2017-2018 school year in accordance with the attached list dated August 4, 2017.

4. Resignation

Move to approve the resignation of Christopher Wilson, Supervisor World Languages, Grades K-12, Social Studies, Grades 6-12 and English as a Second Language, Grades K-12, effective September 22, 2017.

5. Child Study Team - 2017 Summer Employment

Move to approve Child Study Team employment for Summer 2017 in accordance with the attached memorandum dated August 1, 2017.

6. Issuance of Contract

Move to approve that a contract be issued to the following:

To fill a vacancy position:

Helen Kernizan	Music Teacher	\$63,415.00
	Township of Ocean Intermediate School	MA/Step 9
	Actual Start Date: September 5, 2017	
	Effective Date: September 1, 2017	

(Mrs. Kernizan was previously approved at the regular monthly meeting held on June 20, 2017, pending release from current employer and criminal history background check; both are in order. Mrs. Kernizan replaces Roxanne Guarino and Carla Johnson who retired July 1, 2017.)

7. Resignations

Move to approve the following resignations effective August 7, 2017:

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- The Board of Education discussed the letter sent to the residents of the Township of Ocean from Senator Beck, which talked further about the possibility of losing more state aid next year. Superintendent discussed other districts that are slated to lose money and getting together to meet with legislators.
- The Board of Education discussed the legality and possibility of using drug dogs at the high school.

PUBLIC COMMENT: None

ADJOURN MEETING: 10:17 p.m.

There being no further business Mrs. Parlamas made a motion, seconded by Mrs. McGovern, that the meeting be adjourned. This motion carried: 7-0.

Respectfully submitted,

Kenneth Jannarone
School Business Administrator/Board Secretary