

**MINUTES OF THE REGULAR MONTHLY MEETING
TOWNSHIP OF OCEAN BOARD OF EDUCATION
February 20, 2018**

CALL TO ORDER

The Board President, Michael Palutis, called the Regular Monthly Meeting of the Township of Ocean Board of Education to order at 8:00 p.m. in the auditorium of the School District's Administration Building.

STATEMENT OF NOTICE

Adequate notice of the meeting to be held by the Township of Ocean Board of Education on Tuesday, January 23, 2018 at 8:00 p.m. has been provided in accordance with the requirements of Chapter 231, Public Laws, 1975.

1. Notice of the meeting was posted on the bulletin board in the lobby of the Administration Building, 163 Monmouth Road, Oakhurst, New Jersey, all Ocean Township District Schools and Transportation, and the School District Website on January 3, 2018.
2. Notice of the meeting was transmitted to the Asbury Park Press on January 6, 2018 and The New Coaster Newspapers on January 3, 2018.
3. Notice of the meeting was filed with the Municipal Clerk, Township of Ocean and the Municipal Clerk, Village of Loch Arbour on January 3, 2018.

ROLL CALL

The following members were present: Mr. Steven Clayton, Mr. James Dietrich, Mrs. Janice Fuller, Mr. Joseph Hadden, Dr. David Marshall, Mrs. Amy McGovern, Mr. Michael Palutis and Mr. John Stuppi. Mrs. Denise Parlamas was absent.

PRESIDENT'S REPORT – Mr. Palutis

- After saluting the Flag, Mr. Palutis called for a moment of silence for all affected in the Marjory Stoneman Douglas High School, Ft. Lauderdale, Florida shooting tragedy.

STUDENT REPRESENTATIVES: Ms. Emily Dorony & Ms. Jessica Weinstein

The student reps reported on the following:

- Jessica Weinstein gave an update on all the high school winter sports.
- Emily Dorony reported on current high school clubs and activities, discussed testing and other upcoming school activities.

SUPERINTENDENT'S REPORT – Dr. Stefankiewicz

Superintendent introduced Pat O'Neill, Supervisor, who discussed the dual credit partnership with the New Jersey Institute of Technology. There was a ceremonial signing of the agreement that allows students to earn credits during the Spartan School of Technology.

Superintendent made the following student presentations:

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District spelling bees were held under the supervision of Mrs. Michelle Shappirio, English Language Arts/Literacy Supervisor, Grade K-5 and Mrs. Valerie Sorce, English Supervisor, Grades 6-12.

Grade 4 Elementary School Spelling Bees were held at each school in January and the following 4th Grade champions are:

Nicholas Billows, OTES – teacher: Kevin Ruane
Andres Ballestros, Wayside – teacher: Meghan Ann Doyle
Ewing Young, Wanamassa – teacher: Carin Francisco

A written Spelling Bee for students in grades 5-8 was also held in January and the following Intermediate School finalists are:

Madison Demaree, 5th Grade – teacher: Kathleen Bellezza
Kate Wilson, 5th Grade – teacher: Lynne Thomasey
Sanka Mudallge, 6th Grade - teacher: Matthew Hoyle
Osiris Hundley, 6th Grade – teacher: Robert Klinger
Dylan Birnbaum, 7th Grade – teacher: Christa Teter
Reignn Acedera, 7th Grade – teacher: Christa Teter
Noah Malek, 7th Grade – teacher: Cathy Musselman
Michael Alioto, 8th Grade – teacher: Thomas Ryan
Shannon McCann, 8th Grade – teacher: Dina Giddio
Jocelyn Assael, 8th Grade – teacher: Lisa Butler
Antonio Bonoan, 7th Grade, (Third Place) – teacher: Christa Teter
Mackenzie Kilcullen, 7th Grade, (Second Place) – teacher: Christa Teter
Joshua Leavitt, 6th Grade, (Champion) – teacher: Stephanie Horton

Joshua Leavitt will compete in Spelldown 2018 at Monmouth University on March 12 &13, 2018.

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Township of Ocean Intermediate School Forensics Team under Kimberly Welch, Forensics Team Advisor, competed at the Rumson Country Day School, December 16, 2017 and the following students placed in their respective categories:

Dramatic Pairs Category (Grades 7 & 8) – First Place

Chelsea DeLalla – Grade 7
Laura Fradkin – Grade 7

Storytelling Category (Grades 6-8) – First Place

Elizabeth Warren – Grade 8

Humorous Interpretation of Literature (Grade 6)

Briana Jacobson - 1st place
Kayla Wolfson - 2nd place

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The Patriot’s Pen Essay Contest is a VFW sponsored nation-wide youth essay competition consisting of four levels, the first level (entry) is sponsored by local VFW Posts, winners advance, one for every 15 entries, to the VFW District (regional) level and the first-place winner of the regional level advances to the Department (State) level. The first place winner at the Department (State) level is then advanced to compete for the national prize. This year’s essay topic was, “*What is America’s Gift to My Generation?*” and the following students, all in Ms. Julie Alexander’s 7th Grade Social Studies Classes, were selected as winners by our local VFW post and were finalists on the regional level. In addition, one TOIS student has advanced to the State level in the competition. John Bosmans, Supervisor Social Studies, Grades 6-12

Waque Ahmed	Reingg Acedera	Daniel Coles
Sarah Elzamek	Sameer Haroon	Sabrina LeFurge
Jacqueline Martinea	Gia Nina Paolantonio	

Charles Raynor, Regional Finalist and Essay Winner of District 6

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TOIS Gifted and Talented Students competed in the Future City Competition at Rutgers University on January 13, 2018. The following team of students built an Age Friendly City “Agalam” and finished in 8th place out of 80 entires submitted. Mentoring the students for the last few year were parents, Victorino Zabat and Allison Coffin. The 8th place team with Mrs. Christine Haney, teacher and Mrs. Christine Picerno, Supervisor Enrichment, Grades K-8, is made up of the following 8th grade students:

Jacob Bazer	Taylor Cerafice	Anthony DiDario
Jack Giglio	Harry Greenspan	Kennedy Miller
Brian Miranda	Katherine Rogers	Giovanna Ucles

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8:25 pm - Board of Education took a short recess.

8:29 pm – Board of Education came back in session

Superintendent reported on HIB reporting period and the comparison with the prior year. Superintendent opened up the floor for any questions from the public and there were none.

PUBLIC COMMENTS-AGENDA: None

APPROVAL OF MINUTES: Mr. Hadden

Mr. Hadden made a motion, seconded by Mrs. McGovern, for approval of the following Board minutes:

1. **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 – February 13, 2018

Strategic Plan Goal 6: Community Outreach

Motion(s) carried: 8-0

APPROVAL OF BILLS: Mrs. Fuller

Mrs. Fuller made a motion, seconded by Mrs. McGovern, for approval of the following paid items:

1. **APPROVAL OF BILLS**

Move for the approval of the following paid items:

Bills List	February 20, 2018	4,824,585.09
Payroll	January 30, 2018	2,047,107.19

Employer FICA & DCRP	January 30, 2018	37,412.17
Payroll	February 15, 2018	2,121,566.99
Employer FICA & DCRP	February 15, 2018	<u>46,088.40</u>
Total		<u>\$9,076,759.84</u>

Motion(s) carried: 8-0

APPROVAL OF POLICIES & REGULATIONS: Mr. Jannarone

Thank you Mr. President, Tonight the Board will seek a motion and a second for the second and final reading and any further discussion of Policy and Regulation #8690 ‘Monitoring Devices on School Vehicles’.

Mr. Dietrich made a motion, seconded by Mrs. McGovern, for approval of the following policies and regulations:

1. **Policies and Regulations**

Move to approve the final revisions to the following policies/regulations:

- Policy 8690 – (New) Monitoring Devices on School Vehicles
- Regulation 8690 – (New) Monitoring Devices on School Vehicles

Motion(s) carried: 8-0

FINANCIAL MANAGEMENT & RESOURCE SERVICES: Mrs. McGovern

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

1. **Acceptance and Certification of Monthly Financial Reports**

The following resolution certifies that budget balances at the end of January were adequate to pay all remaining obligations of the 2018-2018 school year and that account groupings required by the State have adequate balances. The Board is also certifying that the independent reports of the Treasurer and the Business Office are in agreement.

RESOLUTION

Pursuant to N.J.A.C. 6:20-2.12 (d), the Township of Ocean Board of Education accepts the Board Secretary/School Business Administrator's Certification as of January 31, 2018 , that no budgetary appropriations account has obligations and payments which in total exceed the amount appropriated by the Township of Ocean Board of Education; and

Pursuant to N.J.A.C. 6:20-2.12 (e), we the members of the Township of Ocean Board of Education, of the County of Monmouth, after having reviewed the REPORT OF THE SECRETARY, and upon consultation with the appropriate officials, certify that as of January 31, 2018, it is to the best of our knowledge that no major account or fund has been over-expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year; and

The Township of Ocean Board of Education hereby accepts the Board Secretary's Report and Treasurer of School Monies Report, which said reports are in agreement for the month ending January 31, 2018.

Strategic Plan Goal 5: Finances

2. **Transfers**

The following motion is to transfer monies from one account in the budget to another and provide the adequate balances referred to in the first motion.

Move for approval of the attached RESOLUTION dated, January 31, 2018 covering APPROPRIATION TRANSFERS in the 2018-2018 GENERAL FUND 10; said transfers shall result in no change in the total original Appropriations.

3. **Security Drill Reports for January 2018:**

Fire Drill

Ocean Township High School -----	January 25, 2018
Twp. of Ocean Intermediate School -----	January 2, 2018
Ocean Township Elementary School. -----	January 23, 2018
Wanamassa Elementary School	January 23, 2018
Wayside Elementary School -----	January 30, 2018

Wing Evacuation

Wayside Elementary School.....	January 23, 2018
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Lockdown

Wanamassa Elementary School	January 29, 2018
Ocean Township Elementary School	January 31, 2018
Twp. of Ocean Intermediate School	January 26, 2018

Tabletop Drill

Ocean Township High School.....	January 17, 2018
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4. **Use of Facilities**

Move to approve the use of facilities according to the attached list dated February 20, 2018.

Strategic Plan Goal 5: Finances, Objective 2

5. **Tuition Contract**

Move to approve a revised tuition contract with Long Branch Board of Education for MVE (McKinney Vento Eligible), homeless, child attending Township of Ocean schools.

<u>Student #</u>	<u># of Days</u>	<u>Grade</u>	<u>Period of Time</u>	<u>Tuition Revenue</u>
8929293969	44	K	9/7/17-11/15/17	\$3,385.36

6. **Donation of Vehicle**

Move to approve the donation of 2002 Dodge Stratus vehicle from the Township of Ocean Governing Body.

Strategic Plan Goal 5: Finances, Objective 4

7. **Inter-local Services Agreement**

Move to approve the Inter-local Services Agreement with the Township of Ocean for the rental of school buses to the Township Recreation Department for use during the 2018 summer camp program in the amount of \$8,000. (As per attached)

Strategic Plan Goal 5: Finances, Objective 4

Motion(s) carried: 8-0

INSTRUCTION, EDUCATION & STUDENT ACTIVITIES: Dr. Marshall

Dr. Marshall made a motion, seconded by Mr. Clayton for approval of the following item(s):

1. **Trip Request**

Move to approve the following trip request:

Group: TOIS Gifted and Talented Students, Grade 8
Number of Students: 22
Date: Tuesday, March 13, 2018
Departure time: 8:00 am
Return time: 4:00 pm
Destination: United Nations Building
New York
Purpose: Students will be given a guided tour and they will attend personnel briefings.
Transportation: 1 Bus (Charter Bus)
Teacher Chaperones: 1 (Christine Haney)
Parent Chaperones: 2 (to be determined)
Cost per student: \$70.00 (Student cost and charter bus will be paid for through Gifted and Talented funds.)

2. **Overnight Trip Requests**

Move to approve the following overnight trip requests:

Group: * Varsity Wrestling Team
Number of Students: Qualifying Wrestlers – number to be determined
Date: Friday, March 2 through Saturday, March 3, 2018
Destination: Atlantic City
Purpose: State Wrestling Tournament
Transportation: Students will travel to Atlantic City in their own vehicles, with their parents or with the coaches. Pending the number of qualifiers, wrestlers may be transported by school bus. Permission slips will be signed prior to going. Students will return home with their parents.
Teacher Chaperones: 4 (Coaches)
Cost: For the rooms (3 rooms- one for coaches, two for athletes) at Bally's - \$400.00 per reservation/total amount \$1,200.00.

The Athletic Department Budget will be responsible for the cost as it is an extension of the season for individual state qualifiers.

(*This trip is based on the assumption that we have wrestlers who will qualify at the Regional Tournament held on February 21st, February 23rd, and February 24th.)

Group: DECA
Number of Students: 9-12
Date: Departure: Friday, April 20, 2018 - 1:15 pm
Return: Wednesday, April 25, 2018 - 3:30 pm
Destination: Atlanta, Georgia
Purpose: National Competition
Transportation: School bus to Newark Airport
Plane to Atlanta, Georgia (Airlines to be determined)
Teacher Chaperones: Greg Colón
Cost: \$875.00 (Paid for by student and through fundraising)

3. **New Courses to be Offered at Ocean Township High School for the 2018-2019 School Year**

Move to approve new courses to be offered at Ocean Township High School for the 2018-2019 school year in accordance with the attached memorandum dated February 5, 2018.

Strategic Plan Goal 1: Student Success

4. **Professional Development Activities – Board Member**

Move to approve the attendance of Mr. John Stuppi, Board Member at the NJSBA Annual School Technology Conference, on March 9, 2018 at a cost of \$99.00.

5. **Professional Development Activities – Staff**

Move to approve the attached memorandum dated February 16, 2018 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.

Strategic Plan Goal 1: Student Success, Objective 1, Activities 9 & 16

6. **Youth Art Month (March) 2018 Endorsement**

Move to approve the Youth Art Month (March) 2018 Endorsement, copy attached.

7. **2018-2019 School Calendar for Teachers and Students**

Move to approve the 2018-2019 school calendar, for teachers and students, in accordance with the attached copy dated January 18, 2018.

8. **HIB Report**

The Board of Education affirms the following Harassment, Intimidation, and Bullying (HIB) Incident Summary Reports for the 2017-2018 school year. The report was previously provided to the Board by

the Superintendent of Schools. The Board has reviewed the report and affirms the Superintendent's decision.

HIB Report #5 – Presented January 23, 2018

Motion(s) carried: 8-0 (Mr. Stuppi abstained on item #4)

NEGOTIATIONS: No Report

PERSONNEL: Mrs. McGovern

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

1. **Retirements**

Move to approve the following retirements effective July 1, 2018:

Sheron Cichy, School Social Worker, Ocean Township Elementary School
Ann Marie Gomes, Special Education Teacher, Wanamassa Elementary School
Joanne Kobil, Elementary Teacher, Ocean Township Elementary School
Eileen Mervine, Science Teacher, Township of Ocean Intermediate School
Anne Newbold Epstein, Reading Teacher, Ocean Township Elementary School
Allen Parker, Technology Teacher, Township of Ocean Intermediate School
Linda Thorne, Elementary Teacher, Ocean Township Elementary School
Anne T. Wagar, Elementary Teacher, Ocean Township Elementary School

2. **Resignation of Treasurer of School Monies**

Move to approve the resignation of Joseph Zanna, current Treasurer of School Monies, effective February 28, 2018.

3. **Appointment of Treasurer of School Monies for the Balance of the 2017-2018 School Year**

Move to approve the appointment of Mrs. Meredith Leming-Nelson as the Treasurer of School Monies for the balance of the 2017-2018 school year with a prorated salary of \$5,952.00, effective March 1, 2018.

4. **Volunteer Coach - Baseball**

Move to approve Jason Egger as a Volunteer Baseball Coach at the Intermediate School for the 2017-2018 school year.

5. **Revision to a Maternity Leave of Absence**

Move to approve a revision to a maternity leave of absence, to reflect an earlier start date; February 23, 2018 through June 30, 2018, for Claire Zorner, Music Teacher at the Ocean Township Elementary and Township of Ocean Intermediate Schools. Mrs. Zorner's last day of work was Wednesday, January 17, 2018. Mrs. Zorner is expected to return to the classroom on September 1, 2018. (Mrs. Zorner's maternity leave of absence was previously approved, at the November 28, 2017 regular monthly meeting, to begin March 16, 2018 and continue through June 30, 2018.)

6. **Unpaid Family Leave of Absence**

Move to approve an unpaid family leave of absence, as designated under FMLA and NJFLA,

for Robyn Ferragina, Instructional Assistant, Township of Ocean Intermediate School, beginning at the conclusion of her eligible sick leave, approximately May 28, 2018 and continuing for a period of 12 weeks. Mrs. Ferragina’s last day of work will be April 20, 2018. She is expected to return to work on October 29, 2018.

7. **Unpaid Leave of Absence**

Move to approve an unpaid leave of absence for Joy Puzino, Class Size Reduction Teacher, Ocean Township Elementary School, for the period of February 23, 2018 through June 1, 2018. Mrs. Puzino is expected to return to work on Monday, June 5, 2018. Her last day of work will be Thursday, February 22, 2018.

8. **Extension to an Unpaid Family Leave of Absence**

Move to approve an extension to an unpaid family leave of absence, as designated under FMLA, for Bridget Burns, School Psychologist, Ocean Township High School, for the period of March 21, 2018 through April 20, 2018 (4 weeks). While out on an unpaid family leave of absence, Mrs. Burns will be responsible for paying the appropriate contribution towards her health insurance coverage. (Mrs. Burns’ unpaid family leave of absence was previously approved January 23, 2018 and revised February 6, 2018 to cover the period of January 26, 2018 through March 20, 2018. Mrs. Burns had been expected to return to work on March 21, 2018.)

9. **Unpaid Leave of Absence**

Move to approve an unpaid leave of absence, with the continuation of benefits, for Bridget Burns, School Psychologist, Ocean Township High School for the period of April 23, 2018 through June 4, 2018. Mrs. Burns is expected to return to work on June 5, 2018. While out an unpaid leave of absence Mrs. Burns will be responsible for paying the appropriate contribution towards her health insurance coverage.

10. **Revised Contract**

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

Chanelle Dunn	From: Instructional Assistant – Part-time Township of Ocean Intermediate School	
	To: Instructional Assistant – Full-time Township of Ocean Intermediate School	*\$23,570.00
	Actual Start Date: February 21, 2018	Step 1
	Effective Date: March 1, 2018	Prorated

(*This is a revision in work hours, from part-time to full-time and an increase in salary, as reflected above. Ms. Dunn replaces Vincenzo Franze who was hired to a teaching position in district.)

11. **Substitute Teacher**

Move to approve a Substitute Teacher, for the 2017-2018 school year, in accordance with the attached list dated February 16, 2018.

12. **Substitute Bus Driver**

Move to approve Marina Cook as a Substitute Bus Driver for the 2017-2018 school year.

Motion(s) carried: 8-0

PUBLIC RELATIONS: Mr. Dietrich

Mr. Dietrich mad a motion, seconded by Mrs. Fuller, for approval of the following item(s):

1. **Submission: ‘Sustainable Jersey for Schools’ Grant**

Move to approve the submission of the ‘Sustainable Jersey for Schools’ grant which seeks to support and work with school staff, administrators, students and parents to ensure a safe and healthy environment for students by encouraging our school community to implement sustainable, energy-smart, eco-friendly and cost-effective solutions with \$10,000 or \$2,000 in available grant funds. This grant is sponsored by the PSEG Foundation and is entitled Township of Ocean Intermediate School Garden Club.

Strategic Plan Goal 3: Community Engagement, Activity #3
Strategic Plan Goal 5: Finance, Activity #7

Motion(s) carried: 8-0

TECHNOLOGY: No Report

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENTS:

- Cindy Bonoforte, parent, asked about student awareness regarding the school shooting in Florida. She asked about parent awareness and a way to inform parents regarding security procedures. The Superintendent of Schools discussed her question and possible ways to satisfy her requests.
- Susan Fischer, TOIS teacher, spoke about the TOIS block scheduling change for 2018-2019. She discussed her concerns regarding the schedule and asked the administration to delay the implementation.
- Jen Floyd, parent, complimented the district and then raised her concerns about the high school security and the need for tighter procedures. Mrs. Floyd also discussed programs regarding social services and life skills for high school special education students.
- Shalom Labkovski, TOIS teacher, discussed his experience with block scheduling and discussed his not being in favor of the proposed Intermediate School scheduling for the 2018-2019 school year.
- Jamie Morin, teacher, discussed life skills programs at the high school.

ADJOURNMENT: 9:13 p.m.

There being no further business, Mrs. McGovern made a motion, seconded by Mr. Clayton, that the meeting be adjourned. This motion carried: 8-0.

Respectfully submitted,

Minutes of the Regular Monthly Meeting –
February 20, 2018 Continued:

Kenneth Jannarone
School Business Administrator/
Board Secretary