

**TOWNSHIP OF OCEAN BOARD OF EDUCATION
WORK MEETING MINUTES
January 23, 2018**

CALL TO ORDER

Mr. Michael Palutis, President, called the meeting to order at 7:02 p.m. in the office of the Superintendent at the District Administration Building, 163 Monmouth Road, Oakhurst, N.J.

STATEMENT OF ADEQUATE NOTICE

Mr. Palutis 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. Steven Clayton, Mr. James Dietrich, Mrs. Janice Fuller, Mr. Joseph Hadden, Dr. David Marshall, Mrs. Amy McGovern, Mr. Michael Palutis and Mrs. Denise Parlamas.

Mr. John Stuppi was absent.

Staff in attendance: Mr. Kenneth Jannarone, School Business Administrator and Dr. James Stefankiewicz, Superintendent of Schools.

Enter Executive Session – 7:02 p.m.

Approval: Motion offered by Mr. Palutis seconded by Mrs. McGovern and carried 8-0.

Move for the approval to enter Executive Session, in conformance with the Open Public Meeting Act, for the purpose of discussing: Personnel (Agenda), Negotiations (TOEA) and Student Matters (Student Settlement and HIB). 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. The Board of Education will be in executive session for approximately 30 minutes and will not take action upon returning to work session.

Adjourn Executive Session – 7:25 p.m.

Approval: Motion offered by Mr. Dietrich, seconded by Mrs. McGovern and carried 8-0.

Move for the approval to adjourn from Executive Session and resume work session in the Superintendent's Office at 7:30 pm.

PRESIDENT'S REPORT: Mr. Palutis

The following item(s) were discussed:

- Dr. Marshall was sworn in on January 18, 2018 by the Board Secretary and his Oath of Office in on file with the Board Secretary.
- Handed out an article from NJ School Boards Association regarding Board Member attendance at school board meetings.
- Wednesday night legislative meeting, the President and Vice President will attend.
- Discussed committee goals with Finance Committee.

VICE-PRESIDENT'S REPORT: Mrs. Parlamas

The following item(s) were discussed:

- Instructional council meeting she attended and some of the issued of the Intermediate School's new schedule. Superintendent reviewed some of the teacher's concerns regarding the intermediate school schedule for 2018-2019.

SUPERINTENDENT'S REPORT: Dr. Stefankiewicz

The following item(s) were discussed:

- Discussed student awards being presented later tonight.

SCHOOL BUSINESS ADMINISTRATOR’S REPORT: Mr. Jannarone

The following item(s) were discussed:

- The School Business Administrator updated the Board of Education on school bus surveillance policy that will be reviewed in February.

PUBLIC COMMENT (Agenda Items): None

BOARD MINUTES: Mrs. Parlamas

The following item(s) were discussed:

1. **Discussion: Minutes**

Board of Education and Administration discussed in accordance with Board of Education Bylaws #168 “Recording of Board Meetings” of the following meeting(s):

Work Meeting/Executive Session Minutes – January 16, 2018

Strategic Plan Goal 6: Community Outreach

POLICY & REGULATIONS: Board Secretary

The following item(s) were discussed:

1. **Discussion: Policies and Regulations**

Board of Education and administration discussed the second and final reading of revisions to the following policies/regulations:

- Policy 0169.02 – (New) Board Member User of Social Networks
- Policy 3437 – (New) Military Leave-Teaching Staff
- Policy 4437 - (New) Military Leave-Support Staff
- Regulation 5460.1 – (New) High School Transcripts (M)
- Policy 5516.01 – (New) Student Tracking Devices
- Regulation 7101- Educational Adequacy of Capital Projects
- Policy 7425 – (New) Lead Testing of Water in Schools
- Policy 7440 – School District Security (M)
- Regulation 7440 – School district Security (M)
- Policy 7441 – Electronic Surveillance in School Buildings & on School Grounds (M)
- Regulation 7441 - Electronic Surveillance in School Buildings & on School Grounds (M)
- Policy- 8505 – Local Wellness Policy/Nutrient Standards for Meals & Other Foods (M)
- Policy 8507 - Breakfast Offer Versus Serve (OVS) (M)
- Policy 8630 – Bus Driver/Bus Aide Responsibility (M)
- Regulation 8630 – Emergency School Bus Procedures (M)
- Policy 9242 – (New) Use of Electronic Signatures

FINANCIAL MANAGEMENT & RESOURCE SERVICES: Mrs. McGovern

The following item(s) were discussed:

1. **Discussion: Use of Facilities**

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Board of Education and administration discussed the use of facilities according to the attached list dated January 23, 2018.

Strategic Plan Goal 5: Finances, Objective 2

INSTRUCTION, EDUCATION & STUDENT ACTIVITIES: Dr. Marshall

The following item(s) were discussed:

1. **Discussion: Professional Development Activities – Staff**

Board of Education and Administration discussed the attached memorandums (2) dated January 19, 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

2. **Discussion: Professional Development Activities – Board Members**

Board of Education and Administration discussed the attendance of two Board members at the TechSpo'18 Conference being held on January 25 and 26, 2018 in Atlantic City. TechSpo'18 is New Jersey's Premier Educational Technology Training and Exhibition Conference for School Leaders and Educators. Mr. James Dietrich will attend on January 25, 2018 at a cost of \$275.00 and Mr. John Stuppi will attend January 25 & 26, 2018, at a cost of \$425.00.

3. **Discussion: Memorandum of Agreement Between New Jersey Institute of Technology and Ocean Township High School Spartan School of Technology**

Board of Education and Administration discussed, in accordance with the attached document, the Memorandum of Agreement between New Jersey Institute of Technology and Ocean Township High School Spartan School of Technology. The joint program, referred to as, Options for Advanced Academic Achievement Secondary School Partnership Program will afford an opportunity to qualified students to pursue educational topics that fulfill high school course requirements while earning college credit awarded by New Jersey Institute of Technology. The partnership agreement will be in effect for three consecutive school years, specifically the academic years of 2018-2019, 2019-2020, and 2020-2021.

Strategic Plan Goal 1: Student Success, Objective 1, Activity 1

4. **Discussion: Student Observers & Student Teacher**

Board of Education and Administration discussed Student Observers and a Student Teacher for the 2017-2018 school year in accordance with the attached memorandum dated January 19, 2018.

5. **Discussion: Settlement Agreement & Release** – (Executive Session)

Board of Education and Administration discussed the attached Settlement Agreement and Release for student number 17-18-01.

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6. **Discussion: Addendum to Out of District Private Tuition for the 2017-2018 School Year**
Board of Education and Administration discussed an addendum to out of district private tuition for the 2017-2018 school year in accordance with the attached memorandum dated January 23, 2018.

NEGOTIATIONS: No Report

PERSONNEL: Mrs. Parlamas
The following item(s) were discussed:

1. **Discussion: Issuance of Contracts**

Board of Education and Administration discussed issuing contracts to the following:

To fill a vacancy position:

Matthew Zaros	Social Studies Teacher	\$60,465.00
	Township of Ocean Intermediate School	M+30/Step 1
	Actual Start and Effective Dates: Pending	Prorated
	release from current employer and criminal history background check.	

(Mr. Zaros will replace Michael Salum who resigned.)

To fill a vacancy/non-tenure track position:

Onoris Batista	Custodian I	\$33,835.00
	Wanamassa Elementary School	Step A
	Non-Tenure Track Position	Prorated
	Actual Start Date: February 1, 2018	
	Effective Date: February 1, 2018	

(Ms. Batista replaces Christopher DiChiara who resigned.)

To fill a replacement/non-tenure track position:

Lindsay Goldberg	Elementary Teacher	\$54,615.00
	Ocean Township Elementary School	BA/Step 1
	Replacement for an Unpaid Leave of Absence/	Prorated
	Non-Tenure Track Position	
	Actual Start Date: February 5, 2018	
	Effective Date: February 1, 2018	

(Ms. Goldberg is replacing Lauren Garofalo who will be out on an unpaid leave of absence, for the period of February 5, 2018 through June 30, 2018.)

2. **Discussion: Retirement**

Board of Education and Administration discussed the retirement of Elizabeth Paterno, Special Education Teacher, Wanamassa Elementary School effective July 1, 2018.

3. **Discussion: Substitute Teacher for the 2017-2018 School Year**

Board of Education and Administration discussed hiring a Substitute Teacher for the 2017-2018 school year in accordance with the attached list dated January 19, 2018.

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4. Discussion: Issuance of Contract

Board of Education and Administration discussed issuing a contract to the following:

To fill a vacancy position:

Mary Dugan	Basic Skills, Part-time (3/7 time)	\$27,437.00
	Township of Ocean Intermediate School/Fifth Grade	MA+30
	Wing	Prorated
	Actual Start and Effective Dates: Pending release from current employer and criminal history background check.	

(Mrs. Dugan replaces Jessica Fischer who transferred to the Wanamassa Elementary School.)

5. Discussion: Substitute Playground Aide

Board of Education and Administration discussed hiring Yvonne Brown as a Substitute Playground Aide at the Wanamassa Elementary School.

TECHNOLOGY COMMITTEE: No Report

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENT: None

ADJOURN MEETING: 7:52 p.m.

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

Respectfully submitted,

Kenneth Jannarone
School Business Administrator/Board Secretary