

**TOWNSHIP OF OCEAN BOARD OF EDUCATION
WORK MEETING MINUTES
July 25, 2017**

CALL TO ORDER

Mr. James Dietrich, President, called the meeting to order at 7:00 p.m. in the office of the Superintendent 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. Steven Clayton, Mr. James Dietrich, Mr. Joseph Hadden, Mrs. Amy McGovern, Mrs. Denise Parlamas and Mr. John Stuppi. Dr. David Marshall, Mr. Michael Palutis and Mrs. Sylvia Sylvia-Cioffi were 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. 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) and Litigation (Township of Ocean versus Loch Arbour). 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 25 minutes and will not take action upon returning to work session.

Adjourn Executive Session – 7:32 p.m.

Approval: Motion offered by Mr. Clayton, seconded by Mrs. McGovern and carried 6-0.

Move for the approval to adjourn from Executive Session and resume public session.

PRESIDENT’S REPORT: Mr. Dietrich

The following item(s) were discussed:

- Board of Education reminder regarding ethics, litigation, and social media.
- Discussed committee assignment changes.
- Workshop meetings in auditorium starting on August 8th
- Taxes –Town hall meeting for residents on July 26th at 7:30 pm.
- State Assembly meeting on August 21st.

VICE PRESIDENT’S REPORT: No Report

SUPERINTENDENT’S REPORT: Dr. Stefankiewicz

Dr. Stefankiewicz discussed the following item(s):

- Bradley Beach send/receive relationship and a possible future arrangement.
- Some interest regarding tuition policy.
- ‘Inside Addition- Celebrity Back to School’ for Wendy Williams at OTHS.

SCHOOL BUSINESS ADMINISTRATOR’S REPORT: Mr. Jannarone

The following item(s) were discussed:

- Timing Board of Education vacancy advertisement and interviews tentatively scheduled on August 22nd.
- Harvey Construction meeting with committee chair and architect.
- August 21st meeting with Assembly – Mrs. McGovern, Mr. Hadden, Mr. Clayton and Mr. Dietrich at 7:30 pm.

Twp of Ocean BOE Work Meeting Minutes (continued) – July 25, 2017

- Asbury Park Press coverage of construction projects.
- Policy review coming – 2 workshop meetings, 8th and 22nd.
- Save the date new addition projects ribbon cutting September 5th.

PUBLIC COMMENT:

- Gino Dellomo, resident, asked about the Psychologist internship.
- Paul Mayerowitz, resident, asked about transportation, school doctors and political contributions.

COMMITTEE REPORTS:

COMMUNITY LIAISON, COMMUNICATIONS & CO-CURRICULAR

STUDENT ACTIVITIES: Mr. Clayton

The following item(s) were discussed:

1. **Discussion: Approval of Minutes:**

Board of Education and Administration discussed 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 11, 2017

2. **Discussion: Board Member Resignation**

Board of Education and Administration discussed the resignation, with regret, of Mrs. Sylvia Sylvia-Cioffi from the Board of Education, effective immediately, due to her appointment to the State Board of Education, and authorize the Board Secretary to advertise for potential candidates to fill the vacancy on the Board of Education.

FINANCIAL MANAGEMENT & RESOURCE SERVICES: Mrs. McGovern

The following item(s) were discussed:

1. **Discussion: Jointure Agreement**

Board of Education and Administration discussed the Township of Ocean School District in a transportation affiliation agreement with Millstone Township School District for transportation of their student residing in the Township of Ocean to Millstone Township Middle School, by MOESC Cooperative Transportation, effective January 30, 2017 through March 21, 2017 for a total cost of \$10,672.20.

2. **Discussion: ESEA Fiscal Year 2018 Grant Allocations**

Board of Education and administration discussed the acceptance of funds under the Elementary and Secondary Education Act (ESEA) Grant Application FY 2018 (school year 17-18). This notification is required under ESEA-NCLB compliance regulations. Salary and staff information will be forth coming.

Title I Part A: Improving Academic Achievement of Disadvantaged	\$460,727
Title II Part A: Teacher & Principal Quality	99,988
Title III: Instruction for Limited English Proficient	34,638
Title III: Immigrant Students	8,472
Title IV Part B: 21 st Century Community Learning Centers	<u>10,000</u>
Total Allocation	\$613,825

Twp of Ocean BOE Work Meeting Minutes (continued) – July 25, 2017

Note: This is a reduction of \$39,803 in Federal funding from last year.

3. **Discussion: MOESC Staffing of Aides**

Board of Education and Administration discussed an agreement with Monmouth-Ocean Educational Services Commission to provide part-time instructional, special education and transportation aide placements as possibly needed for the period of July 1, 2017 through June 30, 2018.

4. **Discussion: Use of Facilities**

Board of Education and Administration discussed use of facilities according to the attached list dated July 25 2017.

5. **Discussion: Resolution-Reduction in State Aid**

Whereas, the Township of Ocean School District was issued state aid notices in February 2017 in the amount of \$7,770,200 or approximately 10% of the district General Fund budget;

Whereas, the New Jersey Department of Education on July 14, 2017 has issued revised 2017-2018 state aid notices, totaling \$7,614,796. This reflects a decrease of \$155,404 in adjustment aid to the school district;

Whereas, due to increased special education costs, it is projected that the school district will qualify for additional extraordinary special education aid at a small percentage of the total additional cost incurred by the school district.

Therefore be it resolved, that the Township of Ocean Board of Education has determined that the estimated additional extraordinary special education aid will increase approximately \$155,404 in 2017-2018 and will offset the loss of adjustment aid in the amount of \$155,404 for 2017-2018. The Board of Education therefore authorizes the attached estimated revenue adjustment for the 2017-2018 school budget, and the submission of this budget adjustment to the Department of Education County Office.

6. **Discussion: Professional Services Resolutions for the 2017-2018 School Year**

Board of Education and Administration discussed the award of contracts to the following for the 2017-2018 school year:

Awarded to:	Dr. Robert Murphy Meridian Health System
Duration:	September 1, 2017 to June 30, 2018
Nature and Type of Contract	Elementary School Physician
Amount of Contract:	\$8,000 per year

Awarded to:	Dr. Bernard Adler Meridian Health System
Duration:	September 1, 2017 to June 30, 2018
Nature and Type of Contract:	Intermediate School Physician
Amount of Contract:	\$9,000 per year

Awarded to:	Dr. Vinya Chopra
-------------	------------------

Twp of Ocean BOE Work Meeting Minutes (continued) – July 25, 2017

Duration: Seaview Orthopaedic
September 1, 2017 to June 30, 2018
Nature and Type of Contract: High School Physician
Amount of Contract: \$10,000 per year

Awarded to: Dr. Sudha Garla
Atlantic Medical Associates
Duration: September 1, 2017 to June 30, 2018
Nature and Type of Contract: New Employee Physicals w/Drug Testing/ \$120.00 ea. and
Amount: Employee Random Drug & Alcohol Testing/
\$80.00 ea. - CDL License Physicals w/Drug & Alcohol Testing/
\$155.00 ea. - CDL License Physicals w-o/Drug & Alcohol
Testing/ \$75.00 ea. - Student Random Drug & Alcohol Testing
w/Physical/ \$135.00 ea.

- a. These contracts will be awarded as a “Professional Service” in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-2h, being that it is for services performed by persons authorized by law to practice a recognized profession.
- b. The above professional has submitted a political contribution disclosure form in accordance with N.J.S.A. 19A-20.26.
- c. A copy of this resolution as well as the contract and political contribution form shall be placed on file with the Secretary of the Board and will be available for public inspection along with notice to the newspaper of record for this award.

7. Discussion: Professional Services Resolutions

Board of Education and Administration discussed the following Therapy Contract.

Awarded to: BAYADA Home Health Care. Inc.
Duration: July 10, 2017 to August 17, 2017
Nature and Type of Contract: In-School Nursing Care &
Transportation to and from
Amount of Contract: \$54.00/hour RN Services-2 days/wk
\$44.00/hour LPN Services-2 days/wk

- a. These contracts will be awarded as a “Professional Service” in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-2h, being that it is for services performed by persons authorized by law to practice a recognized profession.
- b. The above professional has submitted a political contribution disclosure form in accordance with N.J.S.A. 19A-20.26.
- c. A copy of this resolution as well as the contract and political contribution form shall be placed on file with the Secretary of the Board and will be available for public inspection along with notice to the newspaper of record for this award.

INSTRUCTION & EDUCATION: Dr. Marshall

The following item(s) were discussed:

1. **Discussion: Alternate Placement - Out of District for the 2017-2018 School Year**
Board of Education and Administration discussed an alternate placement, out of district, for student number 73927 into the Monmouth County Vocational School District's CLASS Academy Alternative High School Program for the 2017-2018 school year. The student will begin attendance at CLASS Academy on September 7, 2017. Yearly tuition for the seat will be \$6,040.00.
2. **Discussion: Addendums to Out of District Tuition for the 2017 Extended School Year Program**
Board of Education and Administration discussed addendums (3) to out of district tuition for the 2017 Extended School Year Program in accordance with the attached memorandums dated July 11, 2017 (1) and July 13, 2017 (2).
3. **Discussion: Professional Development Activities – Staff**
Board of Education and Administration discussed the attached memorandums (3) dated July 21, 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.

4. **Discussion: Student Observers**
Board of Education and Administration discussed Student Observers for the 2017 Fall semester in accordance with the attached memorandum dated July 21, 2017.
5. **Discussion: Student Teachers**
Board of Education and Administration discussed the placement of Student Teachers for the 2017-2018 school year in accordance with the attached memorandum dated July 21, 2017.
6. **Discussion: Field Placement/Social Work**
Board of Education and Administration discussed the request of Tracy Pawlukanis to complete her School Social Work Field Placement, 13 ½ hours per week, during the period of September 5, 2017 – June 22, 2018. Ms. Pawlukanis is a graduate student at Rutgers University School of Social Work. The field placement is a requirement toward the completion of her Master's Degree in Social Work. Ms. Karen Dunn, Social Worker at Ocean Township High School will be her supervisor.
7. **Discussion: School Psychologist Internship**
Board of Education and Administration discussed the request of Jillian Rosenfeld to complete her School Psychologist Internship, a minimum of 720 hours, during the period of September 5, 2017 – June 22, 2018. Ms. Rosenfeld is a graduate student at Georgian Court University's School Psychology Program. Ms. Bridget Burns, School Psychologist at Ocean Township High School will be her supervisor.
8. **Discussion: Student Observer**
Board of Education and Administration discussed the request of Brenna Clark to complete, on or

Twp of Ocean BOE Work Meeting Minutes (continued) – July 25, 2017

before August 17, 2017, four (4) hours of observation at the 2017 Special Education Extended School Year Program. The observation is a course requirement for Ms. Clark’s studies in secondary education at Lehigh University. Ms. Angelica DeFillipis will be her supervisor.

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 vacancy non-tenure track positions:

Sherryl Cesario	Instructional Assistant	\$23,570.00
	Ocean Township Elementary School	Step 1
	Non-Tenure Track Position	
	Actual Start Date: September 6, 2017	
	Effective Date: September 1, 2017	

(Ms. Cesario replaces Gilbert Unger who resigned effective June 22, 2017.)

Joseph DeAngelis	Instructional Assistant	\$23,570.00
	Township of Ocean Intermediate School	Step 1
	Non-Tenure Track Position	
	Actual Start Date: September 6, 2017	
	Effective Date: September 1, 2017	

(Mr. DeAngelis replaces Susan MacDonald who retired effective July 1, 2017.)

Michaela Gemignani	Instructional Assistant	\$23,570.00
	Ocean Township High School	Step 1
	Non-Tenure Track Position	
	Actual Start Date: September 6, 2017	
	Effective Date: September 1, 2017	

(Newly budgeted position.)

Rosanna Higgins	Instructional Assistant	\$23,570.00
	Township of Ocean Intermediate School	Step 1
	Non-Tenure Track Position	
	Actual Start Date: September 6, 2017	
	Effective Date: September 1, 2017	

(Ms. Higgins replaces Rachel Gerstein who resigned effective June 30, 2017.)

Michael Mazza	Instructional Assistant	\$23,570.00
	Wayside Elementary School	Step 1
	Non-Tenure Track Position	
	Actual Start & Effective Dates: Pending criminal history background check	

(Newly budgeted position.)

Twp of Ocean BOE Work Meeting Minutes (continued) – July 25, 2017

To fill a vacancy position:

Gilbert Unger	Special Education Teacher	\$54,615.00
	Ocean Township Elementary School	BA/Step 1
	Actual Start Date: September 5, 2017	
	Effective Date: September 1, 2017	

(Mr. Unger replaces Deborah Smith who resigned effective July 1, 2017.)

2. **Discussion: Substitute Nurse – 2017 Special Education Extended School Year Program (ESY)**

Board of Education and Administration discussed hiring Brenda Kelly as a Substitute Nurse for the 2017 Special Education Extended School Year Program (ESY) through August 2017.

3. **Discussion: Resignation**

Board of Education and Administration discussed the resignation of Joanna Gray, Social Studies Teacher, High School effective July 17, 2017.

4. **Discussion: Chorus Director – Township of Ocean Intermediate School**

Board of Education and Administration discussed hiring Helen Kernizan as the Chorus Director at the Township of Ocean Intermediate School, for the 2017-2018 school year, in accordance with the attached memorandum dated July 19, 2017.

5. **Discussion: Substitute Bus Drivers for the 2017 Summer Months**

Board of Education and Administration discussed hiring Brian Conover and Linda Coakley to work during the 2017 Summer months, as Substitute Bus Drivers.

6. **Discussion: Substitute Bus Drivers for the 2017-2018 School Year**

Board of Education and Administration discussed hiring Anthony Dibello and Michelle DeMarzo as Substitute Bus Drivers for the 2017-2018 school year.

7. **Discussion: Rehired Staff Member for the 2017-2018 School Year**

Board of Education and Administration discussed rehiring the following staff member for the 2017-2018 school year, effective September 1, 2017:

John Kinzel	Social Studies Teacher
	Ocean Township High School

(At the May 9, 2017 work meeting, the Board approved the non-renewal of Mr. Kinzel, due to staffing needs, for the 2017-2018 school year. Mr. Kinzel will replace Joanna Gray who resigned.)

8. **Discussion: Employment Status of District Employee**

Board of Education and Administration discussed the employment status of district employee # 6252.

9. **Discussion: Substitute Teachers for the 2017-2018 School Year**

Board of Education and Administration discussed Substitute Teachers for the 2017-2018 school year in accordance with the attached list dated July 21, 2017.

10. **Discussion: Issuance of Contract**

Twp of Ocean BOE Work Meeting Minutes (continued) – July 25, 2017

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

To fill a vacancy/non-tenure track position:

Theresa M. Noebels	Assistant Dispatcher/Bus Driver	\$43,000.00
	Transportation Department	Non-Represented
	Non-Tenure Track Position	Prorated
	Actual Start and Effective Dates:	pending
	criminal history background check and release from	
	current employer.	

PLANNING & CONSTRUCTION: Mr. Palutis

The following item(s) were discussed:

1. **Discussion: Gym Audio Systems Award**

Board of Education and Administration discussed the award of gym audio systems for both Wanamassa Elementary School and Ocean Township High School utilizing the ESCNJ 14/15-20 and ESCNJ 15/16-70 Cooperative Purchasing Contracts to the following:

(As per attached quotes)

- a. Open Systems, Manalapan NJ, Wanamassa Audio System\$18,927.64
- b. Open Systems, Manalapan, NJ, Ocean Township High School Audio System ..\$18,927.64
- \$37,855.28

2. **Discussion: OTHS Performing Arts Center Renovation/Addition Equipment Award**

Board of Education and Administration discussed the award audio technology systems for referendum new construction and renovations of Ocean Township High School utilizing and authorizing free membership of Buy Board, a National Purchasing Cooperative for the following: (As per attached quotes: 4281095, 4281191, 4281650, 4281651)

- a. Sweetwater, Fort Wayne, NJ, OTHS Music Technology Lab.....\$62,440.42
- b. Sweetwater, Fort Wayne, NJ, OTHS Band Room Audio.....\$ 4,712.05
- c. Sweetwater, Fort Wayne, NJ, OTHS Music Technology Lab.....\$ 4,712.05
- d. Sweetwater, fort Wayne, NJ, OTHS Performing Arts/Dance Room Audio.....\$ 5,182.85
- \$77,047.37,

TECHNOLOGY COMMITTEE: Mr. Stuppi

The following item(s) were discussed:

1. **Discussion: Computer Co-Operative Purchase**

Board of Education and Administration discussed the purchase of 840 Dell Chromebooks 11, including 4 year warranty on-site pro support service, with licensing and a case, from Ocean Computer Group, in the amount of \$273,000, and another purchase of an additional 265 Dell Chromebooks 11, including 1 year mail-in with remote diagnosis service with licensing, from Ocean Computer Group, in the amount of \$59,492.50, for a total of \$332,492.50 as per the attached quote #PW014224, WSCA/NASPO Contracts # B27160 and #AR602 and NJ State Contract #89967.

Twp of Ocean BOE Work Meeting Minutes (continued) – July 25, 2017

2. Discussion: Computer Co-Operative Purchase

Board of Education and Administration discussed the purchase of 55 Dell OptiPlex 5050 desktop computers in the amount of \$54,631.50 as per the attached quote #PW01017, WSCA/NASPO Contracts #B27160 and #AR602.

OLD BUSINESS: None

NEW BUSINESS:

- Board of Education members discussed paying for Ocean shirts that indicate them as Board members.

PUBLIC COMMENT:

- Gino Dellomo, resident, asked about an update on school doctors and cameras on busses. He also asked about the tennis center and sports teams, allow and discussed when they could use it. He continued to inquiry about tuition enrollment regarding Pre-K waiting lists and the number of children, bullying anonymous reporting systems and any changes in regard to Loch Arbour.

ADJOURN MEETING: 8:03 p.m.

There being no further business Mrs. McGovern made a motion, seconded by Mrs. Parlamas, that the meeting be adjourned. This motion carried: 6-0.

Respectfully submitted,

Kenneth Jannarone
School Business Administrator/Board Secretary