

**TOWNSHIP OF OCEAN BOARD OF EDUCATION
WORK MEETING MINUTES
November 14, 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. James Dietrich, Mrs. Janice Fuller, Mr. Joseph Hadden, Dr. David Marshall, Mrs. Amy McGovern, Mrs. Denise Parlamas and Mr. John Stuppi

Mr. Steven Clayton and Mr. Michael Palutis 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 7-0.

Move for the approval to enter Executive Session, in conformance with the Open Public Meeting Act, for the purpose of discussing: Personnel (Agenda). 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 take action upon returning to work session.

Adjourn Executive Session – 7:10 p.m.

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

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

PRESIDENT’S REPORT: Mr. Dietrich

The following item(s) were discussed:

- Senator elect, Vin Gopal, working with Jennifer Beck, will come to meet with the Board of Education regarding the Board of Education’s state funding concerns.
- Township of Ocean school board and the benefits of attending the annual conference and workshops.

VICE-PRESIDENT’S REPORT: No Report

SUPERINTENDENT’S REPORT: Dr. Stefankiewicz

The following item(s) were discussed:

- 8th Grade open house at the high school Thursday night, November 16, 2017

SCHOOL BUSINESS ADMINISTRATOR’S REPORT: Mr. Jannarone

The following item(s) were discussed:

- High school construction projects Ribbon Cutting scheduled for Monday, November 27th at 2:30 pm.
- Update/follow-up: Bus Cameras and meeting with the Town Manager and Chief of Police.

PUBLIC COMMENT:

- Mrs. Loushine, Loch Arbour resident, asked about Loch Arbour update regarding court case. Superintendent discussed the time lines and the current lack of a court date for the appeal.

COMMITTEE REPORTS:

COMMUNITY LIAISON, & CO-CURRICULAR STUDENT ACTIVITIES: Mrs. Fuller

The following item(s) were discussed:

1. **Discussion: Policies**

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

- Regulation 2460.16 – Special Education –Instruction Materials to Blind or Print-disabled Students
(No Revisions-Re-adopt)
- Policy 2700 – Services to Nonpublic School Students
- Policy 3160 – Physical Examination-Teaching Staff (M)
- Regulation 3160 – Physical Examination-Teaching Staff (M)
- Policy 4160 – Physical Examinations-Support Staff (M)
- Regulation 4160 – Physical Examinations-Support Staff (M)
- Policy 6660 – Student Activities Fund

2. **Discussion: REPORT ON THE ANNUAL SCHOOL ELECTION**

The Board of Education and Administration discussed the preliminary results of the Annual School Election held, for the Township of Ocean and Village of Loch Arbour, on November 7, 2017. The unofficial results of the election (pending certification from Monmouth County Board of Elections) are as follows:

FOR MEMBERS OF THE BOARD OF EDUCATION FOR THREE (3) YEAR TERMS

Joseph Hadden	4,255*
James Dietrich.....	4,192*
David Marshall.....	4,177*
(Write-Ins).....	68

*Successfully elected to a seat on the Board of Education

3. **Discussion: Sustainable Jersey for School Grant**

The Board of Education and Administration discussed 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 NJEA Small Grant Program and is entitled OTHS Garden Club.

Strategic Plan Goal 3: Community Engagement

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

4. **Approval of Minutes**

Twp of Ocean BOE Work Meeting Minutes (continued) – November 14, 2017

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 – November 7, 2017

Strategic Plan Goal 6: Community Outreach

Motion(s) on item #4 carried: 7-0

FINANCIAL MANAGEMENT & RESOURCE SERVICES: Mrs. McGovern

The following item(s) were discussed:

1. Discussion: Estimated Tuition Rates - Students Received

Board of Education and administration discussed the following estimated tuition rates for possible students received by the Township of Ocean Board of Education for the 2017-2018 school year:

Kinder-Garten	Grades 1-5	Grades 6-8	Grades 9-12	Learning Language Disabilities	Pre-School Disabled Part time	Pre-School Disabled Full Time	Behavior Disabilities	Multiple Disabilities
\$15,820	\$16,805	\$19,059	\$17,085	\$22,727	\$21,720	\$25,208	\$59,529	\$32,953

Private Tuition Rates (Parent):

Grades K-8 - \$8,500 / Grades 9-12 - \$13,500 - *Policy 5111.01*

Pre-K (Non-disabled) \$2,500 - *Policy 6154*

2. Discussion: Tuition Contract

Board of Education and administration discussed a tuition contract with Asbury Park School District for MVE (McKinney Vento Eligible) children attending Township of Ocean schools.

<u>Student</u>	<u># of Days</u>	<u>Grade</u>	<u>Period of Time</u>	<u>Tuition Revenue</u>
MB	180	K	9/7/17-6/21/18	\$15,820.00
KB	180	2	9/7/17-6/21/18	\$16,805.00

3. Discussion: Tuition Contract

Board of Education and administration discussed a tuition contract with Eatontown Board of Education for MVE (McKinney Vento Eligible) children attending Township of Ocean schools.

<u>Student</u>	<u># of Days</u>	<u>Grade</u>	<u>Period of Time</u>	<u>Tuition Revenue</u>
FB	180	K	9/7/17-6/21/18	\$15,820.00

4. Discussion: Tuition Contract

Board of Education and administration discussed a tuition contract with Lakewood Board of Education for MVE (McKinney Vento Eligible) children attending Township of Ocean schools.

<u>Student</u>	<u># of Days</u>	<u>Grade</u>	<u>Period of Time</u>	<u>Tuition Revenue</u>
AN	180	K	9/7/17-6/21/18	\$15,820.00

Twp of Ocean BOE Work Meeting Minutes (continued) – November 14, 2017

5. Discussion: Tuition Contract

Board of Education and administration discussed a tuition contract with Manchester Board of Education for MVE (McKinney Vento Eligible) children attending Township of Ocean schools.

<u>Student</u>	<u># of Days</u>	<u>Grade</u>	<u>Period of Time</u>	<u>Tuition Revenue</u>
CG	180	8	9/7/17-6/21/18	\$19,059.00

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

6. Use of Facilities

Move to approve the use of facilities according to the attached list dated November 14, 2017.

Strategic Plan Goal 5: Finances, Objective 2

Motion(s) on item #6 carried: 6-0-1 (Mrs. McGovern recused herself)

INSTRUCTION & EDUCATION: Dr. Marshall

The following item(s) were discussed:

1. Discussion: Trip Requests

Board of Education and Administration discussed the following trip requests:

Group: Italian Students/Grade 8
Number of Students: 40
Date: Monday, December 4, 2017
Departure Time: 8:30 am
Return Time: 1:30 pm
Destination: Gran Café I’ Aquila
Philadelphia, PA
Purpose: Lesson on the art of the Italian caffè and gelato making
Transportation: TBD
Teacher Chaperones: 2 (Susan Fischer and Francesco DiMicelli)
Parent Chaperones: 2 (Mrs. Baggs and Mrs. Roventini)
Cost per student: \$22.00 (paid for by student)

Group: Italian Students/Grade 8
Number of Students: 40
Date: Thursday, December 7, 2017
Departure Time: 8:30 am
Return Time: 1:30 pm
Destination: Gran Café I’ Aquila
Philadelphia, PA
Purpose: Lesson on the art of the Italian caffè and gelato making
Transportation: TBD
Teacher Chaperones: 4 (Denise Amato, Angelica DeFilippis, Laura Macaluso, and Tom Siciliano)
Parent Chaperones: -0-

Twp of Ocean BOE Work Meeting Minutes (continued) – November 14, 2017

Cost per student: \$22.00 (paid for by student)

2. Discussion: Student Observer

Board of Education and Administration discussed a student observer for the 2017-2018 school year in accordance with the attached memorandum dated November 8, 2017.

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

3. Professional Development Activities – Staff

Move to approve the attached memorandum dated November 8, 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.

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

4. Addendum to Out of District Private Tuition for the 2017-2018 School Year

Move to approve an addendum to out of district private tuition for the 2017-2018 school year in accordance with the attached memorandum dated November 7, 2017.

5. Suspension Report

Move to approve the District's Suspension Report for the month of October 2017, copy attached.

Motion(s) carried on items #3 thru #5: 7-0

LEGISLATIVE: No Report

NEGOTIATIONS: No Report

PERSONNEL: Mrs. Parlamas

The following item(s) were discussed:

1. Discussion: Unpaid Family Leave of Absence

Board of Education and Administration discussed the request of Kaitlyn Thomasey, Art Teacher, Township of Ocean Intermediate School, to take an unpaid family leave of absence, as designated under FMLA and NJFLA, beginning at the conclusion of her eligible sick leave, approximately April 10, 2018 and continuing to June 22, 2018 (11-weeks). Mrs. Thomasey's last day of work will be February 23, 2018. She is expected to return to the classroom on September 1, 2018. While out on an unpaid family leave of absence, Mrs. Thomasey will be responsible for paying the appropriate contribution towards her health insurance coverage.

2. Discussion: Unpaid Family Leave of Absence

Board of Education and Administration discussed the request of Lisa Nahrebne, Special Education Teacher, Township of Ocean Intermediate School, to take an unpaid family leave of absence, as

Twp of Ocean BOE Work Meeting Minutes (continued) – November 14, 2017

designated under FMLA and NJFLA, beginning at the conclusion of her eligible sick leave, approximately March 6, 2018 through June 1, 2018 (12 weeks). Mrs. Nahrebne’s last day of work will be February 2, 2018. She is expected to return to the classroom on June 4, 2018. While out on an unpaid family leave of absence, Mrs. Nahrebne will be responsible for paying the appropriate contribution towards her health insurance coverage.

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

3. Revision to an Unpaid Family Leave of Absence

Move to approve a revision to an unpaid family leave of absence, as designated under FMLA and NJFLA, for Lauren Garofalo, Elementary Teacher (Kindergarten), Ocean Township Elementary School. The revision reflects an earlier start to the unpaid family leave of absence, November 3, 2017 and an earlier return to work date, February 5, 2018. Mrs. Garofalo’s last day of work was September 29, 2017. While out on an unpaid family leave of absence, Mrs. Garofalo will be responsible for paying the appropriate contribution towards her health insurance coverage. (Mrs. Garofalo’s unpaid family leave of absence was originally approved, at the September 19, 2017 regular monthly meeting, with a start date of December 20, 2017 and a return to work date of March 22, 2018.)

4. Substitute Teacher

Move to approve a Substitute Teacher for the 2017-2018 school year in accordance with the attached memorandum dated November 8, 2017.

5. Revised Contract

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

Libby Landman	Special Education Teacher	\$56,665.00*
	High School	Prorated
	Effective Date: November 27, 2017 through December 15, 2017	

(*The revised contract reflects a stipend of \$850.00 for teaching a 6th period class. The revised salary, noted above, includes the \$850.00 stipend. Mrs. Landman will be teaching the sixth period class until Ms. Stamos returns from her unpaid family leave of absence; December 18, 2017.)

Motion(s) carried on items #3 thru #5: 7-0

PLANNING & CONSTRUCTION: Mr. Palutis

The following item(s) were discussed:

1. Discussion: Referendum Construction Projects

Thomas Strauser, Solutions Architecture, Gary Tattersall, Director of Facilities and John Bosmans, Construction Manager, were in attendance and gave an update on the ongoing high school construction projects.

Strategic Plan Goal 2: Facilities, Objective 4

2. Discussion: Change Order-Wanamassa Multi-Purpose Classroom Addition/Renovations

Twp of Ocean BOE Work Meeting Minutes (continued) – November 14, 2017

Board of Education and Administration discussed change order #2, in the amount of \$16,321.58 for Rampart construction, per the recommendation by Solutions Architecture. The amount will increase the current contract amount of \$4,454,570.52 to \$4,470,892.10 for the Wanamassa Elementary School Multi-Purpose Classroom Additions/Renovations. As per attached.

TECHNOLOGY COMMITTEE: Mr. Stuppi

The following item(s) were discussed:

1. **Discussion: Technology Committee**

Chairperson gave a report on the recent Technology Committee meeting.

District level committee was held regarding educational technology for teaching and learning.

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENT: None

ADJOURN MEETING: 9:14 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