

**MINUTES OF THE REGULAR MONTHLY MEETING  
TOWNSHIP OF OCEAN BOARD OF EDUCATION  
November 28, 2017**

**CALL TO ORDER**

The Board President, James Dietrich, 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 17, 2017 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 [www.oceanschools.org](http://www.oceanschools.org) on January 4, 2017.
2. Notice of the meeting was transmitted to the Asbury Park Press on January 6, 2017 and The New Coaster Newspapers on January 6, 2017.
3. Notice of the meeting was filed with the Municipal Clerk, Township of Ocean and the Municipal Clerk, Village of Loch Arbour on January 4, 2017.

**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 Mrs. Denise Parlamas and Mr. John Stuppi.

**PRESIDENT'S REPORT** – No Report

**STUDENT REPRESENTATIVES:** Ms. Emily Dorony & Ms. Lila Rice

Ms. Lila Rice reported on the following:

- Blood Drive at the high school.
- SADD Club upcoming activities.
- Open house for 2020 Class at the high school was a success.
- New sport season starting soon

**SUPERINTENDENT'S REPORT** – Dr. Stefankiewicz

Superintendent reported on the following item(s):

- Discussed the pictures of the high school new Athletic Center Ribbon Cutting ceremony being shown on the screen.
- Gave presentation on the Strategic Plan and updated it for the public. (See attached power point presentation) He discussed each category and the progress the district has made with each, He also discussed future plans regarding more accomplishments. He asked for comments and questions from the Board of Education and the public. The public the and Board of Education also discussed some of the following Strategic Plan items
  - Innovation Labs are great for schools
  - Agenda items tied to Strategic Plan on Board agendas.
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- Discussed the State of New Jersey school district monitoring system (QSAC) update and the self-assessment has been completed and is available in the back of the meeting room.

**PUBLIC COMMENTS-AGENDA:** None

**APPROVAL OF BILLS:** Mrs. McGovern

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

1. **APPROVAL OF BILLS**

Move for the approval of the following paid items:

Bills List	November 28, 2017	3,472,237.20
Payroll	October 30, 2017	2,049,341.70
Employer FICA & DCRP	October 30, 2017	38,077.41
Payroll	November 15, 2017	2,210,176.14
Employer FICA & DCRP	November 15, 2017	<u>52,372.36</u>
	Total	<u>\$7,822,204.81</u>

Motion(s) carried: 9-0

**COMMITTEE REPORTS:**

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

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

1. **REPORT ON THE ANNUAL SCHOOL ELECTION**

The official results of the Annual School Election held, for the Township of Ocean and Village of Loch Arbour, on November 7, 2017. The official results of the election from Monmouth County Board of Elections are as follows:

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

Joseph Hadden.....	4,281*
James Dietrich .....	4,216*
David Marshall .....	4,202*
(Write-Ins) .....	68

\*Successfully elected to a seat on the Board of Education

2. **Policies and Regulations**

Move to approve 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. **Sustainable Jersey for School Grant**

Move to approve 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*

4. **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 – November 14, 2017

*Strategic Plan Goal 6: Community Outreach*

Motion(s) for item(s): 9-0

**FINANCIAL MANAGEMENT & RESOURCE SERVICES:** Mrs. McGovern

Mrs. McGovern made a motion, seconded by Mrs. Parlamas, 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 October were adequate to pay all remaining obligations of the 2017-2018 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 October 31, 2017, 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 October 31, 2017, 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 October 31, 2017.

*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, October 31, 2017 covering APPROPRIATION TRANSFERS in the 2017-2018 GENERAL FUND 10; said transfers shall result in no change in the total original Appropriations.

3. **Security Drill Reports for October 2017:**

**Fire Drill**

Ocean Township High School ----- October 10, 2017  
 Twp. of Ocean Intermediate School -----October 4, 2017  
 Ocean Township Elementary School. ----- October 10, 2017  
 Wanamassa Elementary School ..... October 20, 2017  
 Wayside Elementary School -----October 5, 2017

**Evacuation Drill**

Ocean Township High School..... October 27, 2017  
 Wanamassa Elementary School ..... October 4, 2017  
 Ocean Township Elementary School ..... October 5, 2017  
 Wayside Elementary School..... October 12, 2017

**Lockdown Drill**

Twp. of Ocean Intermediate School ..... October 23, 2017

4. **Transportation Cooperative with MOESC: 2017-2018**

Move to approve the Transportation Cooperative with MOESC as lead agency utilizing the below contractors for the special education school routes as follows:

Route #	Destination	# Days	Cost	Contractor	# of Students
E7114	CPC Elementary	178	\$20,865.60	S&S Trans	1
7014	CPC Adolescent	180	19,980.00	Joy Transport	2
5057	Educational Academy	180	31,449.60	Hartnett	2
7048	Alpha School	180	39,596.40	Klarr	1
70052	Collier	180	15,246.00	Emmanuel Trans	1
4057	Defino School	180	32,068.80	Vamvas Trans	2

5. **Student Evaluation**

Move to approve a contract for behavioral monitoring and consultant services with Behavior Therapy Associates. The contract for services will be in effect for 2017-2018, total time will not exceed 31.75 hours, at \$200 per hour, for an expected cost of \$6,350.

6. **Translator Service**

Move to approve Hankarlos Limardo, Wanamassa Physical Education teacher, to provide Spanish translation for a neurological evaluation tentatively scheduled for Friday, December 1, 2017, after schools hours, with the Neurologist, for Spanish speaking child and parents, at an hourly rate of \$35.00 per hour, not to exceed 3 hours.

7. **Ice Rental**

Move to approve a rental agreement for use of the ice facility at the Jersey Shore Arena for high school ice hockey team practices and meets for the 2017-2018 season for an approximate cost of \$23,985.00.

8. **Jointure Agreement**

Move to approve the Township of Ocean School District in a transportation jointure agreement with West Long Branch Board of Education with the Township of Ocean Board of Education to act as host as follows:

<u>Joiner District</u>	<u>Destination</u>	<u>Duration</u>	<u>Joiner Cost</u>
West Long Branch Board of Ed	Hawkswood School ESY	7/5/17-8/15/17	\$ 2,813.10

9. **Estimated Tuition Rates - Students Received**

Move to approve 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*

10. **Tuition Contract**

Move to approve a tuition contract with Asbury Park School District for MVE (McKinney Vento Eligible), homeless, 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

11. **Tuition Contract**

Move to approve a tuition contract with Lakewood Board of Education for MVE (McKinney Vento Eligible), homeless, 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

12. **Tuition Contract**

Move to approve a tuition contract with Manchester Board of Education for MVE (McKinney Vento Eligible), homeless, 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_	38	3	9/7/14-11/3/17	\$3,548.06
KR	38	12	9/7/17-11/3/17	\$3,606.96

13. **Tuition Contract**

Move to approve a tuition contract with Eatontown 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>
FB	44	K	9/7/17-11/15/17	\$3,385.36

14. **MOCSSIF 2017 Safety Grant Program:**

Move to approve the acceptance of the 2017 Safety Grant through the NJSIG MOCSSIF Sub Fund for identified safety and security facility upgrades in the amount of \$22,650.00 for the period of July 1, 2017 thru June 30, 2018.

*Strategic Plan Goal 2: Facilities*

15. **Jointure Agreement**

Move to approve the Township of Ocean School District in a transportation jointure agreement with Shore Regional High School Board of Education with the Township of Ocean Board of Education to act as host as follows:

<u>Joiner District</u>	<u>Destination</u>	<u>Duration</u>	<u>Joiner Cost</u>
Shore Regl HS Board of Ed	Keyport Voc-Midday (1 way)	9/12/17-6/21/18	\$ 8,619.25

16. **Use of Facilities**

Move to approve the use of facilities according to the attached list dated November 28, 2017.

*Strategic Plan Goal 5: Finances*

17. **Donation- Ocean Township Elementary School Playground Equipment**

Move to approve a donation from the Ocean Township Elementary School PTA in the amount of \$10,000.00. This will fund new playground equipment and installation with \$5,518.57 from the Board of Education for a total cost of \$15,518.57.

18. **Donation-iPads**

Move to approve the donation of 4 iPads, approximate value of \$1,376.00, from Jerry Frulio, Central Regional Autism Awareness, to be utilized by the special education department. This is being given as appreciation of Ocean Township High School hosting doubleheader baseball games for 3 consecutive years for the benefit of the Central Regional Autism Awareness Program.

Motion(s) carried: 9-0

**INSTRUCTION & EDUCATION:** Dr. Marshall

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

1. **Student Teachers**

Move to approve student teachers, for the 2017-2018 school year, in accordance with the attached memorandums (2) dated November 3 & 22, 2017.

2. **Student Observers**

Move to approve student observers for the 2017-2018 school year in accordance with the attached memorandums (2) dated November 8 & 22, 2017.

3. **Student Observer**

Move to approve Brianna McInerney, a student at Sacred Heart University studying to become a Doctor of Physical Therapy, to observe Melinda Pullano, our District Physical Therapist, for a total of 50 hours (this is a requirement of the program). Ms. McInerney would shadow Melinda Pullano during the period of December 16, 2017 – January 12, 2018.

4. **School Counseling Internship**

Move to approve the request of Amanda Aikens, a student at Monmouth University, to fulfill a School Counseling Internship in accordance with the attached memorandum dated November 14, 2017.

5. **Administrative Internship**

Move to approve the request of Ms. Christine Vinegra, Special Education Teacher, Ocean Township Elementary School to perform, as outlined in the attached memorandum dated November 22, 2017, 300 hours of Administrative Internship beginning January 2018 and continuing for a period of six months.

6. **Professional Development Activities – Staff**

Move to approve the attached memorandum dated November 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.

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

7. **Trip Requests**

Move to approve the following trip requests:

Group:	AP Economics – HS/Grades 11 and 12
Number of Students:	14
Date:	Friday, December 15, 2017
	Departure time: 7:20 am
	Return time: 4:00 pm
Destination:	Museum of American Finance, New York, NY

Purpose: To see exhibits regarding money, banking, and the markets.  
Transportation: 1 School bus to Long Branch Train Station; train to NY  
Teacher Chaperones: 2 – Andrea Kahikina and Susan Russo  
Parent Chaperones: 0  
Cost per pupil: \$50.00 (paid for by student)

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: District School Bus  
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: District School Bus  
Teacher Chaperones: 4 (Denise Amato , Angelica DeFilippis, Laura Macaluso, and Tom Siciliano)  
Parent Chaperones: -0-  
Cost per student: \$22.00 (paid for by student) -2-

8. **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 16, 2017.

9. **Settlement Agreement & Release**

Move to approve a Settlement Agreement and Release for student number 17-18-01.

Motion(s) carried: 9-0 (Dr. Marshall recused himself on items # 1 & #4)

**LEGISLATIVE:** No Report

**NEGOTIATIONS:** No Report

**PERSONNEL:** Mrs. Parlamas



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

1. **Maternity Leave of Absence**

Move to approve a maternity leave of absence for Claire Zorner, Music Teacher at the Ocean Township Elementary and Township of Ocean Intermediate Schools, beginning at the conclusion of her eligible sick leave (approximately March 16, 2018) and continuing to the end of the school year, June 30, 2018. Mrs. Zorner's last day of work will be Wednesday, January 17, 2018. Mrs. Zorner is expected to return to the classroom on September 1, 2018.

2. **Unpaid Family Leave of Absence**

Move to approve an unpaid family leave of absence, as designated under FMLA and NJFLA, for Kaitlyn Thomasey, Art Teacher, Township of Ocean Intermediate School, 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.

3. **Unpaid Family Leave of Absence**

Move to approve an unpaid family leave of absence, as designated under FMLA and NJFLA, for Lisa Nahrebne, Special Education Teacher, Township of Ocean Intermediate School, 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.

4. **Unpaid Family Leave of Absence**

Move to approve an unpaid family leave of absence, as designated under FMLA and NJFLA, for Lisa Cocucci, Mathematics Teacher, Ocean Township High School, beginning at the conclusion of her eligible sick leave, approximately May 28, 2018 and continuing through to October 26, 2018, (12 weeks). Mrs. Cocucci's last day of work will be April 13, 2018. Mrs. Cocucci is expected to return to the classroom on October 29, 2018.

5. **Advisors – Elementary School Art Clubs**

Move to approve, for the 2017-2018 school year, the following staff members as Advisors for the Elementary Art Clubs. Each teacher will receive a \$500.00 stipend, prorated.

Christine Koob, Wanamassa Elementary School  
Emily Lee, Wayside Elementary School  
Elise Pennington, Ocean Township Elementary School

6. **Advisors – Elementary School Book Clubs**

Move to approve, for the 2017-2018 school year, the following staff members as Advisors for the Elementary Book Clubs. Each teacher will receive a \$500.00 stipend, prorated.

Brianne Brannigan, Wayside Elementary School  
Lindsay Burnett, Ocean Township Elementary School

Rosann Johnson, Township of Ocean Intermediate School, Grade 5  
Lori Ann Wahlgren, Wanamassa Elementary School

7. **Clerical Substitute and Playground Aide Substitute**

Move to approve, for the 2017-2018 school year, Colleen Jamison as a Clerical Substitute, District-wide and a Playground Aide Substitute at the Ocean Township Elementary School.

8. **Secondary Mathematics Instructor for Algebra 1 Module Course**

Move to approve, for the 2017-2018 school year, Joshua Thompson as the Secondary Mathematics Instructor for the Algebra 1 Module course, at the high school. Mr. Thompson will work at a rate of \$35.00 per hour during the months of December 2017, April and May, 2018.

9. **Tenure Recommendation for the 2017-2018 School Year**

Move to approve tenure for Brittany Kreiger, Guidance Counselor, Ocean Township High School effective January 28, 2018.

10. **Substitute Teacher for the 2017-2018 School Year**

Move to approve a Substitute Teacher for the 2017-2018 school year in accordance with the attached list dated November 22, 2017.

11. **Issuance of Contracts**

Move to approve that contracts be issued to the following:

**To fill a vacancy position:**

Annalisa Rivezzi	World Language Teacher (Italian)	\$64,015.00
	Ocean Township, Wanamassa and	MA+30
	Wayside Elementary Schools	Step 5-6
	Actual Start Date: December 19, 2017	Prorated
	Effective Date: January 1, 2018	

(Ms. Rivezzi was previously approved at the regular monthly meeting held on October 17, 2017 pending release from current employer and criminal history background check; both are in order. Ms. Rivezzi replaces Vincent Belcastro who resigned.)

**To fill a vacancy non-tenure track position:**

Manuel Sanchez-Ramirez	Computer Technician/Level I	\$37,500.00
	District-wide	Prorated
	Non-Tenure Track	
	Actual Start Date: November 27, 2017	
	Effective Date: December 1, 2017	

(Mr. Sanchez-Ramirez was previously approved at the regular monthly meeting held on October 17, 2017 pending release from current employer and criminal history background check; both are in order. Mr. Sanchez-Ramirez replaces Sean O'Malley whose contract was revised from that of a Computer Technician/Level I to that of a Computer Technician/Level II.)

Motion(s) carried: 9-0

**PLANNING & CONSTRUCTION:** Mr. Palutis

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

1. **Change Order-Wanamassa Multi-Purpose Classroom Addition/Renovations**

Move to approve 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.

Motion(s) carried: 9-0

Athletic addition Ribbon Cutting ceremony at the high school went well. The Chair thanked all involved especially the past Board of Education Planning & Construction chairman and administration for their efforts.

**TECHNOLOGY:** Mr. Stuppi

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

1. **Computer Co-Operative Purchase**

Move to approve the purchase, in the amount of \$48,657.00, 60 Dell Latitude 3480 laptops with extended warranties, per attached proposal, Quote KD014640, from Ocean Computer Group, Inc. Matawan, NJ, WSCA/NASPO Contract #B27160 & #AR602.

*Strategic Plan Goal 2: Facilities Goal*

Motion(s) carried: 9-0

**OLD BUSINESS:** None

**NEW BUSINESS:**

- The Board of Education thanked the Twp. of Ocean Intermediate school administrators regarding new lunch times and their efforts to maximize recess time with the new schedule.

**PUBLIC COMMENTS:**

- Dr. Marwin Meller, resident, congratulated re-elected Board of education members and discussed community outreach items, especially televising Board of Education meetings,
- Mrs. Hudson, resident, discussed a book “Rotten to the Common Core”. She read a portion of the text that discussed the author’s view against standardized testing.

**ADJOURNMENT:** 9:02 p.m.

There being no further business, Mrs. McGovern made a motion, seconded by Mrs. Parlamas, that the meeting be adjourned. This motion carried: 9-0.

Respectfully submitted,

Minutes of the Regular Monthly Meeting –  
November 28, 2017 Continued:

Kenneth Jannarone  
School Business Administrator/  
Board Secretary