

**MINUTES OF THE REGULAR MONTHLY MEETING
TOWNSHIP OF OCEAN
September 19, 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 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, Mr. Joseph Hadden, Dr. David Marshall, Mrs. Amy McGovern, Mr. Michael Palutis, Mrs. Denise Parlamas and Mr. John Stuppi.

OATH OF OFFICE: Swearing in of Newly Appointed Member of the Board of Education

Mr. Kenneth Jannarone, Board Secretary, administered the Oath of Office to the new Board of Education member who took her seat with the Board of Education:

Janice Fuller - Appointment until January 2019

PRESIDENT'S REPORT – Mr. Dietrich

- Mr. Dietrich presented outgoing Board of Education member Mrs. Sylvia-Cioffi with a resolution thanking her for her outstanding service.
- Mrs. Sylvia-Cioffi thanked the Board of Education for their work for the Township of Ocean students, and discussed how rewarding her position on the Board of Education has been.
- Mr. Dietrich also presented a resolution to Mrs. Wilensky, Director of Community Development, thanking her for her outstanding service to the residents of the Township of Ocean for over 30 years.
- Mrs. Wilensky thanked the Board of Education, so appreciating their work, and mentioning that she herself had been a Board of Education member for 6 years in the late 1990's.

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

The student representatives reported on the following:

- Hurricane 'Harvey' relief drive taking place at the high school.

- High School clubs for looking for new members.
- Gave an update on the following Fall Sports: Soccer, Tennis, Football, Cross Country and other sports teams.

SUPERINTENDENT’S REPORT – No Report

PUBLIC COMMENTS-AGENDA: None

APPROVAL OF BILLS: Mrs. McGovern

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

1. **APPROVAL OF BILLS**

Move for the approval of the following paid items:

Bills List	September 19, 2017	4,566,965.56
Payroll	August 30, 2017	451,995.05
Employer FICA & DCRP	August 30, 2017	23,501.78
Payroll	September 15, 2017	2,057,264.08
Employer FICA & DCRP	September 15, 2017	38,420.73
	Total	<u>\$7,138,147.20</u>

Motion(s) carried: 8-0-1 (Mrs. Fuller abstained)

COMMITTEE REPORTS:

COMMUNITY LIAISON COMMUNICATIONS & CO-CURRICULAR

STUDENT ACTIVITIES: Mr. Palutis

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

1. **Resolutions**

Move to approve resolutions honoring the following persons for their service to the Township of Ocean:

Sylvia Sylvia-Cioffi , outgoing Board of Education member

Marianne Wilensky, Director of Community Development, Township of Ocean.

(See attached)

2. **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 – September 12, 2017

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

FINANCIAL MANAGEMENT & RESOURCE SERVICES: Mrs. McGovern

Mrs. McGovern made a motion, seconded by Mr. Clayton, 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 August 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 August 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 August 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 August 31, 2017.

Strategic Plan Goal 5: Finances, Objective 1

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

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

Fire Drill

Wanamassa Elementary School August 24, 2017

Evacuation Drill

Wanamassa Elementary School.. August 25, 2017

4. **Use of Facilities**

Move to approve the use of facilities according to the attached list dated September 19, 2017.

Strategic Plan Goal 5: Finances, Objective 2

5. **Acceptance of Non-Public Nursing**

Move to approve the Township of Ocean Board of Education acceptance of 2017-2018 New Jersey Nonpublic School Nursing allocations in the District total amount of \$86,039.00 and each nonpublic school allocation as follows:

Hillel High School	\$18,139.00
Hillel Yeshiva of the Shore Area	\$45,396.00
Ilan High School	\$13,871.00
Yeshiva at the Jersey Shore	\$ 8,633.00
DISTRICT TOTAL	\$86,039.00

Motion(s) carried: 8-0-1 (Mrs. Fuller abstained)

INSTRUCTION & EDUCATION: Dr. Marshall

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

1. **Mentoring and Induction Plan**

Move to approve the 2017- 2020 Mentoring and Induction Plan; copy of the memorandum and plan, dated August 18, 2017, are attached. The Mentoring and Induction Plan will be submitted to the State upon Board approval.

2. **2017-2018 District Plan for Professional Development**

Move to approve the 2017-2018 District Professional Development Plan, copy of the memorandum and plan, dated August 18, 2017 are attached. The Professional Development Plan will be submitted to the State upon Board approval.

3. **Consultation Services of an Itinerant Teacher of the Deaf and Hearing Impaired**

Move to approve the Educational Services Commission of NJ (ESCNJ), to provide Teacher of the Deaf Consultations, 3 hours per month effective September 1, 2017 through June 30, 2018, at a rate of \$142.00 per hour. Services will be provided to one (1) student at Wayside School and two (2) students at the Intermediate School.

4. **Student Teachers**

Move to approve Student Teachers for the 2017-2018 school year in accordance with the attached memorandums (2) dated August 4 & 18, 2017.

5. **Student Observers**

Move to approve Student Observers for the 2017-2018 school year in accordance with the attached memorandums (3) dated August 4, 18, & 25, 2017.

6. **Curriculum for the 2017-2018 School Year**

Move to approve curriculum for the 2017-2018 school year in accordance with the attached memorandum dated August 18, 2017.

7. **Out of District Private Tuition for the 2017-2018 School Year**

Move to approve out of district private tuition for the 2017-2018 school year in accordance with the attached memorandum dated August 21, 2017.

8. **Out of District Public Tuition for the 2017-2018 School Year**

Move to approve out of district public tuition for the 2017-2018 school year in accordance with the attached memorandum dated August 18, 2017.

Motion(s) carried: 9-0 (Dr. Marshall recused himself on items #3 and #5)

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. **Unpaid Family Leave of Absence**

Move to approve an unpaid family leave of absence, as designated under FMLA, for Hayley Stamos, Special Education Teacher, Ocean Township High School, for the period of September 26, 2017 through December 15, 2017. While out on an unpaid family leave of absence, Ms. Stamos will be responsible for paying the appropriate contribution towards her health insurance coverage. Ms. Stamos is expected to return to the classroom, on December 18, 2017.

2. **Unpaid Leave of Absence**

Move to approve an unpaid leave of absence, with the continuation of benefits, for Linda Coakley, Bus Driver, Transportation Department for the period of October 18, 2017 through October 31, 2017. While out on the unpaid leave of absence, Mrs. Coakley 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 Lauren Garofalo, Elementary Teacher (Kindergarten), Ocean Township Elementary School, beginning at the conclusion of her eligible sick leave, approximately December 20, 2017 and continuing through March 21, 2018. Mrs. Garofalo's last day of work will be November 8, 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 is expected to return to the classroom on Thursday, March 22, 2018.

4. **Retirement**

Move to approve the retirement of Linda Coakley, Bus Driver, Transportation Department, effective November 1, 2017.

5. **Instructional Assistant/Chorus**

Move to approve Joyce Hoffmann, an Instructional Assistant, to provide aide support to an Ocean Township Elementary School student (4th grade) with disabilities participating in Chorus. Mrs. Hoffmann will shadow the student/Chorus member to practices (Tuesdays and Thursdays), rehearsals, and to the Ocean Township Elementary School Winter Concert, during the period of September 19, 2017 – December 5, 2017. Mrs. Hoffmann will be paid at her hourly contractual rate.

6. **Unpaid Leave of Absence**

Move to approve the request of Pasquale Barone, Instructional Assistant, Ocean Township High School to take an unpaid leave of absence with the continuation of benefits, during the period of

Minutes of the Regular Monthly Meeting –
September 19, 2017 Continued:

- Dr. Meller, resident, discussed the possibility of a grant administrator position and the Board of Education seeking more grant opportunities. The Superintendent and the Board of Education President discussed the current \$500,000 CTE Grant and other grants the district has received.

ADJOURNMENT: 8:27 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,

Kenneth Jannarone
School Business Administrator/
Board Secretary