

**TOWNSHIP OF OCEAN BOARD OF EDUCATION
WORK MEETING MINUTES**

April 4, 2017

CALL TO ORDER

Mr. James Dietrich, President, called the meeting to order at 6:00 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, Dr. David Marshall, Mrs. Amy McGovern, Mr. Michael Palutis, Mrs. Denise Parlamas, Mr. John Stuppi and Mrs. Sylvia Sylvia-Cioffi (Arrived at 6:22 pm).

Staff in attendance: Mr. Kenneth Jannarone, School Business Administrator, Dr. James Stefankiewicz, Superintendent of Schools, Ms. Kelly Weldon, Asst. Superintendent/Curriculum & Instruction and Board Attorneys, Mr. Sean Kean and Mr. Michael Gross.

Enter Executive Session – 6:02 p.m.

Approval: Motion offered by Mr. Dietrich, 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), Litigation (Loch Arbour versus Township of Ocean), Negotiations (Superintendent's Contract) and Student Matters (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. Board of Education will be in executive session for approximately 45 minutes and will take action upon returning to work session.

Adjourn Executive Session – 6:55 p.m.

Approval: Motion offered by Mr. Stuppi, seconded by Mrs. Parlamas and carried 9-0.

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

PRESIDENT'S REPORT: No Report

VICE PRESIDENT'S REPORT: No Report

SUPERINTENDENT'S REPORT: Dr. Stefankiewicz

Dr. Stefankiewicz discussed the following item(s):

- PARCC testing refusals at the different schools.
- Spartan School of Technology meeting held today.
- Observations of non-tenured teachers are available for Board of Education review.

SCHOOL BUSINESS ADMINISTRATOR'S REPORT: Mr. Jannarone

Mr. Jannarone discussed the following item(s):

- Meeting this morning at the high school regarding the Wizards Game with Fire Marshal, PTA, OTPD and OT Code Enforcement Officer.

PUBLIC COMMENT: None

COMMITTEE REPORTS:

COMMUNITY LIAISON, COMMUNICATIONS & CO-CURRICULAR

STUDENT ACTIVITIES: Mrs. Sylvia-Cioffi

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:

Policy- 1510 Americans with Disabilities Act (M)

Regulation- 1510- Americans with Disabilities Act (M)

Policy-2415.30- *New*-Title I-Educational Stability for Children In Foster Care (M)

Policy- 2418- *New*- 2418- Section 504 of the Rehabilitation Act Of 1973-Students (M)

Regulation- 2418- *New*- 2418- Section 504 of the Rehabilitation Act Of 1973-Students (M)

Policy- 2460- Special Education (M)

Policy- 2467- Surrogate Parents & Foster Parents (M)

Regulation- 2460.1- Special Education- Location, Identification & Referral (M)

Regulation- 2460.8- Special Education- Education-Pupil Records (M)

Regulation- 2460.9- Special Education-Transition from Early Intervention Programs to Preschool Programs (M)

Regulation- 2460.15- *New* Special Education- In-Service Training needs for Professional & ParaProfessional Staff (M)

Policy- 5116 *New*- 5116- Education of Homeless Children

Regulation- 5116- *New*- Education of Homeless Children

Policy-5330.04- *New*- Administering an Opioid Antidote

Policy- 8330- Students Records (M)

Regulation- 8330- Students Records (M)

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

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 – March 21, 2017

Regular Meeting Minutes – March 21, 2017

Motion(s) on item #2 carried: 8-0 (Mr. Clayton left the room)

FINANCIAL MANAGEMENT & RESOURCE SERVICES: Mrs. McGovern

The following item(s) were discussed:

1. **Discussion: Budget 2017-2018**

Board of Education and administration continued budget discussions for the 2017-2018 budget. The administration reviewed options for the Board of Education regarding lowering the tax burden that losing Loch Arbour will add to the Township of Ocean tax payers. The Board debated numerous options of program, staffing and supply cuts to the school budget. They also reviewed tax implications for the tax payers.

Twp of Ocean BOE Work Meeting Minutes (continued) – April 4, 2017

Board conducted a Straw Poll regarding charging tuition to non-disabled, typically developing, non-economically disadvantaged students. Results were: 7 yes/1 no (Mrs. Sylvia-Cioffi voted no)

2. Discussion: Ocean Township Little League Partnership (OTLL)

Board of Education and Administration discussed the partnership with OTLL regarding use of the baseball field at 163 Monmouth Road (Administration Building). See attached contract.

3. Discussion: Shared Services – Township of Ocean

Board of Education and Administration discussed the shared services resolution with the Township of Ocean municipality regarding detailed scope of work for custodial, maintenance and grounds services.

4. Discussion: Shared Services – MOESC

Board of Education and Administration discussed a possible shared services agreement with the Monmouth Ocean Educational Services Commission regarding future custodial services.

5. Discussion: AV Equipment Donation-Wayside Elementary School

Board of Education and administration discussed the donation from the Wayside Elementary School PTA in the amount of \$20,947.00. This will fund equipment, shipping, installation, programming and testing by Open Systems Integrations, Inc. for the auditorium AV system at the Wayside Elementary School.

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

6. Professional Services Resolution

Move to approve the following Therapy Contract.

Awarded to:	BAYADA Home Health Care. Inc.
Duration:	April 3, 2017 to June 21, 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-3 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.

7. Use of Facilities

Move to approve the use of facilities according to the attached list dated April 4, 2017.

Motion(s) for items #6 and #7 carried: 9-0

INSTRUCTION & EDUCATION: Dr. Marshall

The following item(s) were discussed:

1. **Discussion: Overnight Trip Request**

Board of Education and Administration discussed the following overnight trip request:

Group:	DECA – Grades 9-12
Number of Students:	10
Date:	Departure Time: November 8, 2017, 1:55 pm Return Time: November 12, 2017, 5:00 pm
Destination:	Disney Youth Education Series Disney Beach Club, Orlando, FL
Purpose:	Competition and Leadership Training
Transportation:	*School bus to the airport, plane to Florida.
Teacher Chaperones:	Greg Colon
Parent Chaperones:	-0-
Cost per pupil:	\$888.00 per student (Costs \$295.00 for the program, \$343.00 for rooming and approximately \$250.00 for plane ticket. Paid for by DECA store revenue and fundraising. Balance will be paid for by the students.)

*Plane reservations will be made after Board approval of this trip.

2. **Discussion: Pre-Doctoral Internship**

Board of Education and Administration discussed the request of Bridget Burns to complete her pre-doctoral internship, during the period of July 1, 2017 through June 28, 2018, at Ocean Township High School, under the supervision of Dr. Ricciardi, Assistant Superintendent of School, Special Services. Ms. Burns is required to complete 1,800 supervised clinical hours as part of the Advanced Psy.D. School Psychology program at Fairleigh Dickinson University. The internship hours will not conflict with Ms. Burn's contractual hours.

3. **Discussion: High School Delayed Opening Schedule for Special Testing**

Board of Education and Administration discussed a 2 to 2 ½ hour delayed opening schedule for High School students not testing during the state mandated PARCC testing on May 17th, 18th, 19th, 22nd, 23rd, & 24th, 2017 (2hr. delay) and the New Jersey Biology Competency Test on May 31st and June 1st, 2017 (2 ½ hour delay).

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

4. **Professional Development Activities – Staff**

Move to approve the attached memorandums (2) dated March 31, 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.

Twp of Ocean BOE Work Meeting Minutes (continued) – April 4, 2017

Motion(s) for item #4 carried: 9-0

NEGOTIATIONS: No Report

PERSONNEL: Mrs. Parlamas

The following item(s) were discussed:

1. **Discussion: Unpaid Leave of Absence**

Board of Education and Administration discussed the request of Rhonda Gulotta, Spanish Teacher, Township of Ocean Intermediate School to take an unpaid leave of absence for the 2017-2018 school year, (September 1, 2017 – June 30, 2018). If granted the unpaid leave of absence would be without the continuation of benefits. Mrs. Gulotta is expected to return to the classroom September 1, 2018.

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

2. **Substitute Playground Aide**

Move to approve Melissa Godwin as a Substitute Playground Aide at the Wayside Elementary School for the 2016-2017 school year.

3. **Instructional Assistant Substitute**

Move to approve Chanelle Dunn as an Instructional Assistant Substitute for the 2016-2017 school year.

4. **Issuance of Contract**

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

To fill a vacancy, non-tenure track position:

Kalpiti Shah	Computer Technician/ Level I	\$37,500.00
	Technology Department, District-wide	Prorated
	Non-Tenure Track Position	
	Actual Start Date: March 28, 2017	
	Effective Date: April 1, 2017	

(Mr. Shah was previously approved at the March 7, 2017 work meeting of the Board, pending criminal history background check. Clearance has been received. Mr. Shah replaces Mr. Sheppard who resigned.)

5. **Substitute Teachers**

Move to approve Substitute Teachers, for the 2016-2017 school year, in accordance with the attached list dated March 31, 2017.

6. **Instructional Assistant/ After School Activity**

Move to approve Gregg Krzyzanowski, an Instructional Assistant, to provide aide support to a Wayside Elementary School student with disabilities for the Spring Chorus Concert, March 22, 2017, 6:30 pm-8:30 pm. Mr. Krzyzanowski will be paid at his hourly contractual rate.

Motion(s) for items #2 thru #6 carried: 9-0

Twp of Ocean BOE Work Meeting Minutes (continued) – April 4, 2017

PLANNING & CONSTRUCTION: Mr. Palutis

The following item(s) were discussed:

1. **Discussion: Playground Equipment – Wanamassa Elem. School**

Board of Education and Administration discussed the purchase of playground equipment for the Wanamassa Elementary School from GameTime c/o Marturano Recreation, as per the attached specifications, in the amount of \$ 44,382.33.

2. **Discussion: Change Order: OTHS Athletic & Performing Arts Addition/Renovations**

Board of Education and Administration discussed the following change orders for Benjamin Harvey Co. Inc., per the recommendations by P.W. Moss Construction Manager & Solutions Architecture for the OTHS Athletic & Performing Arts Addition/ Renovations.

a. Relocate fire department connection – per Fire Marshal	\$3,525.17
b. Added steel deck supports - per RFI #27	949.55
c. Revised work at PAC entrance door openings – revised with metal framing	2,429.16
d. Lintel for ATH A3.8 vestibule F117 added during shop drawing approval	1,215.30
e. Upgrade color of metals including roof and panels	7,751.00
f. Hardware changes made during submittal review & approval	1,455.00
Total scope of work	\$17,325.18

Mr. Hadden left the meeting at 8:42 pm.

TECHNOLOGY COMMITTEE: No Report

OLD BUSINESS:

- Use of facilities regarding the Township and a public information meeting being held at the high school was reviewed.

NEW BUSINESS: No Report

PUBLIC COMMENT:

- Gino Dellomo, resident, asked about tuition students and how we would let them in (criteria). Mr. Dellomo also asked about deep cleaning over spring break by the custodial staff to try and minimize the spreading of illness.

ADJOURN MEETING: 9:38 p.m.

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

Respectfully submitted,

Kenneth Jannarone
School Business Administrator/Board Secretary