

TOWNSHIP OF OCEAN BOARD OF EDUCATION
WORK MEETING MINUTES
January 10, 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 and Mrs. Sylvia Sylvia-Cioffi. Mr. John Stuppi was absent.

Staff in attendance: Mr. Kenneth Jannarone, School Business Administrator; Dr. James Stefankiewicz, Superintendent of Schools; Ms. Danielle Pantaleo, Board Attorney; Mrs. Dawn Kaszuba, High School Principal and Mr. Michael Lambusta, Asst. Principal.

Enter Executive Session – 6:01 p.m.

Approval: Motion offered by Mr. Dietrich, seconded by Mr. Clayton 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, Litigation (Loch Arbour versus Township of Ocean Board of Education), and Student Matters (Student Hearing & HIB Report). 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 90 minutes and will take action upon returning to work session.

Adjourn Executive Session – 7:30 p.m.

Approval: Motion offered by Mr. Clayton, seconded by Mrs. Parlamas and carried 8-0.

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

PRESIDENT’S REPORT: Mr. Dietrich

Mr. Dietrich discussed the following item(s):

- Look into social media, have Strauss Esmay look to policy.
- Vice President report.

SUPERINTENDENT’S REPORT: Dr. Stefankiewicz

Dr. Stefankiewicz discussed the following item(s):

- PARCC testing refusals, which are mostly in the 10th and 11th grades at the high school.
- Future ready conference for Administrative staff will be attended this week.

SCHOOL BUSINESS ADMINISTRATOR’S REPORT: Mr. Jannarone

Mr. Jannarone discussed the following item(s):

- ‘Serving Smiles’ program at Wayside School where the Superintendent and principal will serve lunch to the students.

PUBLIC COMMENT: None

COMMITTEE REPORTS:

COMMUNITY LIAISON, COMMUNICATIONS AND CO-CURRICULAR STUDENT ACTIVITIES: Mrs. Sylvia-Cioffi

The following item(s) were discussed:

1. **Discussion: Village of Loch Arbour versus Township of Ocean**

Board of Education and Administration discussed the following resolution:

“Be It Resolved that the Township of Ocean Board of Education, hereby authorizes it’s attorneys to take those steps necessary to effectuate an appeal to overturn the Acting Commissioner of Education’s determination dated December 22, 2016, concerning the Petition of the Village of Loch Arbour to form an Independent School District”

2. **Discussion: Board of Education Committees**

The Board President discussed the assignment of committees for Board members and also district Policy 9140. (See Attachment)

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

3. **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 – December 20, 2016
- Regular Meeting Minutes – December 20, 2016
- Re-Organization Meeting Minutes – January 3, 2017

Motion(s) for item #3 carried: 8-0

FINANCIAL MANAGEMENT & RESOURCE SERVICES: Mrs. McGovern

The following item(s) were discussed:

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

Board of Education and administration began initial budget discussions for the 2017-2018 budget. See the attached budget calendar. The School Business Administrator discussed the process being followed in district and at the Board level.

2. **Discussion: Jointure Agreement**

Board of Education and Administration discussed 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 Educa	Hawkswood School ESY	7/6/16-8/15/16	\$ 2,406.60
West Long Branch Board of Educa	Hawkswood School	9/6/16-6/13/17	\$11,691.00

3. **Discussion: SREC Solar Auction**

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Board of Education and administration discussed Spectron Energy Inc. as the highest auction bidder in the amount of \$240.00 per credit for a total net amount of \$83,837.50.

The results of the online auction for 353 Solar Renewable Energy Certificates credits took place on Thursday, January 5, 2017.

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

4. **Career Pathways Grant:Pilot Program for Comprehensive High Schools**
Move to approve the second year of the five year limited grant titled “The Building Capacity for Career Pathways: A Pilot Program for Comprehensive High Schools” with the State Department of Education. This multi-year limited grant supports up to eight comprehensive high school districts with up to \$100,000.00 in grant funds per grant year, totaling a maximum award of \$500,000.00 per grantee for the entire five-year grant period. Career Pathways is an integrated approach to developing students’ core academic, technical, and employability skills in a broad career area.
5. **Professional Services Resolution: School Physician**
Move to approve Dr. Robert Murphy, Elementary School Physician of Meridian Health Systems, to fill in for Dr. Bernard Adler, Intermediate School Physician, also of Meridian Health Systems, from January 9, 2017 through May 1, 2017 at the prorated amount of \$9,000 per year.
6. **Professional Services Resolution: School Physician**
Move to accept the resignation of Dr. Jay Wortzel, Immediate Medical Services, effective immediately, and to appoint Atlantic Medical Associates, to complete new employee physicals with drug testing at \$120.00 each.
7. **Use of Facilities**
Move to approve the use of facilities according to the attached list dated January 10, 2017.
8. **Professional Services Resolutions**
Move to approve the following Therapy Contract.

Awarded to:	EBS-Education Based Services
Duration:	January 17, 2017 to May 26, 2017
	Not to exceed 30 hours per week
	Includes 1 day Orientation
Nature and Type of Contract:	Speech Therapy
Amount of Contract:	\$79.00 per hour

 - 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.

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- 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.

Motion(s) for items #4 thru #8 carried: 8-0

INSTRUCTIONAL & EDUCATION: Dr. Marshall

The following item(s) were discussed:

1. **Discussion: Home Instruction, Credit Recovery, and Summer School 2017**

Board of Education and Administration discussed on-site Summer School 2017 for grades 6-8, Algebra I, and PARCC Portfolio, using New Jersey Virtual School (NJVS) and Educere (both are on-line learning) for all other 2017 summer school courses, grades 9-12, and using NJVS and Educere as alternate online options for Home Instruction as outlined in the attached memorandum dated December 12, 2016.

2. **Discussion: Adoption of Biliteracy Awards in Our District on Both the High School and Intermediate School Levels**

Board of Education and Administration discussed the adoption of the State of New Jersey's Seal of Biliteracy High School Graduation Award and a pathway award at the middle school level, titled the Township of Ocean Intermediate School's Bilingual Participation and Achievement Award, as outlined in the attached letter dated December 16, 2016.

3. **Discussion: Fall 2017 –Memorandum of Agreement Between Georgian Court University and Ocean Township High School for the School of Finance**

Board of Education and Administration discussed, in accordance with the attached document, the Memorandum of Agreement between Georgian Court University and Ocean Township High School for the School of Finance. The joint program, referred to as Course Ahead, for the School of Finance, will afford an opportunity for approved high achieving high school students to pursue educational topics that fulfill high school course requirements while earning college credit awarded by Georgian Court University. The partnership will begin the Fall 2017 semester.

4. **Discussion: Administrative Internship- January 18, 2017-June 30, 2017**

Board of Education and Administration discussed the request, as outlined in the attached memorandum dated January 6, 2017, of John Bosmans, Social Studies Teacher, Ocean Township High School to perform an Administrative Internship as part of the Educational Leadership Program at Thomas Edison State University, during the period of January 18, 2017 – June 30, 2017.

5. **Discussion: Preliminary 2016 ESEA Accountability Profiles**

Board of Education and Administration discussed mSGP scores and the Preliminary 2016 ESEA Accountability Profiles, both District and individual school levels, (copies of the profiles are attached.)

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

6. **Suspension Report**

Move to approve the District's Suspension Report for the month of December 2016, copy attached.

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7. **Addendum to Out of District Private Tuition for the 2016-2017 School Year**

Move to approve an addendum to out of district private tuition for the 2016-2017 school year in accordance with the attached memorandum dated December 21, 2016.

8. **Professional Development Activities – Staff**

Move to approve the attached memorandum dated January 6, 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.

9. **Student Teacher**

Move to approve a Student Teacher placement for the 2016-2017 school year in accordance with the attached memorandum dated January 6, 2017.

10. **Overnight Trip Request**

Move to approve the following overnight trip request:

Group:	DECA – Grades 9-12
Number of Students:	12 (Number may change based on State results)
Date:	Depart: Tuesday, April 25, 2017, 1:55 pm Return: Sunday, April 30, 2017, 6:00 pm (time may change pending flight back to New Jersey)
Destination:	Anaheim, CA
Purpose:	DECA International Career Development Conference
Transportation:	School bus to EWR Airport, plane to LAX Airport, CA
Teacher Chaperones:	2 - Greg Colón and Karen Marrone
Cost Per Student:	\$450.00 for registration and housing; \$450.00 for the flight (Costs will be covered by School Store revenue. Students will will pay the balance.)

11. **Student Suspension**

BE IT RESOLVED THAT the Board of Education approves the following:

WHEREAS, Student ID No. 73958 (“Student”) has been duly noticed and afforded the opportunity to participate in a hearing before the Board of Education, and has been afforded certain due process rights; and

WHEREAS, Student was advised of his/her right to appeal to the Commissioner of Education; and,

WHEREAS, Student participated in a hearing before the Board of Education, which took place on January 10, 2017, and has been afforded certain due process rights; and

WHEREAS, the preponderance of the evidence indicated that he/she engaged in prohibited conduct on November 15, 2016 and that said behavior constitutes good cause for further discipline.

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NOW, THEREFORE, BE IT RESOLVED THAT Student ID No. 73958 will be suspended and placed in an interim alternative placement for the remainder of the semester ending June 30, 2017.

BE IT FURTHER RESOLVED THAT upon the recommendations of the Principal and Superintendent, Student ID No. 73958 will attend and complete any counseling program recommended by his individualized academic program to the satisfaction of the District Administration.

BE IT FURTHER RESOLVED THAT Student ID No. 73958 will be excluded from participating in all Ocean Township High School extracurricular school activities and is not permitted on any school property or at any other school function without prior approval of the Superintendent during the period ending June 30, 2017.

Motion(s) for items #6 thru #11 carried: 8-0 (Dr. Marshall recused himself on item #9)

NEGOTIATIONS: No Report

PERSONNEL: Mrs. Parlamas

The following item(s) were discussed:

1. **Discussion: Spring Coaching Recommendations**

Board of Education and Administration discussed Spring Coaching recommendations for the 2016-2017 school year in accordance with the attached memorandum dated December 22, 2016.

2. **Discussion: Retirement**

Board of Education and Administration discussed the retirement of Susan Henderson, Guidance Counselor, High School effective July 1, 2017.

11. **Discussion: Retirement**

Board of Education and Administration discussed the retirement of Caricella Johnson, Music Teacher, Township of Ocean Intermediate School, effective July 1, 2017.

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

3. **Issuance of Contract**

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

To fill a vacancy position:

Louis Russoniello	Health & Physical Education Teacher	\$54,515.00
	Wanamassa Elementary School	BA /Step 1
	Actual Start Date: January 3, 2017	Prorated
	Effective Date: January 1, 2017	

(Mr. Russoniello was previously approved at the December 12, 2016 work meeting of the Board pending criminal history background check. Clearance has been received. Mr. Russoniello replaces Tom Reilly who retired January 1, 2017.)

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4. **Resignation**

Move to approve the resignation of James Sheppard, Computer Technician/Level I, District-wide effective January 22, 2017.

5. **Substitute Teacher for the 2016-2017 School Year**

Move to approve Brian Vandermark as a Substitute Teacher, all areas grades K-12, for the 2016-2017 school year.

6. **Revision to an Unpaid Family Leave of Absence**

Move to approve a revision to an unpaid family leave of absence, to reflect an earlier start date, for Melissa Morano, Speech Language Specialist, Wayside Elementary and High School. Mrs. Morano will be out on three weeks of unpaid family leave, as designated under FMLA, for the period of February 1, 2017 through February 22, 2017 and twelve weeks unpaid family leave, as designated under FMLA and NJFLA, for the period beginning February 23, 2017 through May 26, 2017. Mrs. Morano's last day of work will be January 6, 2017. She is expected to return to work on May 30, 2017. While out on an unpaid family leave of absence, Mrs. Morano will be responsible for paying the appropriate contribution towards her health insurance coverage. (Mrs. Morano's request was previously approved at the November 15, 2016 regular monthly meeting with her last day of work being January 27, 2017 and her leave starting February 22, 2017.)

7. **Clerical Substitutes**

Move to approve Jenna Strollo-Caramanica and RoseAmy Mouta as Clerical Substitutes for the 2016-2017 school year.

8. **Substitute Playground Aide**

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

9. **Playground Aides/Office Copying**

Move to approve Jenna Strollo-Caramanica and RoseAmy Mouta, Playground Aides at the Ocean Township Elementary School to work in the main office copying instructional materials* for teachers during the 2016-2017 school year.

(*This is in alignment with the Playground Aide job description.)

10. **Technology Assistant/Federal Work Study (FWS) Program**

Move to approve Zack Neugebauer, a student at Monmouth University, to work in the Technology Department, under the direction of Michael Hall, during the period of January 2017 through June 2017. This work opportunity is part of a participation agreement with Monmouth University's Federal Work-Study (FWS) program. (Mr. Neugebauer was previously approved, at the December 20, 2016 regular monthly meeting pending criminal history background check. Clearance has been received.)

12. **Sick Leave/Notice of Retirement**

Move to approve extending the deadline to submit a July 1, 2017 letter of retirement to Wednesday, February 15, 2017. Present deadline is January 15, 2017.

13. **Issuance of Contract**

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

To fill a replacement/non-tenure track position:

Pamela Kacen	Special Education Teacher/Part-time	\$29,208.00
	Wayside Elementary School	MA/Step 1
	Leave of Absence Replacement	Prorated
	Non-Tenure Track Position	
	Actual Start & Effective Dates: Pending criminal history background check.	

(Ms. Kacen replaces Lauren Caruso who will be out on an unpaid leave of absence until June 30, 2017.)

Motion(s) for items #3 thru #10 and #12 and #13 carried: 8-0 (Dr. Marshall recused himself on item #10)

PLANNING & CONSTRUCTION: Mr. Palutis

The following item(s) were discussed:

1. **Discussion: Referendum Projects**

The School Business Administrator gave an update on the ongoing referendum projects.

TECHNOLOGY COMMITTEE: No Report

OLD BUSINESS: None

NEW BUSINESS:

- Board of Education discussed possible policy revision regarding giving out senior diploma's during the graduation ceremonies. Administration will investigate.

PUBLIC COMMENT: None

ADJOURN MEETING: 9:17 p.m.

There being no further business Mrs. Sylvia-Cioffi made a motion, seconded by Mrs. Parlamas, that the meeting be adjourned. This motion carried: 8-0.

Respectfully submitted,

Kenneth Jannarone
School Business Administrator/Board Secretary