

**TOWNSHIP OF OCEAN BOARD OF EDUCATION
WORK MEETING MINUTES
January 17, 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. 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.
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. McGovern and carried 9-0.

Move for the approval to enter Executive Session, in conformance with the Open Public Meeting Act, for the purpose of discussing: Personnel (Agenda) and Litigation (Loch Arbour versus Township of Ocean Board of Education). 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 30 minutes and will not take action upon returning to work session.

Adjourn Executive Session – 7:29 p.m.

Approval: Motion offered by Mrs. McGovern, seconded by Mr. Clayton and carried 9-0.

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):

- Reminder regarding Chain of command, referring public complaints to administration was discussed among Board members.

VICE PRESIDENT’S REPORT: Mr. Palutis

Mr. Palutis discussed the following item(s):

- Discussed the new vice president’s report and its future structure.

SUPERINTENDENT’S REPORT: Dr. Stefankiewicz

Dr. Stefankiewicz discussed the following item(s):

- “Serving Smiles” program at Wayside Elementary Schools. The Superintendent and Board President served lunch to the students.
- “Future Ready” conference for Administration personnel was held in Newark.
- 2nd Strategic Planning meeting scheduled for Thursday night, January 19th. The last meeting to take place on March 1st.

SCHOOL BUSINESS ADMINISTRATOR’S REPORT: No Report

PUBLIC COMMENT: None

COMMITTEE REPORTS:

COMMUNITY LIAISON, COMMUNICATIONS & CO-CURRICULAR

Twp of Ocean BOE Work Meeting Minutes (continued) – January 17, 2017

STUDENT ACTIVITIES: Mrs. Sylvia-Cioffi

The following item(s) were discussed:

1. **Discussion: Approval of Minutes:**

Board of Education and administration discussed the minutes in accordance with Board of Education Bylaws #168 “Recording of Board Meetings” of the following meeting(s):

Work Meeting/Executive Session Minutes – January 10, 2017

FINANCIAL MANAGEMENT & RESOURCE SERVICES: Mrs. McGovern

The following item(s) were discussed:

1. **Discussion: Donation of Vehicle**

The Board of Education and administration discussed the donation of a 1998 GMC 2500 diesel turbo utility body truck from the Township of Ocean Governing Body to be used by the Maintenance Department.

2. **Discussion: Use of Facilities**

Board of Education and administration discussed the use of facilities according to the attached list dated January 17, 2017.

INSTRUCTIONAL & EDUCATION: Dr. Marshall

The following item(s) were discussed:

1. **Discussion: Professional Development Activities – Staff**

Board of Education and Administration discussed the attached memorandums dated January 12, 2017 (1) and January 13, 2017 (2) 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.

2. **Discussion: ESEA Accountability Action Plan - 2016 Participation Rate**

Board of Education and Administration discussed the District’s ESEA Accountability Action Plan-2016 Participation Rate. Copies of the district and school plans are attached.

3. **Discussion: Classroom Observers**

Board of Education and Administration discussed the request of students from Kean University to observe Adaptive Physical Education classes at the Wayside Elementary School, in accordance with the attached memorandum dated January 13, 2017.

4. **Discussion: Student Observers**

Board of Education and Administration discussed Student Observers for the 2016-2017 school year in accordance with the attached memorandum dated January 13, 2017.

5. **Discussion: Mid-Year HIB Grades**

Twp of Ocean BOE Work Meeting Minutes (continued) – January 17, 2017

Board of Education and Administration discussed our District’s Mid-Year HIB Grades, in accordance with the attached report dated January 10, 2017.

NEGOTIATIONS: No Report

PERSONNEL: Mrs. Parlamas

The following item(s) were discussed:

1. **Discussion: Issuance of Contract**

Board of Education and Administration discussed issuing a contract to the following:

To fill a vacancy non-tenure track position:

Alexander Dawson	Instructional Assistant	\$23,410.00
	Ocean Township High School	Prorated
	Non-Tenure Track Position	Step 1
	Actual Start Date: January 30, 2017	
	Effective Date: February 1, 2017	

(Mr. Dawson replaces Thomas Magrini who resigned.)

2. **Discussion: Change on Guide – Revised Contracts – February 1, 2017**

Board of Education and Administration discussed change on guide, effective February 1, 2017, for staff members who have submitted proof of completion of their required courses in accordance with the attached list dated January 13, 2017.

3. **Discussion: Substitute Teachers**

Board of Education and Administration discussed hiring Substitute Teachers for the 2016- 2017 school year in accordance with the attached list dated January 13, 2017.

PLANNING & CONSTRUCTION: No Report

TECHNOLOGY COMMITTEE: No Report

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENT: None

ADJOURN MEETING: 7:52 p.m.

There being no further business Mr. Clayton 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