

**TOWNSHIP OF OCEAN BOARD OF EDUCATION  
WORK MEETING MINUTES  
July 26, 2016**

**CALL TO ORDER**

Mr. Joseph Hadden, 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. Hadden 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. James Dietrich, Mr. Joseph Hadden, Dr. David Marshall, Mrs. Amy McGovern, Mr. Sean Moore, Mr. Michael Palutis, Mrs. Denise Parlamas and Mrs. Sylvia Sylvia-Cioffi were absent. Mr. Steven Clayton was absent.

Staff in attendance – Mr. K. Jannarone, School Business Administrator and Dr. J. Stefankiewicz, Superintendent of Schools.

**Enter Executive Session – 7:02 p.m.**

*Approval: Motion offered by Mr. Hadden, seconded by Mrs. Sylvia-Cioffi 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 and Negotiations (TOEA). 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 – 7:34 p.m.**

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

**PRESIDENT'S REPORT:** No Report

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

Dr. Stefankiewicz discussed the following item(s):

- Dr. Stefankiewicz introduced Dawn Kaszuba, proposed high school principal. She introduced herself to the Board of Education and thanked them for their consideration.

**SCHOOL BUSINESS ADMINISTRATOR'S REPORT:** Mr. Jannarone

Mr. Jannarone discussed the following item(s):

- Discussed construction walk-thru date for the P&C committee members.
- Discussed Board members (Mrs. McGovern and Mrs. Sylvia-Cioffi) who had filed election petitions.
- Meeting with finance committee and Ocean sports organizations tentatively set-up for August 23rd at 5:30 pm.
- Policy info in Board packet: regarding use of teacher cell phones

**PUBLIC COMMENT:**

- Paul Mayerowitz, resident, asked about curriculum posted on the website.

**COMMITTEE REPORTS:**

**CO-CURRICULAR STUDENT ACTIVITIES:** No Report

**Twp of Ocean BOE Work Meeting Minutes (continued) – July 26, 2016**

**COMMUNITY LIAISON & COMMUNICATIONS:** Mrs. McGovern

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 – July 12, 2016

**FINANCIAL MANAGEMENT & RESOURCE SERVICES:** Mr. Moore

The following item(s) were discussed:

1. **Discussion: Submission of IDEA Grant Application**

Board of Education and Administration discussed the submission of the IDEA application for the Fiscal Year 2017, and accepts the grant award of the funds upon subsequent approval of the FY 2017 IDEA application.

IDEA Part B Basic (ages 3-21) in the amount of \$976,492.

This Basic allocation includes the proportionate share for services to students with disabilities parentally placed in private schools; this amount is determined by the NJ DOE to be \$130,837.

IDEA Part B Preschool (Ages 3, 4 and 5) in the amount of \$41,281.

The preschool allocation includes the proportionate share for services to students with disabilities parentally placed in private schools: this amount is determined by the NJ DOE to be \$0.

2. **Discussion: Use of Facilities**

Board of Education and Administration discussed the use of facilities according to the attached list dated July 26, 2016.

3. **Discussion: Refunding School Bonds**

Board of Education and Administration discussed the bid award to TD Bank for the refunding of the 2007 school bonds. The proposed rate is 1.45% and the district will save \$151,435.45 over the remaining 7 years of the outstanding bonds.

**INSTRUCTIONAL & EDUCATION:** Dr. Marshall

The following item(s) were discussed:

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

Board of Education and Administration discussed the attached memorandum dated July 22, 2016, 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) – July 26, 2016**

**2. Discussion: Internship**

Board of Education and Administration discussed the request of Allison Mandelbaum to complete an internship (pending criminal history background check) in speech/language therapy, 32 hours per week during the period of September 1, 2016 – June 2017. Ms. Mandelbaum's supervisor will be Blair Koczan, Speech Teacher, Wayside School. Ms. Mandelbaum is a graduate student at Nova Southwestern University's Program for Speech, Language and Communication Disorders.

**3. Discussion: Internship**

Board of Education and Administration discussed the request of Emily Krakowski, a student at Monmouth University, to complete a social work internship (pending criminal history background check) under the supervision of Karen Dunn, School Social Worker, High School. Ms. Krakowski will come in to Ocean Township High School on Tuesdays and Fridays during the period of September 1, 2016 – May 5, 2017. During that time frame she will complete 448 hours.

**4. Discussion: Curriculum for the 2016-2017 School Year**

Board of Education and Administration discussed curriculum for the 2016-2017 school year in accordance with the attached memorandum dated July 22, 2016, (all curricula has been posted, for your review, on the district website under the Board Members' link).

**NEGOTIATIONS:** No Report

**PERSONNEL:** Mrs. Parlamas

The following item(s) were discussed:

**1. Discussion: Non- Athletic Advisor/TOIS Band Director**

Board of Education and Administration discussed hiring Ms. Alyssa J. Clark as the Intermediate School Band Director for the 2016-2017 school year in accordance with the attached memorandum dated July 18, 2016.

**2. Discussion: Makerspace Club – Wayside School**

Board of Education and Administration discussed hiring Mrs. Kathy Hackler as the Makerspace Club Advisor, Wayside School, for the 2016-2017 school year. Mrs. Hackler's stipend is in accordance with the current schedule as found in the Agreement between the Township of Ocean Board of Education and the Township of Ocean Education Association, Non-Athletic Program salary guide, Group IV.

**3. Discussion: School Safety Patrol Advisors for the 2016-2017 School Year**

Board of Education and Administration discussed hiring the following District teachers as School Safety Patrol Advisors for the 2016-2017 school year. Each teacher will be paid a stipend in the amount of \$500.00.

Amy Steckhahn, Wayside Elementary School

**4. Discussion: Employee Transfers**

Board of Education and Administration discussed the following employee transfers effective September 1, 2016:





**Twp of Ocean BOE Work Meeting Minutes (continued) – July 26, 2016**

**ADJOURN MEETING: 7:55- p.m.**

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

Respectfully submitted,

Kenneth Jannarone  
School Business Administrator/Board Secretary