

**MINUTES OF THE REGULAR MONTHLY MEETING
TOWNSHIP OF OCEAN
November 15, 2016**

CALL TO ORDER

The Board President, Joseph Hadden, 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, July 26, 2016 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 7, 2016.
2. Notice of the meeting was transmitted to the Asbury Park Press on January 7, 2016 and The New Coaster Newspapers on January 7, 2016.
3. Notice of the meeting was filed with the Municipal Clerk, Township of Ocean and the Municipal Clerk, Village of Loch Arbour on January 7, 2016.

ROLL CALL

The following members were present: Mr. Steven Clayton, 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.

PRESIDENT'S REPORT – No Report

STUDENT REPRESENTATIVES: Sydney Burger & Maxwell Hoyle

The following item(s) were reported:

- Gave report on the fall sports records and achievements and the upcoming winter sports. Student activities were also discussed: Student Council blood drive, Drama club presentation, Ocepalooza and Key Club food drive.

SUPERINTENDENT'S REPORT – Dr. Stefankiewicz

Dr. Stefankiewicz reported on the following:

- Superintendent gave update on the Strategic Planning process and the meeting scheduled for Wednesday, November 30th at 7:00 pm, with follow-up meetings of January 19, 2017 and March 1, 2017.
- Superintendent discussed the cardiac and concussion screenings being given by St. Barnabas for all high school athletes.
- Superintendent congratulated and thanked Kathy Hackler for the difficult achievement of obtaining National Board Certification as a teacher.

PUBLIC COMMENTS-AGENDA:

- Carol Alto, parent, asked about the cardiac screening event coming up.

- Marvin Meller, resident, asked about the arts program and who pays for the program. Superintendent discussed the program details and cost to the district.

APPROVAL OF BILLS: Mr. Moore

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

1. **APPROVAL OF BILLS**

Move for the approval of the following paid items:

Bills List	November 15, 2016	2,949,321.58
Payroll	October 28, 2016	2,041,617.28
Employer FICA & DCRP	October 28, 2016	36,838.78
Payroll	November 15, 2016	2,209,397.55
Employer FICA & DCRP	November 15, 2016	<u>51,514.53</u>
	Total	<u>\$7,288,689.72</u>

Motion(s) carried: 9-0 (Mrs. Parlamas recused herself on the G&P Parlamas bills)

COMMITTEE REPORTS:

CO-CURRICULAR STUDENT ACTIVITIES: No Report

COMMUNITY LIAISON & COMMUNICATIONS: Mrs. Sylvia-Cioffi

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

1. **REPORT ON THE ANNUAL SCHOOL ELECTION**

The Board of Education and Administration will discuss the preliminary results of the Annual School Election held, for the Township of Ocean and Village of Loch Arbour, on November 8, 2016. The unofficial results of the election (pending certification from Monmouth County Board of Elections) are as follows:

FOR MEMBERS OF THE BOARD OF EDUCATION FOR THREE (3) YEAR TERMS

Sylvia Sylvia.....	5,676*
Amy McGovern.....	5,378*
John Stuppi.....	5,102*
James Sintic.....	4,670
(Write-Ins)	73

*Successfully elected to a seat on the Board of Education

Note: Preliminary totals do not include absentee and provisional ballots.

2. **HIB Report**

The Board of Education affirms the following Harassment, Intimidation, and Bullying (HIB) Incident Summary Report for the 2015-2016 school year. The report was previously provided to the Board by the Superintendent of Schools. The Board has reviewed the report and affirms the Superintendent’s decision.

HIB Report # 3 - Presented November 1, 2016
HIB Report # 4 – Presented November 15, 2016

3. **Policies & Regulations**

Move to approve the second and final reading of revisions to the following policies and regulations:

- Policy 0167 – Public Participation – Board Meetings
- Policy 0168 – Recording Board Meetings – ByLaw
- Policy 2431 – Athletic Competition (M)
- Policy 5460 – High School Graduation (M)

4. **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 – November 1, 2016

Motion(s) on items #2 thru #4 carried: 9-0

FINANCIAL MANAGEMENT & RESOURCE SERVICES: Mr. Clayton

Mr. Clayton made a motion, seconded by Mrs. McGovern 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 October were adequate to pay all remaining obligations of the 2016-2017 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 October 31, 2016 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 October 31, 2016 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 October 31, 2016.

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, October 31, 2016 covering APPROPRIATION TRANSFERS in the 2016-2017 GENERAL FUND 10; said transfers shall result in no change in the total original Appropriations.

3. **Security Drill Reports for October 2016:**

Fire Drill

Ocean Township High School..... October 13, 2016
 Twp. of Ocean Intermediate School October 14, 2016
 Ocean Township Elementary School October 17, 2016
 Wanamassa Elementary School October 26, 2016
 Wayside Elementary School..... October 17, 2016

Evacuation/Bomb Threat Drill

Ocean Township High School..... October 25, 2016
 Twp. of Ocean Intermediate School October 6, 2016
 Ocean Township Elementary School October 5, 2016
 Wanamassa Elementary School October 7, 2016
 Wayside Elementary School..... October 6, 2016

4. **Use of Facilities**

Move to approve the use of facilities according to the attached list dated November 15, 2016.

5. **Transportation Cooperative with MOESC: 2016-2017**

Move to approve the Transportation Cooperative with MOESC as lead agency utilizing Jays, Klarr, Seman-Tov and Seashore for the non-public school routes as follows:

Route #	Destination	# Days	Cost Per Annum	Contractor	# of Students
HG8	Hillel Grammar	180	\$21,211.20	Seman-Tov	29
HG10	Hillel Grammar	180	18,673.20	Seman-Tov	27
HG11	Hillel Grammar	180	30,317.40	Seman-Tov	46
HH6	Hillel HS	180	26,420.40	Seman-Tov	53
HH7	Hillel HS	180	22,428.00	Seman-Tov	58
HHS3	Hillel HS & Grammar	180	3,504.60	Seman-Tov	7
IL4	Ilan HS	180	7,880.40	Seman-Tov	12
CT174	CBA/Leo/Oak Hill	180	33,409.80	Jays	44
RS/TH1	Ranney	180	29,111.40	Seman-Tov	37
SRB71	St. Rose HS/Grammar	180	10,857.60	Klarr	13
DES71	Deal ES	180	17,335.80	Seman Tov	19
SJER7	St. Jerome	180	19,906.20	Seashore	24
YKT2	Yeshiva Keter Torah Gr K-4	180	7,853.40	Jays	9
YKT1	Yeshiva Keter Torah 5-8	180	2,907.00	Seman-Tov	4

6. **Transportation Cooperative with MOESC: 2016-2017**

Move to approve the Transportation Cooperative with MOESC as lead agency utilizing D.A.G., Durham, First Student, Safe Transit and Vamvas Trans for the special education school routes as follows:

Route #	Destination	# Days	Cost	Contractor	# of Students
6060	CPC Elementary	180	\$34,171.20	D.A.G.	2
4247	CPC Adolescent	180	15,073.20	First Student	1
5057	Educational Academy	180	10,638.00	Hartnett	1
4062	Alpha School	180	15,301.80	First Student	1
4062	Alpha School	180	4,845.60	First Student	Aide only
E6106	BCC/Collier HS	11	1,051.05	Safe Transit	1
4057	Defino ES	8	2,131.44	Vamvas Trans	2
4057	Defino ES	172	22,913.84	Vamvas Trans	3
E6182	Twp Ocean Intermed	100	18,270.00	Durham	1

7. **Transportation Cooperative with MOESC: 2016-2017**

Move to approve the Transportation Cooperative with MOESC as lead agency utilizing Durham, Jays, Seman Tov, Vamvas and Z&S for the vocational school routes as follows:

Route #	Destination	# Days	Cost	Contractor	# of Students
V515	High Tech HS	180	\$20,802.60	Durham	6
V3028	Career Ctr-CPC Shuttle	180	3,969.00	Vamvas	1
V635	Communications HS	180	9,176.40	Jays	4
V707	Communications HS	180	39,690.00	Seman Tov	15
V609	Hazlet Vocational PM	180	42,525.00	Vamvas	10
V624	Hazlet Vocational AM	180	9,885.60	Vamvas	3
V640	Aberdeen Voc -AM	180	20,908.80	Vamvas	4
V716	Aberdeen Voc -PM	180	16,300.80	Z&S	3

8. **Acceptance of Non-Public Security Aid Program**

Move to approve the Township of Ocean Board of Education to accept the 2016-2017 New Jersey Nonpublic School Security Aid Program allocations for the district for a total amount of \$42,850.00 and each nonpublic school allocation is as follows:

Hillel High School	\$ 9,200.00
Hillel Yeshiva of the Shore Area	\$22,050.00
Ilan High School	\$ 7,000.00
Yeshiva at the Jersey Shore	\$ 4,600.00
DISTRICT TOTAL	\$42,850.00

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

The Move to approve the Township of Ocean Board of Education acceptance of 2016-2017 New Jersey Nonpublic School Nursing allocations in the District total amount of \$77,130.00 and each nonpublic school allocation as follows:

Hillel High School	\$16,560.00
Hillel Yeshiva of the Shore Area	\$39,690.00
Ilan High School	\$12,600.00
Yeshiva at the Jersey Shore	\$ 8,280.00
DISTRICT TOTAL	\$77,130.00

10. **Tuition Contract**

Move to approve the following tuition contract with Neptune Township School District for a homeless child attending Ocean Township High School:

<u>Student</u>	<u># of Days</u>	<u>Grade</u>	<u>Period of Time</u>	<u>Tuition Cost</u>
JP	161	9	10/24/16-6/21/17	\$14,988.10

11. **Ice Rental**

Move to approve rental agreement for use of the ice facility at the Jersey Shore Arena for high school ice hockey team practices and meets for the 2016-2017 season for an approximate cost of \$22,000.
(As per attached)

Motion(s) carried: 9-0

INSTRUCTION & EDUCATION: Dr. Marshall

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

1. **Trip Requests**

Move to approve the following trip requests:

Group: Italian Students/Grade 8
 Number of Students: 47
 Date: Tuesday, December 13, 2016
 Departure Time: 8:00 am
 Return Time: 2:30 pm
 Destination: Gran Café l’Aquila
 Philadelphia, PA
 Purpose: “Made in Italy” bread and the art of gelato making
 Transportation: District School Bus
 Teacher Chaperones: 2 (Denise Amato and Sue Fischer)
 Parent Chaperones: -0-
 Cost per student: \$20.00 (paid for by student)

Group: Social Studies Students/Grades 10, 11 & 12/
 The Holocaust & Modern Genocides Course
 Number of Students: 35
 Date: Wednesday, December 7, 2016
 Departure Time: 6:30 am
 Return Time: 7:30 pm
 Destination: United States Holocaust Memorial Museum
 Washington, DC
 Purpose: View the Permanent Exhibition: The Holocaust and the Museum,

reflect in the museum’s memorials, and learn ways to prevent genocide.

Transportation: 1 Bus (Raritan Valley Charter Bus)
Teacher Chaperones: 5 (Dean Athans, Allison Connolly, Jean Collins, Susan Russo and Barbara Ohlott-Wiener)
Parent Chaperones: -0-
Cost per student: No cost to student (the cost will be covered by Kean University as part of their partnership agreement with our District)

2. **Overnight Trip Requests**

Move to approve the following overnight trip requests:

Group: Wrestling Team
Number of Students: 12-14
Date: Departure Date/Time: Friday, December 16, 2016/3:15 pm
Return Date/Time: Sunday, December 18, 2016/ 7:30 pm or later
Destination: Bob Carpenter Center, University of Delaware
Purpose: *24th Annual Beast of the East Varsity Wrestling Tournament Newark, Delaware (Wrestling begins 8:30 am on Saturday the 17th and concludes around 5:30 pm on Sunday the 18th.)
Transportation: Private (Student wrestlers will be driven to the tournament by either a coach or a parent. Parents will sign permission slips.)
Teacher Chaperones: Wrestling Coaches
Parent Chaperones: -0-
Cost per student: \$100.00 per room/per night at the Embassy Suites (The team obtained six rooms, one for coaches and five rooms for the student wrestlers. The rooms will be paid for out of the Student Activities wrestling account.)

(*The last time our wrestlers attended this tournament was in 2013. This tournament is regarded as the best high school wrestling tournament in the country.)

Group: Golf Team (itinerary is attached)
Number of Students: 5
Date: Departure Time: Wednesday, April 12, 2017, 6:00 am
Return Time: Saturday, April 15, 2017 late afternoon
Destination: The Palmetto High School Championship
Purpose: Myrtle Beach, South Carolina
Transportation: Mode of transportation will be the responsibility of the parent and student golfer.
Teacher Chaperone: 1 – Ryan Kulat (Golf Coach)
Parent Chaperones: To be determined (A parent is required to accompany each student golfer.)
Cost per student: *\$305.00 for rooms (Payment will be the responsibility of the student golfers and parents attending.)

(*The cost of the tournament is \$250.00 per student golfer. This fee will be paid for through fundraising. Any remaining balance will be paid for by the students. Additionally, if there is fundraising money remaining, it will be put towards the total balance of the rooms.)

3. **Suspension Report**

Move to approve the District's Suspension Report for the month of October 2016.

4. **Professional Development Activities – Staff**

Move to approve the attached memorandums (2) dated November 9, 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.

5. **Participation Agreement for the 2016-2017 School Year**

Move to approve an agreement with the Arts & Education Center for high school students, grades 9-12 and intermediate students, grades 6-8 to participate, during the 2016-2017 school year, in a program sponsored by the Monmouth County Arts High and Middle School. The program for high school students will run for 14-weeks during the period of January 2017 – May 2017 at a cost of \$830.00 per student. The program for intermediate students will run 12-weeks during the period of February 2017 – May 2017 at a cost of \$815.00 per student. Student costs include round-trip transportation. Attached is a copy of the participation agreement.

6. **Student Teachers**

Move to approve Student Teachers for the 2016-2017 school year in accordance with the attached memorandum dated November 9, 2016.

7. **Student Observers**

Move to approve Student Observers for the 2016-2017 school year in accordance with the attached memorandum dated November 9, 2016.

8. **Revision to Out of District Private Tuition for the 2016-2017 School Year**

Move to approve a revision to out of district private tuition for the 2016-2017 school year in accordance with the attached memorandum dated November 9, 2016.

Motion(s) carried: 9-0 (Dr. Marshall abstained on item #6, having to do with Monmouth University)

NEGOTIATIONS: No Report

PERSONNEL: Mrs. Parlamas

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

1. **Retirements**

Move to approve the following retirements:

Eileen Glynn, Art Teacher, High School, effective February 1, 2017

Eleanor Hughes, Supervisor of Reading/Language Arts, Social Studies, K-5/Library K-8
effective January 1, 2017

Nancy Parker, Special Education Teacher, High School, effective February 1, 2017

Danita Reynolds, English as a Second Language Teacher, Wayside School, effective

July 1, 2017

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

Move to approve a revision to an unpaid family leave of absence, as designated under FMLA and NJFLA, for Janine Sterner, Special Education Teacher, Intermediate School/Fifth Grade Wing. The revision reflects an earlier return to work date. Mrs. Sterner's unpaid family leave of absence will begin at the conclusion of her eligible sick leave, November 16, 2016 and continue through February 15, 2017. She is expected to return to work on February 16, 2017. While out on an unpaid family leave of absence, Mrs. Sterner will be responsible for paying the appropriate contribution towards her health insurance coverage. (Mrs. Sterner's leave was originally approved at the August 30, 2016 regular monthly meeting with an approximate start date of December 8, 2016 and a return date of March 13, 2017.)

3. **Unpaid Family Leave of Absence**

Move to approve for Melissa Morano, Speech Language Specialist, Wayside Elementary and High School, one week of unpaid family leave, as designated under FMLA, for the period of February 22 through February 24, 2017, and twelve weeks unpaid family leave, as designated under FMLA and NJFLA, for the period beginning February 27, 2017 through May 26, 2017. Mrs. Morano's last day of work will be January 27, 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.

4. **Unpaid Leave of Absence**

Move to approve an unpaid leave of absence, with the continuation of benefits, for Robyn Ferragina, an Instructional Assistant at the Township of Ocean Intermediate School during the period of Thursday, February 2, 2017 through Wednesday, May 17, 2017. Ms. Ferragina's last day of work will be Wednesday, February 1, 2017. She is expected to return to work on Thursday, May 18, 2017. While out on an unpaid leave of absence, Ms. Ferragina will be responsible for paying the appropriate contribution towards her health insurance coverage.

5. **Custodial Substitutes**

Move to approve the following Custodial Substitutes for the 2016-2017 school year:

Jaime Da'vila
Jason Francis

6. **Substitute Teachers for the 2016-2017 School Year**

Move to approve Substitute Teachers for the 2016-2017 school year in accordance with the attached list dated November 9, 2016.

7. **Volunteer Coach**

Move to approve Timothy Patterson as a Volunteer Indoor Track Coach/High School for the 2016-2017 school year.

8. **Issuance of Contract**

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

To fill a replacement/non-tenure track position:

Alexandra Augustine	Spanish Teacher	\$54,515.00
	Intermediate School	BA/Step 1
	One-year Unpaid Leave of Absence/ Replacement	Prorated
	Non-Tenure Track Position	
	Actual Start and Effective Dates: Pending issuance of certification from the NJ State Department of Education.	

(Ms. Augustine replaces Mrs. Rhonda Gulotta who will be out on an unpaid leave of absence for the remainder of the 2016-2017 school year.)

9. **Clerical Substitute**

Move to approve Gail Rosewater as a Clerical Substitute for the 2016-2017 school year.

10. **District Administrator – Medical Leave**

Move to approve a medical leave for Christine Picerno, Supervisor of Math, Science, K-5/Enrichment, K-8 for the period of November 14, 2016 through January 13, 2017. Ms. Picerno is expected to return to work on Tuesday, January 17, 2017.

Motion(s) carried: 9-0

PLANNING & CONSTRUCTION: No Report

TECHNOLOGY: Mr. Dietrich

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

1. **Revised Non-Public Technology Initiative**

Move to approve the revised 2016-2017 New Jersey Nonpublic School Technology Initiative Program allocations in the district total amount of \$19,656.00 and each nonpublic school allocation as follows:

Hillel High School	\$ 4,628.00
Hillel Yeshiva of the Shore Area	11,466.00
Ilan High School	1,170.00
Yeshiva at the Jersey Shore	<u>2,392.00</u>
DISTRICT TOTAL	\$19,656.00

Motion(s) carried: 9-0

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENTS:

- Carol Alto, parent, asked about trip for Italian Club and the equity with other clubs.
- Marwin Meller, resident, congratulated re-elected Board of Education members and the newly elected member. He thanked long standing Board of Education member, Sean Moore, for his many years of service.
- George Poniros, resident, raised his concerns regarding the wrestling team practicing in the cafeteria at

Minutes of the Regular Monthly Meeting –
November 15, 2016 Continued:

the high school.

- Dan Bender, parent, also raised his concerns regarding the wrestling team holding practice in the high school cafeteria.

ADJOURNMENT: 8:35 p.m.

There being no further business, Mr. Moore made a motion, seconded by Mr. Dietrich, that the meeting be adjourned. This motion carried: 9-0.

Respectfully submitted,

Kenneth Jannarone
School Business Administrator/
Board Secretary