

**MINUTES OF THE REGULAR MONTHLY MEETING  
TOWNSHIP OF OCEAN  
October 18, 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](http://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. Michael Palutis, Mrs. Denise Parlamas and Mrs. Sylvia Sylvia-Cioffi. Mr. Sean Moore was absent.

**PRESIDENT'S REPORT** – No Report

**STUDENT REPRESENTATIVES:** Sydney Burger & Maxwell Hoyle  
Maxwell Hoyle discussed the following:

- Sport teams overview was given. He discussed their achievements on the field.

Sydney Burger discussed the following:

- She discussing the homecoming and reported on other activities.

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

Dr. Stefankiewicz reported on the following:

- Superintendent introduced Kathy Winicroff, NJ School Board Assoc., and she went through the presented the Strategic Planning process. (See attached)
- Superintendent then introduced Kelly Weldon, Asst. Superintendent if Curriculum & Instruction. She gave a presentation regarding the "PARCC Results: Spring 2015 and Spring 2016 administration. (See attached)

**PUBLIC COMMENTS-AGENDA:**

- Mr. Lefferson, resident, asked about the district's test score rankings. The Assistant Superintendent discussed the testing of district students.
- Carole Alto, resident, asked about the high school and the Algebra I scores. She also asked about the future math graduation requirements. Superintendent and Board of Education discussed the PARCC opt outs and the % of failing scores.

- Pam Gutman, resident, asked about the number of student performers.
- Jim Sintec, resident, discussed testing in district, mandated by the state, and his concerns regarding the time taken in the class for testing.
- Mrs. Hudson, resident, asked about the number of tests that the student take during the year.
- Florence Hauer, resident, asked about the district testing and how administrators will address the weaknesses. The Asst. Superintendent discussed the process the administration will take to address the weak areas of student performance.
- Pam Gutman, resident, asked about timing of receiving the student assessment results.

**APPROVAL OF BILLS:** Mrs. McGovern

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

1. **APPROVAL OF BILLS**

Move for the approval of the following paid items:

Bills List	October 18, 2016	3,503,330.70
Supplemental Bills List	September 22, 2016	1,100.00
Payroll	September 30, 2016	2,141,542.31
Employer FICA & DCRP	September 30, 2016	42,640.87
Payroll	October 14, 2016	2,071,609.62
Employer FICA & DCRP	October 14, 2016	41,155.94
	Total	<u>\$7,801,379.44</u>

Motion(s) carried: 8-0 (Mrs. Parlamas recused herself)

**COMMITTEE REPORTS:**

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

**COMMUNITY LIAISON & COMMUNICATIONS:** Mrs. Sylvia-Cioffi

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

1. **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 # 2 - Presented September 27, 2016

2. **2016-2017 Board of Education Goals & Objectives**

Move to approve Board of Education Goals & Objectives for the 2016-2017 school year, see attachment.

3. **Quality Single Accountability Continuum (QSAC)/Statement of Assurance and District Performance Review (DPR)**

Move to approve the attached 2016-2017 Statement of Assurance (SOA) and District Performance Review (DPR) as part of the State Monitoring System (QSAC), see attachments.

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 – September 27, 2016

5. **District’s Strategic Plan**

Kathy Winecoff of NJSBA was in attendance and gave a presentation to the Board of Education. (See Superintendent’s Report)

Motion(s) carried: 8-0

Superintendent gave the Violence and Vandalism report. He compared the prior and current year data in different categories and grade levels. He opened it to the public for comments: There were no comments.

**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 September 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 September 30, 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 September 30, 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 September 30, 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, September 30, 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 September 2016:**

**Fire Drill**

Ocean Township High School.....	September 9, 2016
Twp. of Ocean Intermediate School.....	September 12, 2016
Ocean Township Elementary School .....	September 13, 2016
Wanamassa Elementary School .....	September 8, 2016
Wayside Elementary School.....	September 8, 2016

**Evacuation Drill**

Ocean Township High School.....	September 28, 2016
Wayside Elementary School.....	September 15, 2016

**Lockdown/Active Shooter Drill**

Wanamassa Elem. School .....	September 19, 2016
Twp. of Ocean Intermediate School.....	September 13, 2016

**Table Top Security Drill**

Ocean Township Elem. School .....	September 30, 2016
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4. **Use of Facilities**

Move to approve the use of facilities according to the attached list dated October 18, 2016.

5. **3<sup>rd</sup> Party Administrator**

Move to approve utilizing the OMNI Group as a 3<sup>rd</sup> party administrator to provide administration services to the Township of Ocean Board of Education 403(b) and 457(b) employee plans. There will be no direct fee to the Board of Education. The 403(b) and 457(b) providers will incur the fees.

6. **Five Year Comprehensive Maintenance Plan**

Move to approve the Five Year Comprehensive Maintenance Plan 2016-2017 through 2020-2021 as per N.J.A.C. 6:24 and the annual maintenance budget amount (M-1) per N.J.A.C. 6:26-12.1. as per attached.

7. **Diesel Fuel**

Move to approve the Cooperative Bid Award (#HCESC-Fuel-16/17-1) with Allied Oil, for 2016-2017, through the Hunterdon Educational Services Commission. (See attached)

8. **Pool Rental**

Move to approve a rental agreement for use of the pool facility at the JCC Jersey Shore for high school swim team practices and swim meets for the 2016-2017 season for a total cost of \$17,850. (As per attached)

9. **NJDOE Science Grant**

Move to approve a “Stem Partnership Material Resources” grant from the NJDOE in the amount of \$6,000. (See attached)

Motion(s) carried: 8-0

**INSTRUCTION & EDUCATION:** Dr. Marshall

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

1. **Professional Development Activities – Board Members**

Move to approve in accordance with District Policy 6471, that the following Board Members: James Dietrich, Steve Clayton, Joseph Hadden, David Marshall, Amy McGovern, Michael Palutis, Denise Parlamas, and Sylvia Sylvia-Cioffi attend the NJSBA Workshops, October 25-27, 2016 at a group rate of \$1,400.00 for the Board of Education and Administration.

Reimbursement for travel and related expenses shall be according to the Department of the Treasury guidelines in NJOMB circular 06-02 and NJOMB A-87.

2. **Professional Development Activities – Staff**

Move to approve the attached memorandums (5) dated October 14, 2016 (4) and October 17, 2016 (1), 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.

3. **Revision to the 2016-2017 School Calendar**

Move to approve a revision to the 2016-2017 school calendar (for teachers and students). Revision reflects the scheduling of an early dismissal on December 23, 2016, copy of calendar is attached.

4. **2016-2017 District Goals & Objectives**

Move to approve District Goals & Objectives for the 2016-2017 school year, copy attached.

5. **Suspension Report**

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

6. **Trip Requests**

Move to approve the following trip requests:

Group:	Gifted and Talented/Grade 8
Number of Students:	21
Date:	Thursday, November 17, 2016
	Departure time: 8:00 am
	Return time: 5:00 pm
Destination:	Lincoln Arts Center & Nuryricon Cafè New York City
Purpose:	Backstage tour of Lincoln Arts Center & the Nuryricon Cafè
Transportation:	Private Bus – paid for by Gifted and Talented Consortium
Teacher Chaperone:	1 (Christine Haney)
Parent Chaperones:	2 - To be determined
Cost per pupil:	Paid for by Gifted and Talented Accounts

Group:	Gifted and Talented/Grade 8
Number of Students:	21
Date:	Tuesday, March 14, 2017
	Departure time: 10:00 am
	Return time: 2:45 pm

Destination: Lincoln Arts Center  
New York City

Purpose: Poetry Slam Performances

Transportation: Private Bus – paid for by Gifted and Talented Consortium

Teacher Chaperone: 1 (Christine Haney)

Parent Chaperones: 2 - To be determined

Cost per pupil: Paid for by Gifted and Talented Accounts

  

Group: Italian Classes/Grade 8

Number of Students: 40

Date: Tuesday, December 6, 2016  
Departure time: 7:15 am  
Return time: 2:30 pm

Destination: EATALY, NYC  
(Italian food hall offering imported groceries and multiple eateries.)

  

Purpose: Working Lesson/Food Vocabulary, Cooking Class, Culture and Lunch

Transportation: 1 Bus (Durham)

Teacher Chaperones: 2 (Susan Fischer and Joe Palumbo)

Parent Chaperone: 0

Cost per pupil: \$15.00 for lunch plus bus fee (Bus rate is being determined. It should be about 7 or 8 dollars additional. Lunch and bus will be paid for by the student.)

  

Group: High School Art Students/Grades 10-12

Number of Students: 5

Date: Thursday, November 3, 2016  
Departure time: 8:00 am  
Return time: 4:30 pm

Destination: NYC Chelsea Art Galleries

Purpose: Tour of galleries to view contemporary and historic artworks

Transportation: Train (School van will take students and teacher to the Long Branch Train Station. Train will leave Long Branch at 8:29 am. Students will return to the Long Branch area by train around 4:30 pm. They will have their own transportation waiting to take them home.)

Teacher Chaperone: 1 (Eileen Glynn)

Parent Chaperones: -0-

Cost per pupil: \$32.50 (Train fare, paid for by students)

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

Move to approve addendums to out of district private tuition for the 2016-2017 school year in accordance with the attached memorandums (3) dated October 6, 2016 (2) and October 11, 2016 (1).

8. **District Assessment Results for the 2015-2016 School Year**

Ms. Weldon, Assistant Superintendent/Curriculum & Instruction, will present to the Board of Education and residents of the Township, the District's Assessment Results for the 2015-2016 school year. (Handout on the back table).

Motion(s) carried: 8-0 (All Board members mentioned in item #1 recused themselves on their name only)

**NEGOTIATIONS:** No Report

**PERSONNEL:** Mrs. Parlamas

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

1. **Winter Coaching Assignments for the 2016-2017 School Year**  
Move to approve Winter Coaching Assignments for the 2016-2017 school year in accordance with the attached memorandum dated September 27, 2016.
2. **Resignation**  
Move to approve the resignation of Elizabeth House, Special Education Teacher, Wayside Elementary School effective November 21, 2016.
3. **Retirement**  
Move to approve the retirement of Alcibiades Mota, Custodian I, High School effective November 1, 2016.
4. **Instructional Assistant Substitutes for the 2016-2017 School Year**  
Move to approve the following as Instructional Assistant Substitutes for the 2016-2017 school year:  
  
Rosemarie Lakeman  
Merrydth Smeriglio  
Jeanine Wagner
5. **Clerical Substitute for the 2016-2017 School Year**  
Move to approve Julieann Fiorentino as a Clerical Substitute for the 2016-2017 school year.
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 October 14, 2016.
7. **Credit Reimbursement – Spring and Summer 2016**  
Move to approve credit reimbursement for courses completed during Spring and Summer 2016, in accordance with the attached list dated October 14, 2016.
8. **Revision to Contract (Effective) Date**  
Move to approve a revision to a contract (effective) date for the following employee:

Jessica Melton	Special Education Teacher	\$41,974.00
	Part-Time	MA+30/Step 13-14
	Wanamassa Elementary School	Prorated
	Actual Start Date: September 28, 2016	
	Effective Date: October 1, 2016	

(Ms. Melton was previously approved, at the September 27, 2016 work meeting of the Board, to be issued a revised contract with an effective date of November 1, 2016. That





Wayside and Wanamassa Elementary Schools  
Effective: October 17, 2016

Monik Suit                            From: Basic Skills Teacher, Part-time  
    Township of Ocean Intermediate School/Fifth Grade Wing  
To: Basic Skills Teacher, Part-time  
    Wanamassa Elementary School  
Effective: October 24, 2016  
(Ms. Suit will replace Jessica Melton. There is no change in salary.)

14. **Revision to District Administrator’s Medical Leave**

Move to approve a revision to the medical leave for Eleanor Hughes, Supervisor of Language Arts, Social Studies, K-5/Library K-8 for the period of June 15, 2016 through October 31, 2016 to the period of September 1, 2016 through October 31, 2016. Mrs. Hughes is expected to return to work on November 1, 2016.

15. **Issuance of Contract**

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

**To fill a vacancy position:**

James Doyle	Educational Technology Teaching Specialist	\$61,755.00
	Elementary Level	MA/Step 6-7
	Actual Start Date: November 22, 2016	Prorated
	Effective Date: December 1, 2016	

(This is a newly budgeted position. Mr. Doyle was previously approved at the regular monthly meeting held on September 20, 2016 pending criminal history background check and release from current employer. Both are in order.)

John Keating	Level II - Security Monitor	\$22,770.00*
	Ocean Township High School	Prorated
	Non-Tenure Track Position	
	Actual Start Date: November 1, 2016	
	Effective Date: November 1, 2016	

(Mr. Keating replaces Cipriano Apicelli who moved to an Instructional Assistant position.  
\*Salary includes the \$7,000.00 (prorated) yearly stipend for Level II School Monitors.)

16. **Revised Contract**

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

Deborah Schultz	Instructional Assistant	*\$38,120.00
	Wayside Elementary School	Prorated
	Non-Tenure Track Position	
	Actual Start Date: October 17, 2016	

(\*The revision reflects an increase in salary as a result of an increase in work hours from 7 to 8 hours per day.)

17. **Instructional Assistant/Yearbook and Key Clubs**

Move to approve Violet Eliadis, an Instructional Assistant, to provide aide support to a High

School student (9<sup>th</sup> grade) with disabilities participating in the Yearbook and Key Clubs. Ms. Eliadis will shadow the student/Yearbook and Key Club member after school in accordance with the clubs' meeting schedules beginning October 17, 2016 through June 2017. Ms. Eliadis will be paid at her hourly contractual rate.

18. **Substitute Teachers for the After School Help and Homework Club/Wayside Elementary School**

Move to approve, for the 2016-2017 school year, Andrea Malerba and Josemaria Olaguera as substitute teachers for the 3<sup>rd</sup> and 4<sup>th</sup> grade Help and Homework Club at Wayside Elementary School. The substitute teachers would work if one of the regular teachers were unavailable at a rate of \$28.00 per hour.

19. **Substitute Security Guards**

Move to approve the following Substitute Security Guards for the 2016-2017 school year:

William Chasey  
Harry Harsin  
John Keating  
George Leather  
Frank Martuscelli  
Charles Weinkofsky

20. **Substitute Bus Driver**

Move to approve Scott Lenahan as a Substitute Bus Driver for the 2016-2017 school year.

21. **Substitute Teachers for the After School Detention Program/TOIS/Grade 5**

Move to approve, for the 2016-2017 school year, Samantha Wild and Paul McGrade as Substitute Teachers for the After School Detention Program/TOIS, Grade 5. The substitute teachers would work if one of the regular teachers were unavailable at rate of \$28.00 per hour.

22. **Substitute Teachers for the After School Detention Program/TOIS/Grades 6-8**

Move to approve, for the 2016-2017 school year, Derek Tranchina and Angelica DeFilippis as Substitute Teachers for the After School Detention Program/TOIS, Grades 6-8. The substitute teachers would work if one of the regular teachers were unavailable at rate of \$28.00 per hour.

Motion(s) carried: 8-0

**PLANNING & CONSTRUCTION:** No Report

**TECHNOLOGY:** No Report

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**PUBLIC COMMENTS:**

- Pam Gutman and Sandy Abdelaziz, parents, discussed district test scores and their issues with the state and the graduation requirements. They discussed resolutions from other districts that were passed asking

the state to do away with the graduation requirements.

- Brian Lefferson, resident, asked about Ben Harvey and the construction bid awarded. He also asked about the tennis center and notification to the district by the planning board.
- Dr. Marwin Meller, resident, asked about adding microphones for the auditorium.
- Jim Guley, ex-resident and ex-teacher discussed the ASEOP sub call system. He discussed the pay for substituting and the need for higher pay.

**ADJOURNMENT: 10:03 p.m.**

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

Respectfully submitted,

Kenneth Jannarone  
School Business Administrator/  
Board Secretary