

**MINUTES OF THE REGULAR MONTHLY MEETING
TOWNSHIP OF OCEAN
OCTOBER 20, 2015**

CALL TO ORDER

The Board President, Denise Parlamas, 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, May 19, 2015 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, 2015.
2. Notice of the meeting was transmitted to the Asbury Park Press on January 9, 2015 and The New Coaster Newspapers on January 8, 2015.
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, 2015.

ROLL CALL

The following members were present: Mr. Robert Angelini, Mr. Clifford Brautigan, Mr. Joseph Hadden, Mrs. Amy McGovern, Dr. Marwin Meller, Mr. Sean Moore, Mr. Michael Palutis, Mrs. Denise Parlamas, and Mrs. Sylvia Sylvia-Cioffi.

PRESIDENT'S REPORT – No Report

STUDENT REPRESENTATIVES: Ms. Hanna Rose & Mr. David Walk

The student representatives reported on the following:

- High School held pep rally/ homecoming and announced the class winners for King and Queen.
- Blood drive next Tuesday.
- Junior class officers bake sale to benefit Prom.
- Thanksgiving food drive is going on in high school.
- Reported on spring sports.

SUPERINTENDENT'S REPORT – Dr. Stefankiewicz

Dr Stefankiewicz reported on the following:

School violence and vandalism report:

Each year, the third week of October is designated as "School Violence Awareness Week". Our schools are conducting a variety of age appropriate activities to support this initiative. During this time, school districts throughout the State update the public on information related to this matter. The

following Violence and Vandalism Report for the Ocean Township School District was submitted to the New Jersey Department of Education for the 2014-2015 school year:

District Results

	2013-2014 School Year	2014-2015 School Year
Section A - Count of Incidents by Reporting Category:		
Violence (Assaults, Fights)	9	11
HIB	8	4
Vandalism – Damage to Property	0	3
Weapons	4	0
Substance Abuse	6	13
Section B - Cost of Vandalism:		
Incidents involving cost to District	0	0
Section C - Actions Taken:		
Incidents reported to the police	12	15
Resulted in complaints to the police	6	1
In-school Suspension	2	4
Out of School suspension	26	35
Incidents resulting in removal from school	0	0
Suspension of Privileges	7	2
Section D - Offenders and Victims:		
Offenders	35	35
Victims	16	9
School Personnel Victims	1	1
Student victims of violent criminal offences	0	0
Section E - Program Provided upon Disciplinary Action:		
Support Services	27	28
Home Instruction	23	27
Out of district placement	1	0

Superintendent discussed the numbers and the increase/decrease over the prior year. Superintendent opened up discussion to the public and Board of Education for questions on the report, and there were none.

PUBLIC COMMENTS-AGENDA: None

APPROVAL OF MINUTES:

Mrs. McGovern made a motion, seconded by Mr. Moore, for approval of the minutes of the Regular meeting September 29, 2015 and Work/Executive Session meetings of September 29, October 6 and 13, 2015.

Motion(s) carried: 9-0

APPROVAL OF BILLS: Mr. Moore

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

Bills List	October 16, 2015	2,587,106.20
Payroll	September 30, 2015	2,063,348.56
Employer FICA & DCRP	September 30, 2015	42,554.32
Payroll	October 15, 2015	2,009,373.40
Employer FICA & DCRP	October 15, 2015	39,543.78
	Total	<u>\$6,741,926.26</u>

Motion(s) carried: 9-0

COMMITTEE REPORTS:

CO-CURRICULAR STUDENT ACTIVITIES: None

COMMUNITY LIAISON & COMMUNICATIONS: Mr. Angelini

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

1. Policies & Regulations

Move to approve the second and final reading of new policies and revisions of policies.

Policy 5756- Transgender Students

Policy 8550 – (new) Outstanding Food Services Charges

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

Move to approve the 2015-2016 Statement of Assurance (SOA) and District Performance Review (DPR) as part of the State Monitoring System (QSAC).

3. 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 # 1 – Presented October 20, 2015

Motion(s) carried: 9-0

FINANCIAL MANAGEMENT & RESOURCE SERVICES: Mr. Moore

Mr. Moore made a motion, seconded by Mrs. Sylvia-Cioffi, 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 2015-2016 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, 2015 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 final REPORT OF THE SECRETARY and upon consultation with the appropriate officials, certify that as of September 30, 2015 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 final Board Secretary's Report and Treasurer of School Monies Report, which said reports are in agreement for the month ending September 30, 2015.

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, 2015 covering APPROPRIATION TRANSFERS in the 2015-2016 GENERAL FUND 10; said transfers shall result in no change in the total original Appropriations.

3. **Security Drill Reports for September 2015:**

Fire Drill

Ocean Township High School	September 17, 2015
Twp. of Ocean Intermediate School.....	September 24, 2015
Ocean Township Elementary School.....	September 4, 2015
Wanamassa Elementary School.....	September 4, 2015
Wayside Elementary School	September 4, 2015

Evacuation Drill

Ocean Township High School	September 29, 2015
Ocean Township Intermediate School	September 16, 2015
Wanamassa Elementary School.....	September 21, 2015

Lockdown Drill

Wayside Elementary School.....	September 29, 2015
--------------------------------	--------------------

Bomb Threat

Ocean Township Elementary School.....	September 24, 2015
---------------------------------------	--------------------

4. **Use of Facilities**

Move to approve the use of facilities according to the attached list dated October 20, 2015.

5. **Five Year Comprehensive Maintenance Plan**

Move to approve the Five Year Comprehensive Maintenance Plan 2015-2016 through 2019-2020 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.

6. **Jointure Agreement**

Move to approve the Township of Ocean School District in a transportation affiliation agreement with Elsinboro Board of Education for our special education student residing at treatment Home, Elsinboro Township, NJ and attending BCSSSD – Lumberton Campus effective September 1, 2015 through June 30, 2016 for a total cost of \$18,549.

7. **Tuition Agreement**

Move to approve the Township of Ocean School District in a tuition agreement with Burlington County Special Services School District for our special education student attending the Lumberton Campus effective July 6, 2015 through July 31, 2015 for a total cost of \$3,600.

8. **MOESC-Best Academy**

Move to approve a tuition agreement with Monmouth-Ocean Educational Services Commission for special education services for one (1) student attending Best Academy for an amount of \$43,000 for the 2015-2016 school year as per attached.

9. **Diesel Fuel**

Move to approve the Cooperative Bid Award with Allied Oil, effective 10/8/15 to 10/7/16, through the Hunterdon Educational Services Commission as per the attached.

10. **Language Service**

Move to approve entering into an agreement with Language Line Services of Monterey, CA for access to telephone interpreting services with non-English speaking individuals at a charge of \$1.70 for each minute of use only.

11. **Camp David Lease**

Move to approve the Camp David lease agreement for the summers of 2016 through 2018. (Per the attached)

Motion(s) carried: 9-0

INSTRUCTION & EDUCATION: Mr. Brautigan

Mr. Brautigan made a motion, seconded by Mr. Moore for approval of the following item(s):

1. **Trip Request**

Move to approve the following trip request:

Group:	Advanced English IV Classes
Number of Students:	35
Date:	Friday, November 20, 2015
	Departure Time: 9:30 am Return Time: 5:30 pm
Destination:	Morgan Library & Museum, NYC
Purpose:	To visit the Ernest Hemingway Exhibit
Transportation:	Bus (Durham)

Teacher Chaperones: 3 (Donna Emeric and Alma Garrity)
Administrative
Chaperone: 1 (Michael Lambusta)
Student Observer: 1 (Matt Przywara)
Parent Chaperones: - 0-
Cost per pupil: \$25.00 per student (paid for by the student)

2. **Overnight Trip Request**

Move to approve the following overnight trip request:

Group: 9-12 Marching Band/Choir
Number of Students: 80
Date: Departure date/time: Wednesday, March 9, 2016/2:00 pm
Return date/time: Sunday, March 13, 2016/11:00 pm
Destination: Orlando Fest, Universal – Orlando, Florida
Purpose: Marching Band/Choir Competition (Itinerary Attached)
Transportation: Bus to and from the airports
Departing flight: Philadelphia International Airport/Southwest
Airline to Orlando
Returning flight: Jet Blue from Orlando to New Jersey
Teacher Chaperones: 4 (Teddy Kernizan, Edith Minott, Sue Smith, and Kyle Titmas)
Administrative
Chaperone: 1 (Michael Lambusta)
Parent Chaperones: - 0-
Cost per pupil: \$1,349.00 per student (Paid for through fundraising
and the balance by student.)

3. **High School Delayed Opening Schedule for Special Testing**

Move to approve a two-hour delayed opening schedule for High School students not testing during the state mandated PARCC testing May 17-20 and May 23 – 24, 2016, (close to 900 students will be tested during the testing period).

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

Move to approve, in accordance with District Policy 6471, that the following Board Members: Robert Angelini, Clifford Brautigan, Joseph Hadden, Amy McGovern, Dr. Marwin Meller, Denise Parlamas, Michael Palutis and Sylvia Sylvia-Cioffi attend the NJSBA Workshops, October 27-29, 2015 at a group rate of \$1,300.00 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.

5. **Professional Development Activities – Staff**

Move to approve the attached memorandum dated October 16, 2015 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.

6. **Curriculum for the 2015-2016 School Year**

Move to approve curriculum for the 2015-2016 school year in accordance with the attached memorandum dated October 16, 2015.

7. **Teacher- Trip to the Holocaust Museum**

Move to approve, in accordance with the attached memorandum dated October 16, 2015, for a District teacher to take a trip to the Holocaust Museum in Washington, DC, on October 28, 2015. The trip is an essential element of the “Teaching the Holocaust” course teachers are taking as part of the Partnership Agreement between the District and Kean University. The course is offered in District during the Kean fall semester. It is a full semester course (15 sessions) and taught by a Keane University Professor. Participants receive three (3) graduate credits and 45 Professional Development hours.

Motion(s) for items #1 thru #3 and #5 thru #7 carried: 9-0

Motion for item #4 carried 8-0-1 (Robert Angelini, Clifford Brautigan, Joseph Hadden, Amy McGovern, Dr. Marwin Meller, Denise Parlamas, Michael Palutis and Sylvia Sylvia-Cioffi abstained on their own and yes for all others)

NEGOTIATIONS: Mr. Moore

Mr. Moore made a motion, seconded by Mr. Hadden, for approval of the following item(s):

1. **Memorandum of Agreement-TOEA**

Move for approval of the Memorandum of Agreement between the Township of Ocean Board of Education and the Township of Ocean Education Association for the years 2015-2016, 2016-2017 and 2017-2018, and subsequent salary guides.

Motion(s) for carried: 9-0

Negotiation Chair thanked the Union and the Board of Education committee for all their hard work in the tedious negotiations process.

PERSONNEL: Mrs. McGovern

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

1. **Volunteer Coaches**

Move to approve Matthew Goldfarb and Michael C. Pembleton as Volunteer High School Swimming Coaches for the 2015-2016 school year.

2. **Credit Reimbursement – Spring and Summer 2015**

Move to approve credit reimbursement for courses completed during Spring and Summer 2015, in accordance with the attached list dated October 9, 2015.

3. **Resignation**

Move to approve the resignation of Brendan Williams, Computer Technician, Technology Department, District-wide effective Friday, November 13, 2015 his last day of work.

4. **Unpaid Leave of Absence**
Move to approve an unpaid leave of absence, with the continuance of benefits, for Crystal Ecke, Health and Physical Education Teacher, Wayside School. The unpaid leave would begin at the conclusion of her eligible sick leave, (approximately April 12, 2016) and continue through June 30, 2016. Mrs. Ecke's last day of work will be February 12, 2016. She is expected to return to the classroom September 1, 2016. While out on an unpaid leave of absence, Mrs. Ecke will be responsible for paying the appropriate contribution towards her health insurance coverage.
5. **Deny - Unpaid Leave of Absence**
Move to deny an unpaid leave of absence, with the continuance of benefits, for the period of October 23, 2015 through January 22, 2016 for Kristen Gallagher, Health and Physical Education Teacher, Intermediate School.
6. **Substitute Teachers**
Move to approve Substitute Teachers for the 2015-2016 school year in accordance with the attached list dated October 16, 2015.
7. **New Job Description/Assistant Network Manager**
Move to approve a newly developed job description for an Assistant Network Manager, copy attached.
8. **Employee Termination**
Move to approve the termination of employee number 7831 effective October 20, 2015.
9. **Revision to Resignation Date**
Move to approve a revision to the resignation date for Jayne VanNosdall, Supervisor of English, Grades 6-12. Mrs. VanNosdall's resignation will be effective October 23, 2015, her last day of work. (Mrs. VanNosdall had been previously approved, at the September 1, 2015 work meeting, for a resignation date of October 29, 2015.)
10. **Issuance of Contracts**
Move to approve that contracts be issued to the following:

To fill a vacancy non-tenure track position:

Jeffrey Reng	Assistant Network Manager	\$60,000.00
	Technology Department/District-wide	Prorated
	Non-Tenure Track Position	
	Actual Start & Effective Dates: Pending criminal history background check.	

To fill a vacancy position:

Meaghan K. McDavitt	English Teacher	\$55,575.00*
	High School	Prorated
	Ocean Township High School	
	Actual Start & Effective Dates: Pending criminal history background check.	

(Mrs. McDavitt replaces Valarie Sorce who was hired to the position of Supervisor of English, Grades 6-12. *Salary is commensurate with the Township of Ocean School District Teachers' 2014-2015 salary guide and will be revised upon an accepted negotiated 2015-2016 salary guide.)

Motion(s) carried: 9-0

PLANNING & CONSTRUCTION: No Report

TECHNOLOGY: No Report

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENTS:

- Irene Gilman, member of association, read a statement regarding general displeasure with the Columbus Day Professional Development workshop that was held.

ADJOURNMENT: 9:15 p.m.

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

Respectfully submitted,

Kenneth Jannarone
School Business Administrator/
Board Secretary