TOWNSHIP OF OCEAN BOARD OF EDUCATION
WORK MEETING MINUTES
OCTOBER 7, 2014

CALL TO ORDER

Mrs. Sylvia Sylvia-Cioffi, 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

Mrs. Sylvia-Cioffi 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. Acerra, Mr. Angelini, Mr. Brautigan, Mr. Hadden, Mr. Long, Mrs. McGovern, Mr. Moore, Mrs. Parlamas and Mrs. Sylvia-Cioffi.
Staff in attendance - Mr. Jannarone and Dr. Stefankiewicz

Enter Executive Session – 7:00 p.m.
Approval: Motion offered by Mrs. McGovern, seconded by Mr. Long 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), Negotiations (TOEA) and Student Matters (H.I.B.). 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 take action upon returning to work session.

Adjourn Executive Session – 7:10 p.m.
Approval: Motion offered by Mrs. Parlamas, seconded by Mr. Moore and carried 9-0.
Move for the approval to adjourn from Executive Session and resume public session.

BOARD PRESIDENT'S REPORT: No Report

SUPERINTENDENT'S REPORT: Dr. Stefankiewicz
Dr. Stefankiewicz discussed the following item(s):

- Superintendent discussed "Week of Respect" and visits to schools.
- Superintendent discussed the Asbury Park Press as best bulletin board contest won by a teacher at Wayside school.
- New website transition is coming along and the timeline for the mobile application.

SCHOOL BUSINESS ADMINISTRATOR'S REPORT: Mr. Jannarone
Mr. Jannarone discussed the following item(s):

- Meeting with Vinnie Buttiglieri, Township Clerk, regarding polling places location changes.
- Annual audit almost complete and auditor will attend the November meeting.
- Sodexo to present update at next work meeting regarding changing regulations and the breakfast program.

PUBLIC COMMENT:

- Dr. Marwin Meller, Cedar Village resident, announced the Wednesday night referendum presentation to the Cedar Village community.

COMMITTEE REPORTS:
The Board of Education discussed committee items:

CO-CURRICULAR STUDENT ACTIVITES: No Report

COMMUNITY LIAISON & COMMUNICATIONS: Mr. Angelini
The following item(s) were discussed.

1. **Discussion: Board of Education 2014-2015 Goals**
   Board of Education and Administration discussed their goals for the 2014-2015 school year. Please find attached a copy of the progress report on the Board of Education goals for the 2013-2014 school year and a copy of the 2014-2015 district goals.

   The Administration will refine the discussed goals and will report back to the Board of Education.

FINANCIAL MANAGEMENT & RESOURCE SERVICES: Mr. Moore
The following item(s) were discussed:

1. **Discussion: Jointure Cooperative with MCESC: 2014-2015**
   The Board of Education and administration discussed the Township of Ocean School District in a transportation cooperative with Morris County Educational Services Commission as lead agency for transport of a special education student that resides in a group home in Morristown and to attend East Mountain School, Belle Mead, NJ for an anticipated amount of $14,580.

2. **Discussion: Pool Rental**
   Board of Education and administration discussed rental agreement for use of the pool facility at the Ronin Aquatics, LLC for high school swim team practices and swim meets for the 2014-2015 season for a total cost of $17,000. (See attached)

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

3. **LDTC Contract**
   Move to approve a contract with Delta T Group for a Learning Disabilities Teacher Consultant (LDTC) for 6.5 hours per day, at $52 per hour, 5 days a week. The contract for services will be in effect until June 30, 2015, on an as needed basis, and will begin pending criminal history clearance.

4. **Use of Facilities**
   Move to approve the use of facilities according to the attached list dated October 7, 2014.

Motion(s) for item(s) #3 and #4 carried: 9-0

INSTRUCTIONAL & EDUCATION: Mr. Long
The following item(s) were discussed:

1. **Discussion: Trip Requests**
   Board of Education and Administration discussed the following trip requests:

Group:	Social Studies Classes/High School
Number of Students:	46
Date:	Thursday, October 23, 2014 Departure time: 7:00 am Return time: 3:00 pm
Destination:	9/11 Memorial Museum New York City
Purpose:	Part of curriculum studies
Transportation:	1 Bus (Durham)
Teacher Chaperones:	5 (Paul Casner, Jean Collins, Bill Lynch, Barbra Ohlott-Weiner, and Art Wankmuller)
Parent Chaperones:	- 0-
Cost per pupil:	$27.00 (paid for by student)

Group:	Gifted and Talented/Grade 8
Number of Students:	27
Date:	Tuesday, November 18, 2014 Departure time: 8:30 am Return time: 4:30 pm
Destination:	Lincoln Arts Center & Nuryricon Cafe New York City
Purpose:	Students will participate in Poetry Slam Convocation
Transportation:	Private Bus – paid for by Gifted and Talented Consortium
Teacher Chaperones:	3 (Christine Haney and 2 more teachers, to be determined)
Parent Chaperone:	To be determined
Cost per pupil:	Paid for by Gifted and Talented Accounts

2. **Discussion: Attitude and Behavior Survey**
   Board of Education and Administration discussed participation by 6th, 9th and 12th grade students in the "Attitude and Behavior Survey." Over the past number of years, our school district has collaborated with the Ocean Township Department of Human Services in the administration of this important survey which is used to guide the development and implementation of programs and services in our community. An approval form will be sent home to parents. A copy of the survey is attached.

5. **Discussion: Graduation Requirements Class of 2016, 2017 and 2018**
   Board of Education and Administration discussed graduation requirements for the class of 2016, 2017, and 2018; see attached document from the Department of Education dated September 30, 2014.

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

3. **Suspension Report**
   Move to approve the District's Suspension Report for the month of September 2014, copy attached.

4. **Professional Development Activities – Staff**

Move to approve the attached memorandums (3) dated October 3, 2014 re: Staff Professional Development Activities in accordance with District Policy 6471and 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.

Motion(s) on items #3 and #4 carried: 9-0

Board of Education also discussed the Block Survey issued by the high school.

NEGOTIATIONS: No Report

PERSONNEL: Mrs. Parlamas
The following item(s) were discussed:

1. **Discussion: Employee Transfer**
   Board of Education and Administration discussed the following employee transfer effective January 1, 2015:

   Donna Emeric From: School Library Media Specialist
   Intermediate School
   To: School Library Media Specialist
   High School
   (Mrs. Emeric will replace Cathy Young who will retire January 1, 2015.)

3. Pulled from agenda.

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

2. **Unpaid Family Leave of Absence**
   Move to approve an unpaid family leave of absence for Johanna Scrivanic, Bus Driver, Transportation Department beginning at the conclusion of her eligible sick leave and continuing for a period of twelve (12) weeks. Mrs. Scrivanic's unpaid family leave will begin on October 17, 2014. She is expected to return to work on January 20, 2015. While out on an unpaid family leave of absence Mrs. Scrivanic will be responsible for paying the appropriate contribution towards her health insurance coverage.

4. **Substitute Teacher**
   Move to approve Eric Gallotto as a Substitute Teacher for the 2014 - 2015 school year. (Mr. Gallotto was previously approved at the September 30, 2014 work session pending criminal history background check. Clearance is in order.)

5. **Substitutes for the After School Help and Homework Center/Ocean Township Elementary**

School – 2014-2015 School Year

Move to approve Ashley Earl and Lauren Pembleton as Substitute Teachers for the 2014-2015 After School Help and Homework Center at Ocean Township Elementary School. The substitute teachers would work if one of the regular teachers were unavailable at a rate of $28.00 per hour.

6. **Resignation**

Move to approve the resignation of Erica Skurzewiski, Class Size Reduction Teacher, Ocean Township Elementary School effective October 2, 2014.

(Mrs. Skurzewiski had been approved at the September 30, 2014 work session of the Board pending criminal history background check.)

7. **Issuance of Contracts**

Move to approve that contracts be issued to the following:

To fill vacancy positions/non-tenure track positions:

*Leann Bishop	Instructional Assistant Wayside School Non-Tenure Track Position Actual Start Date: October 6, 2014 Effective Date: November 1, 2014	$23,118.00 prorated

(Newly budgeted position.)

*Cynthia A. Eager	Instructional Assistant Wayside School Non-Tenure Track Position Actual Start Date: October 6, 2014 Effective Date: November 1, 2014	$23,118.00 prorated

(Newly budgeted position.)

*Daryl Ann Imperato	Instructional Assistant Intermediate School Non-Tenure Track Position Actual Start Date: October 6, 2014 Effective Date: November 1, 2014	$23,118.00 prorated

*Previously approved at the August 26, 2014 regular monthly meeting pending criminal history background check. Clearance has been received.

8. **Class Size Reduction Teachers**

Move to approve the following Class Size Reduction Teachers for the 2014-2015 school year; 3 hours per day, $30.00 per hour.

Non-tenure track positions:

Alison L. Ross	Wayside Elementary School Actual Start Date: October 6, 2014

(Ms. Ross was previous approved at the September 16, 2014 regular monthly meeting pending criminal history background check. Clearance has been received.)

Maureen Mahaffey	Ocean Township Elementary School (pending criminal history background check

Motion(s) on items #2 and #4 thru #8 carried: 9-0

PLANNING & CONSTRUCTION: Mr. Hadden
The following item(s) were discussed:

1. **Discussion: December 9, 2014 Referendum**
   Board of Education and Administration discussed issues related to the December 9, 2014 referendum: such as a communications schedule and the agenda for the first public information session on October 8, 2014.

TECHNOLOGY: No Report

OLD BUSINESS:
- Enrollments from last year were discussed and further information will be provided.
- Ethnicity report request of schools
- Drama Club parental issues discussed

NEW BUSINESS: None

PUBLIC COMMENT:
- Florence Hauer, resident, asked about intra-test analysis and correlation to home life, cause and effect.

ADJOURN MEETING: **9:20 p.m.**
There being no further business Mrs. McGovern made a motion, seconded by Mr. Long, that the meeting be adjourned. This motion carried 9-0.

Respectfully submitted,

Kenneth Jannarone
School Business Administrator/
Board Secretary