

**TOWNSHIP OF OCEAN BOARD OF EDUCATION  
WORK MEETING MINUTES  
April 12, 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. Steven Clayton, Mr. James Dietrich, Mr. Joseph Hadden, Mr. David Marshall, Mrs. Amy McGovern, Mr. Sean Moore, Mr. Michael Palutis, Mrs. Denise Parlamas and Mrs. Sylvia Sylvia-Cioffi.

Staff in attendance – Mr. Jannarone, School Business Administrator and Dr. Stefankiewicz, Superintendent

**Enter Executive Session #1 – 7:02 p.m.**

*Approval: Motion offered by Mr. Hadden, seconded by Mrs. McGovern 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), Litigation (Bid Protest) and Negotiations (Non-Affiliated Employees). 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 #1 – 7:29 p.m.**

*Approval: Motion offered by Mr. Moore, seconded by Mrs. McGovern and carried 9-0.*

Move for the approval to adjourn from Executive Session and resume public session.

**PRESIDENT'S REPORT:** Mr. Hadden

Mr. Hadden discussed the following item(s):

- Spoke about the Heroin Forum scheduled for April 27<sup>th</sup> at the Ocean Township High School.

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

Dr. Stefankiewicz discussed the following item(s):

- Spoke about the PARCC testing at all schools.

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

Mr. Jannarone discussed the following item(s):

- The Township street sweeper was utilized over break to clean all of the school parking lots.
- Bond refunding going forward, will have resolutions for next week. (The district will realize an 80-100K savings)
- Water testing for lead results were negative for elevated levels indicating district drinking water is safe.

**PUBLIC COMMENT:**

- Batya Van Nostrand, parent, asked about Wanamassa construction progress. School Business Administrator discussed the construction meetings with the construction manager and contractor.

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- Paul Mayerowitz, resident, discussed the technology plan and the safety of the network from viruses, etc... Mr. Mayerowitz also asked about standards the Technology committee has established for the district.

### **COMMITTEE REPORTS:**

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

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

The following item(s) were discussed:

1. **Discussion: Televising of Board of Education Regular Meetings**

Board of Education and Administration discussed the possible televising of regular Board of Education meetings.

- Paul Mayerowitz, resident, discussed his view of indexing the audio on the website and not needing to see the video of the Board meetings.
- Dr. Marwin Meller, resident, spoke about his view on seeing or hearing the Board of Education meetings.
- Batya Van Nostrand, parent, suggested pod casting Board of Education meetings.

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

2. **Regulation**

Move to approve final revisions to the following regulation:  
Regulation 2624 – Grading System

3. **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 – March 22, 2016

Motion(s) for items #2 and #3 carried: 9-0

**FINANCIAL MANAGEMENT & RESOURCE SERVICES:** Mrs. McGovern

The following item(s) were discussed:

1. **Discussion: Budget 2016-2017**

Board of Education and Administration discussed the county review of the tentative 2016-2017 school budget.

2. **Discussion: Shared Services Agreement for Ice Hockey**

The Board of Education and Administration discussed approving the 2 year shared services agreement between the Township of Ocean Board of Education and Shore Regional Board of Education to continue the cooperative sports program for ice hockey within NJSIAA guidelines for the 2016-2017 and 2017-2018 winter ice hockey season(s). As per attached.

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3. **Discussion: NJSIAA Cooperative Ice Hockey Agreement**

The Board of Education and Administration discussed the 2 year cooperative agreement and application to the NJSIAA for the 2016-2017 and 2017-2018 winter ice hockey season(s).  
See attached.

4. **Discussion: Cooperative Agreements and Shared Service -2016-2017**

The Board of Education and Administration discussed renewal of Cooperative Pricing Agreements with Hunterdon County Educational Services Commission (HCESC) and Middlesex Regional Educational Services Commission (MRCPS) and Commodity Resale and Shared Services with County of Monmouth for 2016-2017.

5. **Discussion: Donation of Lacrosse Equipment**

Board of Education and Administration discussed the donation of lacrosse equipment, from Mr. Norman Greig, Sr., for the Ocean High School Girls Lacrosse team. The lacrosse equipment has a value of approximately \$250.

6. **Discussion: MOCSSIF 2016 Safety Grant Program:**

Board of Education and administration discussed the submission of the grant application for the 2016 Safety Grant Program through the NJSIG MOCSSIF Sub Fund for identified safety and security facility upgrades in the amount of \$14,205.00 for the period of July 1, 2016 thru June 30, 2017.

**INSTRUCTIONAL & EDUCATION:** Mr. Marshall

The following item(s) were discussed:

1. **Discussion: Summer School 2016**

Board of Education and Administration discussed using the New Jersey Virtual School as the provider for summer school services during the Summer of 2016, as outlined in the attached memorandum dated March 8, 2016.

The Superintendent discussed the summer school structure for next year for both high school and intermediate school levels.

2. **Discussion: High School – New Course Offerings for the 2016-2017 School Year**

Board of Education and Administration discussed new courses, to be offered to high school students, for the 2016-2017 school year in accordance with the attached memorandum dated March 22, 2016.

3. **Discussion: Trip Request**

Board of Education and Administration discussed the following trip request:

Group:	AP Microeconomics/Macroeconomics and AP Government & Politics
Number of Students:	48
Date:	Wednesday, June 1, 2016
	Departure time: 7:30 am
	Return time: 2:00 pm
Destination:	Philadelphia – National Constitution Center and US Mint,

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	North Independence Mall, Philadelphia New York City
Purpose:	Supporting curriculum studies
Transportation:	1 – Bus (Charter bus from Raitan Valley)
Teacher Chaperones:	3 (Paul Casner, Andrea Kahikina, and Susan Russo)
Parent Chaperone:	- 0-
Cost per pupil:	\$30.00 paid for by student

**4. Discussion: Observation**

Board of Education and Administration discussed the request of Lauren McEwan, a junior at the College of New Jersey to complete 25 hours of observation for Speech Therapy. Ms. McEwan will observe District speech therapists at the Wanamassa, Wayside and Ocean Township Elementary Schools during the period of May 23, 2016- June 10, 2016.

**5. Discussion: Scholastic Action Magazine Site Visit**

Board of Education and Administration discussed the request from Scholastic Action Magazine to make a site visit, for a period of three hours, on May 4, 2016, to the Township of Ocean Intermediate School. The purpose of the visit is to observe the ongoing implementation of Scholastic Action Magazine (online program), utilized in the Communications Lab by Mrs. Abramowitz. The representatives attending from Scholastic Action Magazine will be Sarah Brian, the magazine's Editor-in-Chief and Assistant Editors, Christopher Molicki and Jennifer Shotz.

**6. Discussion: Settlement Agreement & Release**

Board of Education and Administration discussed the attached Settlement Agreement and Release; student number 15-16-02.

**7. Discussion: Curriculum Work**

Board of Education and Administration discussed 2016 Summer Curriculum Writing in accordance with the attached memorandum dated April 8, 2016.

**8. Discussion: NJQSAC –Statement of Assurance and DPR's for 2015-2016**

Board of Education and Administration discussed the Statement of Assurance and the District Performance Reviews (DPR's) for the New Jersey Quality Single Accountability Continuum for the 2015-2016 school year, (letter dated March 22, 2016 and supporting documents are attached.)

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

**9. Alternate Placement - Out of District for the 2015-2016 School Year**

Move to approve an alternate placement of a student (#74932) at Choices (part of MOESC) beginning Monday, April 4, 2016 and continuing through the remainder of the 2015-2016 school year. Yearly tuition for the 2015-2016 school year is \$21,500.00 and will be prorated for the April to June placement.

**10. Professional Development Activities – Staff**

Move to approve the attached memorandum dated April 8, 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.

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

### **11. Suspension Report**

Move to approve the District's Suspension Report for the month of March 2016, copy attached.

Motion(s) on items #9 thru 11 carried: 9-0

Mr. Paul Mayerowitz, resident, asked about the student settlement agreement. Superintendent stated that it was a special education placement settlement.

Board of Education discussed the number of infractions on the suspension report. The Superintendent talked about plans on addressing the issue with the principals.

Superintendent and Board of Education discussed Summer School location and the Wanamassa, Wayside, and Ocean Township Elementary School camps, and other activities being affected by the summer construction.

**NEGOTIATIONS:** No Report

**PERSONNEL:** Mrs. Parlamas

The following item(s) were discussed:

#### **1. Discussion: Retirements**

Board of Education and Administration discussed the following retirements:

Michele LoConte, District Attendance Officer, effective July 1, 2016

Patricia Rose, Supervisor of Transportation, effective September 1, 2016

#### **2. Discussion: Maternity Leave – Second Year**

Board of Education and Administration discussed the requests of the following staff members to take a second year maternity leave of absence for the 2016-2017 school year:

Melissa Gissubel, Science Teacher, Township of Ocean Intermediate School

Laura Terlecksky, English Teacher, Ocean Township High School

#### **3. Discussion: Class-Size Reduction Teachers-Contracts Not Offered for the 2016—2017 School Year**

Board of Education and Administration discussed not to offer contracts to the following Class Size Reduction Teachers for the 2016-2017 school year:

Nicole Farina, Wayside Elementary School

Nicole Ippolito, Wayside Elementary School

Maureen Mahaffey, Ocean Township Elementary School

Cristy Molnar, Wanamassa Elementary School

#### **4. Discussion: Employees Not Offered Contracts for the 2016-2017 School Year**

Board of Education and Administration discussed not to offer contracts to the following employees

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for the 2016-2017 school year. During the 2015-2016 school year they were employed to fill non-tenure track positions: one-year maternity, one-year leave of absence or partial year positions:

Allison Schultz, English Teacher, Ocean Township High School  
Francesco DiMiceli, Mathematics Teacher, Township of Ocean Intermediate School  
Alyssa Galasso, Mathematics Teacher, Township of Ocean Intermediate School  
Samantha Hoffman, Science Teacher, Township of Ocean Intermediate School

**5. Discussion: Employees Not Offered Contracts for the 2016-2017 School Year**

Board of Education and Administration discussed not to offer contracts, due to staffing needs, to the following employees for the 2016-2017 school year

Nicholas Alvarez, Health & Physical Education Teacher (Part-time), Township of Ocean Intermediate School  
Vincenzo Franze, Health & Physical Education Teacher, Township of Ocean Intermediate School  
Eric Gallotto, Special Education Teacher, (Part-time), Ocean Township High School  
Libby Landman, Special Education Teacher, (Part-time), Ocean Township High School  
Mary Kate Shalhoub, Special Education Teacher, Township of Ocean Intermediate School

**6. Discussion: Contracts Not Offered for the 2016-2017 School Year**

Board of Education and Administration discussed not to offer contracts to the following employees for the 2016-2017 school year:

Marta Feliz, Special Education Teacher, Township of Ocean Intermediate School

**7. Discussion: Non-Tenured Custodian/Maintenance/Grounds**

Board of Education and Administration discussed the renewal of non-tenured Custodians, Maintenance, and Grounds Personnel for the fixed term of July 1, 2016 – June 30, 2017, in accordance with the attached list dated April 8, 2016.

**8. Discussion: Teacher and Administrator Recommendation List for the 2016-2017 School Year**

Board of Education and Administration discussed the teacher and administrator recommendation list, for the 2016-2017 school year, in accordance with the attached memorandum dated April 8, 2016.

**9. Discussion: Approval of Salaries for the 2016-2017 School Year**

Board of Education and Administration discussed salaries for the 2016-2017 school year for the following groups, in accordance with the attached lists dated April 8, 2016.

Administrators  
Bus Drivers  
Custodians, Grounds & Maintenance  
Instructional Assistants/Bus Aides  
Secretaries  
Teachers

**10. Discussion: Maternity Leave of Absence**

Board of Education and Administration discussed the request of Andrea Sarles, Guidance Counselor at Ocean Township High School, to take a maternity leave of absence for the 2016-2017 school year. Mrs. Sarles maternity leave will begin September 1, 2016 and end on June 30, 2017. Mrs. Sarles will be responsible for paying the appropriate contribution towards her health insurance coverage for the first 12-weeks of her maternity leave. Mrs. Sarles is expected to return to work on September 1, 2017.

**18. Discussion: Resignation**

Board of Education and Administration discussed the resignation of Erica Andresen, English Teacher, Ocean Township High School effective June 30, 2016.

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

**11. Revision to an Intermittent Unpaid Family Leave of Absence**

Move to approve a revision to a reduced/ intermittent unpaid family leave of absence, as designated under FMLA and NJFLA, for Valeria Anderson, World Language Teacher, High School to reflect an earlier return to work date. Dr. Anderson will return to work 5-days a week beginning Monday, April 11, 2016. (Dr. Anderson was originally approved at the March 1, 2016 work meeting to take unpaid leave on Mondays (only), for a twelve week period beginning February 29, 2016 and continuing through Monday, May 23, 2016. The reduced/intermittent leave reflected both a reduction in both weekly pay and work hours; from 7 hours a day, 5 days a week to 7 hours a day 4 days a week. This reduction did not affect Dr. Anderson's medical insurance coverage.)

**12. Issuance of Contract**

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

**To fill a vacancy position:**

Mary Kate Shalhoub	Special Education Teacher	\$53,955.00
	Intermediate School	Prorated
	Actual Start Date: March 24, 2016	BA/Step I
	Effective Date: April 1, 2016	

(Ms. Shalhoub replaces Nancy Redding who retired. Ms. Shalhoub was previously approved at the March 15, 2016 regular monthly meeting, pending criminal history background check. Her clearance has been received.)

**13. Custodial Substitute**

Move to approve Lisa Fiorentino as a Custodial Substitute for the 2016-2017 school year.

**14. Revised Bus Driver Salaries for the 2015-2016 School Year**

Move to approve revised salaries for Bus Drivers for the 2015-2016 school year in accordance with the attached list dated April 8, 2016.

**15. Instructional Assistant/Extracurricular Activity**

Move to approve Bonnie Zimmerman, an Instructional Assistant at the High School, to provide aide support to a high school student with disabilities on April 8, 2016. Mrs. Zimmerman will accompany the student to "International Night," an extracurricular night-time activity, for a total

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of 3 hours, (6:00 pm – 9:00 am). Mrs. Zimmerman will be paid at her hourly contractual rate.

### **16. Instructional Assistant/Extracurricular Activity**

Move to approve MaryAnn Rogers, an Instructional Assistant at the High School, to provide aide support to a high school student with disabilities on April 8, 2016. Mrs. Rogers will accompany the student to the “International Night,” an extracurricular night-time activity, for a total of 3 hours, (6:00 pm – 9:00 am). Mrs. Rogers will be paid at her hourly contractual rate.

### **17. Instructional Assistant/Extracurricular Activity**

Move to approve Sue MacDonald, an Instructional Assistant at the High School, to provide aide support to a high school student with disabilities on April 8, 2016. Ms. MacDonald will accompany the student to the “International Night,” an extracurricular night-time activity, for a total of 3 hours, (6:00 pm – 9:00 am). Ms. MacDonald will be paid at her hourly contractual rate.

Motions for items #11 thru #17 carried: 9-0

### **PLANNING & CONSTRUCTION: No Report**

### **TECHNOLOGY COMMITTEE: Mr. Dietrich**

The following item(s) were discussed:

#### **1. Discussion: Technology Plan for the 2016-2019 School Years**

Board of Education and Administration discussed the District’s Technology Plan for the 2016-2019 school years. Please find attached a copy of the Technology Plan and a copy of a memorandum (dated March 11, 2016) outlining the approval process guidelines.

Board of Education discussed the staff survey and training that will be available to the staff. They also discussed the technology infrastructure.

### **OLD BUSINESS:**

- Board of Education discussed the transgender policy; the law and letting students use the facilities they identify with.
- Public discussed the issue with transgender bathrooms and sports and the privacy issues that comes with it.

### **NEW BUSINESS: None**

### **PUBLIC COMMENT:**

- Paul Mayerowitz, resident, discussed technology plan and asking members from the public for their input on the plan and other committees.

### **Enter Executive Session #2 – 8:55 p.m.**

*Approval: Motion offered by Mr. Moore, seconded by Mrs. McGovern 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, Litigation (Loch Arbour versus Ocean Township) and Student Matters. It is anticipated at this time that the above stated subject(s) shall be made public at such time as



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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 #2 – 9:40 p.m.**

*Approval: Motion offered by Mrs. Sylvia-Cioffi, seconded by Mrs. McGovern and carried 9-0.*

Move for the approval to adjourn from Executive Session and resume public session.

**ADJOURN MEETING: 941 p.m.**

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

Respectfully submitted,

Kenneth Jannarone  
School Business Administrator/  
Board Secretary