

TOWNSHIP OF OCEAN BOARD OF EDUCATION
WORK MEETING MINUTES
August 25, 2015

CALL TO ORDER

Mrs. Denise Parlamas, 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. Parlamas 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. Robert Angelini, Mr. Clifford Brautigan, Mrs. Amy McGovern, Dr. Marwin Meller, Mr. Sean Moore, Mr. Michael Palutis, Mrs. Denise Parlamas, and Mrs. Sylvia Sylvia-Cioffi.

Mr. Joseph Hadden was absent.

Staff in attendance - Mr. Jannarone and Dr. Stefankiewicz

Enter Executive Session – 7:02 p.m.

Approval: Motion offered by Mrs. Parlamas, seconded by Dr. Meller and carried 8-0.

Move for the approval to enter Executive Session, in conformance with the Open Public Meeting Act, for the purpose of discussing: Personnel (Personnel agenda) and Litigation (Loch Arbour versus Township of Ocean) and Student Matters. 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 – 7:32p.m.

Approval: Motion offered by Dr. Meller, seconded by Mrs. McGovern, and carried 8-0.

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

PRESIDENT’S REPORT: Mrs. Parlamas

Mrs. Parlamas discussed the following item(s):

- School Boards notes about the Ethics Commission.

SUPERINTENDENT’S REPORT: Dr. Stefankiewicz

Dr. Stefankiewicz discussed the following item(s):

- Mya Lynn Terry charity fundraising event.

SCHOOL BUSINESS ADMINISTRATOR’S REPORT: Mr. Jannarone

Mr. Jannarone discussed the following item(s):

- GovDeals online auction to end tomorrow.
- Moved Custodial training due to the priority of finishing the cleaning which is behind because of ongoing construction projects.
- JCP&L and Louvers work that is needed to complete the HVAC project at Wanamassa and the Ocean Township Elementary schools.
- Security on the track to assure public does not interfere with replacement of the track.

PUBLIC COMMENT: None

COMMITTEE REPORTS:

Twp of Ocean BOE Work Meeting Minutes (continued) – August 25, 2015

The Board of Education discussed committee items:

CO-CURRICULAR STUDENT ACTIVITIES: No Report

COMMUNITY LIAISON & COMMUNICATIONS: Mr. Angelini

The following item(s) were discussed:

1. **Discussion: Policies & Regulations**

Board of Education and administration discussed the second reading of new policies and revisions/deletions to/of policies and regulations.

Policy 3152 – (new) Withholding an Increment

Policy 3161 – Examination for Cause

Policy 3211 – (new) Code of Ethics

Policy 3244 – In-Service Training (M)

Regulation 3244 – (new) In-Service Training (M)

Policy 5615 – (new) Suspected Gang Activity

FINANCIAL MANAGEMENT & RESOURCE SERVICES: No Report

INSTRUCTIONAL & EDUCATION: Mr. Brautigan

The following item(s) were discussed:

1. **Discussion: Alternate Placement – Out of District**

Board of Education and Administration discussed an agreement with Monmouth-Ocean Educational Services Commission for the placement of two Ocean Township High School twelfth grade students (#70635 and # 53311) at Crossroads, for the 2015-2016 school year. Crossroads is located in Monmouth County. Placement at Crossroads will begin on September 3, 2015. At some point during the year (date to be determined) the students could move to the Choices program for the remainder of the school year. The yearly cost for Crossroads is \$16,000.00 and Choices is \$21,500.00. MOESC will pro-rate the fee if and when the students on to Choices.

2. **Discussion: Student Observers**

Board of Education and Administration discussed Student Observers for the 2015 Fall semester in accordance with the attached memorandum dated August 21, 2015.

3. **Discussion: Administrative Internship**

Board of Education and Administration discussed an Administrative Internship for Julie Alexander, Social Studies Teacher, Intermediate School in accordance with the attached memorandum dated August 21, 2015.

4. **Discussion: Out of District Private Tuition for the 2015-2016 School Year**

Board of Education and Administration discussed out of district private tuition for the 2015-2016 school year in accordance with the attached memorandum dated August 20, 2015.

5. **Discussion: 2015-2016 District Goals & Objectives**

Twp of Ocean BOE Work Meeting Minutes (continued) – August 25, 2015

Board of Education and Administration discussed District Goals & Objectives for the 2015-2016 school year, copy attached.

NEGOTIATIONS: No Report

PERSONNEL: Mrs. McGovern

The following item(s) were discussed:

1. Discussion: Employee Suspension Without Pay

Board of Education and Administration discussed the suspension, without pay, for the period of August 10 through 14, 2015 of employee number 7685.

2. Discussion: Clerical Substitute and Substitute Instructional Assistant

Board of Education and Administration discussed hiring Monica Poniros as a Clerical Substitute and an Instructional Assistant Substitute for the 2015-2016 school year.

3. Discussion: Issuance of Contract

Board of Education and Administration discussed issuing a contract to the following:

To fill a vacancy position:

Vincenzo Franze	Health & Physical Education Teacher/ Part-time Intermediate School	\$22,211.00* BA/Step 1
	Actual Start Date: September 1, 2015	
	Effective Date: September 1, 2015	

(Mr. Franze replaces John Nacarlo who retired. *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.)

4. Discussion: Revised Contracts

Board of Education and Administration discussed issuing revised contracts to the following Security Monitors (non-tenure track positions). The three Security Monitors will be revised from part-time to full-time status effective September 1, 2015. The change reflects a revision in salary to that of \$22,000.00* each.

Joseph Heitz, Ocean Township Elementary School
Richard Chiaro, Wanamassa Elementary School
Steven Blecki, Wayside Elementary School

(*Salary will be revised after an accepted settlement.)

5. Discussion: Revised Contract

Board of Education and Administration discussed issuing a revised contract to the following employee effective September 1, 2015:

Timothy Jester From: Custodian I/Night Shift, Ocean Township Elementary School
 To: Head Custodian

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Ocean Township Elementary School	\$43,905.00*
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(Mr. Jester replaces John Fornicola who was transferred to the Intermediate School as Head Custodian. This is a revision in job title and salary. *Salary is commensurate with the Township of Ocean School District Custodians 2014-2015 salary guide and will be revised upon an accepted negotiated 2015-2016 salary guide.)

6. Discussion: Change in Assignment

Board of Education and Administration discussed the following assignment change effective September 1, 2015:

Rita Kondoleon From: French Teacher, Intermediate School
To: French Teacher, Intermediate School, Ocean Township,
Wanamassa, and Wayside Elementary Schools

(Mrs. Kondoleon will teach the first half of her day at the Intermediate School then go to one of the 3 elementary schools each afternoon.)

7. Discussion: Employee Transfer

Board of Education and Administration discussed the following employee transfer effective September 1, 2015:

Juan Sanchez	From: Custodian I/OTES	\$32,085.00
	To: Custodian I/Swing Shift/ High School & Wanamassa School	

8. Discussion: Class Size Reduction Teacher

Board of Education and Administration discussed hiring the following Class Size Reduction Teacher for the 2015-2016 school year; 3 hours per day, \$30.00 per hour:

Non-tenure track position:

Nicole Ippolito	Wayside Elementary School (Pending criminal history background check and release from current employer.)
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(Mrs. Ippolito replaces Alison Ross who moved to a part-time Basic Skills teaching position.)

9. Discussion: Volunteer Football Cheering Coach

Board of Education and Administration discussed using Brianne Brannigan as a volunteer football cheering coach for the 2015-2016 school year.

10. Discussion: Revision to an Unpaid Family Leave of Absence

Board of Education and Administration discussed a revision to an unpaid family leave of absence for Tammy Garrett, Elementary Classroom Teacher, Wayside School, to reflect the use of 10 weeks of unpaid family leave beginning at the conclusion of her eligible sick leave (September 18, 2015). Mrs. Garrett's last day of work was June 23, 2015. She is expected to return to the classroom on Wednesday, November 25, 2015. (Mrs. Garrett was originally approved, at the June 23, 2015 regular meeting, to take 12 weeks of unpaid family leave.)

11. Discussion: Declined - Offer of Employment

Board of Education and Administration discussed Lisa Burnup's decision to decline the Township

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of Ocean Board of Education's offer of employment as an Instructional Assistant. (Ms. Burnup had been approved at the August 11, 2015 work meeting, pending criminal history background check.)

12. Discussion: Substitute Teachers

Board of Education and Administration discussed hiring Substitute Teachers for the 2015-2016 school year in accordance with the attached list dated August 21, 2015.

13. Discussion: Additional Child Study Team- 2015 Summer Employment

Board of Education and Administration discussed additional Child Study Team employment for Summer 2015 in accordance with the attached memorandum dated August 20, 2015.

14. Discussion: Custodial Substitutes for the 2015-2016 School Year

Board of Education and Administration discussed hiring the following as Custodial Substitutes for the 2015-2016 school year:

Alex Brewer	Brian Jones
Frank Carson	Josefina Kapcio
James Cazeau	Robert Kowana
Harold Decker	Philius Monestime
Daryl Dunn	Scott Pembleton
Marilyn Eliades	Ronald Pearson
Carl Fleury	Jorge Puello
Kevin Foley	Nick Terranova
Thania Gallo	Sandra VanBrunt
Zachary Gerard	Jean Veillard
Nick Haberstroh	Leandro Zaragoza

15. Discussion: Playground Aides and Playground Aide Substitutes for the 2015-2016 School Year

Board of Education and Administration discussed hiring the following as Playground Aides and Playground Aide Substitutes for the 2015-2016 school year:

Ocean Township Elementary School

Cheryl DeGirolamo*
Natalie Maggio*
Joanne Prascsak

Substitutes

Gail Caruso
Terri Rogers
Debbie Siciliano

Wanamassa Elementary School

Jill Edelson
James Ianicelli
Brenda Karinja
Kathleen Kenney*

Wayside Elementary School

Meghan Alderiso
Christine Applegate
Ellen Berenberg**
Barbara D'Elia
Dana Dentino
Kelle DeSarno
Richard Kirk
Jamie Scerbo
Margie Seager*
Tina Shah
Maria Siano**
Marianne Tantrum
Karen Wegrzyniak*

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Kathy Savare
Joyce Solimene
Helen Wyckoff

*In addition, approved as a clerical substitute to work in the main office of the Elementary School copying instructional materials for teachers. **Approved to work the breakfast program. This is in alignment with the Playground Aide job description.

16. Discussion: Substitute Bus Drivers and Substitute Transportation Aides for the 2015-2016 School Year

Board of Education and Administration discussed hiring the following as Substitute Bus Drivers and Substitute Transportation Aides for the 2015-2016 school year:

Substitute Bus Drivers

Lars Bergrud
Gary Black – am only
Carol Brohmer – on call
Dan DeBenedetto
Dee D’Esposito – pm only - Bowling Team
Richard English
Lisa Gueringer
Lee Ann Gutierrez – pm - on call
Robert Massino

Substitute Bus Drivers (Continued)

James Page
Bob Paglia, Jr. – pm - on call
Jeffrey Reisler – pm only- Tennis Team
Robin Sanderson
Jerome Smith
Anthony Tomlinson
Josh Thompson – pm only
James Valente
Don Wilkens – pm - on call
Gisella Wood – pm - on call

Transportation Aides

Scott Broyles
Anthony Dudick
Pam Hellwege

Mission I Aides

Elaine Balzarano
Carol Rice

17. Discussion: Resignations

Board of Education and Administration discussed the following resignations:

Kristin Norton Special Education Teacher (Part-time)
 High School
 Effective: August 21, 2015

Melissa Torres Special Education Teacher (Part-time)
 Wayside School
 Effective: August 25, 2015

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Taylor Shanley Instructional Assistant
 Wanamassa School
 Effective: August 21, 2015

18. Discussion: Issuance of Contracts

Board of Education and Administration discussed issuing contracts to the following:

To fill vacancy positions:

Michele Ferrara Instructional Assistant – Part-time \$18,880.00*
 Wayside School Kindergarten Class Step 1
 Non-Tenure Track Position
 Actual Start & Effective Dates: Pending criminal history
 background check.)

(Ms. Ferrara replaces Heather Fonti who resigned. *Salary is commensurate with the Township of Ocean School District Instructional Assistant 2014-2015 salary guide and will be revised upon an accepted negotiated 2015-2016 salary guide.)

Heather G. Krueger Special Education Teacher \$57,005.00
 Intermediate School/ Fifth Grade-wing BA/Step 4-5
 Actual Start & Effective Dates: Pending criminal history
 background check & release from current employer.

(Mrs. Krueger replaces Raphael Tangalos who resigned. *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.)

Vincenzo Franze Health & Physical Education Teacher/ \$22,217.00*
 Part-time BA/Step 1
 Intermediate School
 Actual Start Date: September 1, 2015
 Effective Date: September 1, 2015

(Mr. Franze replaces John Nacarlo who retired. *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.)

To fill a replacement/non-tenure track position:

Allison Schultz English Teacher \$53,625.00*
 High School BA/Step 1
 Non-Tenure Track Position/Maternity Leave Replacement
 Actual Start & Effective Dates: Pending criminal history
 background check.

(Ms. Schultz replaces Laura Terlecksky who will be out on a maternity leave of absence for the 2015-2016 school year. *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.)

PLANNING & CONSTRUCTION: Mr. Palutis

The following item(s) were discussed:

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1. Discussion: Change Order – High School Bleacher/Press Box and Track Renovations Project

Board of Education and Administration discussed a change order for an additional walkway and other work to be provided in the amount of \$20,413.00, per Cypreco Industries, Neptune, for the Ocean Township High School Bleacher/Press Box and Track Renovations project, as per the attached.

TECHNOLOGY COMMITTEE: No Report

OLD BUSINESS:

- Board of Education and administration discussed Instructional Aide training.

NEW BUSINESS:

- Board of Education discussed the upcoming play of ‘Pippin’ at the high school.
- Board of Education discussed demographics of classrooms.
- Board of Education discussed security plan for the administration building.

PUBLIC COMMENT: None

ADJOURN MEETING: 7:59 p.m.

There being no further business Dr. Meller made a motion, seconded by Mrs. Sylvia Sylvia-Cioffi, that the meeting be adjourned. This motion carried 8-0.

Respectfully submitted,

Kenneth Jannarone
School Business Administrator/
Board Secretary