

**MINUTES OF THE REGULAR MONTHLY MEETING  
TOWNSHIP OF OCEAN  
FEBRUARY 16, 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, February 16, 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, Mr. David Marshall, Mrs. Amy McGovern, 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:

- Sophomore Lock-In next week.
- SAT classes at night.
- Drama Club Valentine's night fashion show.
- Winter sports teams update.

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

Dr. Stefankiewicz discussed the HIB incidents and the disciplinary results.

Dr. Stefankiewicz discussed and gave a presentation on the school calendar, how one is constructed, and the difficulties associated with making a school calendar.

Dr. Stefankiewicz reported on the following student awards:

Ocean Township High School FCCLA members attended the 2015 Fall Leadership Conference at the Pines Manor in Edison on November 23, 2015. The following students: Candice Mattia, FCCLA President and Meinca Pinchinat competed and won a Gold Metal in the ‘Cupcake Challenge’ (their secret ingredient was lemon). Competing in the ‘Caregiver Carry All event’ were Emily Halsey and Jilian Roebuck and they placed with a bronze medal, they had to bring a bag packed with games, activities, snacks, that a caregiver would need to occupy a young child. Yaksh Yerkala competed in ‘Lessons in Leadership’, and while he didn't receive a medal, he did attend a leadership workshop and is currently the VP of FCCLA. Irene Gilman is FCCLA advisor.

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Whitney Butterfield, 8<sup>th</sup> grade student, was Third Place winner in the January Asbury Park Press Student Voice Essay Contest. The title of Whitney’s paper – “Petrified by ‘intruder’ in middle of night.”  
Whitney’s Language Arts Teacher is Joanne Devito.

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Our District’s Spelling Bee was organized by Mrs. Eleanor Hughes, Supervisor Language Arts, Social Studies, K-5 and Valerie Sorce, Supervisor, English 6-12.

Winners are:

Hannah Molyneux – 4<sup>th</sup> grade – Wanamassa - teacher: Ryan Pringle

Osiris Hundley - 4<sup>th</sup> grade - OTES - teacher: Patrick O'Neill

Joshua Leavitt - 4<sup>th</sup> grade - Wayside - teacher: Meghan Ann Doyle

Elliot Topper – 1<sup>st</sup> place, 7<sup>th</sup> grade – teacher: Cathy Musselman

Dane Tedder – 2<sup>nd</sup> place, 8<sup>th</sup> grade – TOIS – teacher: Joanne DeVito

Vivianna Ayuso – 3<sup>rd</sup> place, 6<sup>th</sup> grade - TOIS – teach: Stephanie Horton

Winners and alternates have been supplied with copies of the Scripps *Spell-It!* study word list and are preparing for their next level of competition. Should a winner be unable to attend the *Spelldown*, the alternate would represent the respective school at the *Spelldown* instead. Spelldown will take place March 14 and 15, 2016 (snow date, March 16) in the Pollak Auditorium at Monmouth University.

Alternates to attend are:

Seth Bautista, 8<sup>th</sup> grade

Daniel Boles, 5<sup>th</sup> grade

Sebastian Gonzalez, 8<sup>th</sup> grade

Sara Huang, 8<sup>th</sup> grade

Angelie Cruz Medina, 5<sup>th</sup> grade

Regan Teilly, 7<sup>th</sup> grade

Noah Rediker, 6<sup>th</sup> grade

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**PUBLIC COMMENTS-AGENDA:**

- Mrs. Carol Alto, resident/parent, asked about losing state aid, if you go below 180 days on the student calendar.
- Jennifer Hoyle, staff member, asked about utilizing ½ days of professional development. The Superintendent discussed the high need of professional development in the district.

- Emily Eisenbarth, staff member, asked about the community, its changes through the years and their desire for holidays during the year.
- Paul Mayerowitz, Cedar Village resident, asked if snow days are not used, would they be given back. Superintendent discussed his preference. Mr. Mayerowitz also asked about the past 13 years and the amount of days used in the past.
- Marie Bonenfant, parent, asked about the issues of adding days back and student attendance on those days.
- Mike Reilly, TOEA President, asked about teachers need to work the full calendar. He also asked about the proposed half day on Christmas.
- Lorri Ann Wahlgren, teacher, asked about the number of days and the quality of education and the improving of education on all schools days.
- Marie Bonenfant, parent, asked about the possibility of making up days from home. The Superintendent discussed the state law and the possibility in the future.
- Lara Shapiro, TOIS teacher, asked about the staff development issues and the SIP committee.

**APPROVAL OF BILLS:** Mr. Moore

Mr. Moore made a motion, seconded by Mrs. Sylvia-Cioffi, for approval of the following paid items:

Bills List	February 16, 2016	4,543,910.13
Payroll	January 29, 2016	2,045,711.36
Employer FICA & DCRP	January 29, 2016	37,880.60
Payroll	February 12, 2016	2,077,525.78
Employer FICA & DCRP	February 12, 2016	<u>42,228.32</u>
	Total	<u>\$8,747,256.19</u>

Motion(s) carried: 9-0

**COMMITTEE REPORTS:**

**CO-CURRICULAR STUDENT ACTIVITIES:** None

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

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

1. **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 – February 9, 2016

2. **Policy(s)**

Move to approve the second and final reading of revisions to policy(s).

Policy 9160 – Public Attendance at School Events

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 # 6 - Presented February 2, 2016

Motion(s) carried: 9-0

The Board of Education thanked Mr. Clayton and Mr. Palutis for bringing forward their suggestion to modify the policy to allow active and veteran service members to attend athletic events free of charge.

**FINANCIAL MANAGEMENT & RESOURCE SERVICES:** Mr. Moore

Mr. Moore made a motion, seconded by Mr. Clayton, 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 January 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 January 31, 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 final REPORT OF THE SECRETARY and upon consultation with the appropriate officials, certify that as of January 31, 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 final Board Secretary's Report and Treasurer of School Monies Report, which said reports are in agreement for the month ending January 31, 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, January 31, 2016 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 January 2016:**  
**Fire Drill**

Ocean Township High School .....	January 8, 2016
Twp. of Ocean Intermediate School .....	January 7, 2016
Ocean Township Elementary School .....	January 15, 2016
Wanamassa Elementary School .....	January 7, 2016
Wayside Elementary School .....	January 7, 2016

**Lockdown/Active Shooter Drill**

Ocean Township Elem. School .....	January 28, 2016
Wanamassa Elem. School .....	January 28, 2016

**AED Alert Drill**

Twp. of Ocean Intermediate School .....	January 15, 2016
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**Evacuation Drill**

Wayside Elem. School .....	January 22, 2016
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**Tabletop Security Drill**

Ocean Township High School. ....	January 29, 2016
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4. **Use of Facilities**

Move to approve the use of facilities according to the attached list dated February 16, 2016.

5. **Ocean Township Little League Partnership (OTLL)**

Move to approve the partnership with OTLL regarding use of the baseball field at 163 Monmouth Road (Administration Building). See attached contract.

6. **School Bus Van**

Move to approve the purchase of one (1) 2005 GMC, 24 passenger, Savana School Van from the Bayshore Jointure commission in the amount of \$8,000.

7. **School Buses**

Move to approve the purchase of two (2) Type D, 54 passenger, 2017 Blue Bird all American school buses. The purchase will be from Hoover Truck Centers Flanders, NJ and will be awarded as per item #10 in the Middlesex Regional Education Services Commissioner co-operative bid opened on October 14, 2015, in the amount of \$96,010, for a total of \$192,020.

Motion(s) carried: 9-0

**INSTRUCTION & EDUCATION:** Mr. Marshall

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

1. **2016-2017 School Calendar**

Move to approve the 2016-2017 school calendar (for teachers and students), copy attached.

Mr. Hadden, Board President, thanked the Superintendent for his hard work on the calendar and voiced the boards support for it.

2. **Student Observers**

Move to approve student observers for the 2015-2016 school year in accordance with the attached memorandums (3) dated January 15, February 5 & 12, 2016.

3. **Professional Development Activities – Staff**

Move to approve the attached memorandum dated February 12, 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.

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

4. **Trip Request**

Move to approve the following trip request:

Group:	TOIS Band/Grades 7 & 8
Number of Students:	65
Date:	Thursday, June 2, 2016
	Departure time: 8:00 am
	Return time: 7:00 pm
Destination:	Band Performance at Calgary Temple followed by a day at Dorney Park, Allentown, PA
Purpose:	Performance
Transportation:	2 Buses (Durham)
Teacher Chaperones:	1 (Deborah Sfraga)
Parent Chaperones:	To be determined
Cost per pupil:	\$75.00 (paid for by student)

5. **Addendum to Out of District Private Tuition for the 2015-2016 School Year**

Move to approve an addendum to out of district private tuition for the 2015-2016 school year in accordance with the attached memorandum dated February 10, 2016.

6. **Overnight Trip Request**

Move to approve the following overnight trip request:

Group:	* Varsity Wrestling Team
Number of Students:	Qualifying Wrestlers – number to be determined
Date:	Friday, March 4th through Sunday, March 6th - 2016
Destination:	Atlantic City
Purpose:	Individual State Tournament
Transportation:	Students will travel to Atlantic City in their own vehicles, with their parents or with the coaches. Permission slips will be signed prior to going. They will return home with their parents.
Teacher Chaperones:	4 (Coaches)
Cost:	For the rooms (3 rooms- one for coaches, two for athletes) at

Bally's - \$336.92 per reservation/total amount \$1,010.76.

The Athletic Department Budget will be responsible for the cost  
as it is an extension of the season for individual state qualifiers.

(\*This trip is based on the assumption that we have wrestlers who will qualify at the  
Regional Tournament held on February 24th, February 26th, and February 27th.)

Motion(s) carried: 9-0

**NEGOTIATIONS:** No Report

**PERSONNEL:** Mrs. Parlamas

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

1. **Retirements**

Move to approve the following retirements effective, July 1, 2016:

Irene Gilman, English Teacher, High School  
Diane Iamello, Elementary Teacher, Ocean Township Elementary School  
Donna Lynn Manning, Elementary Teacher, Wanamassa Elementary School  
Dr. Frank Mastellone, Science Teacher, Ocean Township High School  
Lisa Parrella, Elementary Teacher, Wanamassa Elementary School  
Gale M. Phillips, Elementary Teacher, Wayside Elementary School  
Nydia Pola, Secretary III, Ocean Township Elementary School  
Donna Weldon, Elementary Teacher, Ocean Township Elementary School

2. **Clerical Substitute for the 2015-2016 School Year**

Move to approve Patricia Bartlett as a Clerical Substitute for the 2015-2016 school year.

3. **Clerical Substitute for the 2016-2017 School Year**

Move to approve Eleanor Goslin, effective March 1, 2017, as a Clerical Substitute for the  
2016-2017 school year.

4. **Instructional Assistant/Spring Track**

Move to approve JoseMaria Olaguera, an Instructional Assistant at the Intermediate School, to  
provide aide support to an Intermediate School student (8th grade) with disabilities participating  
in Spring Track. Mr. Olaguera will be paid at his hourly contractual rate. During the period of  
March 14, 2016 through late May 2016 Mr. Olaguera will shadow the student/Spring Track team  
member after school and on weekends, in accordance with the Spring Track program's practice  
and meet schedule.

5. **Substitute Teachers**

Move to approve Substitute Teachers for the 2015-2016 school year in accordance with the  
attached list dated February 12, 2016.

6. **Volunteer Coaches**

Move to approve the following as Volunteer Coaches for the 2015-2016 school year:

Tom Ryan, Boys' Lacrosse  
Paul David Vandermark, Golf

7. **Issuance of Contracts**

Move to approve that contracts be issued to the following:

**To fill a vacancy position:**

Libby Landman	Special Education Teacher/Part-time	\$26,978.00
	High School	BA/Step 1
	Actual Start Date: February 11, 2016	Prorated
	Effective Date: March 1, 2016	

(Ms. Landman replaces Ms. Algisa Bolin who transferred to a full-time teaching position. Ms. Landman was previously approved, at the January 19, 2016 regular monthly meeting, pending criminal history background check and issuance of teaching certificate from the NJ Department of Education. Both have been received.)

**To fill a vacancy/non-tenure track position:**

Ronald Pearson	Custodian I/Night Shift	\$32,540.00
	Wanamassa Elementary School	Step A
	Non-Tenure Track Position	Prorated
	Actual Start & Effective Dates: Pending release from current employer and criminal history background check.	

(Mr. Pearson replaces Tyrone Smith who resigned.)

8. **Revised Contract**

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

**To fill a vacancy position:**

MaryAnn Kronitz	Head Custodian	\$47,400.00
	Wanamassa Elementary School	Custodian I/Step 15
	Actual Start Date: March 1, 2016	Prorated
	Effective Date: March 1, 2016	

(Mrs. Kronitz replaces Antonia Johnson who retired. This is a revision in job title and salary. Salary reflected above includes a stipend for head custodian.)

Motion(s) carried: 9-0

**PLANNING & CONSTRUCTION:** No Report

**TECHNOLOGY:** Mr. Palutis

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

1. **Managed Printing Services Contract**

Move to approve Stewart Business Systems (a Xerox Company) to provide managed printing services to the district at an amount of \$2,298.45 monthly. This reflects an annual savings of \$4,393.08, as per the attached proposal.



Motion(s) carried: 9-0

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**PUBLIC COMMENTS:**

- Jessica Georgio, parent, asked about the possibility of audio taping of meetings.
- Barbara Hudson, resident, stated her views about gender identity and students faced with those issues.

**ADJOURNMENT: 9:24 p.m.**

There being no further business, Mrs. Parlamas made a motion, seconded by Mrs. Sylvia-Cioffi, that the meeting be adjourned. This motion carried 9-0.

Respectfully submitted,

Kenneth Jannarone  
School Business Administrator/  
Board Secretary