

**TOWNSHIP OF OCEAN BOARD OF EDUCATION
WORK MEETING MINUTES
February 9, 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, Dr. Stefankiewicz, Superintendent, Marion Conrad, Asst. Superintendent-Curriculum & Instruction and Michael Hall, District Network Administrator.

Enter Executive Session – 7:02 p.m.

Approval: Motion offered by Mrs. Parlamas, seconded by Mr. Hadden 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 (Loch Arbour versus Township of Ocean School District) and Student Matter. 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 – 7:26 p.m.

Approval: Motion offered by Mrs. McGovern, seconded by Mr. Clayton 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):

- Looking into Block Scheduling results and will be addressed on a future agenda.

SUPERINTENDENT'S REPORT: Dr. Stefankiewicz

Dr. Stefankiewicz discussed the following item(s):

- Reviewed and discussed the proposed school calendar. The Board of Education discussed the options for the 2016-2017 school year.
- Senator Jennifer Beck regarding the Heroin Forum on March 9th at the high school.
- 'Meet the Superintendent Night' at Wanamassa, discussed attendance and issues that were reviewed.
- Discussed preliminary state testing results.

SCHOOL BUSINESS ADMINISTRATOR'S REPORT: Mr. Jannarone

Mr. Jannarone discussed the following item(s):

- Bayshore Bus – will be on agenda next week for purchase.

PUBLIC COMMENT: None

COMMITTEE REPORTS:

The Board of Education discussed committee items:

CO-CURRICULAR STUDENT ACTIVITIES: No Report

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COMMUNITY LIAISON & COMMUNICATIONS: Mrs. Sylvia-Cioffi

The following item(s) were discussed:

1. **Discussion: Policies**

Board of Education and administration discussed the first reading of possible revisions to policy(s).

Policy 9160 – Public Attendance at School Events

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

2. **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 2, 2016

Motion(s) for item #2 carried: 9-0

FINANCIAL MANAGEMENT & RESOURCE SERVICES: Mr. Moore

The following item(s) were discussed:

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

Board of Education and administration continued budget discussions for the 2016-2017 budget.

Marion Conrad, Asst. Superintendent of Curriculum & Instruction and Michael Hall, District Network Administrator, were in attendance and discussed the technology budget and technology staffing levels.

2. **Discussion: Ocean Township Little League Partnership (OTLL)**

Board of Education and administration discussed the partnership with OTLL regarding use of the baseball field at 163 Monmouth Road (Administration Building). See attached contract.

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

3. **Use of Facilities**

Move to approve the use of facilities according to the attached list dated February 9, 2016.

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

INSTRUCTIONAL & EDUCATION: Mr. Marshall

The following item(s) were discussed:

1. **Discussion: Student Observers**

Board of Education and Administration discussed student observers for the 2015-2016 school year in accordance with the attached memorandum dated February 5, 2016.

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

2. **Suspension Report**

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Move to approve the District's Suspension Report for the month of January 2016, copy attached.
Board of Education discussed the suspension report.

3. Professional Development Activities – Staff

Move to approve the attached memorandum dated February 9, 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.

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

NEGOTIATIONS: No Report

PERSONNEL: Mrs. Parlamas

The following item(s) were discussed:

1. Discussion: Retirement

Board of Education and Administration discussed the following retirements effective, July 1, 2016:

Donna Lynn Manning, Elementary Teacher, Wanamassa Elementary School
Lisa Parrella, Elementary Teacher, Wanamassa Elementary School
Donna Weldon, Elementary Teacher, Ocean Township Elementary School

2. Discussion: Instructional Assistant/Spring Track

Board of Education and Administration discussed using Jose Maria 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. Discussion: Retirements

Board of Education and Administration discussed the following retirements effective July 1, 2016.

Diane Iamello, Elementary Teacher, Ocean Township Elementary School
Dr. Frank Mastellone, Science Teacher, Ocean Township High School
Nydia Pola, Secretary III, Ocean Township Elementary School

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

3. Substitute Teacher for the 2015-2016 School Year

Move to approve Nicholas Alvarez as a Substitute Teacher for the 2015-2016 school year.

4. Issuance of Contract

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

To fill a vacancy position:

Nicholas Alvarez	Health & Physical Education Teacher	\$22,354.00
	Part-time	Prorated
	Intermediate School	BA/Step I
	Actual Start & Effective Dates: Pending criminal history background check.	

(Mr. Alvarez replaces Vincenzo Franze who moved to a full time position.)

6. Issuance of Contracts

Move to approve that contracts be issued to the following:

To fill a vacancy position:

Cristina Pesce	Italian Teacher	\$53,955.00
	High School	Prorated
	Actual Start Date: March 1, 2016	BA/Step 1
	Effective Date: March 1, 2016	

(Mrs. Pesce replaces Maria Stanton who will retire on March 1, 2016.)

To fill a vacancy non-tenure track position:

James Sheppard	Computer Technician/ Level I	\$35,000.00
	District-wide	Prorated
	Non-Tenure Track Position	
	Actual Start & Effective Dates: Pending criminal history background check.	

(Mr. Sheppard replaces Andrew Spaeth who resigned.)

7. Revised Contract

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

Rudolph Waldinger From: Computer Technician/Level I (Part-time)

To:	Computer Technician/Level I (Full-time)	\$35,000.00
	District-wide	Prorated
	Non-Tenure Track Position	
	Actual Start & Effective Dates: March 1, 2016	

(Mr. Waldinger replaces Kevin Watkins who moved to a Level II Computer Technician position. Revision reflects a change in work hours from part-time to full-time and an increase in salary.)

8. Instructional Assistant/Extracurricular

Move to approve using Mary Ann Rogers, an Instructional Assistant at the High School, to provide aide support to a High School student with disabilities on February 5, 2016 and February 11, 2016. Mrs. Rogers will accompany the student to extracurricular night-time activities (OTHS Choir karaoke and OTHS Dram Club Valentine's fundraiser), for a total of 8 hours. Ms. Rogers will be paid at her hourly contractual rate.

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Motion(s) for items #3, 4 and 6 thru 8 carried: 9-0

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

1. **Discussion: Referendum**

P.W. Moss & Associates and Solutions Architecture were in attendance and discussed the bid openings for:

1. Unit Ventilators Upgrades for the High School and Wayside Elementary School
2. Wayside Elementary School Addition and Partial Interior Alternations, bid that was delayed.

Mr. Dietrich made a motion, seconded by Mrs. McGovern to approval of the following:

2. **Bid Award: Unit Ventilators Upgrades for Ocean Township High School & Wayside Elementary School**

Move to reject all bidders for UV upgrades at Ocean Township High School and Wayside Elementary School submitted February 9, 2016 at 10:00 a.m., as per the attached bid results. Bids are being rejected due to all bids exceeding the district budget estimate.

Bids were opened on February 9, 2016 at 10:00 a.m. in the Administration Building Auditorium.

Motion carried: 9-0

TECHNOLOGY COMMITTEE: Mr. Palutis
The following item(s) were discussed:

1. **Discussion: Managed Printing Services Contract**

Board of Education and administration discussed a managed printing services proposal for the Township of Ocean School District as per attached.

OLD BUSINESS:

- Banner backdrop for the regular Board meetings will be utilized in the auditorium.

NEW BUSINESS: No report

PUBLIC COMMENT: None

ADJOURN MEETING: 10:22 p.m.

There being no further business Mrs. Parlamas 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