REGULAR MEETING ATTACHMENTS JANUARY 19, 2016

FINANCIAL MANAGEMENT RESOURSE SERVICES COMMITTEE

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Total Current Appropriation Adjustments

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<u>.</u>	Description	Account# Account Description	scription	Date	User	Amount	Adjustment	Balance
		Currer	Current Appropriation Adjustments	djustment	S			
3086	BT: DEC-001	11-000-2700-16005-00-00 BUS DRIVER F	BUS DRIVER REG TO/FRM SC	12/09/2015	GSTONE	\$824,005.00	\$10,500.00	\$834,505.00
	BT: DEC-001		BUS DRV SPECIAL TO/FRM	12/09/2015	GSTONE	\$172,275.00	\$17,400.00	\$189,675.00
	BT: DEC-001		S O/T SPEC	12/09/2015	GSTONE	\$75,000.00	(\$9,000.00)	\$66,000.00
	BT: DEC-001	BUS DRIVER	EXTRA CURR	12/09/2015	GSTONE	\$65,000.00	(\$25,000.00)	\$40,000.00
	BT: DEC-001		S & MAINT.	12/09/2015	GSTONE	\$475,000.00	(\$10,000.00)	\$465,000.00
	BT: DEC-001		CONTRTRANSRV AID IN LEIU	12/09/2015	GSTONE	\$110,000.00	\$9,000.00	\$119,000.00
	BT: DEC-001		CONTRIRANS TO/FROM SCH	12/09/2015	GSTONE	\$475,000.00	\$5,000.00	\$480,000.00
	BT: DEC-001		N SRV SPECED	12/09/2015	GSTONE	\$260,000.00	\$25,000.00	\$285,000.00
	BT: DEC-001	TRANS MISC	PURCH SERV	12/09/2015	GSTONE	\$8,000.00	(\$5,900.00)	\$2,100.00
	BT: DEC-001	-	JLINE	12/09/2015	GSTONE	\$225,000.00	(\$17,000.00)	\$208,000.00
				Total for	Total for Adjustment #	980000	\$0.00	
0087	BT: DEC-002	11-000-2910-24100-10-25 OTH RTIRMN	OTH RTIRMNT CONTRIB REG	12/15/2015	GSTONE	\$875,000.00	\$27,069.00	\$902,069.00
	BT: DEC-002		GROUP HEALTH INSURANCE	12/15/2015	GSTONE	\$8,172,500.00	(\$27,069.00)	\$8,145,431.00
				Total fo	Total for Adjustment #	000087	\$0.00	
70001	RT: DEC-003	11-000-2190-39003-10-38 CST DPD SR\	>	12/17/2015	GSTONE	\$30,104.00	(\$6,000.00)	\$24,104.00
	BT: DEC-003		ATRL	12/17/2015	GSTONE	\$5,390.00	\$6,000.00	\$11,390.00
				Total fo	Total for Adjustment #	160000	\$0.00	
30092	BT: DEC-004	11-000-2700-51301-07-37 CONTR TRAN	CONTR TRANSP SERV JOINT	12/17/2015	GSTONE	\$4,000.00	\$10,700.00	\$14,700.00
	BT: DEC-004	11-110-1000-10102-00-00 KINDER SUB TCHR SAL	3 TCHR SAL	12/17/2015	GSTONE	\$16,188.00	(\$10,700.00)	\$5,488.00
				Total fo	Total for Adjustment#	000092	\$0.00	
76000	BT: DEC-005	11-000-2210-61006-06-05 SUPPLIES - S	SUPPLIES - SUPERVISOR	12/23/2015	GSTONE	\$510.00	(\$30.00)	\$480.00
	BT: DEC-005	11-190-1000-58001-06-05 TRAVEL LA & SS K-6	& SS K-6	12/23/2015	GSTONE	\$100.00	\$30.00	\$130.00
	BT: DEC-005	11-190-1000-61006-05-05 REG INSTR E	REG INSTR ENG SUP WAY	12/23/2015	GSTONE	\$37,290.00	(\$3,000.00)	\$34,290.00
	BT: DEC-005	11-190-1000-64001-05-05 REGINSTRE	REGINSTR ENG TXTBK WAY	12/23/2015	GSTONE	\$3,910.00	\$3,000.00	\$6,910.00
				Total fo	Total for Adjustment #	760000	\$0.00	

Office of the School Business Administrator Township of Ocean School District January 19, 2016

REQUESTS FOR USE OF SCHOOL FACILITIES

Twp of Ocean DHS

OTES, Cafeteria, Gym, Playground March 25, 28, 29, 30, & 31, 2016 April 1, 2016 6:45 am – 6:15 pm Purpose: Holiday Care Program

Use of Facility Fee: \$0.00

Custodial Reimbursement: \$1,040.00

INSTRUCTION & EDUCATION

Township of Ocean Schools



MEMORANDUM FOR: James Stefankiewicz, Ed. D.

FROM:

Melody Ragle

RE:

N.J.A.C. 6A:23B-1.2(c)3

DATE:

January 15, 2016

CC:

Marion Conrad, Ken Jannarone

Below are Professional Development Activities in accordance with District Policy 6471 and NJAC 6A:23B for BOE approval. The attendance at said activity 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.

Last	First	Subject	Title	Date	Fee*
DellaPesca	Cassie	Phys Ed/Health	2016 NJAHPERD*** Annual Convention - Long Branch	2/22- 23/2016	\$150.00**
Abramson	Nicole	Music	NJMEA**** Music Conference - New Brunswick	2/18- 20/2016	\$165.00**
O'Malley	Donna	Child Development	2016 Conference for NJ PreK Teachers - Atlantic City	1/22/16	\$242.00**
Ohlott- Weiner	Barbra	History	34th Annual Colloquium - Brookdale	5/11/16	\$5.00**
Tuohy	Jennifer	5th gr	Advisory Through Team Building - Arleth ES - Sayreville NJ	2/28/16	**
Haney	Christine	G&T	Cord.org - K - 5 Workshop - Belmar	2/29/16	**
Volek	Amy	PreK	Effective Instructional Strategies: Achieving Academic Success - Trenton	2/4/16	**
Dente	Sharon	Instructional Aide	High Functioning Autism and Anxiety - RPDA****	5/31/16	**
Lister	Pam	French	Podcasting - Brookdale	2/11/16	**
Dente	Sharon	Instructional Aide	Teaching Students with Autism to Ask Question/Not Answer – RPDA****	4/12/16	**
Amato	Chris	Asst Principal	Advisory Through Team Building - Arleth ES - Sayreville NJ	1/28/16	n/a
Kreiger	Brittany	Guidance	Advisory Through Team Building - Arleth ES - Sayreville NJ	1/28/16	n/a

**Substitute Pay of \$85 per day

^{*} Registration fees are supported by local professional development funds and Title IIA of NCLB

^{***}NJ Assn for Health Physical Education Recreation and Dance

^{****}Regional Professional Development Academy

^{*****}NJ Music Educator's Assn

Township of Ocean Schools



MEMORANDUM FOR:

James Stefankiewicz

FROM:

Janet Forino

DATE:

January 8, 2016

RE:

Student Observers

Please present for Board Approval at the next scheduled board meeting the student observers listed below.

Jeffrey Brace Drexel U

10 hours

Wayside Amy Steckhahn Melissa Gerwer

Brookdale 60 hours

OTES

Lauren Argyelan

Lisa Conner Brookdale 60 hours **OTES**

Kevin Ruane

Leif Petterson

Brookdale 60 hours Wanamassa

Kristin Poniros

Sunbal Jamshed

Brookdale 60 hours Wanamassa

Noreen Cavaliere/Andrea Donner

Nicole Seitz Monmouth U 20 hours OTHS

Brianna Mahoney Monmouth U 40 hours Wanamassa Tamara Fort Eric Rutan

Dana Valentine Monmouth U 10 hours Wanamassa Stacey Tetto

Kristi-Ann Hunt Monmouth U 40 hours TOIS John Kinsel

Niki Ketikidis Kerri Ann Silva Monmouth U Monmouth U 35 hours 20 hours TOIS **OTHS**

Jeanette Speck

Dina Kowaliwskyj/Nicole Fulciniti

Township of Ocean Schools



MEMORANDUM FOR:

James Stefankiewicz

FROM:

Janet Forino

DATE:

January 15, 2016

RE:

Student Observers

Please present for Board Approval at the next scheduled board meeting the student observers listed below.

Shaun Brewer Monmouth U 20 hours OTHS Jeff Leute Kristen Mehlig Monmouth U 20 hours OTHS

Eric Swagger Monmouth U 15 hours OTHS Teddy Kernizan

Morgan Devlin

Joseph Toscano Monmouth U 15 hours OTHS Brett Czerwinski

Alivia Carlton Monmouth U 15 hours OTHS

Kyle Titmas

OTHS Ken Hoff

Brookdale

15 hours

Paola Lauterwasser

David Glass Monmouth U 15 hours OTHS Paul Casner Alyssa Piantanida

Brookdale 60 hours OTES Justine Violante Monmouth U 15 hours OTHS

Joanne Kobil

Dina Kowaliwskyj

Alyssa Bistrimovich Monmouth U 15 hours

Monmouth U 15 hours TOIS

Laura Munoz

Chelsea Byrne Monmouth U

OTHS Krista Carton

Jeanette Speck

Amanda Green

15 hours OTHS Lisa Hanna

Gabriella Giordano Monmouth U

Monmouth U 15 hours Morgan Devlin Jessica Hartman Monmouth U 15 hours Mardi Durand

15 hours Robert Zupko

Township of Ocean Schools



Madison Hlavach Monmouth U 15 hours TOIS Joanne DeVito

Alexa Olah Monmouth U 15 hours TOIS Christa Teter Cassandra Larrosa Monmouth U 15 hours OTHS Kyle Titmas Kaitlyn Lash Monmouth U 15 hours TOIS Lisa Butler

Township of Ocean Schools



MEMORANDUM FOR:

James Stefankiewicz, Ed. D.

FROM:

Melody Ragle

RE:

Kean University Students

DATE:

January 15, 2016

CC:

Marion Conrad

Please present for Board approval at the next scheduled Board meeting: Kean University students listed below for classroom observation and presentation. Their teacher/professor, Janet Prentice, and the principal have given approval.

Observations of the Adapted Physical Education Program at Wayside Elementary Three times during current semester – February, March and April

Irving Andrews

Vincent Arminio

Bryant Costello

David Demarest

Corey Earley

Cody Ertle

Frank Ferrara

Taylor Fioretti

Sean Gill

Chelsea Guttridge

Sarah Heitzenroeder

Christopher Helwig

Marissa Kirkwood

Jonathan Kobernick

Brittany Martino

Nicholas Masone

Nicholas McManigal

Steven Ricci

Jorge Rodrigues

Anthony Scalia

Nicholas Spiniello

Whitney Tisch

Casey Wegman

Carolyn Zilberman

SPECIAL SERVICES OFFICE TOWNSHIP OF OCEAN SCHOOL DISTRICT

DATE: January 11, 2016

MEMORANDUM FOR: Dr. James Stefankiewicz, Superintendent

FROM:

Denise S. Ricciardi, Assistant Superintendent: Special Services

RE:

Addendum Out of District Private Tuition 2015-2016

Please submit the following for board approval:

SchoolStudentClassificationTuitionCPC High Point1*ESERS\$15,272.00Cost of 1:1 Aide(92 days @ \$166.00/diem)

Effective: January 29, 2016

*Eligible for Special Education and Related Services

cc: M. Conrad K. Jannarone

P. Rose

SPECIAL SERVICES OFFICE TOWNSHIP OF OCEAN SCHOOL DISTRICT

DATE: January 12, 2016

MEMORANDUM FOR: Dr. James Stefankiewicz, Superintendent

FROM:

Denise S. Ricciardi, Assistant Superintendent: Special Services

RE:

Revised Addendum Out of District Private Tuition 2010-2011

Please submit the following **revision** for board approval:

School Student Classification Tuition

Hawkswood School 1 *ESERS \$17,000.00

One to One Aide (100 days @ \$170.00)

Effective: 1/11/2016

*Eligible for Special Education and Related Services

cc: M. Conrad K. Jannarone

P. Rose

Township of Ocean Schools



MEMORANDUM FOR: James Stefankiewicz

FROM:

Janet Forino

DATE:

January 15, 2016

RE:

Student Teacher - January 20 - May 20, 2016

Please present for Board Approval at the next scheduled board meeting the student teacher listed below.

Kyrsten Churchwell Monmouth U OTHS Michele Conklin

NEGOTIATIONS

MEMORANDUM OF UNDERSTANDING BETWEEN

TOWNSHIP OF OCEAN BUS DRIVERS' ASSOCIATION

-AND-

TOWNSHIP OF OCEAN BOARD OF EDUCATION

The Township of Ocean Bus Drivers' Association (hereinafter referred to as the "Association") and the Township of Ocean Board of Education (hereinafter referred to as the "Board") have, on this 12th day of January, 2016, reached a tentative agreement regarding the following matters:

- 1. <u>DURATION OF AGREEMENT:</u> Change language to reflect a three year contract (July 1, 2015 June 30, 2018).
- 2. <u>ARTICLE 6 DEFINITIONS:</u> Page 10, **ADD**: J. **All** Hourly drivers will be compensated for field trips at their hourly rate.
- 3. ARTICLE 10 SICK/PERSONAL LEAVE BANK PLAN (Non-work Related)
 Page 15 DELETE existing language and ADD the following:

Pursuant to N.J.S.A. 18A:30-10, the Board of Education and the Association have the authority to establish a sick leave bank plan for employees of the Board who have exhausted or will exhaust his/her accumulated sick leave as a result of a prolonged absence from work due to illness or injury and would be in a non-pay status. In furtherance of its authority, the Parties establish the following guidelines for the Sick/Personal Leave Bank Plan ("Bank"):

1. Only an employee who has exhausted or will exhaust his/her accumulated sick and personal leave as a result of a prolonged absence caused by a catastrophic illness or injury will be given consideration for use of the Bank. As part of its review, the Bank Committee will take into account the frequency of intermittent use of sick days over the course of employment by the employee in question. All determinations made by the Committee regarding eligibility to use the Bank and/or the amount of days an employee is permitted to withdraw from the Bank

shall not be subject to the grievance procedure.

- 2. A bank of days which can be used for extending leave with pay will be established to which employees may donate sick and/or personal days to be used in the event that use of the Bank is authorized by the Committee. Use of Banked days must be for the employee's own personal illness.
- 3. An employee may contribute only one sick or one personal day to the bank of days. However, in a given case, the Committee may authorize and request that additional sick and/or personal days be donated.
- 4. The donation of sick and/or personal days by employees shall be made on a form developed by the Committee and distributed to employees at the following times:

Beginning of the year (Sept 1 - Sept 10)

Two weeks after the Board has granted extended leave to an employee An employee with ten or more accumulated sick and/or personal days may donate to the sick/personal leave bank. All employee contributions shall be voluntary. Sick days from the annual allotment of ten (10) days may not be donated. Written notice must be given from the employee desiring to donate a minimum of one (1) day from accumulated sick and/or personal days during the above periods of time for a donation to be made. The contributed sick and/or personal days will be deducted from the employee's accumulated sick or personal leave totals, and shall not be refunded if unused by the end of the school year, instead remaining in the Bank until used.

- 5. An employee who is seeking additional paid leave from the Bank shall submit a written request therefore to the Superintendent of Schools, who will provide it to the Committee for decision pursuant to N.J.S.A. 18A:30-11. The request shall outline the nature of the medical problem, provide medical verification signed by a licensed physician and shall set forth the length of the leave requested. The Committee may require additional medical information and may require a medical evaluation by a physician of its own choice; such evaluation will be at the expense of the Board.
- 6. Each request for the use of Banked days shall be limited to a maximum of three months worth of days. Nothing shall prohibit an employee from making requests for additional days, if necessary.
- 7. The Committee will act on the request no later than the second regularly scheduled board meeting following receipt of the request.

- 8. The Committee shall receive a regular update on the status of the banked days, not less than every two months (excluding summer break.)
- **4.** ARTICLE 14 B (1)(2). Guides Increases: Salary increase inclusive of step for all employees in the Bus Driver unit, for an annual average amount of \$1,000 for the 15-16 year, \$1,050 for the 16-17 year, and \$1,100 for the 17-18 year. Guides will be mutually developed. DELETE B(2) "and meetings as stated in article 17C."
- 5. ARTICLE 17 C. Miscellaneous Provisions: CHANGE: All Salaried-drivers may be required to attend professional meetings, but not more than twice a month to include all make up sessions and on-line trainings, unless an emergency exists as determined by the superintendent. Such meetings shall be scheduled for midday unless an emergency exists as determined by the superintendent. Hourly drivers will be compensated for all meetings. Salaried Hourly drivers are required to attend the annual driver orientation and on-line mandated trainings four (4) meetings without compensation, any meeting required beyond these meetings four (4) will be compensated. No meeting will exceed two hours unless an emergency exists as determined by the superintendent.

6. ARTICLE 17 - G. Miscellaneous Provisions:

 (a) Rate of pay for substitute drivers with five years or less in the Township of Ocean School District.

> 2015-2016 \$17.75 per hour – 24 hours maximum per week 2016-2017 \$18.25 per hour – 24 hours maximum per week 2017-2018 \$18.75 per hour – 24 hours maximum per week

(b) Rate of pay for substitute drivers with more than five years of longevity

2015-2016 \$18.25 per hour – 24 hours maximum per week

2016-2017 \$18.75 per hour – 24 hours maximum per week

2017-2018 \$19.25 per hour – 24 hours maximum per week

7. Other contractual items not specifically address the 2012-2015 agreement.	ssed above will stay in force as per
Memorandum of Agreement Signatures:	
Board Negotiating Committee Chairman:	Bus Drivers' Negotiating Committee:
Sean Moore, Chair	
Witness Superintendent of Schools	;
Witness School Business Administrator	

PERSONNEL



Ocean Township High School

Est. 1965

550 West Park Avenue Oakhurst, NJ 07755 www.oceanschools.org 732-531-5650

James Stefankiewicz, Ed.D.
Superintendent of Schools

Gina Hagerman
Assistant Principal
Michael Lambusta
Assistant Principal
Kathryn S. Miller
Director of School Counseling
H. Rusty Todd

Director of Athletics & Student Activities

Kelly E. Weldon Principal

MEMORANDUM FOR:

James Stefankiewicz, Ed.D. Superintendent of Schools

FROM:

H. Rusty Todd

Director of Athletics & Student Activities/Grades 5-12

DATE:

January 8, 2016

RE:

Spring Coaching Recommendations

Attached are my recommendations for spring coaching positions for the 2015-2016 school year.

I have also included a bulleted biography for the "new" coaching recommendation for the spring 2015-2016 school year.

The high school assistant softball positions do not have the exact level they will be coaching (i.e. freshman, JV, assistant varsity) but the candidates' names and stipends are correct. As soon as I establish the positions, I will send over again.

HRT: tpc Enclosure



	NAME	SPORT -	POSITION	GROUP	Year	SALARY.	- School
1	Apicelli, Cipriano	Baseball	Head		5	\$6,938.00	
2	Hyndsman, Marc	Baseball (Var.)	Asst.	II	4	\$5,270.00	
3	Siciliano, Tom	Baseball (JV)	Asst.	II	5	\$5,886.00	
4	Fischer, Steve	Baseball (Frosh)	Asst.		5	\$5,886.00	OTHS
5	Egger, Jason	Baseball (7/8)	Asst.	II	3	\$5,096.00	TOIS
6	Pringle, Ryan	Softball	Head	i i	5	\$6,938.00	
7	Pembleton, Lauren	Softball (Var)	- Asst.	li li	4	\$5,270.00	
8	D'Esposito, Denise	Softball	Asst.	II	5	\$5,886.00	<u> </u>
9	Walker, Crystal	Softball	Asst.	11	3	\$5,096.00	
10	DeNoble, Donna	Softball (7/8)	Asst.	II	5	\$5,886.00	
11	Kulat, Ryan	Golf	Head	Ш	3	\$6,013.00	OTHS
12	Reisler, Jeff	Boys Tennis	Head	IB	5	\$6,556.00	
13	DeSomma, Mark	Boys Track	Head	П	5	\$6,938.00	OTHS
14	Salum, Michael	Boys Track	Asst.	Ш	5	\$5,886.00	OTHS
15	Patterson, Timothy	Boys Track	Asst	II	1	\$4,895.00	1
16	Hoyle, Matthew	Boys Track, (7/8)	Asst.	- 11	5	\$5,886.00	
17	Henderson, Susan	Girls Track	Head	11	5	\$6,938.00	OTHS
18	Lewis-Lee, Dana	Girls Track	Asst	П	5	\$5,886.00	OTHS
19	Looney, Paul	Girls Track	Asst.	II	5	\$5,886.00	OTHS
20	Lyster, Susan	Girls Track (7/8)	Asst.	11	5	\$5,886.00	TOIS
21	Towns, Warren	Boys Lacrosse	Head	11	5	\$6,938.00	отнѕ
22	Della Pesca, John	Boys Lacrosse	Asst.	11	5	\$5,886.00	отнѕ
23	Krueger, Heather*	Girls Lacrosse	Head	II	5	\$6,938.00	OTHS
24	Kahikina, Andrea	Girls Lacrosse (JV)	Asst.	Н	2	\$4,972.00	OTHS
25	McGrade, Paul	Girls Lacrosse (Frosh)	Asst.	И	5	\$5,886.00	отнѕ
26	Desimini, John	Trainer	Head	1	5	\$7,700.00	OTHS
27	Curran, Robert	Jr. High Coordinator		11	1	\$4,895.00	TOIS
28	Frankel, Mark	Volunteer-Softball					OTHS
29	Thompson, Josh	Volunteer-Track					OTHS
29	Martin, Eddie	Volunteer-Baseball					OTHS
29	Pembleton, Mike	Volunteer-Baseball			-		OTHS
29	Ryan, Tom	Volunteer-Baseball					OTHS/TOIS
	*Already approved						

SUBSTITUTES FOR BOARD APPROVAL

January 15, 2016

Cimorosi, Debra	K-12
Landman, Libby	9-12
Lupinski, Laura	K-4
Russo, Gabriella	5-12
Smock, Tia	K-12
Sweeney, Amanda	K-8
Till, Tracy	K-8
Zeukas, Joan	K-5

Personnel Office Township of Ocean School District January 15, 2016 MEMORANDUM TO: James Stefankiewicz, Ed.D., Superintendent of Schools

RE: Change on Guide -- Revised Contracts -- February 1, 2016

The following staff members have submitted proof of completion of their required courses. Therefore, a new notification of salary should be issued to the following teachers for February 1, 2016.

		YRS. OF EXP.	PRESENT	REVISED
HIGH SCHOOL		AS OF June, 2015	LEVEL/SALARY <u>February 1, 2016</u>	LEVEL/SALARY <u>February 1, 2016</u>
Singer	Alisa	9	7 MA \$61,455	7 MA+30 \$63,405
INTERMEDIATE				
DeValue	Suzanne	2	3-4 BA \$57,005	3-4 BA+30 \$58,955
Hecker	Megan	8	9 BA \$58,905	9 MA \$62,805
Норе	Rosemary	11	14 BA \$65,790	14 MA \$69,690
Nahrebne	Lisa	10	10-11 BA \$61,110	10-11 MA \$65,010
Siciliano	Thomas	8	9 BA \$58,905	9 BA+30 \$60,855
OCEAN TWP. ELEMENTARY	NTARY			
Argyelan	Lauren	2	3-4 BA \$57,005	3-4 BA+30 \$58,955
Hughes	Stacey	2	3-4 BA \$57,005	3-4 MA \$60,905
Lang	Joe	15	16 BA+30 \$72,775	16 MA \$74,725
Steckhahn	Richard	7	10-11 BA \$61,110	10-11 MA \$65,010

WAYSIDE				
McKenna	Kristin	6	10-11 MA \$65,010	10-11 MA+30 \$66,960
WANAMASSA				
Pringle	Ryan	9	9 MA \$62,805	9 MA+30 \$64,755