

**TOWNSHIP OF OCEAN BOARD OF EDUCATION
WORK MEETING MINUTES
January 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 and Dr. Stefankiewicz

Enter Executive Session – 7:02 p.m.

Approval: Motion offered by Mrs. Parlamas, seconded by Mr. Moore 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 (Twp. of Ocean versus Loch Arbour) and Student Matters (HIB) and Miscellaneous Items (Board of Education Ethics Ruling). 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 – 7:34 p.m.

Approval: Motion offered by Mr. Clayton, seconded by Mr. Moore and carried 9-0.

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

PRESIDENT'S REPORT: Mr. Hadden

President Hadden discussed the following item(s):

- President discussed the details of being the NJSBA/MCSB Representative to Michael Palutis.

SUPERINTENDENT'S REPORT: Dr. Stefankiewicz

Dr. Stefankiewicz discussed the following item(s):

- Superintendent discussed the Common Core study commission recommendations that came out today.

SCHOOL BUSINESS ADMINISTRATOR'S REPORT: Mr. Jannarone

Mr. Jannarone discussed the following item(s):

PUBLIC COMMENT: None

COMMITTEE REPORTS:

The Board of Education discussed committee items:

CO-CURRICULAR STUDENT ACTIVITIES: Mrs. McGovern

The following item(s) were discussed:

1. **Discussion: Monmouth Regional Football Re-Alignment/Thanksgiving Day Football Game**
Board of Education and Administration discussed the letter (copy attached) from Andrew Teeple, Superintendent, Monmouth Regional High School regarding football re-alignment and the Thanksgiving Day football game.

COMMUNITY LIAISON & COMMUNICATIONS: None

FINANCIAL MANAGEMENT & RESOURCE SERVICES: Mr. Moore

The following item(s) were discussed:

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

Board of Education and administration has begun the initial budget discussions for the 2016-2017 budget. See the attached Budget calendar.

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

2. **Use of Facilities**

Move to approve the use of facilities according to the attached list dated January 12, 2016.

Motion carried: 9-0

INSTRUCTIONAL & EDUCATION: Mr. Marshall

The following item(s) were discussed:

1. **Discussion: Internship – School Social Work**

Board of Education and Administration discussed the request of Melanie Davis, a student at Monmouth University, to complete a school social work internship, under the guidance of Karen Dunn, Social Worker at OTHS, 2 days per week beginning January 20, 2016 through April 30, 2016, (pending criminal history background check).

2. **Discussion: Fieldwork/L.D.T.C.**

Board of Education and Administration discussed the request of Paola Lauterwasser, Spanish Teacher at OTHS, to complete 60 hours of fieldwork toward her LDTC certification at Monmouth University. Ms. Lauterwasser will complete her field work under the guidance of Nancy Horan, L.D.T.C. at OTHS beginning January 20, 2016 through June 2016. Ms. Lauterwasser will complete the hours during her prep time and after her contracted work day.

3. **Discussion: Student Observers**

Board of Education and Administration discussed student observers for the 2015-2016 school year in accordance with the attached memorandum dated January 8, 2016.

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

4. **School Counseling Internship**

Move to approve a school counseling internship for Franshara Napleon, a graduate student from Georgian Court University, in accordance with the attached memorandum dated December 16, 2015, (pending criminal history background check).

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

Move to approve addendums to out of district private tuition for the 2015-2016 school year in accordance with the attached memorandums (2) dated December 23, 2015 and January 8, 2016.

6. **Professional Development Activities – Staff**

Move to approve the attached memorandums (2) dated January 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.

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

Motions for items #4 thru #6 carried: 9-0

NEGOTIATIONS: No Report

PERSONNEL: Mrs. Parlamas

The following item(s) were discussed:

1. **Discussion: Employee Suspension**

Board of Education and Administration discussed the suspension, with pay, of employee number 4344, beginning December 21, 2015 and continuing until further notice.

2. **Discussion: Retirements**

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

Debbie Arbus, Elementary Teacher, Wayside Elementary School
Roseann McCarthy, Science Teacher, Ocean Township High School

3. **Discussion: School Safety Patrol Advisors**

Board of Education and Administration discussed hiring the following District teachers as School Safety Patrol Advisors. Each teacher will be paid a stipend in the amount of \$500.00 (prorated for the 2015-2016 school year).

Amy Steckhahn, Wayside Elementary School
Lorri Ann Wahlgren, Wanamassa Elementary School

4. **Discussion: Unpaid Leave of Absence**

Board of Education and Administration discussed the request of Emily Lee, Art Teacher Wayside Elementary School to take an unpaid leave of absence, with the continuation of benefits, Thursday, May 12, 2016 through June 30, 2015. Mrs. Lee's last day of work will be Friday, April 29, 2016. She is expected to return to the classroom on September 1, 2016. While out on an unpaid leave of absence, Mrs. Lee will be responsible for paying the appropriate contribution towards her health insurance coverage.

5. **Discussion: Spring Coaching Recommendations**

Board of Education and Administration discussed Spring Coaching recommendations for the 2015-2016 school year in accordance with the attached memorandum dated January 8, 2016.

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

6. **Resignations**

Move to approve the following resignations:

Tyrone Smith, Custodian I, effective December 17, 2015

Andrew Spaeth, Technician I, Technology, effective January 15, 2016

7. **PARCC Portfolio Instruction Teachers**

Move to approve Meaghan McDavitt and Alex Kecskes as PARCC Portfolio Instruction teachers at Ocean Township High School. Teachers will be paid at a rate of \$28.00 per hour.

8. **Choral Concert - Instructional Assistant**

Move to approve Josemaria Olaguera, an Instructional Assistant at the Intermediate School to, provide aide support for an Intermediate School student participating in the Intermediate School Choral Concert on Wednesday, December 16, 2015. Mr. Olaguera will assist the student before, during, and immediately after the choral concert. Mr. Olaguera will be paid at his hourly contractual rate.

9. **Resignation/Retirement**

Move to approve the resignation, for the purposes of retirement, of Mrs. Antonia Johnson, Head Custodian, Wanamassa Elementary School; resignation will be effective January 7, 2016 and retirement effective February 1, 2016.

10. **Retirement**

Move to approve the retirement of Brian K. Rogan, effective July 1, 2015. (Mr. Rogan was a former employee, Head Custodian at the Intermediate School, in our District. At the April 21, 2015 regular monthly meeting of the Board of Education, the Board approved not to renew Mr. Rogan's contract for the 2015-2016 school year. His separation from the District was effective July 1, 2015. Mr. Rogan since filed for disability retirement benefits which were approved by the Board of Trustees of the Public Employees' Retirement System on December 9, 2015. As a result, his retirement becomes retro to July 1, 2015 and thus becomes the official reason for his separation from our district.)

11. **Sick Leave Incentive**

Move to approve extending the deadline to submit a July 1, 2016 letter of retirement to Friday, February 12, 2016. Present deadline is January 15, 2016.

12. **Extension to an Unpaid Family Leave of Absence**

Move to approve a four-week extension to an unpaid family leave of absence, for Maria Stanton, World Language Teacher High School, for the period of February 1, 2016 through February 29, 2016. Mrs. Stanton was previously approved (at the December 15, 2015 regular monthly meeting), to take an unpaid family leave of absence for the period of December 15, 2015 through January 29, 2016, six weeks). She was expected to return to work on February 1, 2016. While out on an unpaid family leave of absence Mrs. Stanton will be responsible for paying the appropriate contribution towards her health insurance coverage.

13. **Retirement**

Move to approve the retirement of Maria Stanton, World Language Teacher, High School effective March 1, 2016.

14. **Revised Contract**

Move to approve that a revised contract be issued, effective February 1, 2016, to the following staff member:

To fill a vacancy position:

Vincenzo Franze	From: Part-time Health and Physical Education Teacher Intermediate School	
	To: Full-time Health and Physical Education Teacher Intermediate School	\$53,955.00* BA/Step 1 Prorated

(Mr. Franze replaces Mr. Feeney who retires February 1, 2016. The revised contract reflects a change of work status from part-time to full-time and a change in salary. Revised salary is reflected above.)

Motions for items #6 thru #14 carried: 9-0

PLANNING & CONSTRUCTION: Mr. Dietrich

The following item(s) were discussed:

1. **Discussion: Referendum Projects**

The School Business Administrator gave an update on the design and bidding progress of the referendum projects.

TECHNOLOGY COMMITTEE: No Report

OLD BUSINESS:

- Band Uniform purchased this year were discussed.

NEW BUSINESS:

- Picture background suggestion for regular meetings for awards in the auditorium.
- Minutes approved and released earlier than the regular meetings will be looked into.
- Discussed the bus advertising program and its merits.

PUBLIC COMMENT:

- Paul Mayerowitz, resident, thanked the Board of Education and discussed need for earlier release of Board minutes.
- Gino Dellomo, resident, asked about doctors and their contracts. School Business Administrator discussed the Professional Services RFP requirements and the yearly appointment process.

ADJOURN MEETING: 8:55 p.m.

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

Respectfully submitted,

Kenneth Jannarone
School Business Administrator/
Board Secretary