

**TOWNSHIP OF OCEAN BOARD OF EDUCATION
WORK MEETING MINUTES
February 2, 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 and Dr. Stefankiewicz, Superintendent

Enter Executive Session – 7:02 p.m.

Approval: Motion offered by Mr. Hadden, seconded by Mrs. Parlamas 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 (Board of Education Ethics Ruling) and Student Matter (HIB). 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 – 7:28 p.m.

Approval: Motion offered by Mrs. Sylvia-Cioffi, 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):

- Reviewed Board of Education acceptable email communication practices.
- Audio recordings of the district's regular board meetings will be posted to website.

SUPERINTENDENT'S REPORT: Dr. Stefankiewicz

Dr. Stefankiewicz discussed the following item(s):

- Math program professional development update and how parental concerns are being addressed.

SCHOOL BUSINESS ADMINISTRATOR'S REPORT: Mr. Jannarone

Mr. Jannarone discussed the following item(s):

- Possible refinancing of school district debt was reviewed.

PUBLIC COMMENT: None

COMMITTEE REPORTS:

The Board of Education discussed committee items:

CO-CURRICULAR STUDENT ACTIVITIES: No Report

COMMUNITY LIAISON & COMMUNICATIONS: Mrs. Sylvia-Cioffi

Twp of Ocean BOE Work Meeting Minutes (continued) – February 2, 2016

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 0168 – Recording Board Meetings

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 - January 19, 2016 - Amended

Regular Meeting Minutes– January 19, 2016

Motion(s) carried: 9-0

FINANCIAL MANAGEMENT & RESOURCE SERVICES: Mr. Moore

The following item(s) were discussed:

1. **Discussion: Event Admission:**

Board of Education and administration discussed the cost of athletic and non-athletic event admission. Levels and groups were reviewed. The Board agreed to waive charges for active and veteran military service members.

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

Board of Education and administration continued budget discussions for the 2016-2017 budget. State Aid history, tax levy cap, revenues, enrollments and new personnel requests were discussed. See attached documents for review.

Mr. Moore made a motion, seconded by Mr. Hadden, 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 2, 2016.

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

INSTRUCTIONAL & EDUCATION: Mr. Marshall

The following item(s) were discussed:

1. **Discussion: District School Calendar for the 2016-2017 School Year**

Board of Education and Administration discussed the school calendar for the 2016-2017 school year, (Calendar A and Calendar B are attached and were reviewed).

2. **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 15, 2016.

Twp of Ocean BOE Work Meeting Minutes (continued) – February 2, 2016

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

3. **Out of District Placement for the 2015-2016 School Year**

Move to approve the placement of an Ocean Township High School tenth grade student at Class Academy (part of the Monmouth County Vocational School District) for the remainder of the 2015-2016 school year. Effective date of the placement will be February 1, 2016; yearly tuition is \$5,800.00 prorated.

4. **Professional Development Activities – Staff**

Move to approve the attached memorandums (5) dated January 29, 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.

5. **Request to Complete Fieldwork/L.D.T.C. - Cancelled**

Move to approve the request of Paola Lauterwasser, Spanish Teacher, OTHS, to cancel her 60 hours of fieldwork toward her L.D.T.C. certification at Monmouth University. (Ms. Lauterwasser was previously approved at the January 19, 2016 regular monthly meeting to complete the 60 hours under the guidance of Nancy Horan, L.D.T.C. at OTHS beginning January 20, 2016 through June 2016.)

Motion(s) for items 3 thru 5 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 retirement effective, July 1, 2016:

Gale M. Phillips, Elementary Teacher, Wayside Elementary School

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

Board of Education and Administration discussed hiring Patricia Bartlett as a Clerical Substitute for the 2015-2016 school year.

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

Board of Education and Administration discussed hiring Eleanor Goslin, effective March 1, 2017, as a Clerical Substitute for the 2016-2017 school year.

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

4. **Revised Contracts**

Twp of Ocean BOE Work Meeting Minutes (continued) – February 2, 2016

Move to approve that revised contracts be issued to the following Intermediate School teachers effective February 1, 2016. The revised contracts, for the 2015-2016 school year, reflect an annual stipend of \$850.00 for teaching a sixth period class or a decrease in salary (-\$850.00) for going from teaching six periods to five periods.

Last Name	First Name	Teaching Periods	Revised Salary
Feliz	Marta	From 5 to 6	\$ 62,305.00
Knier	Eileen	From 5 to 6	90,300.00
Sabia	Meghan	From 6 to 5	79,015.00

5. Revised Retirement Date

Move to approve a revision to the retirement date for Nancy M. Redding, Special Education Teacher, Township of Ocean Intermediate School. Mrs. Redding's retirement will be effective March 1, 2016. (Mrs. Redding was previously approved, at the regular monthly meeting held on December 15, 2015, to retire July 1, 2016. She has moved up that date.)

Motion(s) for items 4 and 5 carried: 9-0

PLANNING & CONSTRUCTION: No Report

TECHNOLOGY COMMITTEE: No Report

OLD BUSINESS: No Report

NEW BUSINESS: No report

PUBLIC COMMENT:

- Jessica Giorgio, parent, expressed her concerns with the representative for student accident excess insurance policy. School Business Administrator discussed the steps being taken to address the problem with the insurance company.
- Marwin Meller, resident, discussed professional development and the cost of sending teachers out for workshops and classes. Superintendent and the Board of Education discussed the value of the professional development for the teachers. Dr. Meller also discussed his concern about high school district property taxes.
- Gino Dellomo, parent, discussed his positive experiences with his daughter's teacher. Mr. Dellomo also asked questions about the school doctor contract, duties and expressed issues he experienced with the school doctor. He also asked about recess at the 5th grade level.

Enter Executive Session #2 – 10:01 p.m.

Approval: Motion offered by Mr. Hadden, seconded by Ms. Parlamas 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: Litigation (Loch Arbour versus Township of Ocean Board of Education). 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 1 hour and will not take action upon returning to work session.

Twp of Ocean BOE Work Meeting Minutes (continued) – February 2, 2016

Adjourn Executive Session #2 – 10:21 p.m.

Approval: Motion offered by Mr. Hadden, seconded by Mrs. Parlamas and carried 9-0.

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

ADJOURN MEETING: 10:22 p.m.

There being no further business Mr. Clayton 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