

**TOWNSHIP OF OCEAN BOARD OF EDUCATION
WORK MEETING MINUTES
March 1, 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. Michael Palutis, Mrs. Denise Parlamas and Mrs. Sylvia Sylvia-Cioffi.

Mr. Sean Moore was absent.

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 8-0.

Move for the approval to enter Executive Session, in conformance with the Open Public Meeting Act, for the purpose of discussing: Personnel (Agenda) and Student Matters . 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 – 7:31 p.m.

Approval: Motion offered by Mr. Clayton, seconded by Mrs. McGovern and carried 8-0.

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

Mrs. Parlamas left the room at 7:32 pm.

PRESIDENT'S REPORT: Mr. Hadden

Mr. Hadden discussed the following item(s):

- Follow-up on the Advisory opinion A27-15 regarding contractor who is related to a board member bidding on projects.
- Bathroom issue at the administration building.

Mrs. Parlamas returned at 7:34 pm.

SUPERINTENDENT'S REPORT: Dr. Stefankiewicz

Dr. Stefankiewicz discussed the following item(s):

- Discussed the flyer for 'Heroin Epidemic' public forum on March 9th at 7:00 pm at the high school.

SCHOOL BUSINESS ADMINISTRATOR'S REPORT: Mr. Jannarone

Mr. Jannarone discussed the following item(s):

- Township of Ocean Sewerage Authority coming to work on plumbing issue at the administration building.

PUBLIC COMMENT: None

COMMITTEE REPORTS:

The Board of Education discussed committee items:

CO-CURRICULAR STUDENT ACTIVITIES: No Report

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 revisions to the following existing policies and regulations:

Policy 1510 – (M) Rights of Persons with Handicaps or Disabilities/Policy on
Non-Discrimination

Regulation 1510 – (M) Rights of Persons with Handicaps or Disabilities/Policy on
Non-Discrimination

Policy 1530 – (M) Equal Employment Opportunities

Regulation 1530 – (M) Equal Employment Opportunities

Policy 1550 – (M) Affirmative Action Program for Employment and Contract Practices

Regulation 1550 – (M) Affirmative Action Program for Employment and Contract Practices

Policy 2260 – (M) Affirmative Action Program for School and Classroom Practices Complaint
Procedure

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Policy 2414 – (M) Programs and Services for Students in High Poverty and In High Need School
Districts

Regulation 2414 – (M) Programs and Services for Students in High Poverty and In High Need School
Districts

Policy 2421 – Vocational-Technical Education

Regulation 2421 – Vocational-Technical Education

Policy 2423 – (M) Bilingual and ESL Education

Regulation 2423 – (M) Bilingual and ESL Education

Policy 2624 – Grading System

Regulation 2624 – Grading System

Policy 2530 – Resource Materials

Regulation 2530 – Resource Materials

Policy 5752 – (M) Marital Status and Pregnancy

Board of Education discussed the Grading System regulations and how they are applied to the high school.

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):

Twp of Ocean BOE Work Meeting Minutes (continued) – March 1, 2016

Regular Meeting – February 16, 2016

Work Meeting/Executive Session Minutes – February 23, 2016

Motion(s) on item #2 carried: 8-0

FINANCIAL MANAGEMENT & RESOURCE SERVICES: Mrs. McGovern

The following item(s) were discussed:

1. Discussion: Budget 2016-2017

Board of Education and administration continued budget discussions for the 2016-2017 budget; co-curricular cost per participant, health benefits analysis, and budget cap status will be items for discussion. Kathy Passantino, Daniels Group, was in attendance and reviewed the health benefits budget. (See attached Presentation)

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

2. Use of Facilities

Move to approve the use of facilities according to the attached list dated March 1, 2016

Motion(s) on item #2 carried: 8-0

INSTRUCTIONAL & EDUCATION: Mr. Marshall

The following item(s) were discussed:

1. Discussion: Overnight Trip Request

Board of Education and Administration discussed the following overnight trip request:

Group:	DECA – Grades 9-12
Number of Students:	12 (National Qualifiers)
Date:	Depart: Friday, April 22, 2016, 2:00 pm Return: Wednesday, April 27, 2016, 8:00 pm
Destination:	Nashville, TN
Purpose:	DECA International Career Development Conference
Transportation:	School bus to the airport, plane to Nashville.
Teacher Chaperones:	2 - Greg Colón and Joe Maffei
Cost:	\$550.00 for registration and housing; \$300.00 for the flight (Costs will be covered by School Store revenue. Students will pay the balance.)

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

2. ESEA Accountability Action Plan - 2015 Participation Rate

Move to approve the District's ESEA Accountability Action Plan - 2015 Participation Rate. Copies of the district and school plans are attached.

3. Student Observer

Move to approve a student observer for the 2015-2016 school year in accordance with the

Twp of Ocean BOE Work Meeting Minutes (continued) – March 1, 2016

attached memorandum dated February 26, 2016.

4. **Student Observer/One-on-One**

Move to approve a student observer to work with an ELL student, on a one-on-one basis, as outlined in the attached memorandum and project detail letter dated February 26 & 22, 2016, respectively.

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

Move to approve a cancellation and addendum to out of district private tuition for the 2015-2016 school year in accordance with the attached memorandum dated February 25, 2016.

6. **Professional Development Activities – Staff**

Move to approve the attached memorandums (2) dated February 26, 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.

7. **Youth Art Month (March) 2016 Endorsement**

Move to approve the Youth Art Month (March) 2016 Endorsement, copy attached.

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

Move to approve the placement of a Township of Ocean Intermediate School student (#72265) at Choices Alternate School, part of MOESC, beginning Wednesday, March 2, 2016 and continuing through the remainder of the 2015-2016 school year. Yearly tuition for the 2015-2016 school year is \$21,500.00 and will be prorated for the March to June placement.

Motion(s) for items #3 thru #8 carried: 8-0

Board of Education and Superintendent discussed holding parent sessions on the new reading program.

NEGOTIATIONS: No Report

PERSONNEL: Mrs. Parlamas

The following item(s) were discussed:

1. **Discussion - Volunteer Coaches**

Board of Education and Administration discussed using the following as Volunteer Coaches for the 2015-2016 school year:

Nicole Del Pizzo, High School Softball

Matthew Goldfarb, High School Tennis

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

Twop of Ocean BOE Work Meeting Minutes (continued) – March 1, 2016

2. Issuance of Contract

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

To fill a vacancy positon:

John Dupuis	Level II - School Monitor	\$22,476.00*
	Township of Ocean Intermediate School	Prorated
	Non-Tenure Track Position	
	Actual Start Date: March 1, 2016	
	Effective Date: March 1, 2016	

(Mr. Dupuis replace Roger Mills who retired January 1, 2016. *Salary includes the \$7,000.00 (prorated) yearly stipend for Level II School Monitors.)

3. Reduced Unpaid Leave under FMLA and NJFLA

Move to approve a reduced/intermittent unpaid leave of absence, as designated under FMLA and NJFLA, for Dr. Valeria Anderson, World Language Teacher, High School. Dr. Anderson will be on unpaid leave on Mondays (only), for a twelve week period beginning February 29, 2016 and continuing through Monday, May 23, 2016. The reduced/intermittent leave reflects a reduction in both weekly pay and work hours; from 7 hours a day, 5 days a week to 7 hours a day 4 days a week. This reduction does not affect Dr. Anderson's medical coverage, her benefits will remain intact.

4. Unpaid Family Leave of Absence

Move to approve an unpaid family leave of absence, as designated under FMLA and NJFLA, for Elizabeth Wallace, ESL Teacher, Wayside School. Ms. Wallace's unpaid family leave of absence will begin Tuesday, March 1, 2016 and continue for a period of 12-weeks. Ms. Wallace is expected to return to the classroom on Tuesday, May 31, 2016. While out on an unpaid family leave of absence. Ms. Wallace will be responsible for paying the appropriate contribution towards her health insurance coverage.

Motion(s) for items #1-10 carried: 8-0

PLANNING & CONSTRUCTION: No Report

TECHNOLOGY COMMITTEE: No Report

OLD BUSINESS: No Report

NEW BUSINESS: No Report

PUBLIC COMMENT:

- Gino Dellomo, resident, discussed PTA fundraising for preschool and kindergarten playground equipment and how the referendum will affect the students recess area. Mr. Dellomo also asked about current student population at each school and talked about future enrollment at all schools. Mr. Dellomo then complimented Wanamassa School and the Principal on how well it is run and how it should be a model for the district.

Twp of Ocean BOE Work Meeting Minutes (continued) – March 1, 2016

ADJOURN MEETING: 10:02 p.m.

There being no further business Mrs. McGovern made a motion, seconded by Mrs. Parlamas, that the meeting be adjourned. This motion carried 8-0.

Respectfully submitted,

Kenneth Jannarone
School Business Administrator/
Board Secretary