

**TOWNSHIP OF OCEAN BOARD OF EDUCATION
WORK MEETING MINUTES
March 15, 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. McGovern 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), Litigation (Loch Arbour versus Ocean Township) 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 not take action upon returning to work session.

Adjourn Executive Session – 7:29 p.m.

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

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

PRESIDENT'S REPORT: No Report

SUPERINTENDENT'S REPORT: Dr. Stefankiewicz

Dr. Stefankiewicz discussed the following item(s):

- Follow up on training for clubs advisors and coaches that are conducted every year and season.
- Discussed PARCC testing and number of opt-outs by students.

SCHOOL BUSINESS ADMINISTRATOR'S REPORT: Mr. Jannarone

Mr. Jannarone discussed the following item(s):

- FEMA Federal Disaster for January Blizzard – 75% eligibility. The district will apply for the grant funds.

PUBLIC COMMENT:

- Paul Mayerowitz, resident, asked about the uniform bid with the Township of Ocean and the use of facilities policy and associated charges

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: Approval of Minutes:**

Board of Education and administration discussed the minutes in accordance with Board of Education bylaws #168 “Recording of Board Meetings” of the following meeting(s):

Work Meeting/Executive Session Minutes – March 8, 2016

FINANCIAL MANAGEMENT & RESOURCE SERVICES: Mrs. McGovern

The following item(s) were discussed:

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

Board of Education and administration continued discussions on the updated 2016-2017 Budget status.

2. **Discussion: Donation**

Board of Education and Administration discussed the donation of furniture with approximate market price total of \$3,585.00 as per the attached detail. This donation was made by Mr. Tom Mott of Visible Systems Corporation.

3. **Discussion: Inter-local Services Agreement**

Board of Education and Administration discussed the Inter-local Services Agreement with the Township of Ocean for the rental of school buses to the Township Recreation Department for use during the 2016 summer camp program in the amount of \$8,000. (As per attached)

4. **Discussion: Cooperative Purchasing Services for the 2016-2017 School Year**

Board of Education and Administration discussed the Educational Data Services (EDS) Cooperative Purchasing Program, at a fee of \$11,940 for the following supplies:

Office & Computer	Copy Duplicator	Science
Industrial Arts	Fine Arts	Physical Education
Health	Audio/Visual	Athletic
Custodial	Family & Consumer Science	

Note: By participating in this cooperative purchasing program the district realized a savings of \$284,732 for the 2015-2016 school year versus state contract.

5. **Discussion: Shared Services Contract**

Board of Education and Administration discussed the Shared Services contract bid award with the Township of Ocean municipality regarding custodial, maintenance and grounds uniform rental. This co-operative agreement will be for the period of January 2016 to December 2018 in accordance with the uniform shared services and consolidated act (N.J.S.A. 40A:65-1).

6. **Discussion: Use of Facilities**

Twp of Ocean BOE Work Meeting Minutes (continued) – March 15, 2016

Board of Education and administration discussed the use of facilities according to the attached list dated March 15, 2016

7. Discussion: Additional Use of Facilities

Board of Education and Administration discussed the use of facilities according to the attached list dated March 15, 2016.

Board of Education discussed reading program and technology component.

Board of Education also discussed the Board of Adjustment's use of facilities.

INSTRUCTIONAL & EDUCATION: Mr. Marshall

The following item(s) were discussed:

1. Discussion: Professional Development Activities – Staff

Board of Education and Administration discussed the attached memorandums (2) dated March 11, 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.

NEGOTIATIONS: No Report

PERSONNEL: Mrs. Parlamas

The following item(s) were discussed:

1. Discussion: Volunteer Coach

Board of Education and Administration discussed using Kelsey English as a Volunteer Track Coach for the 2015-2016 school year.

2. Discussion: Substitute Teachers

Board of Education and Administration discussed hiring Substitute Teachers for the 2015-2016 school year in accordance with the attached list dated March 11 2016.

3. Discussion: Administrators' Salaries for the 2015-2016 School Year

Board of Education and Administration discussed Administrators' salaries for the 2015-2016 school year, retroactive to July 1, 2015, in accordance with the attached list dated March 11, 2016.

4. Discussion: Contracts - Central Office Administrators

Board of Education and Administration discussed Central Office Administrators' contracts for the 2015-2016, retroactive to July 1, 2015; copies are attached.

Marion Conrad, Assistant Superintendent of Schools/Curriculum and Instruction
Denise Ricciardi, Assistant Superintendent of Schools/Special Services
Kenneth Jannarone, School Business Administrator/Board Secretary

Twp of Ocean BOE Work Meeting Minutes (continued) – March 15, 2016

5. Discussion: Issuance of Contract

Board of Education and Administration discussed issuing a contract to the following:

To fill a vacancy position:

Mary Kate Shalhoub	Special Education Teacher	\$53,955.00
	Intermediate School	Prorated
	Actual Start and Effective	BA/Step I
	Dates: Pending criminal history background check.	

(Ms. Shalhoub replaces Nancy Redding who retired.)

PLANNING & CONSTRUCTION: Mr. Palutis

The following item(s) were discussed:

1. Discussion: Change Order: TOIS Science Room Renovations

Board of Education and administration discussed a negative change order (credit) in the amount of \$30,017.46 for J&M Quality Contracting, per the recommendation by Solutions Architecture. The amount will decrease the original bid amount of \$1,544,200.00 to \$1,514,182.54 for the Township of Ocean Intermediate School Science Room Renovations.

2. Discussion: Change Order: OTES Art & Music Room Renovations

Board of Education and administration discussed a negative change order (credit) in the amount of \$2,357.00 for Cypreco Industries, Inc., per the recommendation by Solutions Architecture. The amount will decrease the original bid amount of \$74,113 to \$71,456 for the Ocean Township Elementary School Art & Music Room Renovations.

3. Discussion: Change Order: OTES & Wanamassa School Unit Ventilator Upgrades

Board of Education and administration discussed a negative change order (credit) in the amount of \$28,426.30 Kappa Construction Corp., per the recommendation by Solutions Architecture. The amount will decrease the original bid amount of \$1,443,000.00 to \$1,414,573.70 for the Ocean Township Elementary and Wanamassa Elementary Schools Unit Ventilator Upgrades.

TECHNOLOGY COMMITTEE: No Report

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENT:

- Paul Mayerowitz, resident, asked about utility budgets. The School Business Administrator discussed the projections for next year.
- Chris Siciliano, Township of Ocean Mayor, spoke about the use of facilities request from the town, and thanked the Board of Education for their help in securing the facility.

Twp of Ocean BOE Work Meeting Minutes (continued) – March 15, 2016

ADJOURN MEETING: 7:58 p.m.

There being no further business Mr. Hadden made a motion, seconded by Mrs. Sylvia-Cioffi, that the meeting be adjourned. This motion carried 8-0.

Respectfully submitted,

Kenneth Jannarone
School Business Administrator/
Board Secretary