

**TOWNSHIP OF OCEAN BOARD OF EDUCATION  
WORK MEETING MINUTES  
March 8, 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, Dr. Stefankiewicz, Superintendent, Mr. Michael Gross, Board Attorney and Ms. Denise Palaia, Principal-Wayside Elementary School.

**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). 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 – 7:29 p.m.**

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

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):

- Mr. Dietrich and Mr. Palutis exchanged committee chair positions.

**SUPERINTENDENT'S REPORT:** Dr. Stefankiewicz

Dr. Stefankiewicz discussed the following item(s):

- Discussed the sad week with the loss of Logan Parker, OTES 3<sup>rd</sup> Grader, to illness.

**SCHOOL BUSINESS ADMINISTRATOR'S REPORT:** No Report

Mr. Jannarone discussed the following item(s):

**PUBLIC COMMENT:**

- John Terlecsky, Basketball Coach, discussed the basketball program and its recent achievements. He discussed the need for an additional coach at the Varsity Level.
- Board of Education discussed the number of students, currently 40 and the number of cuts of basketball program at the high school.
- Cindee Giannotti, parent, discussed the impact or practices that not having a 4<sup>th</sup> coach causes.
- Ryan Pringle, coach, discussed the involvement of the students during the summer basketball program and the need for another coach.

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- John Talarico, parent, talked about the dedicated coaching staff and the benefit to his son and all the players the coaching staff provides.
- Paul Mayerowitz, resident, talked about the possibility of adding a coach and the amount needed in the budget.
- Gino Dellomo, resident, discussed the budget, fundraising and enrollment issues at the Wanamassa Elementary School.
- Batya Van Nostrand, PTA parent, discussed the need for playground equipment during the construction at the Wamanassa Elementary School.

### **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 and second reading of revisions to the following existing policies and regulations:

Policy 2624 – Grading System (*second reading*)

Regulation 2624 – Grading System (*second reading*)

Policy 5465 – Early Graduation

Board of Education discussed policy on graduation requirement.

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):

Work Meeting/Executive Session Minutes – March 1, 2016

#### **3. Approval of Minutes:**

Move to amend minutes in accordance with Board of Education bylaws #168 “Recording of Board Meetings” of the following meeting(s):

Work Meeting/Executive Session Minutes – February 2, 2016

Motion(s) on item #2 and 3 carried: 8-0

### **FINANCIAL MANAGEMENT & RESOURCE SERVICES:** Mrs. McGovern

The following item(s) were discussed:

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

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Board of Education and administration continued discussions on the following budget items for 2016-2017: utilities budget, special education budget, technology budget update, capital budget update and updated budget cap status.

### **INSTRUCTIONAL & EDUCATION:** Mr. Marshall

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

1. **Addendum to Out of District Private Tuition for the 2015-2016 School Year**  
Move to approve an addendum to out of district private tuition for the 2015-2016 school year in accordance with the attached memorandum dated February 29, 2016.
2. **Cancellation to Out of District Private Tuition for the 2015-2016 School Year**  
Move to approve a cancellation to out of district private tuition for the 2015-2016 school year in accordance with the attached memorandum dated March 4, 2016.
3. **Professional Development Activities – Staff**  
Move to approve the attached memorandums (2) dated March 4, 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.
4. **Suspension Report**  
Move to approve the District's Suspension Report for the month of February 2016, copy attached.
5. **Development of a Needs Assessment and Comprehensive Equity Plan**  
Move to authorize the Affirmative Action Team to develop a Needs Assessment and a Comprehensive Equity Plan, implement the plan over a three-year period of time, and submit an annual Statement of Assurance of its implementation and progress.

Motion(s) carried: 8-0

### **NEGOTIATIONS:** Mr. Moore

The following item(s) were discussed:

1. **Discussion: Memorandum of Agreement –TOAA**  
Board of Education and administration discussed the Memorandum of Agreement between the Township of Ocean Board of Education and the Township of Ocean Administrators' Association for the years 2015-2016, 2016-2017 and 2017-2018, as per attached.
2. **Discussion: Non-Affiliated Employees**  
Board of Education and administration discussed the raises for employees that are not collectively bargained.

### **PERSONNEL:** Mrs. Parlamas

## **Twp of Ocean BOE Work Meeting Minutes (continued) – March 8, 2016**

The following item(s) were discussed:

1. **Discussion: Retirement**

Board of Education and Administration discussed the retirement of Susan Palaia Jarosiewicz, ESL Teacher, High School effective July 1, 2016.

2. **Discussion: Credit Reimbursement – Summer and Fall 2015**

Board of Education and Administration discussed credit reimbursement for staff who completed courses during the Summer and Fall 2015, in accordance with the attached list dated March 1, 2016.

5. **Discussion: Employee Suspension**

Board of Education and Administration discussed the suspension, with pay, of employee number 5549, beginning March 7, 2016 and continuing until further notice.

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

3. **Custodial Substitute**

Move to approve Annie Varga as a Custodial Substitute for the 2015-2016 school year.

4. **Issuance of Contract**

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

**To fill a vacancy non-tenure track position:**

James Sheppard	Computer Technician/ Level I	\$35,000.00
	District-wide	Prorated
	Non-Tenure Track Position	
	Actual Start Date: March 14, 2016	
	Effective: April 1, 2016	

(Mr. Sheppard replaces Andrew Spaeth who resigned. Mr. Sheppard was previously approved, at the February 9, 2016 work meeting of the Board, pending criminal history background check. (Clearance has been received.)

6. **Issuance of Contract**

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

**To fill a vacancy/non-tenure track position:**

Franklin Carson	Custodian I/Swing Shift	\$32,540.00
	High School and Wanamassa	Step A
	Elementary School	Prorated
	Non-Tenure Track Position	
	Actual Start Date: March 9, 2016	
	Effective Date: April 1, 2016	

(Mr. Carson replaces Mary Ann Kronitz who moved to the position of Head Custodian.)

Motion(s) for items #3, 4, and 6 carried: 8-0

**PLANNING & CONSTRUCTION:** Mr. Palutis

## **Twp of Ocean BOE Work Meeting Minutes (continued) – March 8, 2016**

The following item(s) were discussed:

### **1. Discussion: Referendum**

P.W. Moss & Associates, Solutions Architecture and administration discussed the following bid opening results:

- High School and Wayside School Unit Ventilators

The Board of Education Planning & Construction Committee discussed the delay in opening the High School and Wanamassa addition and alterations bids.

**TECHNOLOGY COMMITTEE:** No Report

### **OLD BUSINESS:**

- Board of Education discussed school trips and training for nurses regarding Epipens, etc.

**NEW BUSINESS:** No Report

### **PUBLIC COMMENT:**

- Jessica Georgia, parent, discussed instructional aid duties in the schools.

### **Enter Executive Session – 10:15 p.m.**

*Approval: Motion offered by Mrs. Sylvia-Cioffi, 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: Negotiations (TOAA and Non-Affiliated). 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 – 10:23 p.m.**

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

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

### **ADJOURN MEETING: 10:24 p.m.**

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

Respectfully submitted,

Kenneth Jannarone  
School Business Administrator/  
Board Secretary