

**TOWNSHIP OF OCEAN BOARD OF EDUCATION
WORK MEETING MINUTES
September 1, 2015**

CALL TO ORDER

Mrs. Denise Parlamas, 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

Mrs. Parlamas 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. Clifford Brautigan, Mr. Joseph Hadden, Mrs. Amy McGovern, Dr. Marwin Meller, Mr. Sean Moore, Mr. Michael Palutis, Mrs. Denise Parlamas, and Mrs. Sylvia Sylvia-Cioffi.

Mr. Robert Angelini was absent.

Staff in attendance - Mr. Jannarone, Dr. Stefankiewicz and Judy Terry, Special Education Elementary Supervisor

Enter Executive Session – 7:02 p.m.

Approval: Motion offered by Mrs. Parlamas, seconded by Mrs. Sylvia-Cioffi 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 (Personnel Agenda), Litigation (Loch Arbour versus Township of Ocean) and Negotiations (TOEA). 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 – 7:27 p.m.

Approval: Motion offered by Dr. Meller, seconded by Mr. Brautigan, 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):

- Spoke about teachers first day and the professional development that went on at each school.
- Mrs. Judy Terry, new special education elementary supervisor, was introduced to the Board of Education.

SCHOOL BUSINESS ADMINISTRATOR’S REPORT: Mr. Jannarone

Mr. Jannarone discussed the following item(s):

- GovDeals: total for online auctioned equipment, buses, vehicles, etc. came to \$26,371.87.

PUBLIC COMMENT: None

COMMITTEE REPORTS:

The Board of Education discussed committee items:

CO-CURRICULAR STUDENT ACTIVITIES: No Report

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COMMUNITY LIAISON & COMMUNICATIONS: No Report

FINANCIAL MANAGEMENT & RESOURCE SERVICES: Mr. Moore

The following item(s) were discussed:

1. Discussion: Tuition Contract Agreement – Monmouth County Vocational School District

The Board of Education and administration discussed the agreement with Monmouth County Vocational School District (MCVSD) to accept Township of Ocean students into the following programs for the 2015-2016 school year.

<u>Program Year</u>	<u># of Students</u>	<u>Cost per student</u>	<u>Cost per year</u>
<i>Full time students:</i>			
Academy of Allied Health & Science	27	6,120	165,240
Academy of Law & Public Safety	6	6,120	36,720
Biotechnology High School	7	6,120	42,840
Communications High School	13	6,120	79,560
Design Academy	0	6,120	0
High Technology High School	6	6,120	36,720
Marine Academy of Sci. & Tech.	13	6,120	79,560
Class Academy	1	5,800	5,800
Career Center	22	5,300	116,600
Shared-time Students	42	825	<u>34,650</u>
Total for all students sent to MCVSD			<u>\$597,690</u>

2. Discussion: Pool Rental

Board of Education and administration discussed a rental agreement for use of the pool facility at the JCC Jersey Shore for the high school swim team practices and swim meets for the 2015-2016 season for a total cost of \$17,000. (As per attached)

3. Discussion: Ice Rental

Board of Education and administration discussed rental agreement for use of the ice facility at the Jersey Shore Arena for the high school ice hockey team practices and meets for the 2015-2016 season for an approximate cost of \$25,000. (As per attached)

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

4. Use of Facilities

Move to approve the use of facilities according to the attached list dated September 1, 2015.

Motion carried: 8-0

INSTRUCTIONAL & EDUCATION: Mr. Brautigan

The following item(s) were discussed:

1. Discussion: Student Observers

Board of Education and Administration discussed Student Observers for the 2015 Fall Semester in accordance with the attached memorandum dated August 28, 2015.

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2. Discussion: Breakdown of Economically Disadvantaged Students in Elementary Classes

Board of Education and Administration discussed the breakdown of economically disadvantaged students in elementary classes. (Data will be emailed to the Board members prior to Tuesday's meeting.)

Mr. Brautigan made a motion, seconded by Dr. Meller for approval of the following item(s):

3. Cancellation to Out of District Public Tuition for the 2015-2016 School Year

Move to approve a cancellation to out of district public tuition for the 2015-2016 school year in accordance with the attached memorandum dated August 24, 2015.

4. Professional Development Activities – Staff

Move to approve the attached memorandums dated August 28, 2015 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. Monmouth University – Central Jersey Consortium for Excellence & Equity

Move to approve an agreement, for the 2015-2016 school year, between the Township of Ocean Board of Education and Monmouth University for participation in the Central Jersey Consortium for Excellence and Equity. Cost for the program will be \$5,000.00 for the year; copy of program flyer is attached.

6. Consultation Services of an Itinerant Teacher of the Deaf and Hearing Impaired

Move to approve consultation services of an Itinerant Teacher of the Deaf and Hearing Impaired from the Middlesex Regional Educational Services, effective September 3, 2015 through June 20, 2016, at a rate of \$140.00 per hour, for the following:

Wayside Elementary School – 2 hours total per month consultation services (1 hour monthly consultation/observation/push-in services for a first grade student and 1 hour per month consultation services for a 4th grade student).

Wanamassa Elementary School – 2 hours per year consultation services (1 hour at the start of the school year and 1 hour mid-year for a kindergarten student).

Intermediate School – 2 hours per year consultation services (1 hour at the start of school year and 1 hour mid-year for a 5th grade student).

7. Speech Therapy Services – InvoHealthcare

Move to approve contracting speech therapy services from InvoHealthcare (provider: Margot Meltzer, MS, CCC, SLP), up to 32 hours per week, effective immediately upon fingerprint clearance through 12/15/15, at a rate of \$79.00 per hour).

Motion carried: 7-0 (Mrs. McGovern was out of room)

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NEGOTIATIONS: No Report

PERSONNEL: Mrs. McGovern

The following item(s) were discussed:

1. **Discussion: Retirement**

Board of Education and Administration discussed the retirement of Felix M. Puello, Custodian I, High School effective October 1, 2015. Mr. Puello's last day of work will be September 30, 2015.

2. **Discussion: Instructional Assistant Substitute**

Board of Education and Administration discussed hiring Denise Ruthenbeck as an Instructional Assistant Substitute for the 2015-2016 school year.

6. **Discussion: Clerical Substitute**

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

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

3. **Substitute Teachers**

Move to approve Substitute Teachers for the 2015-2016 school year in accordance with the attached list dated August 28, 2015.

4. **Issuance of Contracts**

Move to approve that contracts be issued to the following:

To fill vacancy positions:

Algisa Bolin	Special Education Teacher – Part-time	\$26,813.00*
	High School	BA/Step 1
	Actual Start Date: September 1, 2015	
	Effective Date: September 1, 2015	

(Ms. Bolin was previously approved at the August 11, 2015 work meeting of the Board pending criminal history background check. Clearance has been received. Ms. Bolin is replacing Erica Andresen who moved to a full-time position. *Salary is commensurate with the Township of Ocean School District Teachers' 2014-2015 salary guide and will be revised upon an accepted negotiated 2015-2016 salary guide.)

Stephanie L. Comodore	Instructional Assistant	\$23,118.00*
	Wayside School	Step 1
	Non-Tenure Track Position	
	Actual Start Date: September 2, 2015	
	Effective Date: September 1, 2015	

(Ms. Comodore was previously approved at the August 11, 2015 work meeting of the Board, pending criminal history background check. Clearance has been received. Ms. Comodore replaces Leann Bishop who was appointed to a full time teaching position. *Salary is commensurate with the Township of Ocean School District Instructional Assistant 2014-2015 salary guide and

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will be revised upon an accepted negotiated 2015-2016 salary guide.)

Elodie Montivero-Santucci	Occupational Therapist – Part –time	\$42,774.00*
	District-wide	MA/6
	Actual Start Date: September 1, 2015	
	Effective Date: September 1, 2015	

(Mrs. Montivero-Santucci was previously approved at the August 11, 2015 work meeting of the Board pending criminal history background check. Clearance has been received. Mrs. Montivero-Santucci replaces Elizabeth Weber who resigned last year. *Salary is commensurate with the Township of Ocean School District Teachers' 2014-2015 salary guide and will be revised upon an accepted negotiated 2015-2016 salary guide.)

Jessica Fischer	Basic Skills Teacher, 3/7 Time	\$24,655.00*
	Intermediate School/5 th grade wing	MA/Step I
	Actual Start Date: September 1, 2015	
	Effective Date: September 1, 2015	

(Mrs. Fischer was previously approved at the July 14, 2015 work meeting, pending criminal history background check. Clearance has been received. Mrs. Fischer replaces Kathryn Gorga who moved to a full-time position. *Salary is commensurate with the Township of Ocean School District Teachers' 2014-2015 salary guide and will be revised upon an accepted negotiated 2015-2016 salary guide.)

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

James Valente	Bus Driver	\$19,992.00*
	Transportation Department	Step 1
	Non-tenure track position	
	Actual Start Date: September 3, 2015	
	Effective Date: September 1, 2015	

(Mr. Valente replaces Linda Stefano who retired. *Salary is commensurate with the Township of Ocean School District Bus Drivers' 2014-2015 salary guide and will be revised upon an accepted negotiated 2015-2016 salary guide.)

5. Substitute Bus Driver

Move to approve Donnell Coleman as a Substitute Bus Driver for the 2015-2016 school year pending criminal history background check and pre-employment testing.

7. Resignation

Move to approve the resignation of Jayne VanNosdall, Supervisor of Humanities, Grades 6-12, effective October 29, 2015, her last day of work.

8. Issuance of Contracts

Move to approve that contracts be issued to the following:

To fill a vacancy position:

Katherine L. Porter	Instructional Assistant	\$23,118.00*
	Intermediate School	Step 1
	Non-Tenure Track Position	

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Actual Start Date: September 2, 2015

Effective Date: September 1, 2015

(Ms. Porter was previously approved at the August 11, 2015 work meeting of the Board pending criminal history background check. Clearance has been received. Ms. Porter replaces Roger Brooks who resigned. *Salary is commensurate with the Township of Ocean School District Instructional Assistant 2014-2015 salary guide and will be revised upon an accepted negotiated 2015-2016 salary guide.)

To fill a replacement/non-tenure track position:

Allison Schultz	English Teacher	\$53,625.00*
	High School	BA/Step 1
	Non-Tenure Track Position/Maternity Leave Replacement	
	Actual Start: September 1, 2015	
	Effective Date: September 1, 2015	

(Ms. Schultz was previously approved at the August 25, 2015 regular monthly meeting of the Board pending criminal history background check. Clearance has been received. Ms. Schultz replaces Laura Terlecksky who will be out on a maternity leave of absence for the 2015-2016 school year. *Salary is commensurate with the Township of Ocean School District Teachers' 2014-2015 salary guide and will be revised upon an accepted negotiated 2015-2016 salary guide.)

9. Revised Contract

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

To fill a vacancy position:

Monik Suit	Basic Skills Teacher – 3/7 Time	\$22,984.00*
	Intermediate School/5 th Grade Wing	BA/Step 1
	Actual Start Date: September 1, 2015	
	Effective Date: September 1, 2015	

(This is a revision in salary, actual start and effective dates. Ms. Suit was previously approved at the regular monthly meeting of the Board of Education pending criminal history background check; clearance has been received. A salary of \$23,059.00 has been revised, as indicated above. Ms. Suit replaces Kathleen Friel who moved to a full-time teaching position within District. *Salary is commensurate with the Township of Ocean School District Teachers' 2014-2015 salary guide and will be revised upon an accepted negotiated 2015-2016 salary guide.)

10. Agreement Between the Township of Ocean Board of Education and a District Employee

Move to approve Superintendent's recommendation that Marleigh Velba be granted a leave of absence without pay, but with health insurance benefits, effective September 1, 2015 through January 4, 2015. Marleigh Velba shall make Chapter 78 employee contributions towards her health coverage for each month of the leave.

Motion(s) for items: #3 thru #5 and items: #7 and #9 carried: 8-0

Motion(s) for item: #10 carried: 7-1 (Mrs. Sylvia-Cioffi voted no)

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PLANNING & CONSTRUCTION: Mr. Hadden

The following item(s) were discussed:

1. Discussion: Referendum

Rick Takakajy, P.W. Moss & Associates and Frank Messineo, Solutions Architecture, were in attendance to discuss and give an update on the referendum projects.

TECHNOLOGY COMMITTEE: No Report

OLD BUSINESS:

- Intermediate School web page - up-dated information and club descriptions have been completed.
- Update on committee revenue/use and upcoming discussions/meetings.

NEW BUSINESS:

- Board of Education discussed ways to thank custodial, maintenance and grounds staff for their difficult work this summer due to construction projects.

PUBLIC COMMENT: None

ADJOURN MEETING: 8:47 p.m.

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

Respectfully submitted,

Kenneth Jannarone
School Business Administrator/
Board Secretary