

**TOWNSHIP OF OCEAN BOARD OF EDUCATION
WORK MEETING MINUTES
September 8, 2015**

CALL TO ORDER

Mrs. Denise Parlamas, President, called the meeting to order at 7:00 p.m., and then adjourned until 7:10 p.m. for lack of quorum, 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, Dr. Marwin Meller, Mr. Michael Palutis, Mrs. Denise Parlamas and Mrs. Sylvia Sylvia-Cioffi.

Mr. Robert Angelini, Mrs. Amy McGovern and Mr. Sean Moore were absent.

Staff in attendance - Mr. Jannarone and Dr. Stefankiewicz

Enter Executive Session – 7:14 p.m.

Approval: Motion offered by Dr. Meller, seconded by Mr. Brautigan and carried 6-0.

Move for the approval to enter Executive Session, in conformance with the Open Public Meeting Act, for the purpose of discussing: Personnel (Personnel Agenda) 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 20 minutes and will take action upon returning to work session.

Adjourn Executive Session – 7:31 p.m.

Approval: Motion offered by Dr. Meller, seconded by Mr. Brautigan, and carried 6-0.

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

PRESIDENT’S REPORT: Mrs. Parlamas

Mrs. Parlamas discussed the following item(s):

- Board of Education discussed attending and speaking at the opening of the football game on September 18th.

SUPERINTENDENT’S REPORT: Dr. Stefankiewicz

Dr. Stefankiewicz discussed the following item(s):

- Opening of school went well.
- Assistant Commissioner ruling on graduation requirement for testing (PARCC)

SCHOOL BUSINESS ADMINISTRATOR’S REPORT: Mr. Jannarone

Mr. Jannarone discussed the following item(s):

- Annual audit wrap-up, since August auditors have been in district auditing the district financial records.
- Code of Ethic for administrators training that was held during the summer.
- NJ School Boards Workshops: October 27th through 29th

PUBLIC COMMENT: None

Twp of Ocean BOE Work Meeting Minutes (continued) – September 8, 2015

COMMITTEE REPORTS:

The Board of Education discussed committee items:

CO-CURRICULAR STUDENT ACTIVITIES: No Report

COMMUNITY LIAISON & COMMUNICATIONS: Mr. Brautigan

The following item(s) were discussed:

1. **Discussion: Request of Non-Resident Student to Finish Their Senior Year at OTHS**

Board of Education and Administration discussed the request of a non-resident senior student to complete the 2015-2016 school year at Ocean Township School High School.

The request is in alignment with District Policy 5111 - Eligibility of Resident/Non-Resident Pupils.

2. **Discussion: Policies & Regulations**

Board of Education and administration discussed the first reading of new policies and revisions/deletions to/of policies and regulations.

Policy 3322– *(new)* Staff Member’s Use of Personal Cellular Telephones/ Other Communication Devices

Policy 4322– *(new)* Staff Member’s Use of Personal Cellular Telephones/ Other Communication Devices

Policy 5330- Administration of Medication (M)

Regulation 5330- Administration of Medication (M)

Policy 5339 – Screening for Dyslexia (M)

Policy 5756- Transgender Students

Policy 8540 – School Nutrition Programs

Regulation 8540- Free and Reduced Rate Meals *(Abolished)*

Policy 8550 – *(new)* Outstanding Food Services Charges

Policy 8820– Opening Exercises/Ceremonies

The Board of Education discussed changes to Policy #8550 Outstanding Food Services Charges and decided to continue the policy of always supplying an alternative meal to students regardless of the amount owed for lunch.

FINANCIAL MANAGEMENT & RESOURCE SERVICES: Mr. Hadden

The following item(s) were discussed:

1. **Discussion: Playground Equipment Donation-Wayside Elementary School**

Board of Education and administration discussed the donation from the Wayside Elementary School PTA in the amount of \$13,678.27. This will fund new playground equipment and installation with \$7,000 from the Board of Education for a total cost of \$20,678.27.

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

2. **Use of Facilities**

Move to approve the use of facilities according to the attached list dated September 8, 2015.

Motion carried: 6-0

Twp of Ocean BOE Work Meeting Minutes (continued) – September 8, 2015

INSTRUCTIONAL & EDUCATION: Mr. Brautigan

The following item(s) were discussed:

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

Board of Education and Administration discussed curriculum for the 2015-2016 school year in accordance with the attached memorandum dated September 4, 2015, (all curricula has been posted, for your review, on the district website under the Board Members' link).

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

1. **Administrative Internship**

Move to approve the request of Dr. Trudi Harris-Johnson to perform her Administrative Internship under the supervision of Dr. James Stefankiewicz, Superintendent of Schools. The internship is a requirement under the Practicum in Executive Leadership course at Monmouth University.

Dr. Harris-Johnson will shadow Dr. Stefankiewicz, for a total of 150 hours during the 2015-2016 school year.

3. **Professional Development Activities – Staff**

Move to approve the attached memorandum dated September 4, 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.

4. **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 August 28, 2015.

5. **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 September 4, 2015.

6. **Professional Development Activities – Staff**

Move to approve the attached memorandum dated September 8, 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.

Motions for items #1, 3 4 thru 6 carried: 6-0

Twp of Ocean BOE Work Meeting Minutes (continued) – September 8, 2015

NEGOTIATIONS: No Report

PERSONNEL: Mrs. Parlamas

The following item(s) were discussed:

1. **Discussion: Retirement**

Board of Education and Administration discussed the retirement of Arthur Wankmuller, Social Studies Teacher, High School effective February 1, 2016.

8. **Discussion: Request for an Unpaid Leave of Absence**

Board of Education and Administration discussed the request of Tamra Welch, Bus Driver, Transportation Department to take an unpaid leave of absence beginning September 3, 2015 and continuing through May 2016.

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

2. **Substitute School Monitors for the 2015-2016 School Year**

Move to approve the following Substitute School Monitors for the 2015-2016 school year:

William Chasey
John Dupuis
George Leather
Frank Martuselli
Michael Pembleton, Jr.

3. **Custodial Substitute**

Move to approve Kelvin Gutierrez as a Custodial Substitute for the 2015-2016 school year.

4. **Instructional Assistant/Cross-Country**

Move to approve Romy Georginow, an Instructional Assistant, to provide aide support to a high school student (9th grade) with disabilities participating in Cross-Country. Ms. Georginow will be paid at her hourly contractual rate. Ms. Georginow will shadow the student/Cross-Country team member after school and on weekends, in accordance with the Cross-Country program practice and regular game schedule for the period of September 3 – October 6, 2015.

5. **Instructional Assistant/Cross-Country**

Move to approve Muriel Papa, an Instructional Assistant, to provide aide support to a high school student (10th grade) with disabilities participating in Cross-Country. Ms. Papa will be paid at her hourly contractual rate. Ms. Papa will shadow the student/Cross-Country team member after school and on weekends, in accordance with the Cross-Country program practice and regular game schedule for the period of September 3 – October 6, 2015.

6. **Revision to an Unpaid Leave of Absence**

Move to approve a revision to an unpaid leave of absence, with the continuation of benefits, for Melissa Wong Morano, Speech Language Therapist, Wanamassa, Wayside, and High Schools to reflect an earlier start date to the leave - September 23, 2015. Mrs. Moran will return to work on December 23, 2015. (Mrs. Morano's unpaid leave of absence had been previously approved, at the

Twp of Ocean BOE Work Meeting Minutes (continued) – September 8, 2015

June 23, 2015 regular monthly meeting, to begin on October 15, 2015. The return date was the same).

7. Revised Contracts

Move to approve that revised contracts be issued to the following High School teachers, effective September 1, 2015. The revised contracts reflect an annual stipend of \$750.00 for the 2015-2016 school year. The stipend is the result of the teachers having a 6th period load (3 blocks) under the block scheduling format implemented September 1, 2013. The revised salaries noted below include the \$750.00 stipend.

Last Name	First Name	Salary
Ali	Nancy	88,515.00
Amato	Patricia	89,550.00
Anderson	Valeria	65,505.00
Andresen	Erica	54,375.00
Basilone	Regina	74,340.00
Baumert	Elizabeth	91,500.00
Borenstein	Lauren	70,440.00
Bosmans	John	58,355.00
Carton	Krista	64,155.00
Casner	Paul	56,065.00
Chiu-Huey	Emitza	56,065.00
Cocucci	Lisa	58,355.00
Colon	Greg	65,760.00
Conklin	Michele	68,490.00
Connolly	Allison	72,390.00
Corcione	Kelly	85,650.00
DeAngelis	Tara	68,055.00
DeBari	Kelly	83,665.00
Della Pesca	Cassie	58,355.00
DeSomma	Mark	91,500.00
D'Esposito	Denise	85,650.00
Devlin	Morgan	56,065.00
Fischer	Steven	58,355.00
Fulciniti	Nicole	63,555.00
Garrity	Alma	76,950.00
Gilman	Irene	91,500.00
Glynn	Eileen	87,600.00
Gower	Chelsea	56,065.00
Gray	Joanna	68,055.00
Kahikina	Andrea	65,555.00
Kecskes	Alex	78,120.00
Kernizan	Teddy	58,275.00
Klein	Donald	61,605.00
Kowaliwskyj	Dina	68,055.00
Kulat	Ryan	56,065.00

Twp of Ocean BOE Work Meeting Minutes (continued) – September 8, 2015

Lauterwasser	Paola	59,965.00
Lister	Pamela	57,755.00
Llewellyn	Pamela	66,105.00
Looney	Paul	89,550.00
Lynch	William	83,665.00
Maffei	Joseph	59,655.00
Mastellone	Frank	93,450.00
McCarthy	Roseann	91,500.00
Molnar	Kristen	61,915.00
Odell-Wyche	Leslie Jean	89,550.00
Ohlott-Wiener	Barbra	89,550.00
O'Malley	Donna	89,550.00
Ott	Debra	62,055.00
Palmer	Susan	61,860.00
Parker	Nancy	89,550.00
Patterson	Timothy	61,655.00
Petro	Christine	62,255.00
Pullano	Michael	82,665.00
Rinaldi	Diane	91,500.00
Rogers	Michelle	67,710.00
Rutan	Eric	61,655.00
Schultz	Allison	54,375.00
Semerano	Krysten	58,155.00
Singer	Alisa	61,855.00
Smith	Susan	85,650.00
Spaeth	Timothy	61,655.00
Stabinsky	Matthew	72,915.00
Stamos	Hayley	59,655.00
Stanton	Maria	89,550.00
Sylvester	Elizabeth	63,555.00
Titmas	Kristin	56,065.00
Towns	Warren	86,565.00
Vassallo	Joseph	59,965.00
Vescovi	Michael	85,650.00
Wankmuller	Arthur	89,550.00
Werthwein	Lynette	65,760.00
Willems	Marc	79,765.00
Winter	Debra	70,440.00
Yonelunas	Alanna	59,705.00

9. **Playground Aides**

Move to approve the following Playground Aides for the 2015-2016 school year:

Rosanna Higgins, Ocean Township Elementary School

Twp of Ocean BOE Work Meeting Minutes (continued) – September 8, 2015

Chanelle Dunn, Wayside Elementary School

10. Revised Contracts – Instructional Assistants/Bus Aides

Move to approve that revised contracts be issued to the following Instructional Assistants/Bus Aides effective September 1, 2015. Revision reflects a change in hours worked (daily) and salary:

<u>Employee</u>	<u>New Hours</u>	<u>New Salary</u>
Jeannette Aiken	8	\$41,252.00
Elisa Basile-Bagley	8	32,026.00
Colleen Beisswanger	6.5	25,044.00
Marilyn Eliadis	7	28,552.00
Linda Fioravanti	8	38,877.00
Albert Gross	7	28,022.00
Lee-Ann Gutierrez	7	27,555.00
Francine Klein	7	29,152.00
Susan MacDonald	8	41,252.00
MaryAnn Perrotto	7	36,096.00
Robinlee Ragucci	8	38,877.00
Loretta Rumsey	7	29,152.00
Deborah Schultz	8	35,799.00
Pamela Testa	7.75	31,611.00

11. Issuance of Contracts

Move to approve that contracts be issued to the following:

To fill vacancies/newly budgeted, non-tenure positions:

Brian Jones	Computer Technician/ Level I District-wide Non-Tenure Track Position Actual Start Date: September 14, 2015 Effective Date: October 1, 2015	\$23,450.00
Rudolph Waldinger	Computer Technician/ Level I District-wide Non-Tenure Track Position Actual Start & Effective Dates: Pending criminal history background check	\$23,450.00

Motion(s) for items: #2 thru #7 and items: #9 thru #11 carried: 6-0

PLANNING & CONSTRUCTION: Mr. Hadden

The following item(s) were discussed:

1. Discussion: Facilities Walk-Thru

Twp of Ocean BOE Work Meeting Minutes (continued) – September 8, 2015

Administration and the Board of Education discussed the facilities referendum projects walk-thru held Tuesday, September 8, 2015.

TECHNOLOGY COMMITTEE:

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENT: None

ADJOURN MEETING: 8:27 p.m.

There being no further business Mr. Brautigan made a motion, seconded by Mrs. Parlamas, that the meeting be adjourned. This motion carried 6-0.

Respectfully submitted,

Kenneth Jannarone
School Business Administrator/
Board Secretary