

Work Session

Attachments

September 19, 2017

Office of the Superintendent
Township of Ocean School District
September 15, 2017

MEMORANDUM FOR: All Members of the Board

FROM: James Stefankiewicz, Ed.D., Superintendent of Schools

RE: **Miscellaneous Information**

1. **On the Calendar**

September 19, 2017

- 6:30 pm – Technology Committee Meeting
- 7:00 pm – Executive Session (Closed) – Superintendent's Office
- 7:30 pm – Work Meeting– Superintendent's Office
- 8:00 pm – Regular Monthly Meeting– Auditorium

September 26, 2017 – No Meeting

October 3, 2017

- 7:00 pm - Executive Session (Closed) – Superintendent's Office
- 7:30 pm - Work Meeting– Auditorium

October 10, 2017

- 7:00 pm - Executive Session (Closed) – Superintendent's Office
- 7:30 pm - Work Meeting– Auditorium

October 17, 2017

- 7:00 pm – Executive Session (Closed) – Superintendent's Office
- 7:30 pm – Work Meeting– Superintendent's Office
- 8:00 pm – Regular Monthly Meeting– Auditorium

October 24, 2017 – No Meeting (School Boards)

October 31, 2017 – No Meeting (Halloween)


2. District Courtesy Pass – attached.
3. **Remaining - Open House Schedule** – attached.

DATE	TIME	SCHOOL	GRADE LEVELS	Board Member Attending
September 19 th (Tuesday)	7:00 pm	Wayside	2 nd , 3 rd , & 4 th	Mr. James Dietrich, President
September 27 th (Wednesday) Back to School Night	6:30 pm	High School	9 th , 10 th , 11 th & 12 th	Mrs. Amy McGovern Mrs. Denise Parlamas
September 28 th (Thursday)	7:00 pm	Intermediate	6 th , 7 th , & 8 th	Mrs. Amy McGovern Mrs. Denise Parlamas Mr. John Stuppi

Office of the Superintendent of Schools
Township of Ocean Schools



MEMORANDUM FOR: All Professional Staff Members

FROM: James Stefankiewicz, Ed.D., Superintendent of Schools 

DATE: September 13, 2017

RE: Employment Opportunity/2017-2018 School Year

POSITION: Co-Advisor – Maker Space After-School Program – Wayside School

QUALIFICATIONS:

- Township of Ocean School District Faculty Member
- Valid New Jersey Instructional Certificate or Certificate of Eligibility
- Demonstrates knowledge of the particular activity and able to sustain student interest in the activity.
- Promotes development, strong interpersonal and communication skills among the young students who are participating in the activity.
- Demonstrates good organizational skills, dependability, and leadership skills.

SALARY: Salary will be commensurate with the Township of Ocean School District's Non-Athletic Advisor 2017-2018 Salary Guide.


APPLICATION DEADLINE: Qualified candidates should apply in writing to Rusty Todd Athletic Director, High School, 550 West Park Avenue, Oakhurst, NJ 07755 or htodd@oceanschools.org, by the end of the business day, Monday, September 25, 2017.

*Culturally Diverse and Bilingual candidates encouraged to apply.

Office of the Superintendent of Schools
Township of Ocean Schools



MEMORANDUM FOR: All Professional Staff Members

FROM: James Stefankiewicz, Ed.D., Superintendent of Schools 

DATE: September 13, 2017

RE: Employment Opportunity/2017-2018 School Year

POSITION: Skills for Success Club Teachers

- (2) Teachers for Grade 5
- (2) Teachers for Grade 6

QUALIFICATIONS: Standard Certification Required
Past experience in running an after-school club is highly desirable, and preferred, as well as availability, on a consistent basis to provide services.

HOURS: 2:30 PM – 3:30 PM – Monday, Tuesday, Wednesday, Thursday (meeting dates will vary from month to month)

SALARY: \$28.00 per hour - October 2017 to May 2018

APPLICATION DEADLINE: Qualified candidates interested in applying for this position should notify the Personnel Office in writing before the end of the day, Monday, September 25, 2017, 4:00 pm.

Office of the Superintendent of Schools
Township of Ocean Schools



MEMORANDUM FOR: All Professional Staff Members

FROM: James Stefankiewicz, Ed.D., Superintendent of Schools

DATE: September 14, 2017

RE: Employment Opportunity/November 13, 2017

POSITION: Elementary Italian Teacher

QUALIFICATIONS:

- Teacher of Italian certification required

SALARY: Salary will be commensurate with the Township of Ocean School District Teachers' 2017-2018 Salary Guide.

APPLICATION DEADLINE: Qualified candidates should apply on line at <http://www.applitrack.com/ocean/onlineapp> by the end of the day, Monday, September 25, 2017.


- Existing staff members who desire a transfer may file a request in the form of a letter of intent along with any updated documents to the Superintendent by the closing date.

*Culturally diverse and Bilingual candidates encouraged to apply.

Office of the Superintendent of Schools
Township of Ocean Schools



MEMORANDUM FOR: All Professional Staff Members

FROM: James Stefankiewicz, Ed.D., Superintendent of Schools 

DATE: September 14, 2017

RE: Employment Opportunity/ 2017-2018 School Year

POSITION: Special Education Teacher – High School

QUALIFICATIONS:

- Teacher of Students w/Disabilities or Teacher of the Handicapped certification REQUIRED
- Secondary Social Studies certification REQUIRED

SALARY: Salary will be commensurate with the Township of Ocean School District Teachers' 2017-2018 Salary Guide.

APPLICATION DEADLINE:

- Qualified candidates should apply on line at <http://www.applitrack.com/ocean/onlineapp> by the end of the day, Monday, September 25, 2017.
- Existing staff members who desire a transfer may file a request in the form of a letter of intent along with any updated documents to the Superintendent by the closing date.

*Culturally diverse and Bilingual candidates encouraged to apply.

**COMMUNITY LIAISON, COMMUNICATIONS
&
CO-CURRICULAR STUDENT ACTIVITIES**

RESOLUTION

Adopted by the
Township of Ocean Board of Education
Township of Ocean, New Jersey
for
Sylvia Sylvia-Cioffi

Whereas, *Sylvia Sylvia-Cioffi has served our school district with dedication and enthusiasm since April 2010; and*

Whereas, *she has held many positions of importance, including President of the Board of Education for 2014, and Vice President for 2013, serving on the Financial, Management & Resource Services and Planning & Construction Committees, in addition to serving as Chairperson of the Instruction, Education & Technology Committee in 2010-2011, Co-Curricular Student Activities Committee in 2011-2012, Community Liaison & Communications Committee from 2011-2012 through 2013, and again from 2015 and 2016, Negotiations Committee in 2013, and Community, Liaison, Communications and Co-Curricular Student Activities Committee in 2017; and*

Whereas, *she has long been considered a caring and committed person, who has exhibited the highest sense of responsibility throughout her tenure as a member of the Board. She has earned the respect of everyone associated with the Township of Ocean Board of Education for her valued experience and guidance,*

Now, Therefore, Be It Resolved, *the Township of Ocean Board of Education hereby expresses its sincere gratitude to Mrs. Sylvia-Cioffi for her invaluable service to the students, parents and residents of the Township of Ocean and wishes to extend to her all good wishes for good health and happiness as she ceases active participation as a member of this Board.*

September 19, 2017

RESOLUTION

Adopted by the
Township of Ocean Board of Education
Township of Ocean, New Jersey

Honoring
Marianne Wilensky
Director of Community Development

Whereas, *Marianne Wilensky was hired as Planning Administrator for the Township of Ocean municipality on August 31, 1987, and then appointed as Director of Community Development in 1997;*

Whereas, *Mrs. Wilensky has continuously exemplified her commitment as Director of Community Development by maintaining the quality of life for the citizens of the Township of Ocean, making sure all potential improvements adhere to all local, state and federal guidelines; and*

Whereas, *Mrs. Wilensky continually accepted additional responsibilities during her tenure with the Township of Ocean, including serving as the Township of Ocean Americans with Disabilities Act Coordinator, overseeing preparation of the Township's newsletter and the administrative responsibilities of the Community Celebrations Committee, all the while serving as a role model, team leader and friend to all whom have worked with her; and*

Now, Be It Therefore Resolved, *that the Township of Ocean Board of Education hereby expresses its sincere gratitude and appreciation to Mrs. Marianne Wilensky for her invaluable and devoted service to the residents and businesses of the Township of Ocean.*

September 19, 2017

TOWNSHIP OF OCEAN BOARD OF EDUCATION
WORK MEETING MINUTES
September 12, 2017

CALL TO ORDER

Mr. James Dietrich, President, called the meeting to order at 7:30 p.m. in the Superintendent's Conference Room at the District Administration Building, 163 Monmouth Road, Oakhurst, N.J.

STATEMENT OF ADEQUATE NOTICE

Mr. Dietrich 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, Dr. David Marshall, Mrs. Amy McGovern, Mr. Michael Palutis and Mrs. Denise Parlamas and Mr. John Stuppi.

Staff in attendance: Mr. Kenneth Jannarone, School Business Administrator, Dr. James Stefankiewicz, Superintendent of Schools and Jeff Hanaway and Liz Docimo, Sodexo Food Services.

Enter Executive Session – 7:30 p.m.

Approval: Motion offered by Mr. Dietrich, 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), possible Litigation 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 – 8:00 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 in the auditorium of the Administration Building

PRESIDENT'S REPORT: Mr. Dietrich

The following item(s) were discussed:

- New Board of Education committee list was distributed to Board members.
- Robert Rules of Order were reviewed.

VICE PRESIDENT'S REPORT: Mr. Palutis

The following item(s) were discussed:

- Technology and Finance committees items under review were discussed.

SUPERINTENDENT'S REPORT: Dr. Stefankiewicz

The following item(s) were discussed:

- Teacher in-service at the start of school.
- Opening of school went well for students and staff.

SCHOOL BUSINESS ADMINISTRATOR'S REPORT: Mr. Jannarone

The following item(s) were discussed:

- Sylvia Sylvia-Cioffi and Marianne Wilensky will be honored at the regular board meeting of September 19th.
- School bus red light cameras will be installed and will arrange meeting with township.
- Budget update next week

Mr. Jannarone introduced Jeff Hanaway and Liz Docimo, Sodexo Food Services, who reviewed the opening of the school cafeterias and the lunch changes.

PUBLIC COMMENT: None

COMMITTEE REPORTS:

COMMUNITY LIAISON, COMMUNICATIONS & CO-CURRICULAR

STUDENT ACTIVITIES: Mr. Palutis

The following item(s) were discussed:

1. **Discussion: 2016-2017 Board of Education Goals & Objectives**
Board of Education and Administration discussed the progress of Board of Education Goals & Objectives for the 2016-2017 school year per attached.
2. **Discussion: 2017-2018 Board of Education Goals & Objectives**
Board of Education and Administration discussed the Board of Education Goals & Objectives for the 2017-2018 school year. The Board of Education agreed to send suggestions to the School Business Administrator and Vice President for discussion next meeting.
3. **Discussion: NJSBA Board of Education Workshop and Training-2017**
Board of Education and Administrators discussed the upcoming School Boards Annual workshops on October 24th, 25th and 26th. School Business Administrator also reviewed Board of Education required training classes.
4. **Discussion: Elementary Schools – Re-Distribution**
Board of Education and Administrators discussed the re-distribution of our elementary schools, please see attached chart.

Strategic Plan Goal 4: School Climate & Culture, Objective 5, Activity 9

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

5. **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 – August 29, 2017

Regular Meeting Minutes – August 29, 2017

Motion(s) carried: 8-0

FINANCIAL MANAGEMENT & RESOURCE SERVICES: Mrs. McGovern

The following item(s) were discussed:

1. **Discussion: Finance Committee**
Chairperson gave a report on the recent Finance Committee meetings.

Strategic Plan Goal 5: Finances, Objective 2

Twp of Ocean BOE Work Meeting Minutes (continued) – September 12, 2017

2. Discussion: Acceptance of Non-Public Nursing

The Board of Education and administration discussed the Township of Ocean Board of Education acceptance of 2017-2018 New Jersey Nonpublic School Nursing allocations in the District total amount of \$86,039.00 and each nonpublic school allocation as follows:

Hillel High School	\$18,139.00
Hillel Yeshiva of the Shore Area	\$45,396.00
Ilan High School	\$13,871.00
Yeshiva at the Jersey Shore	\$ <u>8,633.00</u>
DISTRICT TOTAL	\$86,039.00

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

3. Use of Facilities

Move to approve the use of facilities according to the attached list dated September 12, 2017.

Strategic Plan Goal 5: Finances, Objective 2

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

INSTRUCTION & EDUCATION: Dr. Marshall

The following item(s) were discussed:

1. Discussion: Block Scheduling Data Comparison Chart

Board of Education and Administration discussed the Block Scheduling Data Comparison Chart for school years 2012-2013, 2013-2014, 2014-2015, 2015-2016, and 2016-2017; chart is attached.

Strategic Plan Goal 1: Student Success, Objective 5

2. Discussion: Teacher Evaluation Rubric for the 2017-2018 School Year

Board of Education and Administration, in alignment with District Policy #3221-Evaluation of Teachers, discussed using the Charlotte Danielson Evaluation Rubric for the 2017-2018 school year.

3. Discussion: Trip Request

Board of Education and Administration discussed the following trip request:

Group:	Marching Band, (Students in Grades 9-12)
Number of Students:	45
Date:	Sunday, October 1, 2017
	Departure Time: 10:00 am Return Time: 9:00 pm
Destination:	J. Birney Crum Stadium, Allentown, PA
Purpose:	Collegiate Marching Band Festival
Transportation:	District School Bus
Teacher Chaperones:	Alyssa Clark, Kristin Titmas, and Kyle Titmas
Parent Chaperones:	- 0-
Cost per pupil:	\$12.00 per student (paid for by the student)

4. Discussion: Monmouth University Students to Observe Fourth Grade Science Classes

Twp of Ocean BOE Work Meeting Minutes (continued) – September 12, 2017

Board of Education and Administration discussed the request of Kathryn Lionetti, Associate Professor of Biology at Monmouth University to observe, along with her students, Grade 4 Science Classes at the Ocean Township Elementary School, in accordance with the attached memorandum dated September 8, 2017.

5. **Discussion: Student Observer**

Board of Education and Administration discussed a Student Observer for the 2017-2018 school year in accordance with the attached memorandum dated September 8, 2017.

6. **Discussion: Student Teacher**

Board of Education and Administration discussed a Student Teacher for the 2017-2018 School year in accordance with the attached memorandum dated September 8, 2017.

7. **Discussion: Delayed Opening Schedule for the High School During 2017-2018 Mandated Testing**

Board of Education and Administration discussed the delayed opening schedule, during the 2017-2018 State mandated testing periods, in accordance with the attached memorandum dated August 2017.

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

8. **Cancellation to Out of District Public Tuition for the 2017-2018 School Year**

Move to approve a cancellation to out of district public tuition for the 2017-2018 school year in accordance with the attached memorandum dated August 29, 2017.

9. **School Counseling Internship**

Move to approve the request of Kasey O'Connor, pending criminal history background check, to complete 300 internship hours in accordance with the attached memorandum dated September 5, 2017.

10. **Professional Development Activities – Staff**

Move to approve the attached memorandum dated September 8, 2017 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.

Strategic Plan Goal 1: Student Success, Objective 1, Activities 9 & 16

11. **Portuguese Translator Service**

Move to approve Maria V. Cavadas of Paradocz, LLC, Middletown to provide Portuguese translator services in accordance with the attached memorandum dated, September 8, 2017.

Motion(s) carried on items #8 thru #11: 8-0

LEGISLATIVE: Mr. Clayton

The following item(s) were discussed:

Twp of Ocean BOE Work Meeting Minutes (continued) – September 12, 2017

1. **Discussion: Legislative Committee**

Legislative Chairperson gave an update on the Monmouth County School Boards fall meeting.

NEGOTIATIONS: No Report

PERSONNEL: Mrs. Parlamas

The following item(s) were discussed:

1. **Discussion: Employment Status of District Employee**

Board of Education and Administration discussed the employment status of district employee # 5924.

2. **Discussion: Unpaid Family Leave of Absence**

Board of Education and Administration discussed the request of Hayley Stamos, Special Education Teacher, Ocean Township High School to take an unpaid family leave of absence, as designated under FMLA, from September 26, 2017 through December 15, 2017. While out on an unpaid family leave of absence, Ms. Stamos will be responsible for paying the appropriate contribution towards her health insurance coverage. Ms. Stamos is expected to return to the classroom, December 18, 2017.

3. **Discussion: Unpaid Leave of Absence**

Board of Education and Administration discussed the request of Linda Coakley, Bus Driver, Transportation Department to take an unpaid leave of absence, with the continuation of benefits, for the period of October 18, 2017 through October 31, 2017. While out on the unpaid leave of absence, Mrs. Coakley will be responsible for paying the appropriate contribution towards her health insurance coverage.

4. **Discussion: Retirement**

Board of Education and Administration discussed the retirement of Linda Coakley, Bus Driver, Transportation Department, effective November 1, 2017.

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

5. **Resignations**

Move to approve the following resignations effective August 30, 2017:

Bernice Guzman, Instructional Assistant, Part-time, Wayside Elementary School
Marcy Morelli, Ten-Month Secretary, Township of Ocean Intermediate School

6. **Playground Aide**

Move to approve Jami Scerbo as a Playground Aide at the Wayside Elementary School for the 2017-2018 school year.

7. **Substitute Playground Aide**

Move to approve Peggy Lands as a Substitute Playground Aide for all District Elementary Schools, for the 2017-2018 school year. (Ms. Lands was previously approved at the August 29, 2017 regular monthly meeting of the Board pending criminal history background check; clearance has been received.)

8. **Instructional Assistant Transfer**

Twp of Ocean BOE Work Meeting Minutes (continued) – September 12, 2017

Move to approve the following Instructional Assistant transfer effective September 1, 2017:

[illegible]

9. Clerical Substitute and Substitute Instructional Assistant

Move to approve Brenda Camp-Wityk as a Clerical Substitute and a Substitute Instructional Assistant for the 2017-2018 school year.

10. Substitute Teachers

Move to approve Substitute Teachers for the 2017-2018 school year in accordance with the attached list dated September 8, 2017.

11. Assistant Varsity/JV Football Coach for the 2017-2018 School Year

Move to approve Cipriano Apicelli as an Assistant Varsity/JV Football Coach for the 2017-2018 School year, in accordance with the attached memorandum dated September 6, 2017.

12. Employee Transfer

Employee Transfer:
Move to approve the following employee transfer effective September 7, 2017, no change in salary:

Nestor Perez From: Custodian I – Swing-Shift
Wanamassa Elementary School
To: Custodian I – Night-Shift
Ocean Township High School

13. Issuance of Contracts

Move to approve that contracts be issued to the following:

To fill vacancy – non-tenure track positions:

Jason Francis	Custodian I – Swing-Shift	\$33,835.00
	Wanamassa Elementary School	Step A
	Non-Tenure Track Position	Prorated
	Actual Start Date: September 15, 2017	
	Effective Date: October 1, 2017	

(Mr. Francis replaces Nestor Perez who was transferred to the high school.)

Antoinette Ingulli	Bus Driver	\$21,859.00
	Transportation Department	Hourly Driver
	Non-Tenure Track Position	
	Actual Start Date: September 1, 2017	
	Effective Date: Retro to September 1, 2017	

Scott Lenahan	Bus Driver	\$21,859.00
	Transportation Department	Hourly Driver
	Non-tenure Track Position	
	Actual Start Date: September 1, 2017	
	Effective Date: Retro to September 1, 2017	

Twp of Ocean BOE Work Meeting Minutes (continued) – September 12, 2017

Albert Lezmi Custodian I – Swing-Shift \$33,835.00
Shared Services Between the Township Step A
of Ocean School District and Prorated
Monmouth-Ocean Education
Services Commission (MOESC)
Non-Tenure Track Position
Actual Start Date: September 15, 2017
Effective Date: October 1, 2017

14. Revised Contracts – Instructional Assistants/Bus Aides

Move to approve that revised contracts be issued to the following Instructional Assistants/Bus \ Aides effective September 1, 2017. Revision reflects a change in hours worked (daily) and salary:

Employee	New Hours	New Salary
Aiken, Jeannete	8	\$42,587.00
Basile-Bagley, Elisa	7	30,234.00
Beisswanger, Colleen	7	28,432.00
DelPizzo, Nichole	7	28,432.00
Eliadis, Marilyn	7	30,958.00
Fioravanti, Linda	8	42,587.00
Gross, Albert	7	30,234.00
Klein, Francine	7	31,745.00
Michaels, Tara	7	30,234.00
Perrotto, MaryAnn	8	42,587.00
Ragucci, Robin	8	42,587.00
Rumsey, Loretta	8	36,281.00
Schultz, Deborah	7	34,650.00
Testa, Pamela	7	30,958.00
Weinkofsky, Karen	7	37,264.00
Zimmerman, Bonnie	7	30,234.00

15. Revised Contracts

Move to approve that revised contracts be issued to the following Intermediate and High School teachers, effective September 1, 2017 (*unless otherwise noted). The revised contracts reflect an annual stipend of \$850.00, for the 2017-2018 school year, for teaching a 6th period class. The revised salaries, noted below, include the \$850.00 stipend.

Last Name	First Name	Salary
Intermediate Teachers		
Amey	Samantha	\$58,815.00
Cervellino	Michael	89,425.00
Chambers	Ramona	87,700.00
DeFilippis	Angelica	62,915.00
DeSanctis	Nicola	93,550.00
Edson	Meghan	64,265.00

Twp of Ocean BOE Work Meeting Minutes (continued) – September 12, 2017

Hecker	Megan	68,365.00
Hoyle	Meghan	66,815.00
Knier	Eileen	91,600.00
Effective: 11/13/2017 Levine-Salum*	Jacquelyn	68,365.00 Prorated
Malta	Susan	91,600.00
Miller	Jack	75,750.00
Moreski	Cord	58,815.00
Nagy	Nicole	68,365.00
Plevier	Gina	60,365.00
Sabia	Meghan	87,700.00
Wilderotter	Jeffrey	93,550.00
High School Teachers		
Ali	Nancy	\$93,550.00
Amato	Patricia	91,600.00
Arlea	Patrick	58,815.00
Bolin	Algisa	57,865.00
Borenstein	Lauren	78,425.00
Casner	Paul	59,015.00
Cavallaro	Nichole	64,265.00
Chiu-Huey	Emitza	59,015.00
Churchwell	Kyrsten	56,665.00
Clark	Kara	61,765.00
Cocucci	Lisa	64,465.00
Conklin	Michele	76,475.00
Connolly	Allison	80,375.00
DeBari	Kelly	91,600.00
DeSomma	Mark	93,550.00
D'Esposito	Denise	87,700.00
Devlin	Morgan	59,015.00
Fischer	Steven	68,365.00
Gower	Chelsea	58,815.00
Iaccarino	Carmela	59,015.00
Ippolito	Christopher	68,765.00
Kernizan	Teddy	62,715.00
Klein	Donald	68,765.00
Kulat	Ryan	59,015.00
Lauterwasser	Paola	62,915.00
Looney	Paul	91,600.00
Lynch	William	91,600.00
Maffei	Joseph	66,815.00
McDavitt	Meaghan	61,765.00
Minott	Edith	91,600.00
Molnar	Kristen	64,865.00
Moore	Kelsey	55,465.00

Twp of Ocean BOE Work Meeting Minutes (continued) – September 12, 2017

Odell-Wyche	Leslie Jean	91,600.00
Ohlott-Wiener	Barbra	91,600.00
O'Malley	Donna	91,600.00
Ott	Debra	66,265.00
Petro	Christine	68,365.00
Pullano	Michael	87,700.00
Rogers	Michelle	75,140.00
Russo	Susan	70,715.00
Rutan	Eric	63,115.00
Siciliano	Pamela	75,140.00
Singer	Alisa	66,215.00
Smith	Susan	87,700.00
Spaeth	Timothy	63,115.00
Titmas	Kristin	59,015.00
Towns	Warren	91,600.00
Willems	Marc	87,700.00

16. Substitute Bus Driver

Move to approve Michelle DeMarzo as a Substitute Bus Driver for the 2017-2018 school year. (Ms. DeMarzo was previously approved at the August 29, 2017 regular monthly meeting of the Board pending criminal history background check; clearance has been received.)

17. Maintenance/Grounds Employment

Move to approve Robert Gordon Bodine to work in the Maintenance/Grounds Department during the period of September 1, 2017 through September 14, 2017. Mr. Bodine's rate of pay will be \$125. per day.

18. Issuance of Contracts

Move to approve that contracts be issued to the following:

To fill vacancy positons:

Robert Gordon Bodine	Level II - School Monitor	\$24,000.00*
	Township of Ocean Intermediate School	Prorated
	Non-Tenure Track Position	
	Actual Start Date: September 15, 2017	
	Effective Date: October 1, 2017	

(Mr. Bodine replaces Mr. Dupuis who resigned. *Salary includes the \$7,000.00 (prorated) yearly stipend for Level II School Monitors.)

Melissa D'Agostino	School Psychologist	\$64,015.00
	District-wide	MA+30/
	Actual Start Date: October 10, 2017	Step 5-6
	Effective Date: November 1, 2017	Prorated

(Ms. D'Agostino was previously approved, at the work meeting held on August 8, 2017, pending release from current employer and criminal history background check. Both are in order and effective as noted in the dates above. Ms. D'Agostino will fill the vacancy left by

Twp of Ocean BOE Work Meeting Minutes (continued) – September 12, 2017

Mrs. Rasmussen when her contract was revised from that of School Social Worker to that of Supervisor of Special Education, Grades 6-12.)

19. Resignation

Move to approve the resignation of Vincent Belcastro, World Language Teacher, Ocean Township, Wanamassa and Wayside Elementary Schools, effective November 10, 2017.

20. Advisor Resignation

Move to approve the resignation of Janice McDowell, MakerSpace Advisor, Wayside Elementary School effective September 11, 2017.

21. Substitute Bus Driver

Move to approve Anthony Mannino as a Substitute Bus Driver for the 2017-2018 school year. (Mr. Mannino was previously approved, at the regular monthly meeting held August 29, 2017 pending issuance of a CDL license. Mr. Mannino has obtained his commercial driver's license.)

22. Assignment Change

Move to approve an assignment change for the following employee, effective September 18, 2017:

Timothy Patterson From: Special Education Teacher
 Ocean Township High School
 To: Social Studies Teacher
 Ocean Township High School

(There is no change in salary. Mr. Patterson replaces Mr. Bosmans whose contract was revised from that of Social Studies Teacher to that of Supervisor of World Languages, Grades K-12, Social Studies, Grades 6-12 and English As A Second Language, Grades K-12.)

23. Revised Contracts – Instructional Assistants/Bus Aides

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

Tami Kay	Instructional Assistant	\$31,745.00*
	Wayside Elementary School	Prorated
	Effective: September 13, 2017	

(*Revision reflects a change in hours worked daily from 6 to 7 and an increase in salary.)

RoseAnn Spiewak	Instructional Assistant	\$37,264.00*
	Wayside Elementary School	Prorated
	Effective: September 13, 2017	

(*Revision reflects a change in hours worked daily from 6 to 7 and an increase in salary.)

Karen Weinkofsky	Instructional Assistant	\$42,587.00*
	Ocean Township High School	Prorated
	Effective: September 12, 2017	

(*Revision reflects a change in hours worked daily from 7 to 8 and an increase in salary.)

Twp of Ocean BOE Work Meeting Minutes (continued) – September 12, 2017

Motion(s) carried on items #5 thru #23: 8-0

PLANNING & CONSTRUCTION: Mr. Palutis

The following item(s) were discussed:

1. **Discussion: Referendum Construction Projects**

Planning & Construction Chairperson gave an update on the opening of school construction projects and the ribbon cutting ceremonies.

Strategic Plan Goal 2: Facilities, Objective 4

TECHNOLOGY COMMITTEE: Mr. Stuppi

The following item(s) were discussed:

1. **Discussion: Technology Committee**

Chairperson gave a report on the recent Technology Committee meetings.

OLD BUSINESS:

- Board of Education discussed a possible survey by technology department regarding teachers' preference and use of technology.

NEW BUSINESS:

- Board of Education discussed an email received regarding a home-schooling request, and athletic participation at Ocean Township High School.

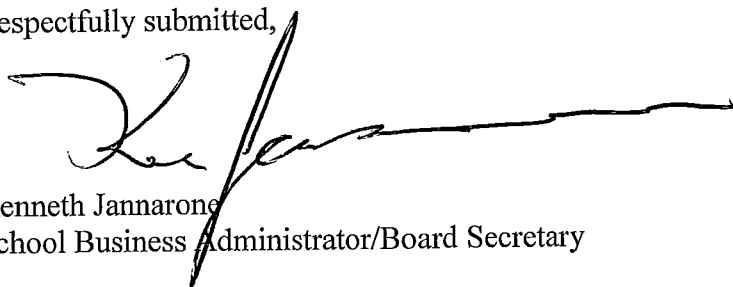
PUBLIC COMMENT:

- Dr. Marwin Meller, resident, discussed insurance requirement for facilities rentals. Dr. Meller also discussed the selling of the administration building to bring tax relief to residents.
- Mrs. Loushine, Loch Arbour resident, asked about date for the Loch Arbour litigation. Superintendent discussed the fact that there has been no date set by the appellate court, as of yet.

ADJOURN MEETING: 10:04 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

P 5111.01 TUITION FOR NON-RESIDENT STUDENTS

The Township of Ocean Board of Education is authorized by N.J.S.A. 18A:38-3 to admit pupils who are not residents in the Township of Ocean School District to the Township of Ocean School District upon such terms and conditions as the Board of Education may establish.

The Board promulgates that attendance at the Township of Ocean School District by private tuition students is a privilege, not a right. For the purpose of encouraging academic and social interaction and to increase classroom enrollment, the Board may agree to accept non-resident pupils in grades Kindergarten through Twelve at the Township of Ocean School District.

A. Any child whose parent(s)/guardian(s), hereinafter referred to as parents, reside outside the school district shall be considered non-resident. Non-resident pupils may be admitted on a tuition basis upon completion of the following:

1. Parents will email tuition@oceanschools.org to inquire about class size and current availability at the grade level(s) for which they are interested prior to completing an application. The Superintendent will determine availability based on current size of classes and respond to all parental inquiries.
2. If there is availability in the desired grade level(s), parents will complete an application and submit a \$100 non-refundable application fee made payable to Township of Ocean Board of Education. The fee will NOT be applied to any tuition due or that becomes due.
3. The Principal of each respective school will review all applications for admission and interview the applicants.
4. The applicant is to be tested appropriately by school personnel. Staff members are directed to give all applicants fair and equitable consideration in accordance with board policies.
5. All prior school records shall be presented upon request including, but not limited to: health records, report cards, state test scores, and all other standardized test scores.
6. The applicant will submit letters of recommendation from teacher and administrator of the school last attended.



TUITION FOR NON-RESIDENT STUDENTS

7. A copy of the applicant's birth certificate will be provided.
- B. Tuition for all enrolled pupils in grades Kindergarten through Twelfth shall be according to a schedule set forth by resolution of the Board that may be modified by resolution. Tuition rates, late payment fees, and incentive/discounts will be established annually.
 1. Fees are as follows:
 - Kindergarten through Fourth Grade : \$ 8,500.00
 - Fifth through Eighth: \$ 8,500.00
 - Ninth through Twelfth: \$ 13,500.00
 2. If accepted, a completed Pupil Tuition Contract and a \$200 (two hundred dollar) acceptance fee must be remitted to the School Business Administrator/Board Secretary within ten (10) days of written notification of acceptance and will be applied toward the first tuition payment.
 3. Tuition payments will be made in two installments (August 1st and January 1st). A \$250 late fee will be assessed if the payment is not received by the 10th day of the month in which it is due. The \$250 late fee will be assessed and continue to accrue for each month until such time as payment is received in full for any delinquent tuition payment and any late fees incurred to date.
 4. Should parents choose to remove a pupil mid-month, there will be no pro-rated reimbursement.
 5. All fees and payments are non-refundable. In the event of non-payment of any charge or fee when due, parents agree that pupil's enrollment may be canceled and the pupil shall be withdrawn from the Township of Ocean School District immediately upon notice from the Superintendent. In addition to removal, all outstanding balances will be forwarded to collections for tuition, late fees, and/or attorney's fees.
- C. The Board reserves the right to withdraw private tuition status from any pupil admitted under the policy for academic or disciplinary reasons or failure to pay tuition. If this occurs, the home district of the pupil will be notified.
- D. Pupils are admitted under this policy with the assumption that their educational needs can be addressed at any incremented cost to the district equal to or less than the



TUITION FOR NON-RESIDENT STUDENTS

amount of tuition they are asked to pay. Should it be determined at any time that this is not so, the Board reserves the right to withdraw non-resident tuition students or request supplemental fees for the program. There shall be no increase in teaching staff due to the acceptance of non-resident tuition pupils.

- E. The parents/guardians of tuition students will be responsible for transportation at their sole expense.
- F. Pupils shall maintain appropriate academic and/or social standards and adhere to school disciplinary requirements. In the event a pupil fails to do so, the Board may terminate the enrollment of that pupil in the Township of Ocean School District.
- G. The Township of Ocean Board of Education will accept students into the regular education program only. Special Education needs and Section 504 accommodations, modifications and supports that incur any additional costs cannot be met at regular tuition rates. This includes any programs or services that require Child Study Team evaluation, classification, programming or instruction by a special education teacher. If, after enrollment, it is determined by the district that a special education referral or classification is necessary, the parent agrees to withdraw the student from the district. The district will release the pupil and notify the home district. Tuition shall be refunded on a pro-rated basis.
- H. In accordance with law and the Board's own policy, the decision to admit or to re-admit a non-resident tuition student shall not be based upon gender, race, religion, economic or social status.
- I. Re-admission is not automatic. If there remains room in the grade into which the student would go in a successor year, the student may apply for re-admission. Students who have not maintained an 80 average (based upon all subjects with no failing grades) may not be re-admitted at the discretion of the Board of Education.
- J. The Superintendent shall report to the Board of Education from time to time regarding non-residential tuition program and the Board shall evaluate the same during the first quarter of each calendar year.
- K. Non-resident tuition students shall be afforded the same educational opportunities as resident pupils, and all laws, regulations, and requirements applicable to resident pupils shall apply to non-resident pupils.
- L. In the event acceptance of non-resident tuition pupils is rendered impossible by law, judgment or decision or otherwise, the Board's only liability shall be for the return of any unearned tuition payments.



POLICY

OCEAN TOWNSHIP BOARD OF EDUCATION

Students

P 5111.01/Page 4 of 4

TUITION FOR NON-RESIDENT STUDENTS

M. Non-resident tuition admission decisions will be made according to Board policy by the Superintendent of Schools and approved by the Board of Education. All acceptance decisions are final.

Adopted: 20 June 2017



FINANCIAL MANAGEMENT & RESOURCE SERVICES

Office of the School Business Administrator
Township of Ocean School District
September 19, 2017

**REQUESTS FOR USE OF SCHOOL FACILITIES
In Accordance with Policy #7510**

Ocean Twp United Soccer Assoc

OTHS, Athletic Field
Saturday's & Sunday's
September 1st through 30th, 2017
October 1st through 31st, 2017
November 1st through 30th, 2017
11:00 am – 5:00 pm
Purpose: Soccer Games
Group 2 School Age Service Groups
Use of Facility Fee: \$00.00

Ocean Twp United Soccer Assoc - Hurricanes

OTHS, Gym
November 8, 14, 15, & 21, 2017, April 10, 11,
17, 18, 24, & 25, 2018, May 1, 2, 8, 9, 15, 16,
22, 23, 29, & 30, 2018, June 5, & 6, 2018
6:30 pm – 8:30 pm
January 8, & 22, 2018, February 5, 12, & 26,
2018, March 5, 13, 14, 20, 21, 27, & 28, 2018,
7:00 pm – 9:00 pm
Purpose: Soccer Training
Group 2 School Age Service Groups
Use of Facility Fee: \$00.00

Twp of Ocean Public Works

OTES, Parking Lot
June 2, 2018, October 20, 2018
9:00 am – 1:00 pm
Purpose: Public Paper Shredding Event
Group 3 Community Related Groups
Use of Facility Fee: \$00.00

Ocean Twp United Soccer Assoc

OTHS, Turf Athletic Field
September 2, 3, 9, 10, & 30, 2017
1:30 pm – 6:00 pm
September 16, 23, & 24, 2017
1:30 pm – 3:00 pm, and 4:30 pm – 6:00 pm
October 1, & 15, 2017
3:00 pm – 6:00 pm
October 8, 14, & 28, 2017
12:00 pm – 6:00 pm
October 7, & 21, 2017
12:30 pm – 6:00 pm
October 22, & 29, 2017
12:00 pm – 3:00 pm, and 4:30 pm – 6:00 pm
November 4, 5, 11, 12, 18, 19, 25, & 26, 2017,
December 2, & 3, 2017
12:00 pm – 4:30 pm
Purpose: Soccer Games
Group 2 School Age Service Groups
Use of Facility Fee: \$00.00
Lighting Usage Fee: TBD

INSTRUCTION & EDUCATION

**Office of the Assistant Superintendent of Schools
Teaching & Learning**

Township of Ocean Schools



MEMORANDUM FOR: James Stefankiewicz, Ed. D.
FROM: Melody Ragle
RE: N.J.A.C. 6A:23B-1.2(c)3
DATE: September 15, 2017
CC: Kelly Weldon, Ken Jannarone

Below are Professional Development Activities in accordance with District Policy 6471 and NJAC 6A:23B for BOE approval. The attendance at said activity 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.

Last Name	First Name	Subject	Workshop	Date	Fee
Petty	Colleen	Phys Ed	Comprehensive School Physical Activity Program – Ocean, NJ	9/26/2017	**
Basilone	Regina	Spec Ed	ITANJ Primo Contro Rutgers	Saturday 10/14/2017	\$50.00
Iaccarino	Carmela	Italian	ITANJ Primo Contro Rutgers	Saturday 10/14/2017	\$50.00
Connolly	Allison	SS	Kean U – Diversity Council	10/20/2017	**
Kulat	Ryan	SS	NJCSS Annual Conference Rutgers	10/23/2017	95.00**
Ohlott-Weiner	Barbra	SS	NJCSS Annual Conference Rutgers	10/23/2017	95.00**
Kahikina	Andrea	SS	Famous Trials of the Jazz Age Rutgers	10/27/2017	35.00**
Molinelli	Jon	Spec Ed	AMTNJ Annual Conference – East Windsor, NJ	10/26-27/2017	**
Ruane	Kevin	Spec Ed	AMTNJ Annual Conference – East Windsor, NJ	10/26-27/2017	**
Kulat	Ryan	SS	NJSIAA Golf Coaches Clinic Galloping Hills,	11/1/2017	**
Gall	Gail	Rdg Spec	Orton-Gillingham Training Secausus, NJ	11/13-16/2017	\$975.00
Schiavone	Carol	Rdg	Monmouth U – Literacy Symposium	10/20/2017	**
DeCotis	Valerie	Art	AENJ Annual Conference	10/2/2017	\$135.00**

Last Name	First Name	Subject	Workshop	Date	Fee
Leute	Jeffrey	Art	AENJ Annual Conference	10/3/2017	135.00**
Devlin	Morgan	Art	AENJ Annual Conference	10/2-3/2017	185.00**
Bosmans	John	Supervisor	Bilingual/ESL Training- Middlesex County College	10/6/2017	N/A
O'Neill	Patrick	Supervisor	NJ Technology Study Council	10/19/2017	N/A
Hall	Michael	Supervisor	NJ Technology Study Council	10/19/2017	N/A
Doyle	James	Ed Tech	Edutechtastic Seminar Training Middletown	10/9/2017	N/A
Bosmans	John	Supervisor	NJPSA Fall Conference Long Branch	10/19-20/2017	\$310.00

**Registration fees are supported by local professional development funds and Title IIA of NCLB*

***Substitute at rate of \$85 per day*

**Office of the Assistant Superintendent of Schools
Teaching & Learning**

Township of Ocean Schools



MEMORANDUM FOR: James Stefankiewicz, Ed. D.

FROM: Janet Forino

DATE: September 15, 2017

RE: Student Teacher

Please present for Board Approval at the next scheduled board meeting the student teacher listed below.

Gabriella Boucher
Monmouth U
OTES
Paul Buerck