

**MINUTES OF THE REGULAR MONTHLY MEETING
TOWNSHIP OF OCEAN BOARD OF EDUCATION
APRIL 26, 2011**

CALL TO ORDER

The Board President, Mrs. Angela Finch called the Regular Monthly Meeting of the Township of Ocean Board of Education to order at 8:00 p.m. in the auditorium of the School District's Administration Building.

STATEMENT OF NOTICE

Adequate notice of the meeting to be held by the Township of Ocean Board of Education on Tuesday, April 26, 2011 at 8:00 p.m. has been provided in accordance with the requirements of Chapter 231, Public Laws, 1975.

1. Notice of the meeting was posted on the bulletin board in the lobby of the Administration Building, 163 Monmouth Road, Oakhurst, New Jersey, all Ocean Township District Schools and Transportation, and the School District Website www.ocean.k12.nj.us on April 28, 2010.
2. Notice of the meeting was transmitted to the Asbury Park Press, Atlanticville, and the Coaster Newspapers on April 28, 2010.
3. Notice of the meeting was filed with the Municipal Clerk, Township of Ocean and the Municipal Clerk, Village of Loch Arbour on April 28, 2010.

ROLL CALL

The following members were present: Mrs. Angela Finch, Mr. Joseph Hadden, Mr. Richard Long, Mr. Sean Moore, Mrs. Denise Parlamas, Mrs. Anne Marie Sparaco, Mrs. Janet Surmonte, and Mrs. Sylvia Sylvia. Mr. Michael Beson was absent.

PRESIDENT'S REPORT – No Report

STUDENT REPRESENTATIVES – Ms. Goodwin and Mr. Smock

1. The Ocean Twp. High School spring musical, Les Miserables, was a success.
2. There is an upcoming car wash at the high school to benefit the softball team.

SUPERINTENDENTS REPORT – Mr. Lysko

Mr. Lysko made the following announcements:

1. **Kristiana Price** and **Angela Seo**, tenth graders at Ocean Township High School, were awarded "Best in New Jersey" in the podcast competition sponsored by the Foreign Language Educators of New Jersey. Using their target language of French, **Kristiana** and **Angela** described the impact of studying French on their lives. The podcast not only demonstrates the high level of French fluency, but also the girls' musical talents. The podcast can be viewed at www.flenj.org. Congratulations to **Kristiana**, **Angela** and their teacher, **Mrs. Barone**, for this outstanding achievement.

Congratulations to **Mr. Pullano** and his Broadcast Media students on their MSG Varsity V Awards nomination for best full game production. The Broadcast Media students along

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with the Cable Youth Network filmed one of our district's high school State Wrestling Matches which was submitted to MSG for review. There were more than 3600 submissions from over 170 schools resulting in 44 nominations across 10 categories. Only 5 % of the nominations received a nomination. As of this writing no announcement has been made in regard to those chosen as winners! Congratulations to the Broadcast Media students:

Brian Chittum
Brian Wobser
Marc Spirito
Mallory Nelson
Ryan Franco

Kevin Rogers
Michael Manfready
Emily Kless
SyedArshad Nawazuddin
Devon Ribsam

2. **Awards**

The 2011 FCCLA State Leadership Conference was held March 16-18, 2011 at the Crowne Plaza Hotel in Cherry Hill, NJ. Eleven members, one chaperone and **Mrs. Nancy DiLauro**, advisor of the OTHS/FCCLA, attended two days of leadership workshops and competitive events.

FCCLA members competed in 6 State and 8 National STAR events. A total of 17 individual medals; 12 Gold, 5 Silver and 1 Bronze, were awarded for their hard work and dedication. The results:

a. **GOLD MEDALS:**

Grade 11 – **Cori Falco (2), Christine McMahon (2) Katelyn Palombo, Leah Schneider and Jessica Williams**

Grade 10 - **Ellie Ginsberg, Katie Scollay (2), and Chelsea Wilson (2)**

b. **SILVER MEDALS:**

Grade 12 – **Okello Bogle, and Adina Klein**

Grade 11 – **Katelyn Palombo and Lexi Dietrich**

c. **BRONZE MEDALS:**

Grade 12 – **Adina Klein, Ellie Ginsberg, Katie Scollay, Chelsea Wilson, Christine McMahon, Leah Schneider and Jessica Williams** earned the right to compete at the National FCCLA Leadership Conference in Anaheim, California, July 13, 2011.

Cori Falco was awarded a \$500.00 renewable scholarship for a total of two thousand dollars to Johnson and Wales University, for her third place gold medal award in Entrepreneurship.

Katelyn Palombo was elected to serve a second year as a NJFCCLA officer. Her position on the State Executive Council (SEC) will be determined on April 9th at a

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transitional SEC meeting.

Congratulations to the students, their teachers and their parents on these outstanding achievements!

PUBLIC COMMENTS - AGENDA ITEMS:

Mrs. Finch made a Public announcement and opened the meeting for Public comment on Agenda items.

1. Mrs. Alto asked about the Special Education placements on the agenda and if this increases the budget.
2. Mr. Lefferson questioned Finance #9, Approval to Advertise for Bids. The business administrator discussed the bid approval process.

APPROVAL OF MINUTES – Mrs. Surmonte

Mrs. Surmonte made a motion, seconded by Mr. Long for approval of the minutes as amended of the March 15, 2011 meeting.

Motion(s) carried 7-0-1 with Mrs. Sparaco abstaining.

APPROVAL OF BILLS – Mr. Moore

Mr. Moore made a motion, seconded by Mrs. Surmonte, for approval of the following paid items:

Bills List	April 26, 2011	1,804,417.80
Payroll	March 31, 2011	1,850,084.54
Employer FICA	March 31, 2011	30,425.82
Payroll	April 15, 2011	1,938,007.81
Employer FICA	April 15, 2011	<u>36,856.74</u>
	Total	<u>\$ 5,659,792.71</u>

Motion(s) carried 8-0.

COMMITTEE REPORTS

CO-CURRICULAR STUDENT ACTIVITIES – No Report

COMMUNITY LIAISON & COMMUNICATIONS – No Report

FINANCIAL MANAGEMENT & RESOURCE SERVICES – Mr. Moore

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

1. **Acceptance and Certification of Monthly Financial Reports**

The following resolution certifies that budget balances at the end of March were adequate to

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pay all remaining obligations of the 2010-2011 school year and that account groupings required by the State have adequate balances. The Board is also certifying that the independent reports of the Treasurer and the Business Office are in agreement.

RESOLUTION

Pursuant to N.J.A.C. 6:20-2.12 (d), the Township of Ocean Board of Education accepts the Board Secretary/School Business Administrator's Certification as of March 31, 2011 that no budgetary appropriations account has obligations and payments which in total exceed the amount appropriated by the Township of Ocean Board of Education; and

Pursuant to N.J.A.C. 6:20-2.12 (e), we the members of the Township of Ocean Board of Education, of the County of Monmouth, after having reviewed the REPORT OF THE SECRETARY and upon consultation with the appropriate officials, certify that as of March 31, 2011 it is to the best of our knowledge that no major account or fund has been over-expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year; and

The Township of Ocean Board of Education hereby accepts the Board Secretary's Report and Treasurer of School Monies Report, which said reports are in agreement for the month ending March 31, 2011.

2. Transfers

The following motion is to transfer monies from one account in the budget to another and provide the adequate balances referred to in the first motion.

Move for approval of the attached RESOLUTION dated March 31, 2011 covering APPROPRIATION TRANSFERS in the 2010-11 GENERAL FUND 10; said transfers shall result in no change in the total original Appropriations.

3. Use of Facilities

Move for approval of the Use of Facilities according to the attached list dated April 26, 2011.

4. Security Drill Reports:

a. Fire Drill Report for the Month Ending – March 2011

Ocean Township High School	March 28, 2011
Twp. of Ocean Interm. School	March 18, 2011
Ocean Township Elem. School	March 30, 2011
Wanamassa Elem. School	March 15, 2011
Wayside Elem. School	March 18, 2011

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- b. Lockdown Drill Report for the Month Ending - March 2011
Township of Ocean Interm. School March 30, 2011
- d. Security/Tabletop Meeting for Month Ending – March 2011
Wanamassa Elem. School March 1, 2011
Wayside Elem. School March 1, 2011
Twp. Of Ocean Interm. School February 24, 2011
- e. Evacuation Drill Report for Month Ending - March 2011
Ocean Township High School March 29, 2011
Ocean Township Elem. School March 18, 2011

5. **Donation**

Move for approval and to accept the generous donation of a new Apple iPad 32 GB with WiFi and a new iPad Carry Case valued at approximately \$638, as well as iTunes gift cards to use to download the ProloQuo2Go software valued at an additional \$200. This software product from Assistive Ware provides a full-featured communications solution for children and adults who have difficulty speaking. It brings natural sounding text-to-speech voices, with a default vocabulary of over 7000 items. The iPad, carry case and software are donated by The Joseph Lillo Spinal Muscular Atrophy Foundation for Children.

6. **Parent Involvement Activity Workshops**

Move for approval a proposal between the Township of Ocean School District and the Educational Information and Resources Center (EIRC) to conduct Parental involvement workshops, conducted by Ms. Angela Napoliello-Ivory and Mr. Tom Schulte, consultations/speakers at a cost of \$450 per session. The agreement will provide four in-district parent workshops (Family Math Nights-May 2011) for a total of \$1800 which will be funded under the American Recovery and Reinvestment Act (ARRA) and considered a required activity.

7. **Supplemental Education Services 2010-2011**

Move for approval a contract for the 2010-2011 school year between the Township of Ocean School District and Napoleon Institute of Excellence, Provider ID #361 (NJDOE approved for SES) to provide Supplemental Educational Services to eligible district students (TOIS grades 5-8) at the NJDOE per pupil allocation amount of \$1,251. This is to comply with Federal guidelines under the NCLB Act and funds are reserved within the grant for this mandate.

Move for approval one (1) parental request for services to be provided via Napoleon Institute of Excellence under the aforementioned contract.

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8. **MOCSSIF 2011 Safety Grant Program:**

Move for approval the submission of the grant application for the 2011 Safety Grant Program through the NJSBA Insurance Group's MOCSSIF Sub Fund for the purchase of surveillance cameras on district buses in the amount of \$31,627.54 for the period of July 1, 2011 thru June 30, 2012.

9. **Approval to Advertise for Bids**

Move for approval to advertise for bids for the following items for the 2011-2012 school year:

Bid List

Asbestos Removal	Alarm Systems
Landscaping Services	Boiler Cleaning
Doors	Business Machines
Bus Mechanic Service	Carpeting
Printing/Paper Products	Computer Hardware
Private School Transportation	Computer Software
Construction	Public Transportation Routes
Roofing	Custodial Supplies
Electrical	Sale of Obsolete/Surplus Equipment
Health Supplies	Vehicle Purchases
Furniture	Fuel/Oil/Gasoline
Other Budgeted Items	

Rationale: Authorization for bidding items must be Board approved. The bid list eliminates the need to introduce and authorize items on an individual basis when bids are prepared for vendors. This does not authorize any awarding of bids.

Motion(s) carried 8-0

INSTRUCTION, EDUCATION & TECHNOLOGY – Mrs. Sylvia

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

1. **Professional Development Activities – Staff**

Move to approve the attached memorandum dated April 26, 2011 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 .

2. **Addendums to Out of District Private Tuition for the 2010-2011 School Year**

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Move to approve addendums (3) to out of district private tuition for the 2010-2011 school year in accordance with the attached memorandums dated March 22, 2011 and April 6 & 15, 2011

3. **Cancellation and Addendum to Out of District Private Tuition**

Move to approve both a cancellation and addendum to out of district private tuition for the 2010-2011 school year in accordance with the attached memorandum dated March 30, 2011.

4. **Student Intern**

Move to approve a student intern from Brookdale Community College to work with the high school Child Study Team in accordance with the attached memorandum dated March 23, 2011.

5. **Adjustments to the 2010-2011 School Calendar**

Move to approve that the 2010-2011 school calendar be adjusted to reflect the following changes: School will be closed Monday, April 25, 2011; the last day of school for students will be Thursday, June 16, 2011 and the last day for teachers Friday, June 17, 2011.

6. **Trip Request**

Move to approve the following trip request:

Group:	Asian Club (grades 9-12)
Number of Students:	50
Date:	May 26, 2011
	Departure time: 7:30 am
	Return time: 4:00 pm
Destination:	Museum of China in America, Chinatown - NY
Purpose:	Tour museum and neighborhood with a tour guide
Transportation:	1Bus - Dorham Bus Company (school contracted)
Teacher Chaperones:	6
Parent Chaperones:	0
Cost per pupil:	\$20.00 (paid for by student)

7. **Dual Enrollment Release Program**

Move to approve the “dual enrollment release program,” a partnership between Brookdale Community College and Ocean Township High School, as outlined in the attached document dated April 15, 2011.

Motion(s) carried 8-0.

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NEGOTIATIONS – No Report

PERSONNEL – Mrs. Sparaco

Mrs. Sparaco made a motion, seconded by Mrs Sylvia, for approval of the following Item(s):

1. **Retirement**

Move to approve the retirement of Doris Bostjancic, Bus Driver, Transportation Department effective July 1, 2011.

2. **Unpaid Family Leave of Absence**

Move to approve an unpaid family leave of absence for Susan Calabro, Computer Lab Assistant, Fifth Grade Wing/Intermediate School beginning Thursday, April 7, 2011 and continuing for a period of 6 weeks. Mrs. Calabro's last day of work will be April 6, 2011. She is expected to return to work on Friday, May 27, 2011. While out on an unpaid family leave of absence Mrs. Calabro will be responsible for paying the 10% cost of her health insurance premium.

3. **Reduced Leave of Absence Under FMLA**

Move to approve a reduced leave of absence under the Family Medical Leave Act for Toni Gerstein, Secretary III, High School, beginning April 4, 2011 and continuing through to September 23, 2011. Mrs. Gerstein is expected to return to work and to full-time status on Monday, September 26, 2011. Mrs. Gerstein's reduced leave is structured to reflect both a reduction in pay and work hours. Mrs. Gerstein's schedule will be reduced from 35 hours per week to 15 hours per week which will result in a 20 hour a week reduction in pay. While out on reduced leave, Mrs. Gerstein's medical benefits will remain in tact.

4. **Rescind Request for Unpaid Family Leave of Absence**

Move to approve that the unpaid family leave of absence requested by Nancy Ambrose-Parker, Special Education Teacher, High School be rescinded. Mrs. Ambrose-Parker's unpaid family leave was to begin at the conclusion of her eligible sick leave and continue through to June 30, 2011.

5. **Maternity Leave – Second Year**

Move to approve, for the 2011-2012 school year, a second year of maternity leave for Paige Vaccaro, Language Arts/Reading Teacher, Intermediate School.

6. **Assistant Softball Coach (JV Level) – 2010-2011 School Year**

Move to approve Ryan Pringle as the Assistant Softball Coach (JV Level) for the 2010-2011 school year in accordance with the attached memorandum dated March 25, 2011.

7. **Termination**

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Move to approve the termination of Dr. Jeffrey Ozinitsky, Science Teacher, Ocean Township High School. Mr. Ozinitsky's last day of employment will be April 15, 2011.

8. **Issuance of Contract**

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

To fill vacancy position:

Gary Black	Bus Driver	\$17,655.00
	Transportation Department	prorated
	Effective Date: April 1, 2011	

9. **Revised Issuance of Contract**

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

To fill a vacancy position:

Aldo Marsillo	Assistant Dispatcher/Driver	\$35,000.00
	Transportation Department	prorated
	Actual Start Date: April 7, 2011	
	Effective Date: April 1, 2011	

10. **Employees Not Offered Contracts for 2011-2012**

Move to approve that contracts not be offered to the following employees for the 2011-2012 school year; during the 2010-2011 school year they were employed to fill one-year maternity, one-year leave of absence or partial year positions:

Michelle Shappirio, Elementary Classroom Teacher, Intermediate School
Jacquelyn LeVine, Special Education Teacher, Intermediate School

11. **Class Size Reduction Teachers – Contracts Not Offered for 2011-2012**

Move to approve the following Class Size Reduction teachers not be offered employment for the 2011-2012 school year:

Eileen Fitzpatrick, Wanamassa Elementary School
Linda Pickelny, Wayside Elementary School
Nicole Trego, Wayside Elementary School
Christina Pritzlaff, Ocean Township Elementary School

12. **Reconfiguration of Supervisory Responsibilities**

Move to approve the reconfiguration of supervisory responsibilities as outlined in

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the attached memorandum dated March 24, 2011.

13. **Revised Job Descriptions**

Move to approve revisions to the following job descriptions, copies attached:

Supervisor of Elementary Education (Math, Science, K-5 and Enrichment, K-8)

Supervisor of Elementary Education (Reading/Language Arts/Social Studies, K-5 and Library K-8)

Supervisor of English

Supervisor of Foreign Languages and/or Social Studies (Supervisor of World Cultures)

Supervisor of Mathematics

Supervisor of Science

14. **Clerical Substitutes**

Move to approve the following as Clerical Substitutes for the 2010-2011 school year:

Kerry McAteer

Shanique Rankine

15. **Instructional Assistant/Bus Aide Substitutes**

Move to approve the following as Instructional Assistant/Bus Aide Substitutes for the 2010-2011 school year.

Kerry McAteer – Instructional Assistant

Elaine Balzarano – Instructional Assistant/Bus Aide

16. **Custodial Substitute**

Move to approve Lia Amaro as a Custodial Substitute for the 2010-2011 school year.

17. **Substitute Playground Aide**

Move to approve Deborah Siciliano as a Substitute Playground Aide at the Ocean Township Elementary school for the 2010-2011 school year.

18. **Substitute Bus Driver**

Move to approve Joseph Giunta as a Substitute Bus Driver for the 2010-2011 school year.

19. **Revision to an Unpaid Family Leave of Absence**

Move to approve a revision to an unpaid family leave of absence for Sandra Kelly, Elementary Classroom Teacher, Ocean Township Elementary School, to reflect an earlier start date to the leave. Mrs. Kelly's unpaid family leave will begin on April 13, 2011 and continue through to May 31, 2011. Mrs. Kelly will return to work on Wednesday, June 1, 2011. While out on unpaid family leave, Mrs. Kelly will be responsible for the 10% cost of her health insurance coverage.

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20. **Extension to an Unpaid Leave of Absence**

Move to approve an extension to an unpaid leave of absence without medical benefits for Estalee Levbarg, Speech Language Specialist, Ocean Township Elementary School for the period of May 2, 2011 through June 30, 2011.

21. **Maternity Leave of Absence**

Move to approve a maternity leave of absence for Melinda Neff Willems for the 2011-2012 school year. Her maternity leave will begin September 1, 2011 and continue through to June 30, 2012. Mrs. Willems would return to the classroom September 1, 2012.

22. **Suspension of Staff Member – Without Pay**

Move to approve the suspension without pay, of Arthur Ernst, Music Teacher, High School, effective April 21, 2011.

23. **Substitute Teachers**

Move to approve substitute teachers in accordance with the attached list dated April 26, 2011.

Motion(s) carried 8-0.

PLANNING & CONSTRUCTION – No Report

OLD BUSINESS

The Board of Education reminded everyone in attendance to remember to vote Wednesday, April 27, 2011.

NEW BUSINESS - None

PUBLIC COMMENTS:

Mrs. Finch opened the meeting for any Public comments.

1. Mrs. Alto, resident, asked about student enrollments for next year. She questioned the kindergarten round-up and the process of enrollment district wide.
2. Mr. Lefferson, resident, questioned enrollments at the elementary schools. Also, asked about the Memorial Day parade and the participation of the school band.
3. Mrs. Sheryl Miller, resident, questioned the rental agreement with the Relevant Church. .
4. Mrs. Illiana Lopez, parent of kindergarten student, commented that she is in favor of possible district wide uniform policy. The Board of Education discussed the history of uniform

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discussion in the district.

ADJOURNMENT: 8:37 p.m.

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

Respectfully submitted,

Kenneth Jannarone
School Business Administrator/Board Secretary