

**MINUTES OF THE REGULAR MONTHLY MEETING
TOWNSHIP OF OCEAN BOARD OF EDUCATION
February 15, 2011**

CALL TO ORDER

The Board Vice President, Mrs. Denise Parlamas 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, February 15, 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: Mr. Michael Beson, Mr. Joe Hadden, Mr. Richard Long, Mrs. Denise Parlamas, Mrs. Anne Marie Sparaco, Mrs. Janet Surmonte, and Mrs. Sylvia Sylvia. Mrs. Angela Finch and Mr. Sean Moore were absent.

PRESIDENT'S REPORT – No Report

STUDENT REPRESENTATIVES

Maria Goodwin and Kevin Smock reported on the following item(s):

- Discussed issues that arose at the Student Open Forum held at the High School.
- Sophomore Lock-In.
- Discussed future student dances that will be held at the High School.

SUPERINTENDENTS REPORT – Mr. Lysko

Mr. Lysko made the following announcements:

1. On Sunday, January 30, 2011, junior **Bari Antell** and sophomore **Mario Delano** performed with the Central Jersey Region II High School Honor Choir. Selected from nearly 500 students in December, Bari and Mario rehearsed and performed with some of the top singers in the state.
2. On Wednesday, February 9, 2011 seventh and eighth grade students from the Intermediate School participated in the New Jersey State Police Top Physical Challenge, a statewide initiative designed to show students the importance of physical fitness while providing

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students with an opportunity to interact with State Troopers in a friendly and caring environment. Students also learned about the relationship between fitness and law enforcement. Students were put through a rigorous battery of exercises to assess their fitness levels.

The Township of Ocean Intermediate School is proud to report nine students received a score of 100% on the assessment. Gold New Jersey State Police medallions were awarded to seventh grader **Argetta Poniros** and eighth graders **Matt Koutsoutis, Taylor Racioppi, Maggie McGorry, Molly Warner, Jennifer Chavis, Jenna Loeser, Gabby Lins** and **Brendan Shaw**. **Mrs. Susan Lyster**, physical education teacher coordinated the program.

3. **Patrick Ellison**, an 8th grade student at the Township of Ocean Intermediate School, has been awarded Honorable Mention for his essay in January's Asbury Park Press "Student Voices" writing competition. Patrick is in **Mrs. DeVito's** Language Arts class and is the third student in her class to be honored this year in this prestigious contest.
4. The following students from the Township of Ocean Intermediate School were selected winners in the annual Asbury Park-Wall Elks Lodge #128 Contest for their essays entitled "Why I Am Proud to be an American." All the students will be honored at a luncheon to be held on Sunday, March 6, 2011 at the Asbury Park Elks Club.

Shannon Cholak - **Mrs. Tuhoy's** 5th grade class
Arly Hernandez – **Mrs. Shappiro's** 5th grade class
Shelby Pickelny – **Mrs. Perkin's** 5th grade class
Samantha Acevedo – **Mr. Ryan's** 5th grade class
Bryan Markowitz – **Mrs. DeVito's** 8th grade Language Arts Class

5. Seven students, all seventh graders at the Township of Ocean Intermediate School, have been selected as finalists in the VFW Post 2226 "Patriot's Pen" essay competition. The students are: **Julia T. Comer, Erin Marie Foster, John Henry Hayes V, Emily Eleanor Regan, Anna Dale Robinson, Chelsea A. Rogers** and **Brandon M. Stevens**. In addition, **Amro Magdy Alhelawe**, an eleventh grade student at the high school, was selected as a finalist in the VFW Post 2226 Voice of Democracy Scholarship Competition. In the near future an awards ceremony will be held in their honor.

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

6. Dr. Nancy Richmond and Dr. John Schoener, consultants from the Foundation for Educational Administration, are proving professional development and classroom coaching for Intermediate School Teachers. The purpose of this project is to expand the skills of both general education and

Minutes of the Regular Monthly Meeting February 15, 2011 Continued:

special education teachers using the co-teaching model.

On January 20th, Judie Haynes, Educational Consultant, conducted a professional development program for teachers at the Wayside School. The workshop provided teachers with instructional strategies to support English Language Learners (ELL) within the general education classroom. Topics included 1) myths and facts of ELL students 2) review of second language acquisition principles 3) reading and writing with ELL students 4) assessment and lesson planning 5) vocabulary development/comprehension 6) and communicating with parents.

These activities were supported by federal funding through the *No Child Left Behind Act of 2001*.

This concluded the Superintendent's report.

PUBLIC COMMENTS - AGENDA ITEMS:

Mrs. Parlamas made a Public announcement and opened the meeting for Public comment on Agenda items. There were no comments on Agenda Items.

APPROVAL OF MINUTES - Mr. Hadden

Mr. Hadden made a motion, seconded by Mr. Long, for approval of the minutes of the January 18, 2011 meeting.

Motion(s) carried 7-0.

APPROVAL OF BILLS – Mr. Hadden

Mr. Hadden made a motion, seconded by Mr. Long, for approval of the following paid items:

Bills List	February 15, 2011	2,741,344.72
Payroll	January 28, 2011	1,839,890.78
Employer FICA	January 28, 2011	28,932.65
Payroll	February 15, 2011	1,879,750.14
Employer FICA	February 15, 2011	<u>32,063.56</u>
Total		<u>\$ 6,521,981.85</u>

Motion(s) carried 7-0.

COMMITTEE REPORTS

CO-CURRICULAR STUDENT ACTIVITIES – No Report

COMMUNITY LIAISON & COMMUNICATIONS – Mrs. Surmonte

Minutes of the Regular Monthly Meeting February 15, 2011 Continued:

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

1. **“Kinderday” Program**

Move to approve elementary classroom rental to the Township of Ocean Department of Human Services to begin September 1, 2011 through June 30, 2012. There will be no charge for the classroom rental upon certification of proper insurance coverages. This agreement will facilitate the creation for the “Kinderday” Program to be run by the Human Services Department. The “Kinderday” Program operates under the direction of Dr. Ponton from the Department of Human Services.

2. **Revised Policies and Regulations**

Move for approval of revisions of the following policies/regulations.
(copies attached).

Policy 5600 – Pupil Discipline/Code of Conduct

Regulation 5600 – Pupil Discipline/Code of Conduct

Motion(s) carried 7-0.

FINANCIAL MANAGEMENT & RESOURCE SERVICES – Mr. Hadden

Mr. Hadden made a motion, seconded by Mr. Long, 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 October were adequate to 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 January 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 preliminary REPORT OF THE SECRETARY and upon consultation with the appropriate officials, certify that as of January 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 preliminary Board Secretary's

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Report and Treasurer of School Monies Report, which said reports are in agreement for the months ending January 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 January 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 February 15, 2011.

4. **Security Drill Reports:**

a. **Fire Drill Report for the Month Ending December 31, 2010**

Ocean Twp. High School.....December 10, 2010
Twp. of Ocean Interm. School.....December 17, 2010
Ocean Twp. Elem. School.....December 13, 2010
Wanamassa Elem. School.....December 17, 2010
*Wayside Elem. School.....December 10, 2010
*(Inside Fire Drill)

b. **Lockdown Drill Report for the Month Ending December 31, 2010**

Wanamassa Elem. School.....December 16, 2010
*Wayside Elem. School.....December 14, 2010
*(Outside Intruder)

c. **Security/Tabletop Meeting for the Month Ending December 31, 2010**

Ocean Twp. High School.....December 15, 2010
Twp. of Ocean Interm. School.....December 15, 2010
Ocean Twp. Elem. School.....December 15, 2010
Wanamassa Elem. School.....December 15, 2010
Wayside Elem. School.....December 15, 2010

5. **Professional Development Workshop**

Move for approve for EverythingESL to conduct a one-day ELL workshop regarding homework, assessment and communication with parents and overview of second language acquisition principles.

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

Minutes of the Regular Monthly Meeting February 15, 2011 Continued:

Move for approval for Sylvan Learning Center of Eatontown to provide supplemental educational services for ten (10) additional students at a cost of \$1,251 each to be funded by NCLB grant monies.

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

Move for approval of a contract for the 2010-2011 school year between the Twp. of Ocean Board of Education and Tutorial Services, an online provider based in Saline, MI, ID #323, (a NJDOE approved for SES) to provide Supplemental Educational Services (SES) to 4 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.

8. **Camp David Lease**

Move to approve a lease agreement with Camp David, Inc. lease as per the attached. The camp will operate during the summer of 2011 at the Township of Ocean Intermediate School, the lease payment for the summer camp session will be \$202,584.

The Board of Education discussed the revenue from the Camp David lease and the 20 plus years the Camp has rented from the District.

9. **Inter-local Services Agreement:**

Move for approval of the Inter-local Services Agreement with the Township of Ocean for the rental of school buses to the Township Recreation Department for use during the 2011 summer camp program in the amount of \$8,000. (As per attached)

Motion(s) carried 7-0.

INSTRUCTION, EDUCATION & TECHNOLOGY – Mrs. Sylvia

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

1. **Professional Development Activities – Staff**

Move to approve the attached memorandum February 14, 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. **Revised - 2011-2012 School Calendar**

Move to approve a revision to the 2011-2012 school calendar for both ten and twelve month (Administrators, Secretary II's & III's) employees to reflect a second day

Minutes of the Regular Monthly Meeting February 15, 2011 Continued:

(September 30th) for the Rosh Hashanah holiday. Please see attachments (2).

3. **Student Observers – Spring 2011**

Move to approve student observers for Spring 2011 in accordance with the attached memorandums (2) dated January 28 and February 10, 2011.

4. **Cancellation to Out of District Private Tuition for the 2010-2011 School Year**

Move to approve a cancellation to out of district private tuition for the 2010-2011 school year in accordance with the attached memorandum dated January 31, 2011.

5. **Youth Art Month/March 2011 Proclamation**

Move to approve the attached Youth Art Month/March 2011 Proclamation.

6. **Observation**

Move to approve 25 students, per the attached memorandum dated February 3, 2011, from Kean University to observe Adaptive Physical Education classes at the Wayside School. Ms. Janet Prentice, Wayside Faculty member and a Kean University Professor will supervise the teachers. The observation will take place for three days during both March and April 2011.

Motion(s) carried 7-0.

NEGOTIATIONS – Michael Beson

Michael Beson, Committee Chair, updated the Board of Education and public on dates of upcoming Negotiations Meetings with the Township of Ocean Education Association.

PERSONNEL – Mrs. Sparaco

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

1. **Spring 2011 Coaching Assignments**

Move to approve Spring coaching assignments for 2011 in accordance with the attached list dated January 26, 2011.

2. **Assistant Girls Lacrosse Coach**

Move to approve Jennifer Bogin as the Assistant Girls Lacrosse Coach, JV Level for the 2010-2011 season in accordance with the attached memorandum dated January 13, 2011.

3. **Assistant Boys Track Coach**

Move to approve Matthew Hoyle for the position of Assistant Boys Track Coach for the 2010-2011 school year in accordance with the attached memorandum dated February 3, 2011.

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4. **Assistant Boys Lacrosse Coach**

Move to approve John Della Pesca for the position of Assistant Boys Lacrosse Coach (JV Level) for the 2010-2011 season in accordance with the attached memorandum dated February 9, 2011.

5. **OTES Chorus Director**

Move to approve Claire Zorner for the position of OTES Chorus Director for the 2010-2011 school year in accordance with the attached memorandum dated February 4, 2011.

6. **Volunteer Coaches**

Move to approve the following volunteer coaches for the 2010-2011 school year:

Jeff Siciliano - Wrestling
Dave Vandermark – Golf

7. **Requests for Catastrophic Illness Days**

Move to approve the request of two district employees for the use of catastrophic illness days. The employees have been specific with their individual requests; Employee 1 would like to use 12 days; Employee 2 would like to use 20 days.

8. **Revised Contracts**

Move to approve that revised contracts be issued to the following:

To fill vacancy positions:

Kathleen Leone	Health & Physical Education Teacher Township of Ocean Intermediate School Actual Start Date: February 8, 2011 Effective Date: March 1, 2011	\$50,000.00 prorated
Susan Nelson	From: Secretary I/Township of Ocean Intermediate To: Secretary II/Township of Ocean Intermediate Actual Start Date: February 2, 2011 Effective Date: February 1, 2011	\$32,090.00 prorated

9. **Unpaid Family Leave of Absence**

Move to approve an unpaid family leave of absence for Sandra Kelly, Elementary Classroom Teacher, Ocean Township Elementary School beginning May 2, 2011 and continuing for a period of six weeks. Mrs. Kelly's last day of teaching will be March 4, 2001. Mrs. Kelly is expected to return to her classroom on June 13, 2011. While out on an unpaid family leave, Mrs. Kelly will be responsible for the 10% cost of her health insurance coverage.

Minutes of the Regular Monthly Meeting February 15, 2011 Continued:

10. **Unpaid Family Leave of Absence**

Move to approve an unpaid family leave of absence for Kara Manna, Elementary Classroom Teacher, Wayside School beginning May 23, 2011 and continuing for a period of four weeks. Mrs. Manna's last day of work will be Friday, April 1, 2011. Mrs. Manna will return to the classroom September 2011. While out on unpaid family leave, Mrs. Manna will be responsible for the 10% cost of her health insurance coverage.

11. **Unpaid Family Leave of Absence**

Move to approve an unpaid family leave of absence for Jennifer Tuohy, fifth grade teacher at the Township of Ocean Intermediate School, at the conclusion of her eligible sick leave and continuing for a period of one week. Mrs. Tuohy's last day of work will be May 6, 2011. Mrs. Tuohy is expected to return to the classroom on September 1, 2011.

12. **Unpaid Leave of Absence**

Move to approve an unpaid leave of absence without medical benefits for Estalee Levbarg, Speech Language Specialist, Ocean Township Elementary School for the period of February 1, 2011 through April 29, 2011.

13. **Unpaid Family Leave of Absence**

Move to approve an unpaid family leave of absence for Mindy Settembrino, 8th grade Language Arts and Reading Teacher, Township of Ocean Intermediate School, beginning September 1, 2011 and continuing through to November 25, 2011. Mrs. Settembrino will return to the classroom on Monday, November 28, 2011. While out on unpaid family leave, Mrs. Settembrino will be responsible for paying the appropriate contribution towards her health insurance coverage.

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

Move to rescind the request for an unpaid family leave of absence for Karen H. Soltes, Secretary I, Intermediate School for the period beginning January 24, 2011 through February 28, 2011.

15. **OTHS Central Detention Teachers for the 2010-2011 School Year**

Move to approve Karen Dunn and Frank Martuscelli as Central Detention Teachers in the high school for the 2010-2011 school year. Mrs. Dunn and Mr. Martuscelli will work from 1:55 pm to 2:55 pm every Tuesday, Wednesday and Thursday through June. They will each receive \$28.00 per hour.

16. **OTHS Substitute Central Detention Teacher for the 2010-2011 School Year**

Move to approve Mary Lisk as a substitute central detention teacher in the high school for the 2010-2011 school year. Mrs. Lisk would work if one of the regular teachers were unavailable, 1 hour per day of coverage, \$28.00 per hour.

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17. **Retirements**

Move to approve the following retirements:

Lesley LaBove Margolies	Special Education Teacher Intermediate School Effective: May 1, 2011
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Barbara Neville	Special Education Teacher Wanamassa Elementary School Effective: July 1, 2011
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Joan Yoda	Computer Technology Teacher Intermediate School July 1, 2011
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18. **TOIS after School Detention Teachers for the 2010-2011 School Year**

Move to approve, for the 2010-2011 school year, the following staff members as After School Detention Teachers at the Intermediate School; John Kelsey, grade 5 and Chris Wilson, grades 6, 7, and 8. Mr. Kelsey will work 2:30 pm – 3:30 pm, Monday through Thursday and Mr. Wilson 2:30 pm – 3:15 pm, Monday through Thursday. They will each receive \$28.00 per hour.

19. **TOIS Substitute after School Detention Teachers for the 2010-2011 School Year**

Move to approve, for the 2010-2011 school year, the following staff members as substitute After School Detention Teachers at the Intermediate School; Michael Palermo and Rob Curran, grade 5 and Denise Amato and Mike Cervellino, grades 6, 7, and 8. Mrs. Amato, Mr. Palermo, Mr. Curran, and Mr. Cervellino would work if one of the regular teachers were unavailable, 1 hour per day of coverage, \$28.00 per hour.

20. **Retirement Incentive**

Move to approve that the deadline to submit a July 1, 2011 letter of retirement be extended to February 22, 2011. Present deadline is January 15, 2011.

21. **Resignation**

Move to approve the resignation of Candace Acker, Elementary Classroom Teacher, Township of Ocean Intermediate School effective July 1, 2011.

22. **Playground Aide – 2010-2011 School Year**

Move to approve Joyce Solimene as a Playground Aide at the Wanamassa Elementary School for the 2010-2011 school year.

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23. **Substitute Playground Aide**

Move to approve Laura Chrepta as a substitute playground aide at Wanamassa School for the 2010-2011 school year.

24. **Substitute Bus Driver**

Move to approve Roseann Marrero as a substitute bus driver for the 2010-2011 school year.

25. **Unpaid Family Leave of Absence**

Move to approve an unpaid family leave of absence for Donna O'Malley, Family and Consumer Science Teacher, High School beginning February 16, 2011 and continuing for a period of 12 weeks. Mrs. O'Malley will return to the classroom on May 19, 2011.

26. **Clerical Substitute**

Move to approve Susan Dilloian as a clerical substitute for the 2010-2011 school year.

27. **Substitute Teachers**

Move to approve substitute teachers in accordance with the attached list dated February 15, 2011.

Motion(s) carried 7-0 except on Item #1 which carried 6-0-1 with Mrs. Surmonte recusing herself.

PLANNING & CONSTRUCTION – No Report

OLD BUSINESS – None

NEW BUSINESS - None

PUBLIC COMMENTS:

Mrs. Parlamas opened the meeting for any Public comments.

1. Eric Mahr, resident, raised concerns regarding the condition of the locker rooms, weight room, and the overall High School athletic facilities. He expressed the residents desire to upgrade the facilities.
2. Ken Picket, Oakhurst resident, also expressed his concern regarding the condition of the High School athletic facilities.
3. Mr. Hudson, resident, expressed his support for the Board of Education. He discussed the responsiveness he sees from the Board to the Community on all issues.

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ADJOURNMENT: 8:40 p.m.

There being no further business, Mrs. Parlamas made a motion, seconded by Mr. Long, that the meeting be adjourned. This motion carried 7-0.

Respectfully submitted,

Kenneth Jannarone
School Business Administrator/Board Secretary