

**MINUTES OF THE REGULAR MONTHLY MEETING
TOWNSHIP OF OCEAN BOARD OF EDUCATION
January 18, 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, January 18, 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. Joe 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

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

- The Student Council had an Open Forum for any student to voice any concern they might have at the High School.
- The Booster Club held a pancake breakfast at the High School.

SUPERINTENDENTS REPORT – No Report

PUBLIC COMMENTS - AGENDA ITEMS:

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

APPROVAL OF MINUTES – Mrs. Sylvia

Mrs. Sylvia made a motion, seconded by Mr. Moore, for approval of the minutes of the December 21, 2010 meeting.

Motion(s) carried 8-0-1 with Mr. Hadden abstaining.

Minutes of the Regular Monthly Meeting January 18, 2011 Continued:

APPROVAL OF BILLS – Mr. Moore

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

Bills List	January 14, 2011	1,524,924.02
Payroll	December 23, 2010	1,925,457.04
Employer FICA	December 23, 2010	34,543.71
Payroll	January 14, 2011	2,197,123.79
Employer FICA	January 14, 2011	<u>47,434.90</u>
Total		<u>\$ 5,729,483.46</u>

Motion(s) carried 8-0.

COMMITTEE REPORTS

CO-CURRICULAR STUDENT ACTIVITIES – Mrs. Surmonte

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

1. **Township of Ocean Intermediate School Bowling League**

Move to approve a bowling league for students in grades 6, 7, and 8 as defined in the attached memorandum and flyer dated January 5, 2011.

Motion(s) carried 8-0.

COMMUNITY LIAISON & COMMUNICATIONS – Mrs. Parlamas

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

1. **Revised Policies and Regulations**

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

Policy 5430 – Class Rank

Policy 5440 – Honoring Pupil Achievement

2. **School Board Election Announcements**

a) Nominating petitions for the annual school election must be received by the Board Secretary on or before 4:00 p.m., Tuesday, March 8, 2011. The school election will be held on Wednesday, April 27, 2011. There will be three Board of Education members elected to three (3) full three-year terms.

b) Also to be voted on will be the amount to be raised for local taxes to support the 2011-2012 school district budget.

c) Sample Ballots will be mailed from the county clerk to each registered voter.

Minutes of the Regular Monthly Meeting January 18, 2011 Continued:

3. **School Board Election Motions**

- a) Move for approval in compliance with State Statute 19:60-8, to establish 12:00 noon, as the time and Thursday, March 17, 2011 as the date for the drawing of the names for position on the ballot. Said drawing shall be held in the auditorium of the School District Administration Building and will be open to the public.
- b) Move for approval the hours for the Annual School Election to be from 7:00 a.m. until 9:00 p.m. and \$14.29 per hour to be paid to election workers. This rate is consistent with the general election rates as determined by the County Board of Elections.

Motion(s) carried 8-0.

FINANCIAL MANAGEMENT & RESOURCE SERVICES – Mr. Moore

Mr. Moore made a motion, seconded by Mrs. Sparaco, 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 November 30, 2010 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 December 31, 2010 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 Report and Treasurer of School Monies Report, which said reports are in agreement for the months ending December 31, 2010.

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.

Minutes of the Regular Monthly Meeting January 18, 2011 Continued:

Move for approval of the attached RESOLUTION dated December 31, 2010 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 January 18, 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. **School Buses:**

Move for approval the purchase of (2) two 2012 model year, wheelchair 24 passenger school vans from American Bus & Coach, LLC of Iselin, NJ, the successful bidder from the MRESC cooperative bid Item #3A in the amount of \$131,160.52 (\$65,580.26 each). The handicapped vans will be funded by the IDEA ARRA federal special education grant funds.

6. **Professional Development Workshop**

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

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

Minutes of the Regular Monthly Meeting January 18, 2011 Continued:

Move for approval for Sylvan Learning Center of Eatontown to provide supplemental educational services for four (4) additional students at a cost of \$1,251 each to be funded by NCLB grant monies.

8. **Professional Services Contract**

Move to approve the following Professional Services Contract to provide 23 hours per week of speech and language therapy services during the School Year for 2010-2011.

Awarded to:	InvoHealthcare Associates, Inc
Duration:	January 26, 2011 thru June 17, 2011
Nature and type of contract:	Speech and Language Therapy Services
Amount of Contract:	\$85.00 per hour

- a. This contract will be awarded as a "Professional Service" in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-2h, being that it is for services performed by persons authorized by law to practice a recognized profession.
- b. The above professionals have submitted a political contribution disclosure form in accordance with NJSA 19:44A-20.26.
- c. A copy of this resolution as well as the contract and political contribution form shall be placed on file with the Secretary of the Board and will be available for public inspection along with notice to the newspaper of record for this award.

Motion(s) carried 8-0.

INSTRUCTION, EDUCATION & TECHNOLOGY – Mrs. Sylvia

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

1. **Professional Development Activities – Staff**

Move to approve the attached memorandum dated January 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. **Cancellation to Out of District Public Tuition for the 2010-2011 School Year**

Move to approve a cancellation to out of district public tuition for the 2010-2011 school year in accordance with the attached memorandum dated January 4, 2011.

Minutes of the Regular Monthly Meeting January 18, 2011 Continued:

3. **Addendum to Out of District Private Tuition for the 2010-2011 School Year**

Move to approve an addendum to out of district private tuition for the 2010-2011 school year in accordance with the attached memorandum dated January 6, 2011.

4. **Student Observers – Spring 2011**

Move to approve student observers for Spring 2011 in accordance with the attached memorandums (4) dated December 23, 2010, January 7, 11 & 14, 2011.

5. **Research Proposal**

Move to approve a research proposal from Mark Williams, Managing Scientist for the GRAND Institute, and Paul Tyalha, Executive Director of CSI-NJ, as outlined in the attached document dated January 6, 2011. The purpose of the research is to create a collaborative and interactive “data” learning environment to improve awareness, sense-making and decision-making to optimize resource utilization and positive outcomes.

6. **Overnight Trip Request**

Move to approve the following overnight trip request, (itinerary attached):

Group:	OTHS Band
Number of Students:	60
Date:	Depart: Thursday, February 17, 2011 Return: Tuesday, February 22, 2011
Destination:	Disneyland, “Disney Magic Music Days” Los Angeles, California
Purpose:	Students will perform in 2 parades; one at Disneyland Amusement Park, the other at Disney’s California Adventure Amusement Park
Transportation:	Coach buses from high school to Newark Liberty International Airport, plane to Los Angeles International Airport. Coach tour buses (included in the trip package) will transport students from hotel to Disneyland park activities. Coming back to NJ; coach bus to Los Angeles International Airport. Arrive at Newark Liberty. Coach bus back to high school.
Teacher Chaperones:	3 (Mr. Soldo, Mrs. Minott and Ms. Smith)
Parent Chaperones:	To be determined
Cost:	\$1250.00 per student (to be paid for by students and through fundraising).

7. **School Calendar – 2011-2012 School Year**

Move to approve the school calendar for the 2011-2012 school year for both ten and twelve month employees, (see attachments -2).

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8. **Internship**

Move to approve Ryan Pringle, a student in the Master's Program at University of Phoenix, to observe Mr. Milano, Principal, Wanamassa Elementary School as outlined in the attached memorandum dated January 13, 2011.

9. **Second Offense Component – Student in Good Standing**

Move to approve the adoption of the second offense component of the Student in Good Standing Contract for out of school offenses, (please see attached).

Motion(s) carried 8-0.

NEGOTIATIONS – No Report

PERSONNEL – Mrs. Sparaco

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

1. **Issuance of Contract**

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

To fill a vacancy position:

Claire Zorner	Elementary Music Teacher	\$50,000.00
	Ocean Township Elementary	prorated
	and Intermediate Schools	
	Actual Start Date: February 1, 2011	

Effective: February 1, 2011

2. **Retirement**

Move to approve the retirement of Gail Sathmary, Secretary II, Intermediate School, effective February 1, 2011.

3. **Resignation**

Move to approve the resignation of George W. Bray, Bus Driver, Transportation Department effective January 28, 2011.

4. **Rescind Retirement**

Move to rescind the February 1, 2011 retirement for Dr. Nancy Surdi, Science Teacher, High School.

5. **Revision to Maternity Leave of Absence for the 2010-2011 School Year**

Move to approve a revision to a maternity leave of absence, to reflect a later start date, for

Minutes of the Regular Monthly Meeting January 18, 2011 Continued:

Paige Vaccaro, Seventh Grade Language Arts and Reading Teacher at the Township of Ocean Intermediate School. Mrs. Vaccaro's maternity leave will begin February 28, 2011 and continue through to June 30, 2011. Mrs. Vaccaro's last day of work will be December 23, 2010. She is expected to return to the classroom September 2011. Mrs. Vaccaro will be responsible for paying the 10% cost of her health insurance premium for the first 12 weeks of her leave.

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

Move to approve an extension to an unpaid family leave of absence for Traci O'Neill, First Grade Teacher, Wayside Elementary School, to include the period of January 31, 2011 through February 23, 2011. Mrs. O'Neill will return to her classroom on February 24, 2011.

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

Move to approve to rescind a request for an unpaid family leave of absence for Michele Conklin, English Teacher, High School, for the period of January 4, 2011 to January 21, 2011.

8. **Request for an Unpaid Family Leave of Absence**

Move to approve an unpaid family leave of absence for Gail Sathmary, Secretary II, Intermediate School, for the period of January 27, 2011 through January 31, 2011.

9. **Monday, December 27, 2010**

Move to approve Monday, December 27, 2010 as an additional holiday for Technology, Transportation, Custodial, Grounds and Maintenance personnel. As a result of a monumental snow storm, the Governor declared a State of Emergency on December 27th. Our district was closed (December 27th) for winter recess to students and all other district employees except for those groups cited above.

10. **Volunteer Coach**

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

Thomas Rant, Wrestling

11. **Transfers**

Move to approve the following transfers of Instructional Assistants effective January 19, 2011:

Muriel Papa	From: Ocean Township Elementary School
	To: Ocean Township High School

William Wishart, Jr.	From: Ocean Township High School
	To: Ocean Township Elementary School

Minutes of the Regular Monthly Meeting January 18, 2011 Continued:

12. **Change on Guide**

Move to approve change on guide for staff members who have submitted proof of completion of their required courses in accordance with the attached list dated January 14, 2011.

13. **Substitute Teachers**

Move to approve substitute teachers in accordance with the attached list dated January 18, 2011.

Motion(s) carried 8-0 except on Item #11, which carried 7-0-1 with Mrs. Surmonte abstaining.

PLANNING & CONSTRUCTION – No Report

OLD BUSINESS – None

NEW BUSINESS - None

PUBLIC COMMENTS:

Mrs. Finch opened the meeting for any Public comments.

1. Josh Oltorzewski, student, discussed the 4th grade spelling bee and his concerns that there was an error. The Board of Education discussed this issue.
2. Mr. Lefferson, resident, questioned the number of seats available in the upcoming Board Election.
3. Mrs. Alto, resident, complimented the Board of Education on the job they did removing the snow on Dow Avenue school sidewalks. She also asked about cost savings measures of creating more walkers and less busing at Ocean Township Elementary School.

The Board of Education discussed the Township Municipal plan for bike and walking pathways and possible future student walking expansion after creation of sidewalks paid by grant funds.

ADJOURNMENT: 8:50 p.m.

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

Respectfully submitted,

Kenneth Jannarone
School Business Administrator/Board Secretary

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