MINUTES OF THE REGULAR MONTHLY MEETING TOWNSHIP OF OCEAN BOARD OF EDUCATION March 15, 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, March 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 (Arrived at 8:17 pm.), Mrs. Angela Finch, Mr. Joe Hadden, Mr. Richard Long, Mr. Sean Moore, Mrs. Denise Parlamas, Mrs. Janet Surmonte, and Mrs. Sylvia Sylvia. Mrs. Anne Marie Sparaco was absent.

PRESIDENT'S REPORT – No Report

STUDENT REPRESENTATIVES – No Report

The Student Representatives were not in attendance.

SUPERINTENDENTS REPORT – Mr. Lysko

Mr. Lysko made the following announcements:

- 1. Mr. Lysko introduced the Spelling Bee winner and presented a certificate of achievement.
- The 2010 literary magazine, *Afterglow* has been recognized by the American Scholastic Journal for its excellence. *Afterglow*, along with its staff and advisors, **Mrs. Melinda** Willems and **Mrs. Lisa Hanna** won first place with special merit, earning over 900 points out of a possible 1000.
- 3. **Chelsea Murray**, a senior at Ocean Township High School, has been selected as the high school's recipient of the 2011 CARING AWARD. Sponsored by the Monmouth Ocean County Association of Guidance Directors, this prestigious award recognizes student contribution to school and community. **Chelsea** was recognized for six years of volunteer

work with the Monmouth County Park System. **Chelsea** will be recognized at a special awards dinner to be held on March 18, 2011 at Brookdale Community College.

4. The following Intermediate School students were winners in the Asbury Park-Wall Elks Lodge #128 essay contest entitled "Why I Am Proud To Be An American." Students were honored at a luncheon and awards ceremony held on Sunday, March 6, 2011 at the Neptune Lodge:

Fifth Grade Students/Teachers

Shannon Cholak /Mrs. Jennifer Tuohy Arly Hernandez/Mrs. Michelle Shappirio Shelby Pickelny/Mrs. Debbie Perkin

Sixth Grade Student/Teacher
Samantha Acevedo/Mr. Peter Ryan

Seventh Grade Students/Teachers
Gillian Natanagara/Mrs. Paige Vaccaro
Augustus Thornton/Mrs. Paige Vaccaro

Eighth Grade Student/Teacher
Bryan Markowitz/Mrs. JoAnne DeVito

In addition, eighth grade student, **Bryan Markowitz** was named Lodge winner in the essay contest. **Bryan** had been formerly named a school winner in the contest. His essay was judged best among seventh and eighth grade students from Ocean, Asbury, Neptune, and Wall schools. **Bryan** was awarded \$200 in addition to a certificate and pin. His essay will be submitted to the state competition.

5. The National Council for Exceptional Children sponsors an annual award which recognizes students who excel in different named categories; our chosen category was "Employment." Recognition is based upon achievement through work experience in either workshop activities or in the competitive job market. As a member of the Cooperative Business Education Program, (co-op) Callie VanWallendael maintains part-time employment as a teacher's assistant at the Ivy Hedge Early Childhood Learning Center. Callie's parents, teachers, and employer joined with co-op teacher Beverly Hyndsaman to put Callie's portfolio together. We were notified in January that Callie won! Callie received \$500.00 toward college expenses/or expenses at the National Convention to be held in May 2011. Presentation of the "Yes I Can Award" to Callie is scheduled to take place at the Richard Stockton College of New Jersey at the New Jersey Council for Exceptional Children Convention on March 18, 2011 during a luncheon program.

6. Caroline Dougherty, grade 7, was named our Township of Ocean Intermediate School Spelling Champ in January 2011. She moved on to the 2011 Spelldown Regional Spelling Bee on March 7th and 8th. This spelling bee includes school champions from Monmouth, Ocean and Middlesex County. On the first night, Caroline earned a spot in the semi-finals which were held on Tuesday, March 8th. On Tuesday she found herself in the top 15. Although Carolyn was eliminated, this is quite an accomplishment. Carolyn has already begun preparing for our school bee in 2012!

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

7. The West Park Players of Ocean Township High School will be putting on a production of Les Miserables, April 7 through 9th. We are honored to have in our audience several cast members from this production.

Mrs. Cheryl Brautigan, Director of the Drama Club, introduced 3 of the actors from the production of Les Miserables. They performed short songs from their play.

This concluded the Superintendent's 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. Surmonte

Mrs. Surmonte made a motion, seconded by Mrs. Parlamas, for approval of the minutes as amended of the February 15, 2011 meeting.

Motion(s) carried 6-0-2 with Mr. Moore and Mrs. Finch abstaining.

APPROVAL OF BILLS – Mr. Moore

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

Bills List	March 15, 2011	3,710,129.44
Payroll	February 28, 2011	1,931,755.72
Employer FICA	February 28, 2011	36,719.83
Payroll	March 15, 2011	1,859,452.48
Employer FICA	March 15, 2011	31,348.44

Total \$7,569,405.91

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 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

<u>Pursuant to N.J.A.C.</u> 6:20-2.12 (d), the Township of Ocean Board of Education accepts the Board Secretary/School Business Administrator's Certification as of February 28, 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

<u>Pursuant to N.J.A.C.</u> 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 February 28, 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 Report and Treasurer of School Monies Report, which said reports are in agreement for the months ending February 28, 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 February 28, 2011 covering APPROPRIATION TRANSFERS in the 2010-11 GENERAL FUND 10; said transfers shall result in no change in the total original Appropriations.

3. <u>Use of Facilities</u>

Move for approval of the Use of Facilities according to the attached list dated March 15, 2011.

Twp. of Ocean Interm. School	4.		ecurity Drill Reports:
Twp. of Ocean Interm. School		a.	Fire Drill Report for the Month Ending - January 2011
Ocean Township Elem. School			Ocean Township High SchoolJanuary 20, 2011
Wanamassa Elem. School			Twp. of Ocean Interm. School
b. Lockdown Drill Report for the Month Ending - January 2011 Ocean Twp. Elem. School			Ocean Township Elem. School(Indoor Fire Drill) January 18, 201
b. Lockdown Drill Report for the Month Ending - January 2011 Ocean Twp. Elem. School			Wanamassa Elem. SchoolJanuary 19, 2011
Ocean Twp. Elem. School			Wayside Elem. School
Ocean Twp. Elem. School		b.	Lockdown Drill Report for the Month Ending - January 2011
Wanamassa Elem. School			Ocean Twp. Elem. School(External Lockdown)January 31, 2011
C. Active Shooter Security Drill - January 2011 OceanTownshipHighSchool			•
Ocean Township High School			Wayside Elem. School(Weather Related)January 31, 201
Ocean Township High School		c.	Active Shooter Security Drill - January 2011
Twp. of Ocean Interm. School		•	· · · · · · · · · · · · · · · · · · ·
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Ocean Twp. Elem. School(Internal Lockdown)February 25, 2011 Wanamassa Elem. School(Outside Intruder)February 25, 2011		b.	Lockdown Drill Report for the Month Ending - February 2011
Wanamassa Elem. School(Outside Intruder)February 25, 2011			Ocean Twp. Elem. School(Internal Lockdown)February 25, 2011
			*
			Wayside Elem. School(Internal Threat)February 28, 2011
c. Bomb Threat Security Drill - February 2011		C	Bomb Threat Security Drill - February 2011
			Twp. Of Ocean Interm. School
d. Evacuation Drill Report for Month Ending - February 2011		d	Evacuation Drill Report for Month Ending - February 2011
		u.	Wanamassa Elem. School(Internal)February 25, 2011

6. Resolutions Pertaining to 2011-2012 Tentative School District Budget:

a. Approval of Base Budget:

Move for approval of the 2011-2012 Tentative School District Budget for submission to the county superintendent for review:

	<u>Budget</u>	Local Tax Levy
General Fund	\$ 65,874,633	\$ 55,724,474
Special Revenue Fund	1,910,395	
Debt Service Fund	3,336,908	<u>3,093,434</u>
Total Base Budget	<u>\$71,121,936</u>	<u>\$ 58,817,908</u>

b. Automatic Waiver Adjustment:

Move for approval of the automotive waiver adjustment for increases in the costs of health benefits in the amount of \$227,617. The additional funds are included in the base budget and will be used to pay for the additional increases in employee health benefits.

c. Advertisement:

Move for approval the School Business Administrator to advertise said tentative budget in the newspaper of record in accordance with the format required by the State Department of Education and according to the law.

d. Resolution to Set Budget Hearing Date:

Move for approval Tuesday March 29, 2011 as being the date for the formal Public Hearing and adoption of the 2011-2012 School District Budget. The hearing will be held at 8:00 pm in the auditorium of the School District Administration Building.

7. Workshop – Travel and Related Expenses:

Move for approval in accordance with the New Jersey N.J.A.C. 6A: 23b-1.2(b), a maximum for staff development, conference, workshop and travel related expenditures of \$89,000 for all district employees for the 2011-2012 school year including Federal grant expenditures.

BE IT FURTHER RESOLVED, for regular staff development travel only, move to establish an annual aggregate school year threshold of \$200 per staff member, with superintendent approval, where board approval shall not be required.

8. Out of District Tuition – 2010-2011 School Year

Move for approval of a homeless DYFS group home placement for the 2010-2011school year in Glassboro NJ for the period of November 8, 2010 thru June 16, 2011 at an annual tuition cost of \$13,751.00 (prorated).

9. Jointure Agreement

Move for approval of the Township of Ocean School District in a transportation jointure agreement with Neptune Township School District and Deal Board of Education with Township of Ocean Board of Education to act as host for both as follows:

Joiner District	<u>Destination</u>	Duration	Joiner Cost
Neptune Twp School Dist.	Woodcliff Academy	9/1/10-3/10/11	\$3,853.20
Deal Board of Education	High Tech H.S.	9/7/10-6/17/11	\$3,017.32
Deal Board of Education	Communications H.S.	9/7/10-6/17/11	\$1,969.44

10. Non-Public Nursing Services:

Move for approval of an agreement with Monmouth-Ocean Education Services Commission to provide Non-Public Nursing Services pursuant to the requirements of Chapter 226, Laws of 1991 on behalf of the Board. These services shall be limited to those permitted under the law and pertinent regulations. The terms of this Agreement shall be in effect from July 1, 2011 through June 30, 2021. The Board of Education may withdraw from participation with the Commission by providing written notice to the Commission by December 31 of any year for withdrawal effective June 30 of the ensuing year.

11. OFAC Corrective Action Plan

Move for approval of the following resolution regarding the Office of Fiscal Accountability and Compliance review of enrollment data for 2008-2009 Chapter 192/193 Non-Public Auxiliary Services serviced by MOESC.

RESOLUTION

Whereas, the Township of Ocean Board of Education has received recommendations for correction and improvement from the Office of Fiscal Accounting and Compliance ("OFAC") based on its reported findings from a nine-month audit of the 2008-2009 Chapter 192/193 services provided by the Monmouth-Ocean Educational Services Commission ("MOESC"); and

Whereas, the Township of Ocean Board of Education has reviewed the OFAC report and discussed it with the administration of the Board of Education, who has consulted with the MOESC about the OFAC report, its findings and recommendations; and

Whereas, because several of the findings and recommendations, albeit good practice, extend beyond the written and oral direction from the Department of Education, the MOESC is appealing certain of the report's findings on behalf of itself and all affected Boards of Education; and

Whereas, the MOESC, in addition to the appeal, has prepared a Corrective Action Plan for the Board of Education, which has been coordinated with the MOESC Corrective Action Plan, to enact the recommended practices, even though not all of the recommendations were required of the 2008-2009 Chapter 192/193 services, as directed by OFAC.

Now, therefore, be it resolved that the Township of Ocean Board of Education accepts the

OFAC report and adopts as its own the attached Corrective Action Plan as prepared by the MOESC.

Motion(s) carried 8-0 except on Item #6 which carried 5-3. Mr. Beson, Mr. Hadden, and Mr. Moore all voted no.

INSTRUCTION, EDUCATION & TECHNOLOGY – Mrs. Sylvia

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

1. Professional Development Activities – Staff

Move to approve the attached memorandum dated March 11, 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. Graduate Student/Music Appreciation Class

Move to approve Valerie Scorce, a graduate student at Monmouth University in the MSED Literary Specialist Program, to attend Roxanne Guarino's Music Appreciation Class, at the Intermediate School, during the week of February 28, 2011. Ms. Scorce will be there as a supplement to Mrs. Guarino's unit of Multicultural Music specifically Multicultural Poetry and Literature.

3. Student Observers and Practicum Students

Move to approve student observers and practicum students for Spring 2011 in accordance with the attached memorandums (4) dated February 18, 23, & 25 2011 and March 11, 2011.

4. Addendum – 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 February 15, 2011.

5. Mentorships

Move to approve mentoring partnerships for the period of May 16, 2011 through August 2, 2011, for district faculty members attending Edinboro University, in accordance with the attached memorandum dated February 23, 2011.

6. Trip Requests

Move to approve the following trip requests:

Group: Music Classes – Intermediate Students

Number of Students: 108

Date: Tuesday, April 12, 2011

Departure time: 8:00 am Return time: 2:30 pm

Destination: Lincoln Center, NY

Purpose: 'Breakin' Boundareez Dance Performance

Transportation: Contracted School Buses (3)

Teacher Chaperones: 9
Parent Chaperones: 4

Cost per pupil: \$30.00 per student (paid for by student)

Group: High School AP Micro/Macro Economics

Number of Students: 15

Date: Thursday, May 19, 2011

Departure time: 7:30 am Return time: 3:30 pm

Destination: Federal Reserve Bank of New York

Purpose: Tour of the Federal Reserve & Gold Vaults

Transportation: Public Transportation - Train

(school van will be used to take students and chaperones to the train for departure, van will pick everyone up at the train upon

return)

Teacher Chaperones: 2 Parent Chaperones: 0

Cost per pupil: \$30.00 per student (paid for by student)

Group: 8th Grade Italian Classes

Number of Students: 85

Date: Thursday, March 31, 2011

Departure time: 7:15 am Return time: 3:15 pm

Destination: Di Capo Opera Theater, NY

Purpose: To see the opera "La Cenerentola" (Cinderella)

Transportation: 2 buses from Dorham School Buses

Teacher Chaperones: 3 Parent Chaperones: 0

Cost per pupil: \$30.00 per student (paid for by student)

7. Overnight Trip Request

Move to approve the following overnight trip request:

Group: High School Chorus

Number of Students: 35

Date: Friday, April 15, 2011, Departure time: 6:00 am

Sunday, April 17, 2011, Return time: 10:00 pm

Destination: Boston, MA

Purpose: Trip/Performance Tour

Transportation: Public Transportation – Bus from Stout's Transportation Services

Teacher Chaperones: 2 Parent Chaperones: 1 to 3

Cost per pupil: \$600.00 per student (paid for by student and through fundraising)

8. Participation Agreement for the 2011-2012 School Year

Move to approve an agreement with the Arts & Education Center for high school students grades 9-12 to participate in a 14-week program, sponsored by the Monmouth County Arts High School and Middle School. The program will run January 2012 – May 2012, with a cost of \$815.00 per student, includes round-trip transportation or \$665.00 per student, without transportation, (to be determined). A maximum of 12 students may participate, actual number to be determined. Attached is a copy of the participation agreement.

Motion(s) carried 8-0.

NEGOTIATIONS – No Report

PERSONNEL – Mr. Hadden

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

1. Retirements

Move to approve the following retirements:

Delmarie Fairweather Teacher/Grade 6/Mathematics

Intermediate School Effective: July 1, 2011

Roberta Fiedler Guidance Counselor

Wanamassa Elementary School

July 1, 2011

Barbara Furlong Bus Driver/Bus Aide

Transportation Department

Effective: March 1, 2011

2. Issuance of Contract

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

To fill a vacancy position:

Marcy Morelli Secretary I \$26,454.00

Intermediate School

Actual Start Date: To be determined, pending approved criminal history background check

prorated

Effective Date: April 1, 2011

3. **Unpaid Family Leave of Absence**

Move to approve an unpaid family leave of absence for Karen Soltes, Secretary I, Intermediate School beginning March 1, 2011 and continuing for a period of 12 weeks. Mrs. Soltes is expected to return to work on May 31, 2011. While out on unpaid family leave, Mrs. Soltes will be responsible for paying the 10% cost of her health insurance premium.

4. <u>Unpaid Family Leave of Absence</u>

Move to approve an unpaid family leave of absence for Katie Kenny, Special Education Teacher, Wanamassa Elementary School. Mrs. Kenny's last day of work will be June 2, 2011. Her unpaid family leave will begin on September 6, 2011 and continue through to November 25, 2011. Mrs. Kenny will return to the classroom on November 28, 2011. While out on unpaid family leave, Mrs. Kenny will be responsible for paying the appropriate contribution towards her health insurance coverage.

5. Unpaid Family Leave of Absence

Move to approve an unpaid family leave of absence for Lauren Borenstein, Special Education Teacher, High School beginning September 6, 2011 and ending November 25, 2011. Mrs. Borenstein's last day of work will be May 27, 2011. She is expected to return to the classroom on November 28, 2011.

6. Unpaid Family Leave of Absence

Move to approve an unpaid family leave of absence for Nancy Ambrose-Parker, Special Education Teacher, High School, beginning at the conclusion of her eligible sick leave and continuing through to June 30, 2011. Mrs. Ambrose-Parker is expected to return to the classroom on September 6, 2011.

7. Extension to an Unpaid Family Leave of Absence

Move to approve an extension, to an unpaid family leave of absence for Jaime Morin, Special Education Teacher, Wayside Elementary School, to include the period of May 13, 2011 through May 23, 2011. Mrs. Morin will return to the classroom on Tuesday, May 24, 2011. While out on unpaid family leave, Mrs. Morin will be responsible for paying the 10% cost of her health insurance premium.

8. Extension to an Unpaid Family Leave of Absence

Move to approve a two-week extension to an unpaid family leave of absence for Laurie Somma, Math Lab Teacher, Township of Ocean Intermediate School. The extension would begin on March 16, 2011 and continue through to March 29, 2011. Mrs. Somma will return to work on March 30, 2011. While out on an unpaid family leave of absence Mrs. Somma will be responsible for paying the 10% cost of her health insurance premium.

9. Extension to an Unpaid Leave of Absence

Move to approve an extension to an unpaid leave of absence for Elizabeth Weber, half-time Occupation Therapist, district-wide to include the period from April 26, 2011 through June 30, 2011. Mrs. Weber is expected to return to work on September 6, 2011.

10. Credit Reimbursement – Summer and Fall 2010

Move to approve credit reimbursement for courses completed during the Summer and Fall of 2010, in accordance with the attached list dated March 10, 2011.

11. Request for Catastrophic Illness Days

Move to approve the request of a district employee for the use of catastrophic illness days.

12. <u>Instructional Assistant Substitutes</u>

Move to approve Barbara Furlong and Karolyn Schoenberger as instructional assistant substitutes for the 2010-2011 school year.

13. Substitute Custodians

Move to approve Josefa Caba, Maria Labruzzo, Carmen Limardo-Perez and Kevin Williams as substitute custodians for the 2010-2011 school year.

14. Assistant Coach Resignation

Move to approve the resignation of John Iurato as Assistant JV Softball Coach for the 2010-2011 school year effective March 8, 2011.

15. Volunteer Coach

Move to approve Oksana Cheeseman as a volunteer track coach for the 2010-2011 school year.

16. Substitute Teachers

Move to approve substitute teachers for the 2010-2011 school year in accordance with the attached list dated March 15, 2011.

Motion(s) carried 8-0.

PLANNING & CONSTRUCTION – No Report

OLD BUSINESS – None

NEW BUSINESS - None

PUBLIC COMMENTS:

Mrs. Finch opened the meeting for any Public comments.

1. Mrs. Alto, resident, questioned the conferences in June for Kindergarten.

The Superintendent discussed the different levels and conference opportunities at each school.

- 2. Miles Moody, resident, discussed athletic upgrades at the High School facilities and work possibly going into the Facilities.
- 3. Mike Lachine, Loch Arbour resident, expressed concerns regarding the possible merger with Allenhurst. He asked the Ocean Board of Education to regionalize the School District and not lose the revenue from Loch Arbour.

The Board of Education discussed the past discussions with Loch Arbour and the apportionment law.

4. Mr. Picket, resident, expressed his concerns regarding the Athletic Facilities.

The Board of Education discussed difficulties in funding and recent cuts necessitated by reduction in State Aid and failure of school budgets.

- 5. Eric Mahr, resident, discussed his desire to see upgrades for the Athletic Facilities at the High School.
- 6. Angela Yost, resident, asked about employment of Dr. Ozinitsky, Teacher.

The Superintendent stated it was a personnel matter and by law he could not elaborate on the issue.

7. Mr. Hudson, resident, had questions and concerns regarding the reorganization of non-operating Districts.

The Superintendent discussed the hold status of the possible consolidation.

ADJOURNMENT: 9:28 p.m.

There being no further business, Mrs. Surmonte 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