

**MINUTES OF THE REGULAR MONTHLY MEETING
TOWNSHIP OF OCEAN BOARD OF EDUCATION
November 16, 2010**

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, November 16, 2010 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, Mrs. Angela Finch, Mr. Richard Long, Mr. Moore, Mrs. Denise Parlamas, Mrs. Sparaco and Mrs. Janet Surmonte, and Mrs. Sylvia Sylvia. Mr. Joe Hadden was absent.

PRESIDENT'S REPORT – Mrs. Finch

Mrs. Finch made the following announcements(s):

1. The President read the following statement regarding the School Bond Refinancing:

Ocean Township, New Jersey On Thursday, November 4, 2010, the Township of Ocean Board of Education, Monmouth County, took advantage of the current lower interest rate environment and refinanced its outstanding 2002 school bonds.

The refinancing was accomplished through the issuance of lower rate bonds, without extending the maturity schedule of the existing bonds. The average interest rate of the 2002 bonds was 4.756% and the average interest rate for the new bonds are only 3.707%. As a result of the lower interest rates, the Board will save \$675,755 for the School District taxpayers over the life of the bonds (a \$598,807 present value savings) and will significantly reduce bond payments. The above listed savings (at a 7.012% present value) are far greater than previously forecasted savings of 5.250%. This can be directly attributed to the timely actions of the Board of Education Members and School Administrators, positioning the School District to refinance the 2002 school bonds during this historically low interest rate environment.

Minutes of the Regular Monthly Meeting November 16, 2010 Continued:

According to Board President Angela Finch, the bond refinancing is just one of the many cost-saving moves initiated by the Township of Ocean Board of Education.

STUDENT REPRESENTATIVES

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

- The High School food drive was a success.
- There will be a book fair at the High School on December 5, 2010.
- Discussed the P.T.A. dinner.
- FCCLA sponsored a penny wars fundraiser for leukemia.

SUPERINTENDENTS REPORT – Mr. Lysko

Mr. Lysko made the following announcement(s):

1. The first marking period ended on November 10. I want to remind all parents to log onto Power School. All report cards will be distributed on-line.
2. The 2009-2010 edition of Afterglow earned a Gold Medal in the annual contest sponsored by the Columbia Scholastic Press Association. This top honor is reserved for truly noteworthy publications. In addition, two students from the class of 2010 earned Certificates of Merit for their artwork: **Katerina High** won recognition for her Portfolio of Work for Magazines, and **Jessica Wang** won recognition for her Single Illustration. **Jessica** was a student in **Mrs. Glynn's** art class. Out of thousands of submissions only the top five artists receive this award. Co-Advisors of the 2009-2010 Afterglow were **Lisa Hanna** and **Melinda Willems**. Congratulations to these students and teachers for this outstanding achievement.
3. In observance of Veteran's Day, our schools conducted a variety of activities.
 - High school students viewed and discussed the movie "Alive Day" which is a documentary about soldiers who were injured in Iraq and Afghanistan.
 - Veterans from the Korean War and WWII visited classes in the high school to discuss their experiences.
 - Students at the intermediate school provided breakfast and a special presentation for Veterans from our community.
 - Classes researched and created projects about the different branches of the military.
 - "Thank you" letters were sent to Veterans at the local VFW Post.
 - Students in the high school and intermediate school participated in a Veteran's Day essay contest sponsored by Oakhurst VFW Post 2226. The two divisions of the essays were called "The Patriots Pen" and "The Voice of Democracy"
 - Wayside Elementary students made special stars. On each star was written a name of a relative or friend that is a Veteran, their branch of service and a written note indicating

Minutes of the Regular Monthly Meeting November 16, 2010 Continued:

why the student was proud of this person. The bright stars were displayed throughout the school building.

- The Wanamassa Elementary School Chorus offered a patriotic performance which was attended by area Veterans. Selections included *Thank You Soldiers* and *Boogie Woogie Bugle Boy*.

Our district gives thanks to all those who served their country honorably during war and peacetime.

4. On November 9th, Dr. Rochelle Borsky, noted behavioral psychologist and behavioral interventionist, conducted a program for Intermediate School teachers. The program provided strategies for helping students in the Behavioral Disabilities classes. Feedback from the teachers was excellent. Dr. Borsky's services were supported through the special education IDEA grant. Special thanks to Dr. Denise Ricciardi, Assistant Superintendent / Special Services, for facilitating this valuable professional development activity.

November 9th also marked the start of sustained professional development supporting the In Class Resource teachers as Ocean Township Intermediate School. Presented by Dr. Nancy Richmond and Dr. John Schoener of the NJ Principals and Supervisors Association, the program addresses instructional strategies to promote 21st Century Skills, student engagement, and the use of Professional Learning Communities to improve teaming. This program is supported by Title I of the No Child Left Behind Act of 2001. Special thanks to Mrs. Loretta Kachmar Will for facilitating this project.

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. Parlamas

Mrs. Parlamas made a motion, seconded by Mrs. Sparaco, for approval of the minutes of the October 19, 2010 meeting.

Motion(s) carried 8-0.

APPROVAL OF BILLS – Mr. Moore

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

Bills List	November 16, 2010	1,662,898.63
Payroll	October 29, 2010	1,845,729.17
Employer FICA	October 29, 2010	28,600.16

Minutes of the Regular Monthly Meeting November 16, 2010 Continued:

Payroll	November 15, 2010	1,951,261.87
Employer FICA	November 15, 2010	<u>37,400.98</u>
	Total	<u>\$ 5,525,890.81</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 Mr. Beson, 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 October 31, 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 October 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 October 31, 2010.

Minutes of the Regular Monthly Meeting November 16, 2010 Continued:

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 October 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 November 16, 2010.

4. **Security Drill Reports:**

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

Ocean Township High School.....October 14, and October 25, 2010
Twp. of Ocean Interm. School.....October 18, 2010
Ocean Township Elem. School.....October 13, 2010
Wanamassa Elem. School.....October 18, 2010
Wayside Elem. School.....October 18, 2010

b. **Evacuation Drill Report for the Month Ending October 31, 2010**

Twp. of Ocean Interm. School.....October 7, 2010
Ocean Township Elem. School.....October 7, 2010
Wanamassa Elem. School.....October 6, 2010
Wayside Elem. School.....October 14, 2010

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

Move for approval of the contract for the 2010-2011 school year between the Twp. of Ocean Board of Education and Achieve High Points (Datamatics, Inc) Provider ID #348 (a NJDOE approved for SES) to provide Supplemental Educational Services (SES) 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 to approve 1 parental request for services to be provided via Achieve High Points (Datamatics, Inc.) under the aforementioned contract.

6. **Pricing Cooperative with MRCPS 2010-2011**

Move for approval of the resolution to enter into a Cooperative Pricing Agreement with Middlesex Regional Educational Services Commission (MRCPS).

Minutes of the Regular Monthly Meeting November 16, 2010 Continued:

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Middlesex Regional Educational Services Commission, Hereinafter referred to as the "Lead Agency" has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on November 2, 2010 the governing body of the Township of Ocean Board of Education, County of Monmouth, State of New Jersey duly considers participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

TITLE

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Township of Ocean Board of Education

AUTHORITY

Pursuant to the provisions of *N.J.S.A. 40A:11-11(5)*, the School Business Administrator is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

CONTRACTING UNIT

The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey.

EFFECTIVE DATE

This resolution shall take effect immediately upon passage. As per attached.

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 memorandums (2) dated November 16, 2010 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

Minutes of the Regular Monthly Meeting November 16, 2010 Continued:

of the Treasury guidelines in NJOMB circular 06-02 and A-87.

2. **Cancellation – Out of District Private Tuition – 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 October 22, 2010.

3. **Cancellation – 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 November 9, 2010.

4. **Addendums – Out of District Private Tuition - 2010-2011 School Year**

Move to approve addendums to out of district private tuition for the 2010-2011 school year in accordance with the attached memorandums (3) dated October 20, 22 and November 8, 2010.

5. **Graduate Research Project**

Move to approve Aelya Abbas, a Georgian Court University graduate student, to conduct a study of cultural competence. This study will require kindergarten through grade 8 teachers to complete a 32 question survey. The data collected will be archived for five years and will not be used for future experiments. Participation in this study is on a voluntary basis. All answers will remain confidential and anonymous, survey is attached.

6. **Classroom Observer**

Move to approve Kathryn Pagano to observe Adapted Physical Education classes at Wayside School in accordance with the attached memorandum dated November 2, 2010.

7. **Student Teacher Placements**

Move to approve student teacher placements in accordance with the attached lists (2) dated October 29, 2010 and November 10, 2010.

8. **Classroom Observations**

Move to approve Classroom Observations for the 2010-2011 school year in accordance with the attached memorandum dated November 10, 2010.

9. **Trip Request**

Move to approve the following trip request:

Group:	Art Class Students
Number of Students:	51
Date:	Thursday, December 2, 2010
	Departure time: 7:45 am
	Return time: 3:30 pm

Minutes of the Regular Monthly Meeting November 16, 2010 Continued:

Destination:	Whitney Museum of American Art & Metropolitan Museum NYC
Purpose:	To view exhibitions of art related to study
Transportation:	Charter Bus (1)
Teacher Chaperones:	Eileen Glynn, Jeff Leute, Dorothy Carretta
Parent Chaperone:	1 (Mr. Whitver)
Cost per pupil:	\$31.00 per student (paid for by student)

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 Items #1-25 and Item #27 and to table Item #26.

1. **Volunteer Coaches**

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

Blake Abbot – Ice Hockey
David Emery – Girl's Basketball
Eric Hazard – Boy's Basketball

2. **Revised 7/8 Wrestling Coaching Stipend Contracts**

Move to approve a revised coaching stipend for John Della Pesca and Steven Fischer in accordance with the attached memorandum dated October 20, 2010.

3. **Assistant Indoor Track Coach**

Move to approve Donald Klein as an Assistant Indoor Track Coach for the 2010-2011 school year in accordance with the attached memorandum dated October 28, 2010.

4. **Resignation – Assistant Swim Coach**

Move to approve the resignation of Paul Looney, Assistant Swim Coach, High School, effective October 29, 2010.

5. **Advisor Resignation – Instrumental Director for Spring Musical**

Move to approve the resignation of James Soldo as Instrumental Director for Spring Musical effective November 8, 2010.

6. **Clerical Substitute**

Move to approve Emily Ragle as a Clerical Substitute for the Administration Building only, for the 2010-2011 school year

Minutes of the Regular Monthly Meeting November 16, 2010 Continued:

7. **Substitute Custodian**
Move to approve Nickolas Haberstroh as a substitute custodian for the 2010-2011 school year.
8. **Substitute Playground Aide**
Move to approve Beverly Hayes as a Substitute Playground Aide at Ocean Township Elementary School for the 2010-2011 school year.
9. **Instructional Assistant Substitutes**
Move to approve Natalie Oties and Carol Ann Rice as an Instructional Assistant Substitutes for the 2010-2011 school year.
10. **Playground Aides**
Move to approve Dana Cundiff and Marie Matyas as a Playground Aides at the Wanamassa Elementary School for the 2010-2011 school year.
11. **Administrative Substitute**
Move to approve Fred West as an Administrative Substitute and for the 2010-2011 school year.
12. **Resignation – Teacher OTHS Help and Homework Center**
Move to approve the resignation of Joseph Maffei, Help & Homework Center Teacher at the High School, effective October 13, 2010.
13. **OTHS after School Help and Homework Center – 2010-2011 School Year**
Move to approve Mrs. Michelle Rogers and Mr. Matthew Stabinsky to teach at the After School Help and Homework Center, High School for the 2010-2011 school year. Mrs. Rogers and Mr. Stabinsky will each work Monday through Wednesday, 1 hour each day (2:10 pm – 3:10 pm), \$28.00 per hour, effective November 1, 2010.
14. **Substitute Teacher for the OTHS After School Help and Homework Center - 2010-2011 School Year**
Move to approve Ms. Haley Stamos, as a substitute teacher for the 2010-2011 After School Help and Homework Center, High School. Ms. Stamos would work if one of the regular teachers were unavailable, (1 hour per day of coverage, \$28.00 per hour).
15. **Addendum to Credit Reimbursement – Spring/Summer 2010**
Move to approve an addendum to credit reimbursement for Spring/Summer 2010 in accordance with the attached memorandum dated November 2, 2010.

Minutes of the Regular Monthly Meeting November 16, 2010 Continued:

16. **Unpaid Family Leave of Absence**

Move to approve an unpaid family leave of absence for Michele Conklin, English Teacher, High School beginning at the conclusion of her eligible sick leave and continuing for a period of three weeks Mrs. Conklin's last day of work will be November 19, 2010. She is expected to return to the classroom on January 24, 2011.

17. **Unpaid Leave of Absence**

Move to approve an unpaid leave of absence for Elizabeth Weber, half-time (working Tuesdays, Wednesdays, and ½ day on Fridays), Occupational Therapist, District-wide. The unpaid leave of absence will begin January 18, 2011 and continue through to April 22, 2011. Mrs. Weber's last day of work will be December 17, 2010. Mrs. Weber will return to the classroom on Tuesday, April 26, 2011.

18. **Unpaid Leave of Absence**

Move to approve an unpaid leave of absence, without continuation of medical coverage, for Dr. Nancy Surdi, Science Teacher, High School beginning January 3, 2011 and continuing through to January 31, 2011.

19. **Retirements**

Move to approve the following retirements effective February 1, 2011:

Mrs. Ann Hedinger, Music Teacher/Ocean Township Elementary School
Dr. Nancy Surdi, Science Teacher/High School

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

Move to approve an extension (from eight weeks to twelve weeks) to an unpaid family leave of absence for Barbara Furlong, Bus Driver, Transportation Department. The extension will begin on November 22, 2010 and continue through to December 17, 2010.

21. **Unpaid Leave of Absence**

Move to approve an unpaid leave of absence, without continuation of medical benefit coverage, for Barbara Furlong, Bus Driver, Transportation Department beginning December 20, 2010 through February 22, 2011. Mrs. Furlong is expected to return to work on February 23, 2011.

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

Move to approve a revision, to reflect a later start date to an unpaid family leave of absence, for Traci O'Neill, Elementary Teacher, Wayside Elementary School. Mrs. O'Neill's unpaid family leave of absence will now begin November 24, 2010 and continue through to January 28, 2011. Mrs. O'Neill will return to the classroom on Monday, January 31, 2011.

Minutes of the Regular Monthly Meeting November 16, 2010 Continued:

23. **Administrators' Contracts**

Move to approve the attached 2010-2011 employment contracts for the following central office administrators:

Dr. Denise Ricciardi, Asst. Superintendent/Special Services
Kenneth Jannarone, School Business Administrator/Board Secretary

Note: 2010-2011 contract reflects a decrease of 1.5% overall compensation.

24. **Issuance of Contracts**

Move to approve that contracts be issued to the following:

Vacancies/New Positions-Non-Tenure Track

Andrew Pawlak	Instructional Assistant Township of Ocean Intermediate School Actual Start Date: November 18, 2010 Effective: December 1, 2010	\$21,690.00 prorated
Violet Eliadis	Instructional Assistant High School Actual Start Date: November 18, 2010 Effective: December 1, 2010	\$21,690.00 prorated
Lee-Ann Ferrier	Instructional Assistant High School Actual Start Date: November 18, 2010 Effective: December 1, 2010	\$21,690.00 prorated
Heidi Costa	Instructional Assistant High School Actual Start Date: Pending submission of required criminal history background check Effective: December 1, 2010	\$21,690.00 prorated

25. **Computer Club Advisor**

Move to approve Greg Colon as Computer Club Advisor for the 2010-2011 school year in accordance with the attached memorandum dated November 11, 2010.

26. **Assistant Swim Coach**

Move to approve Warren Towns as Assistant Swim Coach for the 2010-2011 school year in accordance with the attached memorandum dated November 15, 2010.

Minutes of the Regular Monthly Meeting November 16, 2010 Continued:

27. **Substitute Teachers**

Move to approve substitute teachers in accordance with the attached list dated November 16, 2010.

Motion(s) Item #1- #25 and Item #27 carried 8-0 except Item #26 which was tabled 8-0.

PLANNING & CONSTRUCTION – No Report

OLD BUSINESS – None

NEW BUSINESS - None

PUBLIC COMMENTS:

Mrs. Finch opened the meeting for any Public comments. There were no Public comments.

ADJOURNMENT: 8:27 p.m.

There being no further business, Mrs. Parlamas 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