

**TOWNSHIP OF OCEAN BOARD OF EDUCATION**  
**WORK MEETING MINUTES**  
**April 18, 2017**

**CALL TO ORDER**

Mr. James Dietrich, President, called the meeting to order at 7:00 p.m. in the office of the Superintendent at the District Administration Building, 163 Monmouth Road, Oakhurst, N.J.

**STATEMENT OF ADEQUATE NOTICE**

Mr. Dietrich read the statement of notice as required by the Open Public Meetings Act, N.J.S.A. 10:4-6.

**ROLL CALL OF ATTENDANCE**

Present: Mr. Steven Clayton, Mr. James Dietrich, Mr. Joseph Hadden, Dr. David Marshall, Mrs. Amy McGovern, Mr. Michael Palutis, Mrs. Denise Parlamas, Mr. John Stuppi and Mrs. Sylvia Sylvia-Cioffi  
Staff in attendance: Mr. Kenneth Jannarone, School Business Administrator and Dr. James Stefankiewicz, Superintendent of Schools,

**Enter Executive Session – 7:02 p.m.**

*Approval: Motion offered by Mr. Dietrich, seconded by Mrs. Parlamas and carried 9-0.*

Move for the approval to enter Executive Session, in conformance with the Open Public Meeting Act, for the purpose of discussing: Personnel (Agenda), Litigation (Loch Arbour versus Township of Ocean), and Student Matters. It is anticipated at this time that the above stated subject(s) shall be made public at such time as the need for non-disclosure no longer exists. Board of Education will be in executive session for approximately 30 minutes and will take action upon returning to work session.

**Adjourn Executive Session – 7:26 p.m.**

*Approval: Motion offered by Mr. Clayton, seconded by Mr. Stuppi and carried 9-0.*

Move for the approval to adjourn from Executive Session and resume public session.

**PRESIDENT’S REPORT:** Mr. Dietrich

Mr. Dietrich discussed the following item(s):

- No meeting next week, public hearing on the 2017-2018 Proposed Budget on April 25<sup>th</sup> at 8:00 p.m.. Next work session scheduled for May 9<sup>th</sup>.

**VICE PRESIDENT’S REPORT:** No Report

**SUPERINTENDENT’S REPORT:** Dr. Stefankiewicz

Dr. Stefankiewicz discussed the following item(s):

- County superintendent’s decision on appointing the new Loch Arbour Board of Education.
- Student redistribution plan regarding, Wanamassa, Wayside and Ocean Township elementary schools.
- Certification of teaching staff and ability to transfer a teacher who may surrender their certification.

**SCHOOL BUSINESS ADMINISTRATOR’S REPORT:** Mr. Jannarone

Mr. Jannarone discussed the following item(s):

- Discussed whether to waive the facility rental fee for the 60<sup>th</sup> Wanamassa Elementary School reunion and it was decided no fee would be charged.
- Gave construction update for work completed over spring break at Wanamassa and the Ocean Township High School.

**PUBLIC COMMENT:** None

**COMMITTEE REPORTS:**

**COMMUNITY LIAISON, COMMUNICATIONS & CO-CURRICULAR**

**STUDENT ACTIVITIES:** Mrs. Sylvia-Cioffi

The following item(s) were discussed:

1. **Discussion: Policies**

Board of Education and Administration discussed the second and final reading of revisions to the following policies/regulations:

Policy- 1510 Americans with Disabilities Act (M)

Regulation- 1510- Americans with Disabilities Act (M)

Policy-2415.30- *New*-Title I-Educational Stability for Children in Foster Care (M)

Policy- 2418- *New*- Section 504 of the Rehabilitation Act of 1973-Students (M)

Regulation- 2418- *New*- Section 504 of the Rehabilitation Act of 1973-Students (M)

Policy- 2460- Special Education (M)

Policy- 2467- Surrogate Parents & Foster Parents (M)

Regulation- 2460.1- Special Education- Location, Identification & Referral (M)

Regulation- 2460.8- Special Education- Education-Pupil Records (M)

Regulation- 2460.9- Special Education-Transition from Early Intervention Programs to Preschool Programs (M)

Regulation- 2460.15- *New*-Special Education- In-Service Training needs for Professional & ParaProfessional Staff (M)

Policy- 5116 *New*- Education of Homeless Children

Regulation- 5116- *New*- Education of Homeless Children

Policy-5330.04- *New*- Administering an Opioid Antidote

Policy- 8330- Students Records (M)

Regulation- 8330- Students Records (M)

2. **Discussion: Policies**

Board of Education and Administration discussed the first reading of revisions to the following policies/regulations:

Policy- 6154 Tuition Income Preschool Students

3. **Discussion: Approval of Minutes**

Board of Education and Administration discussed the minutes in accordance with Board of Education Bylaws #168 “Recording of Board Meetings” of the following meeting(s):

Work Meeting/Executive Session Minutes – April 4, 2017

**FINANCIAL MANAGEMENT & RESOURCE SERVICES:** Mrs. McGovern

The following item(s) were discussed:

**Twp of Ocean BOE Work Meeting Minutes (continued) – April 18, 2017**

1. **Discussion: Budget 2017-2018**

School Business Administrator gave an update on the tentative 2017-2018 school budget.

2. **Discussion: Use of Facilities**

Board of Education and administration discussed the use of facilities according to the attached list dated April 18, 2017.

3. **Discussion: Tuition Contract**

Board of Education and administration discussed tuition contracts with Asbury Park School District for homeless children attending the Township of Ocean schools.

<u>Student</u>	<u># of Days</u>	<u>Grade</u>	<u>Period of Time</u>	<u>Tuition Cost</u>
MB	180	6	9/1/16-6/21/17	\$17,735.00
SB	180	2	9/1/16-6/21/17	\$16,315.00
KM	85	2	2/6/17-6/21/17	\$7,704.40

4. **Discussion: Student Evaluation**

The Board of Education and administration discussed a contract for behavioral assessment/ evaluation services of a special education student with Behavior Therapy Associates. The contract for services will be an anticipated 14 hours at \$150 per hour, for an approximate cost of \$2,100.

5. **Discussion: Resolution- Preschool Tuition**

The Board of Education and administration discussed the establishment of a tuition fee for the integrated preschool program. The fee will be \$2,500. Annually and apply only to non-disabled, non-economically disadvantaged students in accordance with Policy #6154.

**INSTRUCTION & EDUCATION:** Dr. Marshall

The following item(s) were discussed:

1. **Discussion: Professional Development Activities – Staff**

Board of Education and Administration discussed the attached memorandum dated April 6, 2017 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. **Discussion: Cancellation and Addendum to Out of District Private Tuition for the 2016-2017 School Year**

Board of Education and Administration discussed a cancellation and an addendum to out of district private tuition for the 2016-2017 school year in accordance with the attached memorandum dated, April 3, 2017.

3. **Discussion: Suspension Report**

Board of Education and Administration discussed the District's Suspension Report for the month

**Twp of Ocean BOE Work Meeting Minutes (continued) – April 18, 2017**

of March 2017, copy attached.

4. **Discussion: Scholastic Action Magazine Site Visit**

Board of Education and Administration discussed the request from Scholastic Action Magazine to make a site visit, on May 18, 2017, to the Township of Ocean Intermediate School. The purpose of the visit is to observe the ongoing implementation of Scholastic Action Magazine (online program), utilized in the Academic Success Program by Mrs. Abramowitz. The representatives attending from Scholastic Action Magazine will be Aimee Dolan, Christopher Molicki, and Jennifer Shotz.

**NEGOTIATIONS:** No Report

**PERSONNEL:** Mrs. Parlamas

The following item(s) were discussed:

1. **Discussion: Retirement**

Board of Education and Administration discussed the retirement of Margaret Mayer, Twelve-Month Secretary, Transportation Department, effective July 1, 2017.

2. **Discussion: Substitute Security Guard**

Board of Education and Administration discussed hiring Gordon Bodine, as a Substitute Security Guard for the 2016-2017 school year.

3. **Discussion: Retirement**

Board of Education and Administration discussed the retirement of Julie Barry, Basic Skills Teacher, Part-Time, Wayside Elementary School, effective July 1, 2017.

4. **Discussion: Playground Aide**

Board of Education and Administration discussed hiring Robyn Wolf as a Playground Aide, at the Ocean Township Elementary School, for the 2016-2017 school year.

5. **Discussion: Advisor Makerspace Club – Ocean Township Elementary School**

Board of Education and Administration discussed hiring Lindsay Burnett as a Makerspace Club Advisor, at the Ocean Township Elementary School, for the remainder of the 2016-2017 school year. Ms. Burnett and current advisor Mr. Ruane will split the stipend (prorated) in accordance with the current schedule as found in the Agreement between the Township of Ocean Board of Education and the Township of Ocean Education Association, Non-Athletic Program Salary Guide, Group IV.

**PLANNING & CONSTRUCTION:** No Report

**TECHNOLOGY COMMITTEE:** Mr. Stuppi

The following item(s) were discussed:

1. **Discussion: Internet & Phone Service Agreement**

The Board of Education and administration discussed a service agreement with Cablevision Lightpath, Inc., of Jericho, NY, for district internet access and phone service. Length of service will be for 3 years, at a monthly fee of \$4,000. Cablevision Lightpath, Inc. is a participant in the Federal E-rate Grant Application Program.

**Twp of Ocean BOE Work Meeting Minutes (continued) – April 18, 2017**

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**PUBLIC COMMENT:**

- Jack Kearns, reporter for 'Word on the Shore' asked about Loch Arbour being part of the budget.

**ADJOURN MEETING: 7:59 p.m.**

There being no further business Mrs. Parlomas made a motion, seconded by Mr. Palutis, that the meeting be adjourned. This motion carried: 9-0.

Respectfully submitted,

Kenneth Jannarone  
School Business Administrator/Board Secretary