

Work Session

Attachments

APRIL 4, 2017

Office of the Superintendent
Township of Ocean School District
March 31, 2017

MEMORANDUM FOR: All Members of the Board
FROM: James Stefankiewicz, Ed.D., Superintendent of Schools
RE: **Miscellaneous Information**

1. **On the Calendar**

April 4, 2017

- 6:00 pm - Executive Session (Closed)
 - Mr. Gross and Mr. Kean will be in attendance to review Loch Arbour litigation.
- 6:45 pm - Work Meeting

April 11, 2017 – No Meeting

April 18, 2017

- 7:00 pm – Executive Session (Closed)
- 7:30 pm – Work Meeting
- 8:00 pm – Regular Monthly Meeting
 - Mrs. Michelle Shappirio, Supervisor of English and Social Studies, Grades, K-5 and Mrs. Kristin Vona, Supervisor of Special Education, Grades PreSchool-5 will be in attendance to give a presentation on the Wonders Program.

April 25, 2017 – Budget Hearing, 8:00 pm

May 2, 2017 – No Meeting

May 9, 2017

- 7:00 pm - Executive Session (Closed)
- 7:30 pm - Work Meeting

May 16, 2017

- 7:00 pm - Executive Session (Closed)
- 7:30 pm - Work Meeting

May 23, 2017

- 7:00 pm – Executive Session (Closed)
- 7:30 pm – Work Meeting
- 8:00 pm – Regular Monthly Meeting

May 30, 2017 – No Meeting

Office of the Superintendent of Schools

Township of Ocean Schools



MEMORANDUM FOR: All Professional Staff Members

FROM: James Stefankiewicz, Ed.D., Superintendent of Schools

DATE: March 23, 2017

RE: Employment Opportunities/2017-2018 School Year

POSITIONS: See Attachments

- Athletic Coaching Positions for Fall - 2017-2018 School Year
- Non-Athletic Advisors for the 2017-2018 School Year

Please Note: Positions may be divided on the recommendation of the Director of Athletics and Student Activities/Grades 5-12 and Head Coach/Advisor.

SALARY: Salary will be commensurate with the Township of Ocean School District Teachers' 2017-2018 Athletic Program Salary Guide and Non-Athletic Program Salary Guide.

APPLICATION REQUIREMENTS: Include resume or letter listing your qualifications, background knowledge and experience in the particular activity or sport. Clearly indicate your preference for a full-time position or a co-position.

APPLICATION DEADLINE: Qualified candidates should apply in writing to Rusty Todd Athletic Director, High School, 550 West Park Avenue, Oakhurst, NJ 07755 or htodd@oceanschools.org, by the end of the business day, Monday, April 3, 2017.

Fall Coaching Positions for 2017-2018

Head Girls Cross Country
Head Boys Cross Country
Asst. Cross Country (7/8)
Asst. Cross Country (7/8)
Head Football
Asst. Football
Asst. Football
Asst. Football
Asst. Football
Asst. Football
Asst. Football
Head Boys Soccer
Asst. Boys Soccer (Var.)
Asst. Boys Soccer (JV)
Asst. Boys Soccer (Frosh)
Asst. Boys Soccer (8)
Asst. Boys Soccer (6/7)
Head Girls Soccer
Asst. Girls Soccer (Var.)
Asst. Girls Soccer (JV)
Asst. Girls Soccer (Frosh)
Asst. Girls Soccer (8)
Asst. Girls Soccer (6/7)
Head Field Hockey
Asst. Field Hockey (Var.)
Asst. Field Hockey (JV)
Asst. Field Hockey (Frosh)
Asst. Field Hockey (7/8)
Head Girls Tennis
Asst. Girls Tennis (JV)
Head Girls Gymnastics
Asst. Girls Gymnastics
Head Cheering (Fall)
Jr. High Coordinator
Trainer

NON-ATHLETIC ADVISORS 2017-2018

Academic Team, OTHS
African American Club, OTHS
Art Club Advisor, OTHS
Asst. Drama Director, OTHS
Asst. Drama Director, TOIS
Asst. National Honor Society, OTHS
Band Director, OTHS
Band Director, TOIS
Band Front, OTHS
Band Front, OTHS
Cable Youth Network, OTHS
Character Club Advisor, OTHS
Chess Club Advisor, OTHS
Choral Director, OTHS
Chorus Director, OTHS
Chorus Director, TOIS
Chorus Director, Wanamassa
Chorus Director, Wayside
Chorus, 5th Grade
Coordinator of Student Activities, OTHS
Dance Team Advisor, OTHS
DECA Club Advisor, OTHS
Drama Director, OTHS
Drama Director, TOIS
Family Career and Community Leaders of America
(FCCLA) Advisor, OTHS
Forensics Advisor, TOIS
French Club Advisor, OTHS
Freshman Class Advisor, OTHS
Future Educators of America (FEA) Advisor, OTHS
Instrumental Director, OTHS
Italian Club Advisor, OTHS
Junior Class Advisor, OTHS
Kaleidoscope Advisor, OTHS

Key Club Advisor, OTHS
Lighting/Technical Director, OTHS
Literary Magazine Editor, OTHS
Literary Magazine Editor, TOIS
Makerspace, OTHS
Makerspace, TOIS
Makerspace, Wanamassa
Makerspace, Wayside
Marching Band, OTHS
Math Club Advisor, TOIS
Math Team Advisor, OTHS
National Honor Society, OTHS
Newspaper Advisor, TOIS
Newspaper Advisor, OTHS
Pride Club Advisor, TOIS
Student Against Destructive Decisions (SADD) Advisor, OTHS
Safety Patrol, OTHS

Safety Patrol, Wanamassa
Safety Patrol, Wayside
Science Res Club Advisor, OTHS
Senior Class Advisor, OTHS
Sophomore Class Advisor, OTHS
Spanish Club Advisor, OTHS
Stage Crew Manager, TOIS
Stage Crew Manager, OTHS
Student Council Advisor, TOIS
Student Council Advisor, OTHS
Technology Student Information (TSA) Advisor, OTHS
Varsity Club Advisor, OTHS
Vocal Director, OTHS
Vocal Director, TOIS
Yearbook Advisor, OTHS
Yearbook Advisor, TOIS
Yearbook Business Advisor, OTHS

Office of the Superintendent of Schools

Township of Ocean Schools



MEMORANDUM FOR: All Non-Professional Staff Members

FROM: James Stefankiewicz, Ed.D., Superintendent of Schools

DATE: March 23, 2017

RE: Employment Opportunity/2016-2017

POSITION: Day Custodian In-Charge – High School

QUALIFICATIONS:

- Day shift employee
- Black Seal Boiler License Required

SALARY: Stipend for Day Custodian In-Charge \$1,900 commensurate with the Township of Ocean School District's Custodians 2016-2017 Salary Guide.

APPLICATION DEADLINE: Qualified candidates should notify the Personnel Office in writing at 163 Monmouth Rd., Oakhurst, NJ 07755 by the end of the business day, Monday, April 3, 4:30 pm.

Office of the Superintendent of Schools

Township of Ocean Schools



MEMORANDUM FOR: All Non-Professional Staff Members

FROM: James Stefankiewicz, Ed.D., Superintendent of Schools 

DATE: March 23, 2017

RE: Employment Opportunity/2016-2017

POSITION: Day Custodian In-Charge – Intermediate School

QUALIFICATIONS:

- Day shift employee
- Black Seal Boiler License Required

SALARY: Stipend for Day Custodian In-Charge \$1,900 commensurate with the Township of Ocean School District's Custodians 2016-2017 Salary Guide.

APPLICATION DEADLINE: Qualified candidates should notify the Personnel Office in writing at 163 Monmouth Rd., Oakhurst, NJ 07755 by the end of the business day, Monday, April 3, 4:30 pm.

Office of the Superintendent of Schools

Township of Ocean Schools



MEMORANDUM FOR: All Non-Professional Staff Members

FROM: James Stefankiewicz, Ed.D., Superintendent of Schools

A handwritten signature in black ink, appearing to be "J. Stefankiewicz", written over the name in the "FROM:" field.

DATE: March 23, 2017

RE: Employment Opportunity/2016-2017

POSITION: Custodian – Day Shift

SALARY: Salary will be commensurate with the Township of Ocean School District's Custodians 2016-2017 Salary Guide.

APPLICATION DEADLINE: Qualified candidates should notify the Personnel Office in writing at 163 Monmouth Rd., Oakhurst, NJ 07755 by the end of the business day, Monday, April 3, 2017, 4:30 pm.

**COMMUNITY LIAISON, COMMUNICATIONS &
CO-CURRICULAR STUDENT ACTIVITIES COMMITTEE**

**TOWNSHIP OF OCEAN BOARD OF EDUCATION
WORK MEETING MINUTES
March 21, 2017**

CALL TO ORDER

Mr. James Dietrich, President, called the meeting to order at 5:30 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 and Mrs. Sylvia Sylvia-Cioffi.

Mr. John Stuppi was absent.

Staff in attendance: Mr. Kenneth Jannarone, School Business Administrator; Dr. James Stefankiewicz, Superintendent of Schools; and Ms. Daniel Pantaleo, Board Attorney.

Enter Executive Session – 5:32 p.m.

Approval: Motion offered by Mr. Dietrich, seconded by Mr. Clayton and carried 8-0.

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 (2 Student disciplinary hearings). 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 2 hours and will not take action upon returning to work session.

Adjourn Executive Session – 7:16p.m.

Approval: Motion offered by Mrs. Parlamas, seconded by Mrs. Sylvia-Cioffi and carried 8-0.

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):

- Mr. Dietrich discussed voting and abstentions; Chairs and moving motions by Board of Education members.

VICE PRESIDENT'S REPORT: Mr. Palutis

Mr. Palutis discussed the following item(s):

- Technology committee will discuss Chromebook plan.

SUPERINTENDENT'S REPORT: Dr. Stefankiewicz

Dr. Stefankiewicz discussed the following item(s):

- Reminder GCU coming for signing of articulation agreement.
- Discussed the TOIS class sizes.

SCHOOL BUSINESS ADMINISTRATOR'S REPORT: Mr. Jannarone

Mr. Jannarone discussed the following item(s):

- NJ Department of Agriculture SOARS audit is going on.
- Policy hand-outs for the board of Education to review prior to the April 4th workshop meeting.

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 second and final reading of revisions to the following policies:

Policy 0155 – Board Committees

Policy 5466 – Graduation and Yearbook Fees

2. **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 – March 16, 2017

FINANCIAL MANAGEMENT & RESOURCE SERVICES: Mrs. McGovern

The following item(s) were discussed:

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

Board of Education and administration continued the discussions on the 2017-2018 school budget. The School Business Administrator discussed the budget and gave an update.

2. **Discussion: Resolutions Pertaining to 2017-2018 Tentative School District Budget:**

a. **Approval of Base Budget:**

Board of Education and administration discussed the 2017-2018 Tentative School District Budget for submission to the county superintendent for review:

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund	\$ <u>74,708,405</u>	\$ <u>63,030,416</u>
Special Revenue Fund	\$ <u>2,069,176</u>	
Debt Service Fund	\$ <u>3,408,189</u>	\$ <u>2,160,996</u>
Total Base Budget	\$ <u>80,185,770</u>	\$ <u>65,191,412</u>

b. **Advertisement:**

Board of Education and administration discussed the School Business Administrator to advertise said tentative budget in the newspaper of record and on the district website (www.oceanschools.org) in accordance with the format required by the State Department of Education and according to the law.

c. **Resolution to Set Budget Hearing Date:**

Board of Education and administration discussed Tuesday, April 25, 2017 as being the date for the formal Public Hearing and adoption of the 2017-2018 School District Budget. The hearing will be held at 8:00 p.m. in the auditorium of the School District Administration Building.

Twp of Ocean BOE Work Meeting Minutes (continued) – March 21, 2017

3. Discussion: School Buses

Board of Education and administration discussed the purchase of three (3) Type D, 54 passenger, 2018 Blue Bird all American school buses with diesel engines and air brakes. The purchase will be from Hoover Truck Centers, Flanders, NJ and will be awarded as per item #10 in the Education Services Commission-NJ co-operative bid #ESCNJ 16/17-35 opened on October 20, 2016, in the amount of \$99,864.44 for a total of \$299,593.32.

4. Discussion: Use of Facilities

Board of Education and administration discussed the use of facilities according to the attached list dated March 21, 2017.

Motion(s) for item #7 carried: 8-0 (Mr. Clayton abstained on Township application, Mrs. McGovern abstained on AYF application)

INSTRUCTION & EDUCATION: Dr. Marshall

The following item(s) were discussed:

1. Discussion: Professional Development Activities – Staff

Board of Education and Administration discussed the attached memorandums (2) dated March 17, 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: Acceptance of “The Building Capacity for Career Pathways” Grant – Year Two

Board of Education and Administration discussed the acceptance of “The Building Capacity for Career Pathways” grant for year two (2), in the amount of \$100,000.00.

NEGOTIATIONS: No Report

PERSONNEL: Mrs. Parlamas

The following item(s) were discussed:

1. Discussion: Request for Use of Days from the Sick/Personal Leave Bank (Non-Work Related) - Denied

Board of Education and Administration discussed denying the request of employee number 5688 to use days from the Sick/Personal Leave Bank (non-work related).

2. Discussion: Substitute Teachers

Board of Education and Administration discussed hiring Substitute Teachers for the 2016-2017 school year in accordance with the attached list dated March 17, 2017.

3. Discussion: Sick Leave/Notice of Retirement

Twp of Ocean BOE Work Meeting Minutes (continued) – March 21, 2017

Board of Education and Administration discussed extending the deadline to submit a July 1, 2017 letter of retirement to Tuesday, April 18, 2017 at 12:00 pm. (Present deadline is January 15, 2017 and previously extended to February 15, 2017.)

4. Discussion: Unpaid Family Leave of Absence

Board of Education and Administration discussed the request of Carolann Parise, School Nurse, Ocean Township High School, to take an unpaid family leave of absence, as designated under FMLA, beginning March 17, 2017 and continuing through June 16, 2017 (12 weeks). Mrs. Parise's last day of work was September 2, 2016. Mrs. Parise is expected to return to work on June 19, 2017. While out on an unpaid family leave of absence, Mrs. Parise will be responsible for paying the appropriate contribution towards her health insurance coverage.

PLANNING & CONSTRUCTION: Mr. Palutis

The following item(s) were discussed:

1. Discussion: Referendum Project-Sound Amplification Systems

Board of Education and administration discussed the award to Troxell Inc., Lumberton, NJ, for the referendum sound amplification system at each elementary school. The proposal is per N.J. State Contract, #A80996 and Ed Data Cooperative Purchasing Contract, #NJ0267, for materials only in the amount of \$280,203.60. The district maintenance and technology departments will install the systems in all elementary classrooms.

TECHNOLOGY COMMITTEE: No Report

OLD BUSINESS: No Report

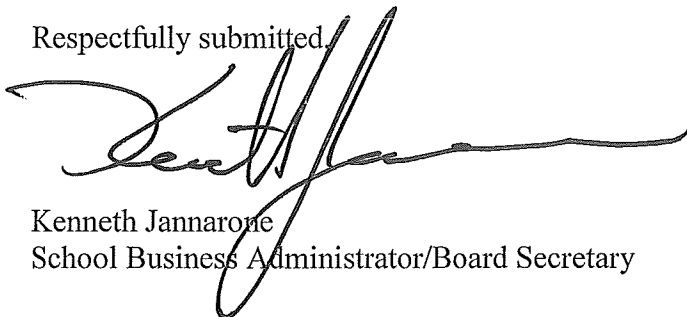
NEW BUSINESS: No Report

PUBLIC COMMENT: None

ADJOURN MEETING: 7:58 p.m.

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

Respectfully submitted,



Kenneth Jannarone
School Business Administrator/Board Secretary

**MINUTES OF THE REGULAR MONTHLY MEETING
TOWNSHIP OF OCEAN
March 21, 2017**

CALL TO ORDER

The Board President, James Dietrich, 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 17, 2017 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.oceanschools.org on January 4, 2017.
2. Notice of the meeting was transmitted to the Asbury Park Press on January 6, 2017 and The New Coaster Newspapers on January 6, 2017.
3. Notice of the meeting was filed with the Municipal Clerk, Township of Ocean and the Municipal Clerk, Village of Loch Arbour on January 4, 2017.

ROLL CALL

The following members were present: Mr. Steven Clayton, Mr. James Dietrich, Mr. Joseph Hadden, Dr. David Marshall, Mrs. Amy McGovern, Mr. Michael Palutis, Mrs. Denise Parlamas, and Mrs. Sylvia Sylvia-Cioffi. Mr. John Stuppi was absent.

PRESIDENT'S REPORT – Mr. Dietrich

Mr. Dietrich reported on the following:

- President of Georgian Court University spoke about the articulation agreement with OTHS.

STUDENT REPRESENTATIVES: Maxwell Hoyle and Sydney Burger

The following item(s) were reported:

- Spring season getting ready to start.
- Activities – International Night a success and other upcoming events by other activity groups.

SUPERINTENDENT'S REPORT – Dr. Stefankiewicz

Dr. Stefankiewicz reported on the following:

The following students Intermediate School students were selected as winners in the Asbury Park –Wall Elks Lodge #128 essay contest, the topic was “Why Is It Important To Vote?” On March 19, 2017 they were honored at a Luncheon and Awards Ceremony held at the Asbury-Wall Elks Lodge, Neptune, NJ.

Janat Ali, 5th Grade – teacher: Kathleen Bellazza
Brianna Jacobson, 5th Grade – teacher: Debra Perkins
Kaitlyn Volek, 5th Grade – Teacher: Debra Perkins
Erica Pardon, 6th Grade – teacher: Peter Ryan
Emily Sharp, 6th Grade – teacher: Peter Ryan
Mary Catherine Harvey, 7th Grade – teacher: Lauren Kelly

Victoria Lee, 7th Grade – teacher: Cathy Mussleman
 Rusty Todd, 8th Grade – teacher: Joanne DeVito

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 The following 7th grade TOIS students were selected winners of the VFW Local Post #2226 Patriot’s Pen Essay Contest. The students wrote the essay in their Social Studies class under the direction of their teacher, Ms. Julie Alexander. The topic of the essay was “The America I Believe In.”

Gabriella Campo	Monica Gomez	Sneha Shah
Elena Dimitri	Nathan Howell	Aidan Tisony
	Rein Novobilsky	

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 The following OTHS students, under the direction of Nichole Cavallaro - Civic Leadership Class teacher, were honored for creating, planning and organizing their project: Ocean “Cares” Packages. The students collected some 3,500 items: personal hygiene products, powdered beverage, protein bars, ramen noodles and snacks (gun, pretzels, cookies). The items were collected from within the school district, community and the cooperation of local businesses. The care packages were sent, with the assistance of Operation Jersey Cares, to our troops in December.

Mohiy Anas, 10 th Grade	Angela Labruzzo, 11 th Grade	Angelica Anyal, 12 th Grade
Jesse Castro, 10 th Grade	Rsigene Miller, 11 th Grade	Kelli, Buell, 12 th Grade
Brandon Coiner, 10 th Grade	Jasher Pena, 11 th Grade	Carlos Nolasco, 12 th Grade
Troy Jester, 10 th Grade	Mitchell Vollmer, 11 th Grade	
William Levy, 10 th Grade		

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PUBLIC COMMENTS-AGENDA:

- Sean Moore, past Board of Education member, thanked the Board of Education for the graduation policy allowing past Board members to hand out a diploma to their children at graduation.

APPROVAL OF BILLS: Mrs. McGovern

Mrs. McGovern made a motion, seconded by Mrs. Sylvia-Cioffi, for approval of the following paid items:

1. **APPROVAL OF BILLS**

Move for the approval of the following paid items:

Bills List	March 21, 2017	4,044,725.47
Payroll	February 28, 2017	2,051,137.49
Employer FICA & DCRP	February 28, 2017	38,403.88
Payroll	March 1, 2017	87,478.50
Employer FICA & DCRP	March 1, 2017	6,692.22
Payroll	March 15, 2017	2,074,439.47
Employer FICA & DCRP	March 15, 2017	42,400.44
	Total	<u>\$8,345,277.47</u>

Motion(s) carried: 8-0

COMMITTEE REPORTS:

COMMUNITY LIAISON COMMUNICATIONS & CO-CURRICULAR

STUDENT ACTIVITIES: Mrs. Sylvia-Cioffi

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

1. **Approval of Minutes:**

Move to approve the minutes in accordance with Board of Education Bylaws #168 “Recording of Board Meetings” of the following meeting(s):

Work Meeting/Executive Session Minutes – March 16, 2017

2. **Policies and Regulations**

Move to approve the second and final reading of revisions of the following policy(s) and regulation(s):

Policy 0155 – Board Committees
Policy 5466 – Graduation and Yearbook Fees

Motion(s) carried: 8-0

FINANCIAL MANAGEMENT & RESOURCE SERVICES: Mrs. McGovern

Mrs. McGovern made a motion, seconded by Mr. Clayton, 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 February were adequate to pay all remaining obligations of the 2016-2017 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 February 28, 2017 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 REPORT OF THE SECRETARY and upon consultation with the appropriate officials, certify that as of February 28, 2017 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 Board Secretary's Report and Treasurer of School Monies Report, which said reports are in agreement for the month ending February 28, 2017.

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, 2017 covering APPROPRIATION TRANSFERS in the 2016-2017 GENERAL FUND 10; said transfers shall result in no change in the total original Appropriations.

3. **Security Drill Reports for February 2017:**

Fire Drill

Ocean Township High School..... February 8, 2017
 Twp. of Ocean Intermediate School February 2, 2017
 Ocean Township Elementary School February 8, 2017
 Wanamassa Elementary School February 8, 2017
 Wayside Elementary School..... February 8, 2017

Evacuation Drill

Wayside Elem. School..... February 28, 2017

Bomb Drill

Wanamassa Elementary School. February 24 2017
 Twp. of Ocean Intermediate School..... February 23, 2017
 Ocean Township Elementary School February 28, 2017

Table Top Security Drill

Ocean Township High School..... February 24, 2017

4. **Use of Facilities**

Move to approve the use of facilities according to the attached list dated March 21, 2017.

5. **Resolutions Pertaining to 2017-2018 Tentative School District Budget:**

a. **Approval of Base Budget:**

Move to approve the 2017-2018 Tentative School District Budget for submission to the county superintendent for review:

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund	\$ <u>74,708,405.</u>	\$ <u>63,030,416.</u>
Special Revenue Fund	\$ <u>2,069,176.</u>	
Debt Service Fund	\$ <u>3,408,189.</u>	\$ <u>2,160,996.</u>
Total Base Budget	\$ <u>80,185,770.</u>	\$ <u>65,191,412.</u>

b. **Advertisement:**

Move to approve the School Business Administrator to advertise said tentative budget in the newspaper of record and on the district website (www.oceanschools.org) in accordance with the format required by the State Department of Education and according to the law.

c. **Resolution to Set Budget Hearing Date:**

Move to approve Tuesday, April 25, 2017 as being the date for the formal Public Hearing and adoption of the 2017-2018 School District Budget. The hearing will be held at 8:00 p.m. in the auditorium of the School District Administration Building.

6. **Renewal of Automatic Temperature Control Contract**

Move to approve the extension of award of the Automatic Temperature Control for the 2016-2017 school year with Jersey State Controls, Lakewood, NJ. The below amount reflects a reduction of \$9,700 from the 2016-2017 school year.

Vendor	School	2016-2017
Jersey State Controls	OT High School	\$42,080.00
	Twp. of Ocean Intermediate	
	OT Elementary School	
	Wanamassa School	
	Wayside Elem. School	
Hourly Rate	All Schools	\$100.00

7. **Inter-local Services Agreement**

Move to approve 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 2017 summer camp program in the amount of \$8,000. (As per attached)

8. **Jointure Agreement**

Move to approve the Township of Ocean School District in a transportation jointure agreement with Neptune City School District, with the Township of Ocean Board of Education to act as host as follows:

<u>Joiner District</u>	<u>Destination</u>	<u>Duration</u>	<u>Joiner Cost</u>
Neptune City School Dist.	Bridge Academy, Lawrenceville	2/27/17-6/16/17	\$11,034.14

9. **Shared Services – Deal School**

Move to approve the attached master shared services resolution between the Township of Ocean Board of Education and the Deal Board of Education. Addendum I and II detail the shared services scope of work for cafeteria and maintenance services. This agreement will be in place from July 1, 2017 to June 30, 2018.

10. **Renewal of Food Service Management Contract**

Move to approve the renewal of the Food Service Management contract with Sodexo Food Services for the 2017-2018 school year. The proposed management fee is \$46,350; the Administrative Fee is \$67,980, this is a 1.5% increase. The minimum financial client guaranteed return for the food service program will be a surplus of \$15,810. The guarantee is limited to 100% of the management fee.

11. **Student Lunch Program Prices**

Move to approve the prices of the student lunch program for the 2017-2018 school year as follows: Breakfast \$1.75 and Adult meal will be \$3.85.

Deal School	Elementary Schools	Intermediate School	High School
\$3.10	\$2.85	\$3.10 - \$4.00	\$3.35 - \$4.25

NOTE: The above prices would represent no increase from last year and continue a tiered pricing approach. The price will be variable depending on the food cost of the meal served.

12. **Cooperative Purchasing Services for the 2017-2018 School Year**

Move to approve the Educational Data Services (EDS) Cooperative Purchasing Program, at a fee of \$11,940 for the following supplies:

Office & Computer	Copy Duplicator	Science
Industrial Arts	Fine Arts	Physical Education
Health	Audio/Visual	Athletic
Custodial	Family & Consumer Science	

Note: By participating in this cooperative purchasing program the district realized a savings of \$291,272.00 for the 2016-2017 school year versus state contract.

13. **Professional Services Resolution**

Move to approve the following Therapy Contract.

Awarded to:	BAYADA Home Health Care. Inc.
Duration:	April 3, 2017 to June 21, 2017
Nature and Type of Contract:	In-School Nursing Care & Transportation to and from
Amount of Contract:	\$54.00/hour RN Services-2 days/wk \$44.00/hour LPN Services-2 days/wk

- a. These contracts 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 professional has submitted a political contribution disclosure form in accordance with N.J.S.A. 19A-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.

14. **Professional Services Resolution**

Move to approve the following Consultant Contract:

Awarded to:	Interactive Kids, Inc.
Duration:	April 3, 2017 to June 21, 2017
Nature and Type of Contract:	Special Staff Training
Amount of Contract:	\$150.00 hour w/\$35.00 travel

- a. These contracts 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 professional has submitted a political contribution disclosure form in accordance with N.J.S.A. 19A-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.

15. **School Buses**

Move to approve the purchase of three (3) Type D, 54 passenger, 2018 Blue Bird all American school buses with diesel engines and air brakes. The purchase will be from Hoover Truck Centers, Flanders, NJ and will be awarded as per item #10 in the Education Services Commission-NJ cooperative bid #ESCNJ 16/17-35 opened on October 20, 2016, in the amount of \$99,864.44 for a total of \$299,593.32.

Motion(s) carried: 8-0

INSTRUCTION & EDUCATION: Dr. Marshall

Dr. Marshall made a motion, seconded by Mr. Clayton for approval of the following item(s):

1. **Classroom Observer**

Move to approve Leila Jerusalem, Senior Project Specialist at the College Board in New York City, to observe Science classes at Ocean Township High School on Tuesday, April 4, 2017, in accordance with the attached memorandum dated March 10, 2017.

2. **Student Observers**

Move to approve Student Observers in accordance with the attached memorandum dated March 10, 2017

3. **Administrative Internship**

Move to approve Mrs. Jayne D'Ambrosio, Guidance Counselor, Township of Ocean Intermediate School to perform 300 hours of Administrative Internship in accordance with the attached memorandum dated March 10, 2017. Mr. Larry Kostula, Principal and Mr. James Maliff, Assistant Principal at the Township of Ocean Intermediate School will mentor Mrs. D'Ambrosio. The internship hours will not conflict with Mrs. D'Ambrosio's contractual hours.

4. **Administrative Internship**

Move to approve Mrs. Meghan Hoyle, Special Education Teacher, Township of Ocean Intermediate School to perform 300 hours of Administrative Internship in accordance with the attached memorandum dated March 10, 2017. Mr. James Maliff, Assistant Principal, Township of Ocean Intermediate School will mentor Mrs. Hoyle. The internship hours will not conflict with Mrs. Hoyle's contractual hours.

5. **Professional Development Activities – Staff**

Move to approve the attached memorandums (2) dated March 17, 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.

6. **Acceptance of “The Building Capacity for Career Pathways” Grant - Year Two**
Move to approve the acceptance of “The Building Capacity for Career Pathways” grant for year two (2), in the amount of \$100,000.00.

Superintendent explained the WE Program that is being approved.

7. **Long-Term Suspension**
Move to approve the recommendation of the Ocean Township High School principal for the long-term suspension of student #73245 through the end of the 2016-2017 school year, subject to review at subsequent Board of Education hearings.
8. **Long-Term Suspension**
Move to approve the recommendation of the Ocean Township High School principal for the long-term suspension of student #72018 through the end of the 2016-2017 school year, subject to review at subsequent Board of Education hearings.

Motion(s) carried: 8-0 (Dr. Marshall recused himself on item #2)

LEGISLATIVE POLICY: Mr. Clayton

Mr. Clayton discussed the pending legislation regarding PARCC being withdrawn as a graduation requirement.

NEGOTIATIONS: No Report

PERSONNEL: Mrs. Parlamas

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

1. **Custodial Substitute**
Move to approve Albert Lezmi as a Custodial Substitute for the 2016-2017 school year.
2. **New Job Description**
Move to approve the following new job description, copy attached:

Head Custodian – High School and Intermediate School
3. **Job Descriptions**
Move to approve revisions to the following job descriptions, copies attached:

Assistant Superintendent, Teaching and Learning
Supervisor of Educational Technology and Innovation, Grades K-12
Supervisor of English and Social Studies, Grades K-5
Supervisor of Humanities, Grades 6-12

Supervisor of Special Education, Grades PreSchool-5
Supervisor of Special Education, Grades 6-12

4. **Credit Reimbursement – Summer 2016 and Fall 2016**

Move to approve credit reimbursement for staff who completed courses during the Summer 2016 and Fall 2016, in accordance with the attached list dated March 10, 2017.

5. **Retirements**

Move to approve the following retirements:

Susan M. MacDonald, Instructional Assistant, Wanamassa Elem. School effective July 1, 2017.
Joseph McGinnis, Bus Driver, Transportation Department effective May, 1, 2017.

6. **Instructional Assistant/After School Activity**

Move to approve MaryAnn Rogers, an Instructional Assistant, to provide aide support to a high school student with disabilities who will be participating in extra help after school. Ms. Rogers will shadow the student after school in accordance with the teacher's extra help schedule beginning March 22, 2017 through June 20, 2017. Ms. Rogers will be paid at her hourly contractual rate.

7. **Revised Contracts**

Move to approve that a revised contract be issued to the following employee effective April 1, 2017.

John Fornicola	From: Head Custodian	
	Township of Ocean Intermediate School	
	To: Head Custodian	\$79,500.00*
	High School and Intermediate School	Non-Represented
		Prorated

(This is a revision in job title and salary. Mr. Fornicola is currently the Head Custodian at the Intermediate School. His position is being revised, under the new job description, to include the position of Head Custodian at the High School also. Mr. Fornicola replaces Ira James at the high school. *Salary revision reflects a base of \$77,000.00 plus a \$2,500.00 stipend for the dual Head Custodian assignment.)

8. **Request for Use of Days from the Sick/Personal Leave Bank (Non-Work Related)-Denied**

Move to deny the request of employee number 5688 to use days from the Sick/Personal Leave Bank (non-work related).

9. **Substitute Teachers**

Move to approve Substitute Teachers for the 2016-2017 school year in accordance with the attached list dated March 17, 2017.

10. **Sick Leave/Notice of Retirement**

Move to approve extending the deadline to submit a July 1, 2017 letter of retirement to Tuesday, April 18, 2017 at 12:00 pm. (Present deadline is January 15, 2017 and previously extended to February 15, 2017.)

11. **Unpaid Family Leave of Absence**

Move to approve an unpaid family leave of absence, as designated under FMLA, for Carolann Parise, School Nurse, Ocean Township High School beginning March 17, 2017 and continuing

through June 16, 2017 (12 weeks). Mrs. Parise’s last day of work was September 2, 2016. Mrs. Parise is expected to return to work on June 19, 2017. While out on an unpaid family leave of absence, Mrs. Parise will be responsible for paying the appropriate contribution towards her health insurance coverage.

12. **Instructional Assistant/Spring Track**

Move to approve Betty Williams an Instructional Assistant at the Township of Ocean Intermediate School to provide aide support to an intermediate student with disabilities participating in Spring Track. Mrs. Williams will shadow the student/Spring Track Team member during practices (only), during the period of March 20, 2017 through May 11, 2017. Mrs. Williams will be paid at her hourly contractual rate.

13. **Volunteer Coach**

Move to approve Sophia Eilbacher as a volunteer coach for track at the Township of Ocean Intermediate School during the 2016-2017 school year.

14. **Issurance of Contract**

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

Anthony A. Tomlinson	Bus Driver	\$20,930.00
	Transportation Department	Step 1
	Actual Start Date: April 3, 2017	Prorated
	Effective Date: April 1, 2017	

(Mr. Tomlinson is replacing Linda Sawicki who moved to the Head Dispatcher position.)

Motion(s) carried: 8-0

PLANNING & CONSTRUCTION: Mr. Palutis

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

1. **Referendum Project-Sound Amplification Systems**

Move to approve the award to Troxell Inc., Lumberton, NJ, for the referendum sound amplification system at each elementary school. The proposal is per N.J. State Contract, #A80996 and Ed Data Cooperative Purchasing Contract, #NJ0267, for materials only in the amount of \$280,203.60. The district maintenance and technology departments will install the systems in all elementary classrooms.

2. **Change Order: OTHS Unit Ventilator Replacement Project**

Move to approve a change order in the amount of \$3,880.05 for Kappa Construction, per the recommendation by P.W. Moss Construction Manager & Solutions Architecture. The final allowance credit back to the district will be in the amount of \$49,494.95, for the OTHS Unit Ventilator Replacement Project. As per attached

Motion(s) carried: 8-0

TECHNOLOGY: No Report

OLD BUSINESS: None

NEW BUSINESS: None

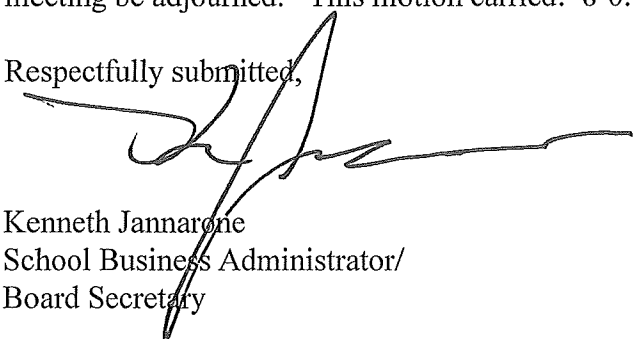
PUBLIC COMMENTS:

- Mrs. Alto, resident, asked about the trips for foreign language classes at the Intermediate School. The Superintendent discussed the trips at different school levels.

ADJOURNMENT: 8:44 p.m.

There being no further business, Mr. Palutis made a motion, seconded by Mr. Clayton, that the meeting be adjourned. This motion carried: 8-0.

Respectfully submitted,


Kenneth Jannarone
School Business Administrator/
Board Secretary

FINANCIAL MANAGEMENT & RESOURCE SERVICES



AGREEMENT

SHARED SERVICES AGREEMENT
BETWEEN THE TOWNSHIP OF OCEAN BOARD OF EDUCATION
AND THE OCEAN TOWNSHIP LITTLE LEAGUE
FOR BASEBALL FIELD SHARING

Agreement made this ____ day of _____ 2017 by and between the **Township of Ocean Board of Education** (hereinafter "District"), 163 Monmouth Road, Oakhurst, New Jersey, 07755 and the **Ocean Township Little League** (hereinafter "OTLL"), 2811 Logan Road, Ocean, New Jersey, 07712;

WHEREAS, District and OTLL have worked in a cooperative spirit to meet the short and long term needs of the District and Little League; and

WHEREAS, District and OTLL have certain needs that are best served through shared services; and

WHEREAS, the Uniform Shared Services Consolidation Act, N.J.S.A. 40A:65-1 et seq., authorizes and empowers District and OTLL to enter into such Shared Services Agreement; and

WHEREAS, the purposes of District and OTLL can be accomplished effectively through this Agreement; and

WHEREAS, District and OTLL desire to enter into this Agreement; and

WHEREAS, each party to this Agreement have approved the execution of this Agreement by Resolution adopted in _____;

NOW, THEREFORE THE PARTIES AGREE AS FOLLOWS:

1. Joint Cooperation. District and OTLL shall provide, in cooperation with, Baseball Field Sharing Responsibilities as detailed in Addendum I as attached to this agreement

and other services that may be, from time to time, authorized by joint or concurring resolution of the parties (Services Resolution).

2. Services Resolutions, Procedure. Each Services Resolution shall be individually tailored and shall specifically indicate the nature of the service to be performed, property to be used, and the approval of parties in providing the Shared Service. **The attached service resolution, Addendum I (Responsibilities Baseball Field Sharing 163 Monmouth Road) are hereby incorporated into this agreement.** Upon passage by both parties, this Services Resolution shall be appended to this Agreement. In the event that the Services Resolution and this Agreement conflict, the terms of this Agreement shall control. In no event may the terms of the Services Resolution modify this Agreement.

3. Other Agreements Unaffected. All other Shared Services Agreements whether currently existing or not, shall remain in full force and effect and shall not be governed by the terms of this Agreement.

4. Maintenance and Payment. Unless otherwise specified in the Services Resolution, each party agrees to maintain its own property and any and all payments made for the use of the property in accordance with this Services Resolution shall be specified in and made pursuant to the Services Resolution.

5. Standards. The services provided through the use of this Agreement, in accordance with the Services Resolution, shall be governed by the reasonable satisfaction standard, unless a different standard is specified in such Services Resolution.

6. No Assignment. The rights and obligations under this Agreement and any Services Resolution cannot be assigned by either party without the written consent of the other.

7. ¹Term of the Agreement of the Services Resolution. This Agreement shall be for

¹ Services can be provided for up to ten years under these arrangements.

a term of one (1) year from the date hereof and may be extended by mutual agreement of the parties. Each Services Resolution shall be for such time period as specified in said Services Resolution. Each party may cancel this Agreement, or any Services Resolution covered hereunder, on ninety (90) days' written notice to the other party. In the event that this Agreement ceases, any and all Services Resolution passed in accordance with this Agreement shall also cease.

8. Fees and Fee Shifting. Attorneys' fees and fee shifting are prohibited under this Agreement and neither party may recover fees from the other party in the event of litigation or arbitration or any proceedings brought to enforce the obligations of any party under this Agreement or any Services Resolution.

9. Joint Insurance. The parties shall maintain a joint insurance policy in the usual and customary amount and in a form acceptable to both parties to ensure each party and/or their property. At the option of both parties, the parties may agree that a specific Services Resolution not be covered by a joint insurance policy and instead be covered by a separate policy or other insurance arrangement.

10. Efficiency and Public Benefit. The parties concur that this Agreement is undertaken for the benefit of the general public of the Township of Ocean and the Ocean Township Little League, that the Agreement is economically beneficial to both parties.

11. Severability. If any clause, sentence, paragraph, section or part of this Agreement and/or Services Resolution shall be adjudged to be invalid in any Court of competent jurisdiction, such judgment shall not affect, impair, invalidate the remainder thereof, but shall be confined to the operation of the clause, sentence, paragraph, section or part thereof, directly involving the controversy in which such judgment shall be rendered.

12. Approvals. The parties acknowledge that in certain instances, this Agreement and/or Services Resolution may be subject to approval by the Executive County Superintendent and notwithstanding the Executive County Superintendent's approval, subject to modification by the New Jersey Commissioner of Education. Accordingly, where such approvals and/or modification materially impact upon the parties' Agreement, the parties shall enter into a good faith negotiations in an effort to reform the Agreement. Where reformation is not possible, the Agreement and Services Resolution shall be deemed null and void.

IN WITNESS WHEREOF, the parties have executed this Agreement this _____ day and year first above written.

ATTEST:

BOARD OF EDUCATION OF THE
TOWNSHIP OF OCEAN

Kenneth Jannarone,
School Business Administrator/
Board Secretary

By: _____
James Dietrich
Board President

ATTEST:

OCEAN TOWSHIP LITTLE LEAGUE

League President

Service Resolution
Addendum I

Responsibilities Baseball Field Sharing

163 Monmouth Road
Oakhurst New Jersey 07755

District responsibilities:

- Will provide use of the baseball field on 163 Monmouth Road.
- Will provide general field maintenance such as grass cutting, edging and cleanup etc., unless otherwise agreed to with OTLL.
- Will allow OTLL to sell signage at the Field only after approval of each sign by the District School Business Administrator or Designee.
- May provide a snack stand for OTLL to utilize at the discretion of the District.
- May provide bathrooms at the discretion of the District.
- Will allow an OTLL sign to be posted on the property after approval by the District School Business Administrator or Designee.
- Will properly irrigate, seed and fertilize the field.
- Will also reserve the right for the district to advertise at the baseball field.

OTLL responsibilities:

- Will have use of the baseball field on 163 Monmouth Road; however school baseball teams will have first priority and OTLL use must be scheduled in advance with the District Athletic Director.

- Will donate an electronic score board with installation to the District to be utilized at the field.
- Will sell signage at the field in accordance with the parameters developed by the District. A portion of the proceeds of the signage will be used to purchase and donate tarps, rakes and other equipment to be utilized for routine field maintenance by OTLL and the District.
- Will be responsible for routine field maintenance, before and after each and every use of the field including infield dragging, lining, picking up trash, etc.
- Will provide consumable supplies such as lime, drying agent, etc...
- Trash cans will be emptied once a week by OTLL.
- OTLL will only reimburse the District if there is any labor cost as a result of OTLL activities.
- Any damages to the field or surrounding structures as a result of usage will be reimbursed by OTLL.



AGREEMENT

MASTER INTERLOCAL SHARED SERVICES AGREEMENT
BETWEEN TOWNSHIP OF OCEAN MUNICIPAL AND
THE TOWNSHIP OF OCEAN BOARD OF EDUCATION
FOR SHARING CUSTODIAL, RECYCLING AND LANDSCAPING SERVICES

AGREEMENT, made this day _____ of _____, 2017 by and between the TOWNSHIP OF OCEAN, 399 Monmouth Road, Oakhurst, New Jersey, (hereinafter referred to as "Municipality") and the TOWNSHIP OF OCEAN BOARD OF EDUCATION, 163 Monmouth Road, Oakhurst, New Jersey, (hereinafter referred to as "BOE") and any other municipality.

WITNESSETH:

WHEREAS, the Municipality and the BOE are desirous of sharing custodial services, recycling services and landscaping services: and

WHEREAS, the Inter-local Services Act (NJSA 40:SA-1et. seq.) authorizes and empowers the Municipality and the BOE to enter into this Agreement.

NOW, THEREFORE, BE IT AGREED AS FOLLOWS:

1. Scope of Services

A. The Municipality agrees to provide recycling and landscaping services to the BOE and in return the BOE will provide custodial services to the Municipality.

2. Term

This Agreement shall extend from July 1, 2017 to June 30, 2010.
Either party may cancel this Agreement upon 90 days' written notice to others.

3. Compensation

The Municipality will compensate on a reimburse basis the BOE for only actual costs for implementing custodial services including but not limited to:

1. Overtime at police station or other building: i.e., holidays/weekends
2. Initial purchase of cleaning equipment.
3. Stipends for head custodial supervision.

The BOE will provide an itemized bill to the Municipality along with a signed voucher on a monthly basis. The Municipality agrees to promptly process the BOE's vouchers for payment and to pay all bills within 60 days of submission by the BOE to the Municipality.

4. Contact Person

The Municipality agrees to appoint a person to act as a liaison to serve as the hereinafter referred to as the "Contact Person" between the BOE and the Municipality in order to support and facilitate the orderly and efficient distribution of custodial, recycling and landscaping services

5. Effective Date

This Agreement shall become effective as of July 1, 2017, upon passage of an authorizing Resolution by the Municipality and Resolution by the BOE (ies) as required by the Interlocal Services Act, NJSA 40:8A-4 et. seq.

6. Level of Service

The BOE and the Municipality agree to provide all services in a professional and workmanlike manner.

7. Power and Authority of BOE and Municipality

The BOE and the municipality, in performing the services under this contract, shall have full power and authority to undertake any ancillary operation reasonably necessary or convenient to carry out its duties, responsibilities, and obligations under the contract.

8. Other Agreements

The County and the Municipality reserve the right to enter into any other contract with other public or private entities for the performance of any service or services which may be included within the scope of services provided in this Agreement.

9. Dispute of Payment

As provided in NJSA 40:SA-7(b), in the event of any dispute as to the amount to be paid under the terms of this Agreement, the full amount to be paid in accordance with Paragraph 5 shall be paid. If through subsequent negotiation, litigation, or settlement, the amount due shall be determined agreed to or adjudicated to be less than was actually so paid, the BOE or municipality shall promptly repay the excess.

10. Indemnification

The municipality and the BOE hereby indemnifies and holds the other harmless against all losses, claims, or liabilities of any kind (including reasonable attorneys' fees and costs) for personal injury or property damage, arising out of the actions taken by either party pursuant to this Agreement.

11. Insurance

During the term of this Agreement, the Township will keep in force, at its expense, (i) public liability insurance, including contractual liability, with carriers authorized to do business in New Jersey with minimum limits of \$1,000,000.00 on account of bodily injuries or death of one person, and \$1,000,000.00 on account of bodily injuries or death of more than one person as the result of any one accident or disaster; and (ii) property damage insurance for loss or damage of \$100,000.00. The Municipality shall provide the BOE with a Certificate of Insurance naming the BOE as additional insured.

12. Dispute Resolution

In the event a dispute shall arise concerning the terms and conditions of this Agreement, the parties hereto agree to submit said dispute to an impartial arbitrator appointed by the American Arbitration Association in accordance with the American Arbitration Association rules. Each party involved in arbitration shall be responsible for equally sharing the cost of the arbitrator. This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of New Jersey. The parties agree that the decision rendered by the impartial arbitrator shall be binding.

13. Miscellaneous

This Agreement may only be modified in writing, duly authorized and signed by the Mayor of each Municipality. All notices, statements or other documents required by this Agreement shall be hand-delivered or mailed to the following addresses:

For the Municipality:

Township of Ocean
399 Monmouth Road
Oakhurst, New Jersey 07755

For the BOE:

Township of Ocean Board of Education
163 Monmouth Road
Oakhurst, New Jersey 07755

14. Authorization

Each party represents and warrants to the other that all municipal or BOE action necessary for such municipality or the BOE to enter into and perform all obligations required by this Agreement has been validly taken and that the undersigned are authorized to execute this Agreement.

15. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of New Jersey.

16. No Assignments

One party without the written consent of the other may not assign this Agreement.

17. Entire Agreement

This Agreement sets forth the entire understanding of the parties hereto with respect to the transactions contemplated herein. No change or modification of this Agreement shall be valid unless the same shall be in writing and signed by all the parties hereto.

18. Severability

If any clause, sentence, paragraph, section or part of this Agreement shall be adjudged to be invalid by any court of competent jurisdiction, such judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, section, or part thereof, directly involved in the controversy in which such judgment shall have been rendered.

IN WITNESS WHERE OF, the parties hereto have executed this Agreement the day and year first above written.

ATTEST:

BOARD OF EDUCATION

BY: _____
Kenneth Jannarone
School Business administrator/
Board Secretary

BY: _____
James Dietrich
President

MUNICIPALITY OF: TOWNSHIP OF OCEAN

BY: _____
Vincent Buttiglieri
Municipal Clerk

BY: _____
Christopher Siciliano
Mayor



SCHEDULE "A"

DETAILED SCOPE & REQUIREMENTS

Custodial Services

The Board of Education will provide custodial services for:

- 1. Township of Ocean Police Department
399 Monmouth Road
Oakhurst, New Jersey 07755**
- 2. Township of Ocean Municipal Complex / Violation Bureau/ Meeting Room
399 Monmouth Road
Oakhurst, New Jersey 07755**
- 3. Township Library
701 Deal Road
Ocean, NJ 07712**

The BOE head custodians will supervise the daily, on site custodial duties. The head custodians upon request will supply to the Municipality a daily list checked off to show all the tasks that were completed. Weekly inspections will be conducted by the head custodians. Head custodians will also coordinate substitutes, overtime, supply purchasing and perform quality inspections.

All personnel will have criminal history checks in accordance with the Department of Education criminal review. The Township shall provide paper and plastic products and purchase any needed equipment i.e. vacuums, dispensers, brooms mops etc... The Board will provide consumable cleaning products through its cooperative bid and all supplies will be consistent with board policies and procedures i.e. green cleaning products.

All work will be scheduled to be performed as listed below unless an alternative one is established by mutual agreement:

- 1. Library Building, between 7:45pm to 11:00pm (Monday thru Friday)**
- 2. Court Offices & Meeting Room, between 8:00 am to 11:00 am (Monday thru Friday)**
- 3. Police Department and Town Hall, between 7:00pm to 11:00pm (Monday & Wed thru Friday)
(Tuesday will have an abbreviated schedule)**

**#1 Library and
#2 Municipal Complex, Court Room Offices/ Meeting Room**

Daily

Municipal Complex, Library Complex, Court Room and Court Offices:	YES	
1. Empty all trash and recyclable containers. Wash off top of containers.		
A. Trash must be disposed of in a clear trash bag and deposited into the dumpster at the rear of the complex. Library complex trash shall be disposed in designated area.		
B. Recyclables (mixed paper, newspaper, bottles and cans) must be Separate from trash and stored neatly in the shed at the rear of the Complex. Library complex recyclables shall be disposed of in designated area.		
2. Vacuum all carpets and rug areas (After 4:30 PM). Library to be vacuumed after closings at 9:00 PM. (Monday, Tuesday, Thursday)		
3. Sweep and mop all hard floor surface areas.		
A. Court Room/Library weekly wet mop and twice a week dry mop.		
B. Copier Room wet mop weekly.		
C. Municipal Office Kitchen area wet mop twice per week.		
4. Clean all entrances and lobby areas, to include all trash containers and cigarette butt buckets. Debris must be bagged and removed. All window and door glass in lobby and entrance areas.		
5. Clean and sanitize all drinking fountains.		
6. Clean and sanitize all rest rooms. This shall include the following:		
A. Wipe down bathroom partitions.		
B. Wipe down tiled walls and mop tiled floors.		
C. Wipe down toilets and urinals.		
D. Wipe down counter tops and sinks.		
7. Clean all stairs and hallway areas.		
8. Re-stock all paper products and hand soaps.		
9. Clean employees lounge, kitchen and Judge's Conference Room.		

Daily

The following is a list of special needs for the Court Clerk Offices and Court Room.

Court Clerk Offices/ Public Meeting Room:	YES	
1. Line up and neatly arrange chairs daily in accordance with 3 and 4 below.		
2. Clean Dais area weekly, but between noon and Friday and 8 AM on Monday.		
3. The meeting room shall be ready for use by 8 AM every Tuesday, unless otherwise notified by Court Clerk. It shall be the responsibility of the cleaning contractor to keep informed about meetings through the Court Clerk or Township Clerk.		
4. The meeting room occasionally may need to be ready for use by 5 PM Tuesdays, If requested by the court clerk.		
5. Clean Court Administrative Offices daily. To be arranged directly with the Court Clerk.		
6. Do not touch desk tops in the Court Administrative Offices.		

Weekly

The following is a list of areas to be hand washed and cleaned on a weekly basis.

Municipal Complex, Library and Court Rooms/Meeting Room:	YES	
1. The stairway risers and railings.		
2. Dust window sills.		
3. Walls in all areas, including restrooms.		
4. File cabinets.		
5. Remove spots/stains from all carpet areas.		
6. Hallway furniture as per manufacturers instructions.*		

Monthly

The following is a list of those items to be cleaned monthly.

Municipal Complex, Library and Court Offices/Meeting Room:	YES	
1. All ceiling fans and ceiling vents.		
2. Furniture polish on all wood work and paneling.		
3. Custodial services are required 5 days a week (Monday thru Friday)		
4. Dust blinds and shades.		

Library:	YES	
1. Clean all table tops when not in use.		
2. Dust books and shelves, especially on bottom shelves on an as needed basis.		

#3 Police Department

Daily Work to Be Performed

Police Department:	YES	
1. Empty all trash and recyclable containers. Wash off top of containers.		
A. Trash must be disposed of in a clear trash bag and deposited into the dumpster at the rear of the complex.		
B. Recyclables (mixed paper, newspaper, bottles and cans) must be Separate from trash and stored neatly in the shed at the rear of the Complex. This shall be coordinated with the Recycling Coordinator.		
2. Vacuum all carpets and rug areas. (After 4:30 PM)		
3. Sweep and mop all hard floor surface areas.		
4. Clean all entrances and lobby areas, to include all trash containers and cigarette butt buckets. Debris must be bagged and removed. All window and door glass in lobby and entrance areas.		
5. Clean and sanitize all drinking fountains.		
6. Clean and sanitize all rest rooms. This shall include the following:		
A. Wipe down bathroom partitions.		
B. Wipe down tiled walls and mop tiled floors.		
C. Wipe down toilets and urinals.		
D. Wipe down counter tops and sinks.		
7. Clean all stairs and hallway areas.		
8. Re-stock all paper products and hand soaps.		
9. Clean employees lounge and Police locker rooms.		
10. All cells will be cleaned with a germicide and antiviral agent capable of being effective of ridding a broad range of microorganisms including HIV-1. Fungicidal, Veridical and Mildew static.		

11. All articles that contain blood will be doubled bagged and disposed of as normal garbage. All custodial staff should wear protective equipment while handling articles that contain blood or other fluids.		
12. Clean Biohazard waste (on Call) to include human waste, vomit, blood, etc. in cell areas or other areas used by the Police Department. This shall include Police Vehicles also. Up to six (6) calls per year.		
13. North Police Parking area. Sweep sidewalk and empty trash and recycling containers.		

Police Department

Weekly Work to Be Performed

The following is a list of areas to be hand washed and cleaned on a weekly basis.

Police Department:	YES	
1. The stairway risers and railings.		
2. Dust all window sills.		
3. Walls in all areas, including restrooms.		
4. File cabinets.		
5. Remove spots/stains from all carpet areas.		
6. All counter top areas.		
7. Sweep Sally Port area.		
8. Dust tops of lockers in locker rooms.		

Monthly

The following is a list of those items to be cleaned monthly.

Police Department:	YES	
1. All ceiling fans and ceiling vents.		
2. Furniture polish on all wood work and paneling.		
3. Custodial services at the Police Department are required seven (7) days a week, including Holidays. Administrative offices need not be cleaned on Saturday and Sunday provided that services are rendered on Friday. (Holiday excluded also).		

Municipal Obligations

- All carpets are to be thoroughly deep cleaned once a year in early August by an independent contractor coordinated and paid for by the Municipality.
- Window cleaning to include the entire municipal and library complex to be completed twice annually coordinated and paid for by the Municipality.
- The Municipality will reimburse on a monthly basis for overtime incurred off shift or due to weekend work, holidays (state or school district) and/or special requests at the employee's double time rate.

Board of Education Obligations

- **The Board of Education will do a comprehensive detailed cleaning at the start of the contract and during each summer by utilizing additional manpower from the school district.**
- **The Municipal buildings floors will be stripped, sealed and waxed (3 coats) once a year by the board of education employees. This will be done during the month of August unless otherwise coordinated.**
- **All employees will be trained annually in the following: AHERA, Confined Space, PPE, RTK (hazardous materials), tag-out / lock out, cleaning procedures, and sexual harassment.**
- **The Board of Education will supply (PPE) personal protective equipment such as; latex and cotton gloves, stripping boots, comfort face masks etc... as necessary.**
- **Emergency cleaning at any building including the police department will be completed within 3 hours of notification.**
- **All personnel are to wear appropriate identification and uniforms at all times when working within the Township.**
- **The board of education will bill the municipality for reimbursement on a monthly basis for overtime incurred due to weekend work, holidays (state or school district) and/or special requests.**
- **MSDS sheets shall be furnished for all cleaning products and supplied to the Public Works office to be kept on file.**



SCHEDULE "B"

DETAILED SCOPE & REQUIREMENTS

Landscaping Services

"CUTTING AND TRIMMING OF THREE ELEMENTARY SCHOOL GROUNDS"

Weekly maintenance of the fields and grounds at the following school locations: 1.) Ocean Township Elementary School, 555 Dow Avenue, Oakhurst; 2.) Wanamassa Elementary School, 901 Bendermere Avenue, Wanamassa; 3.) Wayside Elementary School, 733 Bowne Road, Wayside. Work to consist of all trimming, edging and cutting of areas specified on the Site Plans provided. Weeding and clean-up of beds will be required one to two times a year; dates to be coordinated with the Director of Facilities. **(Note: Site Plans are to be considered approximation. The green highlighted areas on the Site Plans are the areas of responsibility.**

Scope of Work:

- a) All regular maintenance (cutting, trimming and edging) is to be performed on a minimum weekly basis at all buildings.
- b) The Municipality will cut all grass areas designated on enclosed Site Plans. Cutting height is to be maintained at 3" year round and 2 ½ at the Wayside School back field. The requirements for the cutting height are to be strictly followed unless mutually agreed to otherwise with the BOE Director of Facilities.
- c) All areas requiring trimming (i.e. along fences, benches, backstops, etc.) and edging (i.e. along walkways, driveways, etc.) bordering and within the designated areas are part of the Municipal responsibility.
- d) All work must be performed and completed in accordance with the following schedule unless mutually agreed upon by both parties:

<u>School</u>	<u>Month</u>	<u>Day of Cut</u>	<u>Time</u>
WAYSIDE	All 9	Mon. – Fri.	Work to be done after
WANAMASSA	Months	Sat.	3:30 p.m. or before 8:30 am on weekdays
OCEAN TOWNSHIP			and after 8:00 a.m. on Saturday.
ELEMENTARY			Work can be done at anytime when school is NOT in session.

- e) Flexibility and cooperation is required if the approved schedule must be changed due to school or athletic activities. An activities calendar for the school year will be provided to the Municipality.
- f) If weather becomes a factor (i.e. rain), the work should be performed the next clear day.
- g) Weed whacking with a line trimmer at curbs, sidewalks, blacktop, bleachers and around all buildings is to be performed. No weeds should be present at anytime. Pesticides are not allowed on any school grounds.
- h) The Municipality will be responsible for one to two clean-ups per year. One the beginning of spring, one in the fall. At that time all beds should be weeded and all debris and leaves will be removed.
- i) The expelling of grass clippings **must**, at all times, be away from the school buildings. Grass blown in the direction of the building may clog the HVAC vents. Such actions compromise the HVAC functionality and the indoor air quality for all students and employees.
- j) All blacktop/asphalt, parking lots, playgrounds, tennis courts etc. must be blown clean as needed.
- k) All trash must be picked up prior to any cutting.
- l) The performance period of the contract shall be March 1 to November 30. If additional cut and trim is needed after November 30th, the BOE Director of Facilities will make this a special request.



SCHEDULE "C"

DETAILED SCOPE & REQUIREMENTS

Recycling Services

The Municipality will undertake the responsibility of recycling pick up at the following Board of Education school locations:

- 1.) Ocean Township Elementary School, 555 Dow Avenue, Oakhurst;
 - Pick up can be scheduled any day of the week.
 - Current rear loaded one 8 yard and one 3 yard dumpsters, owned by private co.
- 2.) Wanamassa Elementary School, 901 Bendermere Avenue, Wanamassa;
 - Pick up should be scheduled before 7:00am or after 5:00pm during the week due to outside educational programs and the close proximity of the dumpsters
 - Current rear loaded one 4 yard and one 2 yard dumpsters, owned by private co.
- 3.) Wayside Elementary School, 733 Bowne Road, Wayside.
 - Pick up can be scheduled any day of the week.
 - Current rear loaded one 8 yard and one 2 yard dumpsters, owned by private co.
- 4.) Township of Ocean Intermediate School, 1200 West Park Ave, Ocean.
 - Pick up can be scheduled any day of the week.
 - Current rear loaded one 8 yard and one 6 yard dumpsters, owned by private co.
- 5.) Ocean Township High School, 550 West Park Ave, Oakhurst.
 - Pick up can be scheduled any day of the week.
 - Current rear loaded one 10 yard and one 6 yard dumpsters, owned by private co.
- 6.) Ocean Township High School, **Transportation Building**, 550 West Park Ave, Oakhurst.
 - Pick up can be scheduled any day of the week but is best between 10:00am and 1:00pm where bus traffic is minimal.
 - Current rear loaded one 6 yard dumpster, owned by private co.
- 7.) Township of Ocean Administration Building, 163 Monmouth Rd, Oakhurst.
 - Pick up can be scheduled any day of the week.
 - Current rear loaded one 6 yard and one 4 yard dumpsters, owned by private co.

Board of Education and Municipal Obligations

- The Municipality shall coordinate with the BOE the acquiring of dumpsters, as they determine are needed, to maintain current recycling pick up needs of the school district.
- The Board of Education will be responsible to maintain all dumpsters including regular cleaning and painting.
- The Municipality will provide any signage needed to identify dumpster pick up areas.
- The Municipality will strive to relocate dumpsters to the designated areas after performing pickups.
- The Board of Education will maintain clean and barrier free dumpster zones including easily identifiable yellow lined zones.

Office of the School Business Administrator
Township of Ocean School District
April 4, 2017

REQUESTS FOR USE OF SCHOOL FACILITIES

Twp of Ocean Historical Museum

Admin Bldg., Auditorium
May 16, 2017
6:45 pm – 9:15 pm
Purpose: Speaker Program
Use of Facility Fee: \$0.00

US Taekwondo Center

OTHS, Cafeteria, Gym
April 29, 2017 (set up)
3:00 pm – 7:00 pm
April 30, 2017 (Tournament)
9:00 am – 5:00 pm
Purpose: Taekwondo Tournament
Use of Facility Fee: \$710.00
Custodial Reimbursement: \$440.00

Dept. of Human Services

Wayside, Gym
November 27, 2017 – March 2, 2018
Monday through Friday
6:00 pm – 9:00 pm
Purpose: Youth Basketball Practice
Use of Facility Fee: \$0.00

Ocean Township United Soccer Club

OTHS, Turf Athletic Field
April 5, 12, 19, & 26, 2017,
May 3, 10, 17, 24, 31, 2017,
June 7, & 14, 2017
7:00 pm – 9:00 pm
Purpose: Soccer Practice and Games
Use of Facility Fee: \$0.00
Lighting Usage Fee: TBD

Dept. of Human Services

Wanamassa: Classrooms, Playground, Gym
Monday through Friday
September 2017 – June 2018
7:00 am – 8:30 am, 3:00 pm – 6:00 pm
Purpose: Before and After School Care
Use of Facility Fee: \$0.00

Dept. of Human Services

Wayside, Gym
September 25, 2017 – June 14, 2018
Monday & Wednesday
6:00 pm – 8:00 pm
Purpose: Adult Fitness
Use of Facility Fee: \$0.00

Family & Childrens Services

TOIS, Cafeteria
September 16, 2017
8:00 am – 2:00 pm
Purpose: In-Service
Use of Facility Fee: \$120.00
Custodial Reimbursement: \$240.00

Ocean Waves Travel Baseball

Admin Bldg., Babe Ruth Field
April 2, 2017
12:00 pm- 5:00 pm
Purpose: Travel Baseball Game
Use of Facility Fee: \$0.00

INSTRUCTION & EDUCATION

*Office of the Assistant Superintendent of Schools
Curriculum & Instruction*

Township of Ocean Schools



MEMORANDUM

FOR: James Stefankiewicz, Ed. D.
FROM: Melody Ragle
RE: N.J.A.C. 6A:23B-1.2(c)3
DATE: March 31, 2017
CC: Kelly Weldon, Ken Jannarone

Below is Professional Development Activity in accordance with District Policy 6471 and NJAC 6A:23B for BOE approval. The attendance at said activity 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.

Last	First	Subject	Title	Date	FEE*
Ricciardi	Denise	Asst Supt Spec Svcs	NJASA/NJAPSA *** Spring Leadership Conference - Atlantic City	5/17-19/2017	\$762.76
Connolly	Allison	Social Studies	Diversity Council Mtg - Kean U	5/19/17	**
Rapuano	Jennifer	Kdg	Follow the Leader to Social Success in the Early Childhood Setting – Eatontown	6/5/17	**
Rinaldi	Diane	Math	NHS Selection process - OTHS	4/7/17	**
Ohlott-Weiner	Barbra	Social Studies	NHS Selection process - OTHS	4/7/17	**
Leute	Jeffery	Art	NHS Selection process - OTHS	4/7/17	**
Anderson	Valeria	World Language	NHS Selection process - OTHS	4/7/17	**
Singer	Alisa	English	NHS Selection process - OTHS	4/7/17	**
Conklin	Michele	English	NHS Selection process - OTHS	4/7/17	**
Spaeth	Timothy	Technology	NHS Selection process - OTHS	4/7/17	**
McHugh	Kristen	Guidance	Good Ideas Conference - Georgian Court	5/19/17	n/a
Ippolito	Chris	Applied Technology	Ignite STEM - Princeton	4/13/17	n/a
Fisher	Susan	CST	NJASP**** Spring Conference - E. Windsor	5/5/17	n/a
Nahrebne	Lisa	Spec Ed	Orton Gillingham Vertical Articulation - TOIS	4/5/17	n/a

* Registration fees are supported by local professional development funds and Title IIA of NCLB

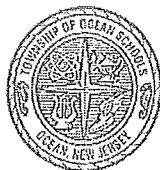
**Substitute rate @ \$85 per day

***NJ Assn of School Administrators/NJ Assn of Pupil Service Administrators

****NJ Assn of School Psychologists

**Office of the Assistant Superintendent of Schools
Curriculum & Instruction**

Township of Ocean Schools



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Reimbursement for travel and related expenses shall be according to the Department of the Treasury guidelines in NJOMB circular 06-02 and A-87.

Last Name	First Name	Subject	Workshop	Date	Fee*
O'Neill	Patrick	Supervisor Innovation and Ed Tech Grades K - 12	Ignite STEM 2017 - New York	4/12&13/2017	Hotel, travel and meals @ per diem
Picerno	Christine	Supervisor Math/Science	Ignite STEM 2017 - New York	4/12&13/2017	Hotel, travel and meals @ per diem
Ruane	Kevin	4th Grade	Ignite STEM 2017 - New York	4/12&13/2017	n/a
Ryan	Doreen	Principal	Ignite STEM 2017 - New York	4/12&13/2017	Hotel, travel and meals @ per diem
Vona	Kristin	Supervisor Special Service & Basic Skills	Ignite STEM 2017 - New York	4/12&13/2017	Hotel, travel and meals @ per diem

*Registration fees are supported by local professional development funds and Title IIA of NCLB

PERSONNEL

SUBSTITUTES FOR BOARD APPROVAL

March 31, 2017

Albe, Carol	K-4
Camilleri, Allison	K-12
Goodwin, Maria	5-12
Lowe, Christine	6-12
Mandelbaum, Allison	K-4
McCormick, Danielle	K-12
Nordstrom, Rebecca	K-12
Prascsak, Julie	K-12
Sudol, Brian	6-12
Tantrum, Marianne	K-4

PLANNING & CONSTRUCTION



A PLAYCORE Company

C/O MRC
PO Box 106
Spring Lake, NJ 07762
Ph: 732-458-1111
Fx: 732-974-0226
Em: MRC@GAMETIME.COM
Web: www.mrrec.com

QUOTE #128681

01/03/2017

NJ Ocean Township SD Wanamassa School 5-12 Playground Option 1

Ocean Township School District
Attn: Victor Milano
Wanamassa Elementary School
901 Bendemere Ave
Wanamassa, NJ 07712
vmilano@oceanschools.org

Project #: P83728
Ship To Zip: 07712

Table with 3 columns: Quantity, Part #, Description. Row 1: 1, RDU, Game Time - GameTime Custom PowerScope 5-12 Unit

NJ State Contract

Total Amount: \$44,382.33

Shipping to Ocean Township, NJ.

No installation or safety surfacing is included in the above price.

Sales tax is not included. Please supply a copy of your tax exempt certificate when placing your order.

MN/jm

CHOOSE YOUR COLOR SCHEME: IT IS VERY IMPORTANT THAT YOU CHOOSE A COLOR SCHEME FOR YOUR MODULAR PLAYGROUND UNIT AT TIME OF ORDER. PLEASE SELECT FROM ONE OF THE MANY "PLAY PALETTES" LISTED IN THE BACK OF THE GAMETIME CATALOG OR ON OUR WEBSITE: www.gametime.com. INDICATE YOUR SELECTION BELOW. GAMETIME PLAY PALETTE: NOTE: COLOR SELECTION FOR ALL OTHER EQUIPMENT SHOULD BE ENTERED IN THE SPACE PROVIDED UNDER THAT SPECIFIC ITEM.

This quotation is subject to policies in the current GAMETIME PARK & PLAYGROUND CATALOG and the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment. Purchases in excess of \$1,000.00 to be supported by your written purchase order made out to GAMETIME c/o Marturano Recreation. Kindly issue one order for the equipment and a separate order for surfacing and/or equipment installation services. Customer is responsible for any required permits and fees pertaining to such permits.

PRICING / PAYMENT: Pricing f.o.b. factory, firm for 30 days from date of quotation unless otherwise stated above. Payment terms: Purchase order made payable to GameTime. Net 30 days for tax supported governmental agencies. A 1.5% per month finance charge will be imposed on all past due accounts. Equipment shall be invoiced separately from other services and shall be payable in advance of those services and project completion. Retainage not accepted.

TAXES: State and local taxes, if applicable, will be added at time of invoicing unless a tax exempt certificate is provided at the time of order entry. FREIGHT /

SHIPMENT: Freight charges: Prepaid and added at time of invoicing. Shipment: order shall ship within 30-45 days after GAMETIME'S receipt and acceptance of your PURCHASE ORDER, signed quotation and color selections.

RECEIPT OF GOODS: Customer is responsible for unloading and uncrating equipment from truck. Customer shall receive, unload and inspect goods upon arrival, noting any discrepancies on the Delivery Receipt prior to written acceptance of the shipment.

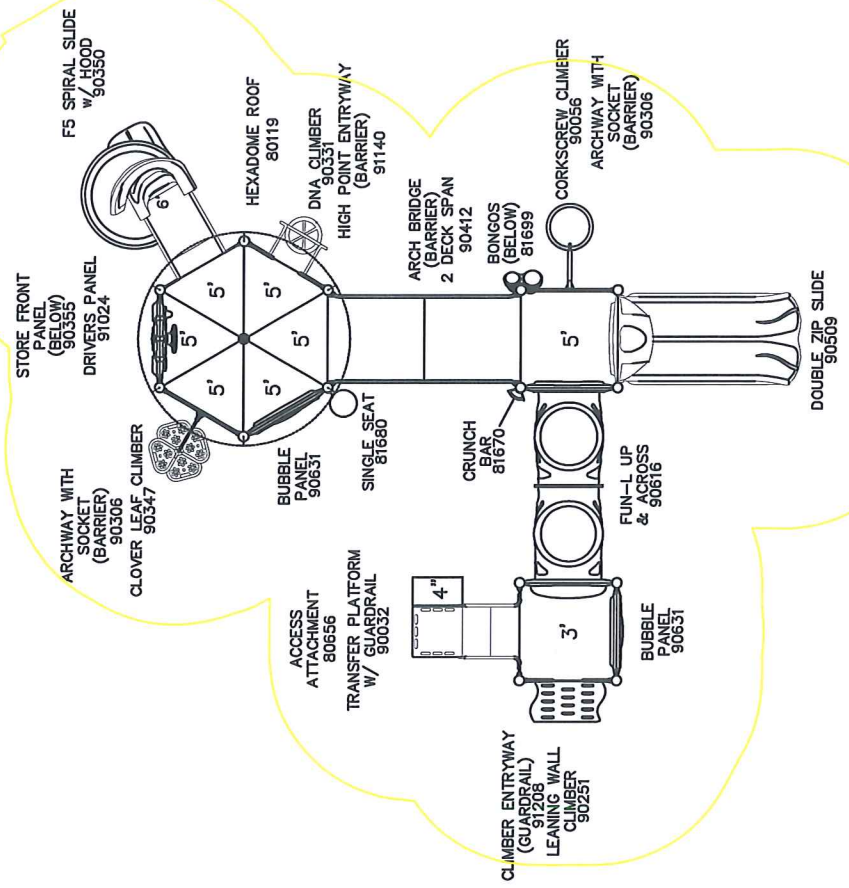
EXCLUSIONS: Unless specifically included, this quotation excludes all site work and landscaping; removal of existing equipment; acceptance of equipment and off-loading; storage of goods prior to installation; installation; installation tools/equipment; safety surfacing; borders and drainage provisions.

TO ORDER: Please complete the acceptance portion of this quotation and provide color selections, PURCHASE ORDER and other key information requested. Acceptance of this proposal indicates your agreement to the terms and conditions stated herein.



37'-6"

42'-7"



WANAMASSA SCHOOL
 OPTION 1
 OCEAN TOWNSHIP, NJ
 Representative
 MRC



GameTime
 A PlayCore Company
 150 PlayCore Drive SE
 Fort Payne, AL 35967
 www.gametime.com

This play equipment is recommended for children ages 5-12

Minimum Area Required:
 Scale: 1" = 5'-0"
 This drawing can be scaled only when in an 11" x 17" format

IMPORTANT: Soft resilient surfacing should be placed in the use zones of all equipment, as specified for each type of equipment, and at depths to meet the critical fall heights as specified by the U.S. consumer Product Safety Commission, ASTM standard F 1487 and Canadian Standard CAN/CSA-Z614.

Drawn By:
 MN
 Date:
 1.3.17
 Drawing Name:
 OPTION 1



Wanamassa School - Ocean Township, NJ
Option 1 - View A



Wanamassa School - Ocean Township, NJ
Option 1 - View B



800.922.0070 | www.hrc.com
play.site.sport.



ARCHITECT	P.W. MOSS & ASSOCIATES - RICK TAKAKJY (P/W/M) - (AUTHOR)
MEP E	SOLUTIONS ARCHITECTURE (SA) - THOMAS STRAUSSER
STRUCT. E	JOHN & URBAN ENGINEERS (J&U) - MARK LONERGAN, KEVIN MORAN
CIVIL E.	MPP ENGINEERS, INC. (MPP) - SCOTT MCCONNELL, HIRAL SANGHVI
OWNER	ANDERSON CONSULTING, INC. (AC) - PAUL ANDERSON
GC	TOWNSHIP OF OCEAN BOARD OF EDUCATION (OTBOE) - GARY TATTERSALL BENJAMIN R. HARVEY COMPANY, INC. (BHC) - BILL REILLY, ANKITA LAUL, RICK PACIGCCO

REQUESTS FOR CHANGE ORDERS

NUMBER	Change Order Requests		DESCRIPTION	ORIGINAL AMOUNT	FINAL AMOUNT	STATUS / COMMENTS
	DATE	TRADE				
ALLOWANCE RECONCILIATION						
G-1	CONTRACT	GC	GENERAL LUMP SUM ALLOWANCE	(\$80,000.00)	(\$80,000.00)	
G-2	CONTRACT	GC	UNSUITABLE SOIL REMOVAL AND REPLACEMENT (300 c.y. @ \$125.00)	(\$37,500.00)	(\$37,500.00)	
G-3	CONTRACT	GC	VCT & BASE REPLACEMENT (500 sf @ \$4.00)	(\$2,000.00)	(\$2,000.00)	
G-4	CONTRACT	GC/EC	DUPLEX RECEPTACLE (5 X \$305.00)	(\$1,525.00)	(\$1,525.00)	
G-5	CONTRACT	GC/EC	DATA JUNCTION BOX - CONDUIT PULL & COVER (5 X \$225.00)	(\$1,125.00)	(\$1,125.00)	
G-6	CONTRACT	GC/EC	FIRE ALARM SMOKE DETECTOR (5 X \$475.00)	(\$2,375.00)	(\$2,375.00)	
G-7	CONTRACT	GC/EC	FIRE ALARM HEAT DETECTOR (5 X \$505.00)	(\$2,525.00)	(\$2,525.00)	
G-8	CONTRACT	GC/EC	FIRE ALARM HORN STROBE DETECTOR (5 X \$590.00)	(\$2,950.00)	(\$2,950.00)	
				TOTAL CONTRACT ALLOWANCE WORK	(\$130,000.00)	

CHANGE ORDER REQUESTS

ADDITIONAL SCOPE OF WORK - EXECUTED						
PCO#4	08/22/2016	GC/PC	UNFORESEEN FOOTING REMOVAL IN EXISTING TECH ROOM FOR SANITARY LINE.	\$4,102.00	\$5,899.50	APPROVED - CONSTRUCTION CHANGE DIRECTIVE.
PCO #7	09/27/2016	GC	FIRE RATED ASSEMBLY FOR TEMPORARY EGRESS AT TRAINER'S ENTRANCE PER BLDG. DEPT.	\$6,624.25	\$5,709.36	APPROVED - CONSTRUCTION CHANGE DIRECTIVE.
PCO #10	12/02/2016	GC	INSTALL & REMOVE ADDITIONAL TRACKING PAD ENTRANCE AT PAC REQUIRED BY FSCSD.	\$2,334.50	\$2,000.00	APPROVED - GENERAL ALLOWANCE.
PCO #12	12/06/2016	GC	PROVIDE 12" HDPE PIPE IN LIEU OF SPECIFIED 8" HDPE PIPE FOR FUTURE CONNECTION BY OWNER.	\$1,840.00	\$1,496.00	APPROVED - GENERAL ALLOWANCE.
PCO #11	12/22/2016	GC	ADDITIONAL GAS LINE FROM PARKING LOT TO METERS TO EXISTING BUILDING.	\$20,126.89	\$16,054.00	APPROVED - GENERAL ALLOWANCE.
PCO #13	01/05/2017	GC/FP	RELOCATE FIRE DEPARTMENT CONNECTION AS PER FIRE MARSHAL.	\$4,114.75	\$3,525.17	APPROVED - GENERAL ALLOWANCE.
PCO #14	01/10/2017	GC	ADDED STEEL DECK SUPPORTS AS PER RFI #27.	\$1,108.35	\$949.55	APPROVED - GENERAL ALLOWANCE.
PCO #15R2	02/16/2017	GC	REVISED WORK AT PAC ENTRANCE DOOR OPENINGS - REVISED WITH METAL FRAMING.	\$5,302.33	\$2,429.16	APPROVED - GENERAL ALLOWANCE.
PCO #17	02/23/2017	GC/SS	LINTEL FOR ATH A3.8 - VESTIBULE F117 ADDED DURING SHOP DRAWING APPROVAL.	\$1,418.55	\$1,215.30	APPROVED - AWAITING CREDIT FOR BOND BEAM & FACE BRICKS DELETED.
PCO #19	02/16/2017	GC	HARDWARE CHANGES MADE DURING SUBMITTAL REVIEW & APPROVAL.	\$3,160.20	\$1,455.00	APPROVED - GENERAL ALLOWANCE.
PCO #20	02/27/2017	GC	UPGRADE COLOR OF METALS INCLUDING ROOF AND PANELS.	\$9,047.35	\$7,751.00	APPROVED - GENERAL ALLOWANCE.
				ADDITIONAL SCOPE OF WORK SUBTOTAL	\$57,179.17	\$46,484.04

ADDITIONAL SCOPE OF WORK - PENDING

PCO #5	08/22/2016	GC	REVISED DOMESTIC WATER SERVICE.	\$50,524.41	\$40,000.00	PENDING (SA TO CONFIRM NTE STILL VIABLE).
PCO #18	02/23/2017	GC/EC	CREDIT FOR ALTERNATES #3 & #4 FOR ENTRANCE UPGRADES SELECTED ON BID DAY.	(\$190,000.00)	(\$18,128.00)	PENDING - 62% OF BID DAY VALUE.
				PENDING SCOPE OF WORK SUBTOTAL	(\$139,475.59)	(\$78,128.00)