

Work Session

Attachments

August 23, 2016

Office of the Superintendent
Township of Ocean School District
August 19, 2016

MEMORANDUM FOR: All Members of the Board

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

RE: **Miscellaneous Information**

1. **On the Calendar**

August 23, 2016

- 5:30 pm - Finance Committee Meeting
- 7:00 pm - Executive Session (Closed)
- 7:30 pm - Work Meeting
 - Solutions Architecture and P.W. Moss & Associates will be in attendance to give construction progress updates.

August 30, 2016 :

- 7:00 pm – Executive Session (Closed)
- 7:30 pm – Work Session
- 8:00 pm – Regular Monthly Meeting
 - Solutions Architecture and P.W. Moss & Associates will be in attendance to give construction progress updates.

September 6, 2016 – No Meeting

September 13, 2016

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

September 20, 2016

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

September 27, 2016


- 7:00 pm – Executive Session (Closed)
- 7:30 pm - Work 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: August 10, 2016

RE: Employment Opportunity/2016-2017 School Year

POSITION: Skills for Success Club Teachers

- (2) Teachers for Grade 5
- (2) Teachers for Grade 6

QUALIFICATIONS: Standard Certification Required
Past experience in running an after-school club is highly desirable, and preferred, as well as availability, on a consistent basis to provide services.

HOURS: 2:30 PM – 3:30 PM – Monday, Tuesday, Wednesday, Thursday (meeting dates will vary from month to month)

SALARY: \$28.00 per hour - October 2016 to May 2017

APPLICATION DEADLINE: Qualified candidates interested in applying for this position should notify the Personnel Office in writing before the end of the day, Friday, August 19, 2016.

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: August 11, 2016

RE: Employment Opportunities/2016-2017 School Year

POSITION:

- Instructional Assistants

QUALIFICATIONS:

- Aptitude and competence for assigned responsibilities
- College-level coursework in education or related field*
- Demonstrated ability to assist with instructional activities and communicate effectively with students, parents and school staff

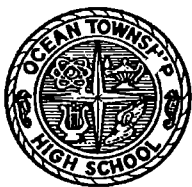
*In programs funded with federal Title I funds, or in district-wide Title I districts, all paraprofessionals (teaching assistants) hired after January 8, 2002 must complete at least two years of college, obtain an associate's degree or higher, or pass an evaluation to demonstrate the knowledge and ability to assist in teaching, reading, writing and math.

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

APPLICATION DEADLINE: Qualified candidates should apply on line at <http://www.applitrack.com/ocean/onlineapp> by the end of the day, Monday, August 22, 2016.

*Culturally Diverse and Bilingual candidates encouraged to apply.

Co-Curricular Students Activities Committee



Ocean Township High School

550 West Park Avenue
Oakhurst, NJ 07755
www.oceanschools.org
732-531-5650

James Stefankiewicz, Ed.D.
Superintendent of Schools

Gina Hagerman
Assistant Principal

Michael Lambusta
Assistant Principal

Kathryn S. Miller
Director of School Counseling

H. Rusty Todd
Director of Athletics & Student Activities

Dawn C. Kaszuba
Principal

MEMORANDUM TO: Dr. James Stefankiewicz

FROM: H. Rusty Todd, ^{net.} Director of Athletics & Student Activities/Grades 5-12

DATE: August 8, 2016

RE: Club Name Change

I would like to propose a name change to our Gay-Straight Alliance Club. As per our advisor Ms. Susan Henderson, the name of the Gay-Straight Alliance should be changed to "Kaleidoscope," as it is more encompassing of anyone who wants to join.

Please refer to the attached rational from Ms. Henderson.

I, as the activities director and Kelly Weldon are fine with the name change.

HRT:tpc
Enclosure

Home of the Spartans!



The Gay-Straight Alliance requests to change its name to "Kaleidoscope" to be more encompassing of anyone who wants to join. There are so many different types of people, and it is our job as a club to be accepting of everyone. If we continue to be the Gay-Straight Alliance, we are excluding bisexual and transgender people, to name a few. The name also attributes a negative stigma that discourages students from joining because they are afraid that they will be labeled as gay or lesbian by their classmates for simply going to meetings. The name Gay-Straight Alliance is very rigid and exclusive, and changing the name will be beneficial for the club.

We are proposing to change the name of our club to "Kaleidoscope" (the LGBT+ club) in order to be fully accepting of all students. A Kaleidoscope has every color of the rainbow, and as a club, we strive to include people no matter how they identify. This new name will help boost our membership, and allow students to join without feeling the pressure to declare themselves either Gay or Straight; however, our mission will remain the same. As a club, we work to educate the student body and teachers and to spread kindness and acceptance through our outreach. At meetings, we are a safe space for LGBT+ youth and allies.

FINANCIAL, MANAGEMENT & RESOURCE SERVICES

AGREEMENT FOR
INSTRUCTIONAL, SPECIAL EDUCATION and/or TRANSPORTATION AIDE
PLACEMENTS
FOR THE PERIOD OF:
JULY 1, 2016 THROUGH JUNE 30, 2017

THIS AGREEMENT FOR INSTRUCTIONAL, SPECIAL EDUCATION AND/OR TRANSPORTATION AIDE (“Aides”) PLACEMENTS (“Agreement”) is entered into as of the 1st day of July, 2016 by and between:

MONMOUTH-OCEAN EDUCATIONAL SERVICES COMMISSION,
with offices at 900 Hope Road, Tinton Falls, New Jersey 07712
 (“MOESC”); and

BOARD OF EDUCATION OF OCEAN TOWNSHIP, in the COUNTY
OF MONMOUTH, with offices located at 163 Monmouth Road,
Oakhurst, NJ 07755 (“Board”).

RECITALS:

A. Because the Board requires Instructional Aides, Special Education Aides and/or Transportation Aides, the Board wishes to contract with MOESC to provide such Aides; and

B. MOESC has agreed to provide the Aides subject to the terms and conditions set forth within this Agreement.

NOW THEREFORE, in consideration of the mutual covenants and conditions contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and intending to be legally bound, the parties do agree as follows:

1. The Recitals set forth above are incorporated herein as if set forth at length.

2. MOESC shall endeavor to provide the Aides to the Board pursuant to this agreement.

3. The Aides shall be described as follows:

| | <u>Status</u> | <u>Qualification</u> | <u>Board Invoice Rate</u> |
|-----|---|----------------------|---------------------------|
| (a) | Part-Time (less than 30 hours per week) | Non Highly-Qualified | \$ 22.95/hour |
| (b) | Part-Time (less than 30 hours per week) | Highly-Qualified | \$ 25.00/hour |
| (c) | Full-Time (30) hours or more per week) | Non Highly-Qualified | \$ 28.05/hour |
| (d) | Full-Time (30) hours or more per week) | Highly-Qualified | \$ 30.60/hour |

Part-time shall be defined as less than thirty (30) hours per week with no offer of health benefits. Full-time shall be defined as thirty (30) hours or more per week for the purposes of offering employee-only health benefits and prescription plan.

4. MOESC will endeavor to provide substitute Aides. Whenever a need is required by applicable laws, regulations or policy, MOESC will endeavor to provide highly qualified aides (as defined by Federal rules) at a rate of \$25.00 per hour.

5. MOESC shall invoice the Board on a semi-monthly basis as follows:

(a) at the rate of Twenty-Two and 95/100 Dollars (\$22.95) per hour for each part-time, Non Highly-Qualified Aide, provided the Board has designated the assignment to constitute less than thirty (30) hours per week; (b) at the rate of Twenty-Five and 00/100 Dollars (\$25.00) per hour for each part-time, Highly-Qualified Aide, provided the Board has designated the assignment to constitute less than thirty (30) hours per week; (c) at the rate of Twenty-Eight and 05/100 Dollars (\$28.05) per hour, together with employee-only health benefits and prescription coverage, for each full-time, Non Highly-Qualified Aide, which shall be defined as thirty (30) hours or more per week; (d) at the rate of Thirty Dollars and 60/100 (\$30.60) per hour, together with employee-only health benefits and prescription coverage,

for each full-time, Highly Qualified Aide, which shall be defined as thirty (30) hours or more per week.

6. The Board shall pay the MOESC invoices within thirty (30) days of the date of the receipt of the MOESC invoices. MOESC shall have the right to discontinue its services by providing a thirty (30) day written notice if the Board fails to pay the MOESC semi-monthly billing within 60 days.

7. MOESC shall separately contract with each Aide as an employee, and MOESC shall be responsible for any required Workers' Compensation Insurance, Unemployment Insurance, Tax withholding, retirement contributions and health benefits, if applicable, and shall pay the Aides in accordance with a wage scale established by MOESC.

8. Subject to the discretion of MOESC, MOESC shall offer employee-only health benefits and prescription coverage, as described in Paragraphs 3 and 5 above, to Aides working thirty (30) hours or more per week.

9. All full-time Aides shall be enrolled in the Public Employment Retirement System ("PERS"), provided enrollment requirements are met, and part-time Aides will be enrolled in PERS or DCRP ("Defined Contribution Retirement Program") or neither as may be permitted by applicable state regulations.

10. The Board shall verify and approve all hours worked by way of Board Supervisor signatures on all Aide time sheets, and shall timely provide and convey such time sheet information to MOESC no later than the first business day immediately following the previous work week.

11. MOESC will advertise and conduct interviews of Aides for the Board. The Board will interview Aide candidates to determine whether the MOESC interviewed and recommended candidate satisfies the Board's needs.

12. Aide Orientation(s) and other Board Training(s) will be provided by and paid for by the Board.

13. The Board may request to change an Aide for just cause only upon providing 15 day written notice to MOESC.

14. This Agreement supersedes any prior negotiations, discussion or communications between the MOESC and the Board.

15. Neither party may sell, assign, transfer nor otherwise dispose of its obligations as set forth herein without the other party's prior written consent.

16. In the event any claims or disputes arise involving services provided under this Agreement, then the remedy shall be limited to the replacement of the disputed services.

17. In the event any claims or disputes arise involving non-parties to this Agreement regarding the provision of services by MOESC pursuant to this Agreement, the Board shall promptly (1) notify MOESC when it becomes aware of any such claim or dispute; and (2) cooperate with MOESC in attempting to resolve any such third party claims or disputes, including, but not limited to, attending, participating and joining in meetings, conferences, hearings and dispute resolution proceedings.

18. Any controversy or claim arising out of or relating to this Agreement or its breach, which is unable to be resolved by the parties after Fifteen (15) days' notice and an opportunity to correct, shall be confidentially resolved by non-binding mediation. If the controversy is not resolved by mediation, then the controversy or claim shall be brought before a retired Superior Court Judge who shall arbitrate any such dispute. The judge shall be mutually selected by the parties. The arbitrator may decide upon the allocation of the

costs and expenses (not to include a party's attorney's fees) for the arbitration between the parties.

19. Each party will indemnify, defend and hold harmless the other party, including its agents, servants and employees, from any and all suits, claims for damages, including, without limitation, malpractice or misconduct claims, liabilities, attorney's fees, costs arising from any and all injuries to persons or property damage caused by any acts or omissions by their agents, servants, contractors and employees. This covenant shall include the provision of defense at all stages of the judicial, administrative or mediation/arbitration process.

20. This Agreement contains the entire agreement of the parties and shall not be modified except by the written agreement of the parties.

21. No representations, inducements, promises or agreements, including descriptive brochures, oral or otherwise, and which are not embodied herein, shall not be of any force or effect.

22. Either MOESC or the Board may cancel this Agreement with Sixty (60) days' written notice.

23. This Agreement has been negotiated at arms length and between entities sophisticated and knowledgeable in the matters dealt with in this Agreement. Accordingly, any rule of law or legal decision that would require interpretation of any ambiguities in this Agreement against the party that has drafted it is not applicable and is waived. The provisions of this Agreement shall be interpreted in a reasonable manner to effect the purposes of the parties and this Agreement.

24. Nothing in this Agreement, whether expressed or implied, is intended to confer any rights or remedies under or by reason of this Agreement on any persons other

than the parties to it and their respective successors and assigns nor is anything in this Agreement intended to relieve or discharge the obligation or liability of any third persons to any party to this Agreement, nor shall any provision give any third persons any right of subrogation or action over or against any party to this Agreement.

25. Each party to this Agreement agrees to perform any further acts and to execute and deliver any documents that may be reasonably necessary to carry out the provisions of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement on the dates below.

Witness

Board of Education

District Business Administrator

By: _____
District Board President

Date: _____

Witness:

Monmouth-Ocean Educational
Services Commission

Kathleen Mandeville
MOESC Business Administrator

By: _____
MOESC President

Date: _____

**PROPOSAL TO PROVIDE SCHOOL BUS FLEET MANAGEMENT AND
MAINTENANCE SERVICES FOR**

TOWNSHIP OF OCEAN BOARD OF EDUCATION

We, the undersigned, propose to furnish School Bus Fleet Management and Maintenance Services to the Township of Ocean Board of Education, from September 1, 2016 to August 31, 2017 from 6:00 am to 5:00 pm, Mondays through Fridays, pursuant to the Award of the Contract with the "Notice for Request for Proposal" for the amount of \$ 440,764.56 , as set out in the general categories below:

| <u>CATEGORY</u> | <u>FIRST-YEAR COST</u> |
|---|------------------------|
| Labor Cost | \$ <u>264,847.12</u> |
| Parts, Supplies and Outside Services | \$ <u>143,962.44</u> |
| Subtotal Cost Target | \$ <u>408,809.56</u> |
| Management Fee | \$ <u>31,955.00</u> |
| TOTAL FIRST – YEAR TARGET PRICE | \$ <u>440,764.56</u> |
| <i>*(Detail of each must be provided)</i> | |
| Mark up Directed Work | <u>0%</u> |
| Mark up Overtime and Emergency Work | <u>0%</u> |
| Transition Costs | <u>NONE</u> |

LONG BRANCH BOARD OF EDUCATION - BUSES

The CONTRACTOR will also be responsible for maintenance and repairs to approximately 32 buses from the Long Branch Board of Education. These repairs will be performed as requested by the Long Branch Board of Education and are not guaranteed all inclusive by Long Branch or the Township of Ocean. All repairs are to be performed at the Township of Ocean Board of Education Garage. All repairs are to be performed without disrupting the workload on the Township of Ocean vehicles. The Township of Ocean Board of Education reserves the right to discontinue this service to the Long Branch Board of Education at any time. The discontinuing of this service will in no way change the Township of Ocean proposal financially or operationally. All repairs are to be performed on a time and materials basis and invoiced to the Township of Ocean Board of Education. A part of the labor charged for repairs to Long Branch buses will be credited back to the Township of Ocean Board of Education for the use of the garage and utilities as shown below.

School Bus Fleet Management And Maintenance Services - continued

Labor Cost to the Long Branch Board of Education

| | | |
|--|----|--------------|
| Normal hourly shop rate Monday-Friday 6:00am -5:00pm | \$ | <u>70.00</u> |
| Overtime Rate | \$ | <u>70.00</u> |
| Markup on parts from cost | | <u>15%</u> |

Labor Credit to the Township of Ocean Board of Education

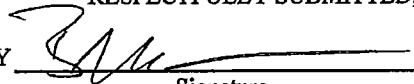
| | | |
|--|----|--------------|
| Normal hourly shop rate Monday-Friday 6:00am -5:00pm | \$ | <u>45.58</u> |
| Overtime Rate | \$ | <u>10.00</u> |

The price shall be required to be firm for the Contract period. The Award of the Contract will be made to the most qualified and responsible respondent. The Board of Education reserves the right to reject any or all proposals. This Contract may be extended with four one-year renewals in accordance with 18A:18A-42 (F), which shall not exceed the charge in the index rate as determined by Department of Education for the twelve months preceding.

The undersigned agrees, should this proposal be accepted, to execute the form of the Contract and present the same to the Board of Education for approval within thirty (30) days after being notified of the awarding of the Contract.

RESPECTFULLY SUBMITTED,

BY



Signature

Bradley Thomas

Print Name

President, First Vehicle Services, Inc.

Position

ADDRESS 600 Vine Street, Suite 1400

Cincinnati OH 45202

Office of the School Business Administrator
Township of Ocean School District
August 23, 2016

REQUESTS FOR USE OF SCHOOL FACILITIES

Ocean Twp Girls Soccer/Mya Cup

OTHS, Turf Athletic Field
September 27, 2016
5:00 pm – 9:30 pm
Purpose: Mya's Cup Game
Use of Facility Fee: \$00.00

Twp of Ocean DHS

OTES, Cafeteria, Gym, Playground
October 3, 4, 10, & 12, 2016, November 10, &
11, 2016, December 26, 27, 28, 29, & 30, 2016,
January 16, 2017, February 17, & 20, 2017,
April 10, 11, 12, 13, 14, & 17, 2017, June 2,
2017
7:00 am – 6:00 pm
Purpose: Holiday Care
Use of Facility Fee: \$00.00
Custodial Reimbursement: \$3,640.00

Relevant Church

OTHS, Auditorium, Classrooms
September 4, 11, 18, & 25, 2016, October 2, 9,
16, 23, & 30, 2016, November 6, 13, 20, & 27,
2016
8:00 am – 1:00 pm
Purpose: Church services
Use of Facility Fee: \$4,160.00
Custodial Reimbursement: \$3,640.00

Monmouth University

OTHS, Classroom
September 6, 8, 13, 15, 20, 22, 27, & 29, 2016,
October 6, 11, 13, 18, & 20, 2016
2:50 pm – 5:30 pm
Purpose: FA16-ED-367-OTA50/ED-578-
OTA50 Course
Use of Facility Fee: \$00.00

Monmouth University

OTHS, Classroom
October 25 & 27, 2016, November 1, 3, 8, 15,
17, 22, & 29, 2016, December 1, 6, & 8, 2016
2:50 pm – 5:30 pm
Purpose: FA16-ED-368-OTB50/ED-585-OTB50
Course
Use of Facility Fee: \$00.00

Ocean Waves Travel Baseball

Admin Bldg., Babe Ruth Field
August 24, 2016, September 1, 2016
6:00 pm – 8:30 pm
Purpose: Baseball Practice
Use of Facility Fee: \$0.00

INSTRUCTION & EDUCATION

Special Services
 Township of Ocean School District
 18-Aug-16

MEMORANDUM FOR:
 FROM:
 RE:

Dr. James A. Stefankiewicz, Superintendent
 Denise S. Ricciardi, Assistant Superintendent: Special Services
2016-2017 Out of District Private Tuition

Please submit the following placements for board approval:

| <u>SCHOOL</u> | <u>STUDENT</u> | <u>CLASSI- FICATION</u> | <u>TUITION</u> |
|---|-------------------------|-----------------------------|----------------|
| <u>ALPHA SCHOOL</u> | 1 Student | ESERS | \$ 55,449.00 |
| | 1:1 Aide | | \$ 29,057.40 |
| <u>Bancroft School</u> | 1 Student | ESERS | \$ 57,313.80 |
| <u>CPC BEHAVIORAL</u> | Elementary- 2 Students | ESERS | \$ 129,592.80 |
| | 1:1 Aide | | \$ 32,040.00 |
| | Adolescent- 2 Students | ESERS | \$ 129,592.80 |
| <u>CAMBRIDGE SCHOOL</u> | 2 Students | ESERS | \$ 97,196.00 |
| <u>CHILDREN'S CENTER MONMOUTH & OCEAN</u> | 6 Students | ESERS | \$ 317,476.80 |
| | 3 1:1 Aides | | \$ 86,400.00 |
| <u>COASTAL</u> | 5 Students | ESERS | \$ 260,603.20 |
| | 2 1:1 Aides | | \$ 47,124.00 |
| <u>COLLIER SCHOOL</u> | 1 Student | ESERS | \$ 56,520.00 |
| <u>EDUCATION ACADEMY</u> | 1 Student | ESERS | \$ 52,878.55 |
| <u>HARBOR SCHOOL</u> | 4 Students | ESERS | \$ 211,082.40 |
| | 3 1:1 Aides | | \$ 93,841.20 |
| <u>HAWKSWOOD SCHOOL</u> | 5 Students | ESERS | \$ 322,722.00 |
| | 1:1 Aide | | \$ 31,500.00 |
| <u>LADACIN, Schroth</u> | 2 Students | ESERS | \$ 105,450.00 |
| | * Plus cost of 1:1 Aide | | TBD |

| | | | | |
|---|------------|--------------|-----------|---------------------|
| <u>OAKWOOD SCHOOL</u> | 1 Student | ESERS | \$ | 51,618.60 |
| <u>RUGBY SCHOOL</u> | 2 Students | ESERS | \$ | 135,284.58 |
| <u>SEARCH DAY PROGRAM</u> | 1 Student | ESERS | \$ | 57,820.45 |
| | 1:1 Aide | | \$ | 29,865.00 |
| <u>Search Day Marlboro Program at Frank Defino Elementary</u> | 2 Students | ESERS | \$ | 105,760.80 |
| | | TOTAL | \$ | 2,496,189.38 |

cc: K. Jannarone
K. Weldon
M. Mosca

Special Services
Township of Ocean School District
18-Aug-16

MEMORANDUM FOR: Dr. James A. Stefankiewicz, Superintendent
FROM: Denise S. Ricciardi, Assistant Superintendent: Special Services
RE: **2016-2017 Out of District Public Tuition**

Please submit the following placements for board approval:

| <u>SCHOOL</u> | <u>STUDENT</u> | <u>CLASSI- FICATION</u> | <u>TUITION</u> |
|---|----------------|-----------------------------|----------------------|
| <u>Bayshore Jointure Commission</u> | 5 Students | ESERS | \$ 245,000.00 |
| <u>Shore Ctr. For Students with Autism</u> | 4 1:1 Aides | | \$ 167,100.00 |
| <u>NEPTUNE TWP Deaf Ed Summerfield Elementary</u> | 1 Student | ESERS | \$ 53,500.00 |
| | | TOTAL | \$ 465,600.00 |

cc: K. Jannarone
K. Weldon
M. Mosca

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

Township of Ocean Schools



MEMORANDUM FOR: James Stefankiewicz , Ed. D.

FROM: Janet Forino

DATE: August 12, 2016

RE: Student Nurse Observers

Please present for Board Approval at the next scheduled board meeting the student nurse observers listed below.

Karla Manchester
Monmouth U
OTHS - Nan Parise
OTES - Patricia Intveld

Frances Aponte-Cruz**
Rowan U
TOIS
Karen Kasyjanski

** Frances Aponte-Cruz is presently employed by the district as a substitute nurse through an agency. Ms. Aponte-Cruz understands that she cannot fulfill her hours while she is working for our district. She will fulfill her hours on her days off.

**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: August 19, 2016
CC: Kelly Weldon, Ken Jannarone

Below are Professional Development Activities 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.

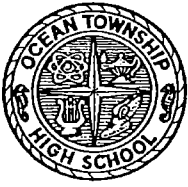
Reimbursement for travel and related expenses shall be according to the Department of the Treasury guidelines in NJOMB circular 06-02 and A-87.

| Last | First | Subject | Title | Date | FEE* |
|------------|--------|---------------------|---|-----------|------------|
| Smock | Tia | Resource | Foundations Level I Training - RPDA | 9/20/2016 | \$165.00** |
| Amato | Debbie | Administrative Asst | HR Round Table Presentation - Hazlet | 9/22/2016 | n/a |
| Fiorentino | Marie | Personnel | HR Round Table Presentation - Hazlet | 9/22/2016 | n/a |
| Porbansky | Bonnie | Personnel | HR Round Table Presentation - Hazlet | 9/22/2016 | n/a |
| Theodore | Ilene | OT | Practical and Complementary Interventions for Autism, Asperger, Sensory & ADHD in Children & Adolescents - Tinton Falls | 9/15/2016 | n/a |

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

**Substitute rate @ \$95 per day

PERSONNEL



Ocean Township High School

Est. 1965

550 West Park Avenue
Oakhurst, NJ 07755
www.oceanschools.org
732-531-5650

James Stefankiewicz, Ed.D.
Superintendent of Schools

Gina Hagerman
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Director of School Counseling

H. Rusty Todd
Director of Athletics & Student Activities

Dawn C. Kaszuba
Principal

MEMORANDUM FOR: Dr. James Stefankiewicz

FROM: H. Rusty Todd, Director of Athletics & Student Activities/Grades 5-12

DATE: August 15, 2016

RE: FCCLA Advisor Position

I would like to recommend Ms. Tara O'Neill and Ms. Rachael Gerstein as co-advisors of the Family, Career, and Community Leaders of America (FCCAA) club. Ms. O'Neill and Ms. Gerstein should be placed on the Group IV, Non-Athletic Program Salary Guide and each receive \$1,474.50 of the total stipend of \$2,949.00 for the 2016-2017 school year.

I have included a bullet biography for each recommendation.

If you have any questions, do not hesitate to contact me.

HRT:tpc

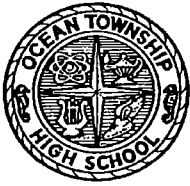


Tara O'Neill – FCCLA High School – Co-Advisor

- English Teacher at OTHS
- Positive rapport with students
- Volunteers for numerous school and student activities
- Strong leadership skills
- Eager to be involved with student activities

Rachael Gerstein – FCCLA High School – Co-Advisor

- Certified substitute in Ocean Township
 - Alumni of Ocean Township
 - Was a member of FCCLA as a student
 - Held officer positions in FCCLA
 - Currently a program consultant with FCCLA
 - Currently involved with New Jersey Friends of FCCLA
 - Volunteer bowling coach since 2010
 - Extremely knowledgeable with FCCLA functions, events and competitions
-



Ocean Township High School

550 West Park Avenue
Oakhurst, NJ 07755
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H. Rusty Todd
Director of Athletics & Student Activities

Dawn C. Kaszuba
Principal

MEMORANDUM TO: Dr. James Stefankiewicz
FROM: H. Rusty Todd,^{H.R.T.} Director of Athletics & Student Activities/Grades 5-12
DATE: August 15, 2016
RE: Field Hockey Coaching Reassignment

Due to the low numbers (25) of field hockey student-athletes at the high school, I would like to cancel our freshman field hockey schedule for the 2016-2017 school year. No freshman on the team will be denied an opportunity to participate in field hockey, as they will play on the junior varsity team.

I would like to move our freshman coach, Denise D'Esposito to the intermediate school where she can assist Janine Sterner in coaching the large number (30-35) of field hockey student-athletes at TOIS.

I believe this is a win-win for the program for the 2016-2017 school year.

~~If you have any questions or concerns, please do not hesitate to contact me.~~

HRT:tpc

Home of the Spartans!



SPECIAL SERVICES OFFICE
TOWNSHIP OF OCEAN SCHOOL DISTRICT
DATE: August 18, 2016

MEMORANDUM FOR: Dr. James Stefankiewicz, Superintendent

FROM: Denise S. Ricciardi, Assistant Superintendent: Special Services

RE: Additional Recommendations for Summer Employment 2016

Please submit the attached list for board approval:

*Tentative costs include CST evaluations, as well as IEP meeting, and attendance of a district regular education teacher and a special education teacher. Teacher cost is calculated at one hour of summer curriculum work at \$35. per IEP meeting for each teacher attending the meeting.

Rationale for CST Summer Evaluations

Special Education Code (NJAC 6A:14) mandates that LEAs/Child Study Teams are required to respond to parental requests within a 20 day time line including summer vacation. Weekends count towards the 20-day time line and only legal holidays may be excluded. As a result of this **many school districts have revised CST contracts to 12-month employees. Current CST members in Ocean Township have a 10-month contract. MOESC could do summer evaluations for the district, however the cost of an evaluation would be significantly higher than the amount we paid our in-house staff. MOESC would charge an additional fee to complete the IEP.**

The sum of \$45,000.00 was budgeted for summer CST evaluations. To date with additions and deletions to this amount the current total stands at (\$4,150).

The district has no option for denying these requests but could contract for CST services through the county. ~~Again the cost of these evaluations would be twice the amount paid to district CST members.~~ The district currently has limited CST members willing to perform these summer evaluations.

cc: Kenneth Jannarone, Business Administrator

Summer Employment
2016
#2

| A | | B | C | D | | E |
|----|-----------|-----|--------|----------------------------------|----------|-----------|
| 1 | Student | Gr. | School | Recommended CST | | Cost |
| 2 | 1 Student | PS | Wana | 1 Teacher | 1 Speech | \$ 70.00 |
| 3 | 1 Student | 10 | OTHS | 2 Teachers | | \$ 70.00 |
| 4 | 1 Student | 6 | TOIS | Bauries/Dunn/Marks/2 Teachers | | \$ 895.00 |
| 5 | 1 Student | PS | OTES | 1 Teacher, Walk | | \$ 70.00 |
| 6 | 1 Student | 4 | OTES | 2 Teachers | | \$ 70.00 |
| 7 | 1 Student | 11 | OTHS | 2 Teachers, 1 Guidance Counselor | | \$ 105.00 |
| 8 | 1 Student | 2 | OOD | 2 Teachers | | \$ 70.00 |
| 9 | 1 Student | 12 | OTHS | 2 Teachers | | \$ 70.00 |
| 10 | 1 Student | 9 | OTHS | 2 Teachers | | \$ 70.00 |
| 11 | 1 Student | 10 | OTHS | 2 Teachers | | \$ 70.00 |
| 12 | 1 Student | 8 | TOIS | 2 Teachers | | \$ 70.00 |
| 13 | 1 Student | 11 | OTHS | 2 Teachers | | \$ 70.00 |
| 14 | 1 Student | 10 | OTHS | 2 Teachers | | \$ 70.00 |
| 15 | 1 Student | 6 | TOIS | 3 Teachers | | \$ 105.00 |
| 16 | 1 Student | 10 | OTHS | 2 Teachers | | \$ 70.00 |
| 17 | 1 Student | 9 | OTHS | 2 Teachers | | \$ 70.00 |
| 18 | 1 Student | 1 | OTES | 2 Teachers | | \$ 70.00 |
| 19 | 1 Student | PS | OTES | 1 Teacher, Walk | | \$ 70.00 |
| 20 | 1 Student | 10 | OTHS | 2 Teachers | | \$ 70.00 |
| 21 | 1 Student | 8 | TOIS | 3 Teachers | | \$ 105.00 |
| 22 | 1 Student | 10 | OTHS | 2 Teachers, 1 Guidance Counselor | | \$ 105.00 |
| 23 | 1 Student | 4 | OTES | 2 Teachers | | \$ 70.00 |
| 24 | 1 Student | 8 | TOIS | 2 Teachers | | \$ 70.00 |
| 25 | 1 Student | 11 | OTHS | 2 Teachers | | \$ 70.00 |
| 26 | 1 Student | 7 | TOIS | Dunn/Bauries/Marks/2 Teachers | | \$ 895.00 |
| 27 | 1 Student | PS | Way | 2 Teachers & Speech | | \$ 105.00 |
| 28 | 1 Student | PS | Way | 2 Teacher & Speech | | \$ 105.00 |
| 29 | 1 Student | 12 | OTHS | 2 Teachers | | \$ 70.00 |
| 30 | 1 Student | 2 | Wana | 1 Teacher | | \$ 35.00 |

Summer Employment
2016
#2

| | A | B | C | D | E |
|----|-----------|------------|--------------------------------------|-------|-------------|
| 1 | Student | Gr. School | Recommended CST | | Cost |
| 31 | 1 Student | 11 OTHS | 2 Teachers | | \$ 70.00 |
| 32 | 1 Student | PS Way | 2 Teachers | | \$ 70.00 |
| 33 | 1 Student | 8 TOIS | 2 Teachers | | \$ 70.00 |
| 34 | 1 Student | 10 OTHS | 2 Teachers | | \$ 70.00 |
| 35 | 1 Student | 6 TOIS | Translator | | \$ 35.00 |
| 36 | 1 Student | PS OTEs | Cichy/Olson/Klohr/Mahoney/2 Teachers | | \$ 1,170.00 |
| 37 | 1 Student | PS OTEs | 2 Teacher, Klohr | | \$ 70.00 |
| 38 | 1 Student | 10 OTHS | 2 Teachers | | \$ 70.00 |
| 39 | 1 Student | Ps Wana | 2 Teachers | | \$ 70.00 |
| 40 | 1 Student | 10 OTHS | 2 Teachers | | \$ 70.00 |
| 41 | 1 Student | PS OTEs | 2 Teachers | | \$ 70.00 |
| 42 | 1 Student | 12 OTHS | 1 Teacher | | \$ 35.00 |
| 43 | | | | TOTAL | \$ 5,725.00 |
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PLANNING & CONSTRUCTION

| DESCRIPTION - WAYSIDE ELEMENTARY SCHOOL (3 pages) | | | | | | | | Total |
|---|-------|------|----|--------|--|--|--|--------|
| PCO # 2 - Miscellaneous Field Conditions | | | | | | | | |
| Allowance Credit General Allowance Remaining | (1) | ls | | 5602 | | | | -5,602 |
| VCT and Base Allowance | (500) | sf | \$ | 5.00 | | | | -2,500 |
| Duplex Receptacles | (5) | ea | \$ | 200.00 | | | | -1,000 |
| Data Junction Box | (5) | ea | \$ | 350.00 | | | | -1,750 |
| Fire Alarm Smoke | (3) | ea | \$ | 750.00 | | | | -2,250 |
| Heat Detector | (3) | ea | \$ | 700.00 | | | | -2,100 |
| Horn/Strobe | (3) | ea | \$ | 700.00 | | | | -2,100 |
| PAVING AND FINISHING | | | | | | | | |
| Music Room Closets and Storage Room VCT | 270 | sf | \$ | 5.00 | | | | 1,350 |
| Music Room Closets and Storage Room 4" Vinyl Base | 42 | sf | \$ | 5.00 | | | | 210 |
| Corridor Outside Music Room VCT | 180 | sf | \$ | 5.00 | | | | 900 |
| Corridor Outside Music Room 4" Vinyl Base | 17 | lf | \$ | 5.00 | | | | 85 |
| Servery VCT | 560 | sf | \$ | 5.00 | | | | 2,800 |
| Servery 4" Vinyl Base | 44 | sf | \$ | 5.00 | | | | 220 |
| Patching Over QT | 1 | ls | \$ | 685.00 | | | | 685 |
| Credit QT Patch | (120) | sf | \$ | 10.00 | | | | -1,200 |
| CONCRETE | | | | | | | | |
| Excavator | 2 | hrs | | 175 | | | | 350 |
| Labor | 2 | hrs | | 95 | | | | 190 |
| Disposal | 1 | ls | | 100 | | | | 100 |
| MECHANICAL | | | | | | | | |
| Excavator | 2 | hrs | \$ | 175.00 | | | | 350 |
| Concrete | 8 | cy | \$ | 450.00 | | | | 3,600 |
| Formwork | 22 | sfca | \$ | 12.00 | | | | 264 |

| | | | | | |
|---|-------|-----|----|----------|--------|
| Rebars | 114 | lbs | \$ | 2.50 | 285 |
| Dowels | 20 | ea | \$ | 15.00 | 300 |
| 16" Foundation Block filled solid | 85 | sf | \$ | 20.00 | 1,700 |
| Foundation Insulation | 85 | sf | \$ | 3.00 | 255 |
| Mastercraft Iron -Additional Steel required due to conditions outlined in RFI # 24 | | | | | |
| Mastercraft Iron -Additional Steel required due to conditions outlined in RFI #13 | 1 | ls | | 1,418 | 1,418 |
| Labor to provide access to steel for Mastercraft | 8 | hrs | | 95 | 760 |
| MODIFICATIONS TO CONCEALED LOADING DOCK TO ALLOW IT TO REMAIN | | | | | |
| CMP Self Leveler - 3/4" thick w/ additional stone | 1 | ls | \$ | 2,970.00 | 2,970 |
| Credit Concrete Slab | (3) | cy | \$ | 450.00 | -1,350 |
| Credit Concrete Sidewalk Removal | (236) | sf | \$ | 2.00 | -472 |
| Sawcut and Patch existing Loading Dock slab for Plumbing | 1 | ls | \$ | 475.00 | 475 |
| FIRE SAFETY OF EXISTING PENETRATIONS CONCEALED DOCK | | | | | |
| Music Room | 8 | hrs | \$ | 95.00 | 760 |
| Corridor | 8 | hrs | \$ | 95.00 | 760 |
| Material | 1 | ls | \$ | 150.00 | 150 |
| CONCRETE WORK TO BE DONE AT 5/5/2017 | | | | | |
| Prep per direction at job meeting for non-public viewable improved condition | 8 | hrs | \$ | 95.00 | 760 |
| Provide trim on rough corner at former closet | 1 | ls | \$ | 195.00 | 195 |
| PREP WORK TO BE DONE AT 5/5/2017 | | | | | |
| Prep per direction at job meeting to conceal existing concealed roof drain/hvac pipe | 4 | hrs | \$ | 95.00 | 380 |
| 7/8" HAT CHANNEL | | | | | |
| 7/8" hat channel | 340 | lf | \$ | 5.50 | 1,870 |
| 5/8" abuse | 340 | sf | \$ | 4.75 | 1,615 |
| Drywall Taping | 340 | sf | \$ | 1.10 | 374 |
| DRYWALL TAPING | | | | | |

| | | | | | | |
|---|------|-----|----|-------|-------|--------|
| 5/8" CDX Plywood/fasteners | 160 | sf | \$ | 1.50 | 240 | |
| Rip and Fix 5/8" CDX to 100 lf of existing parapet framing | 16 | hrs | \$ | 95.00 | 1,520 | |
| | | | | | | |
| Add Control Joints in Brick | 104 | lf | \$ | 6.50 | 676 | |
| Delete G1 Glazing at 20 min Interior Doors and provide wire glass (no cost) | (17) | sf | \$ | -00 | 0 | |
| Delete G3 Glazing 60/90 min Fire Doors and provide wire glass | (17) | sf | \$ | 40.00 | -680 | |
| Subtotal | | | | | | 9,995 |
| Overhead - 10% | | | | | | 1,000 |
| Subtotal | | | | | | 10,995 |
| Profit - 10% | | | | | | 1,099 |
| Subtotal | | | | | | 12,094 |
| Bond - 1% | | | | | | 121 |
| TOTAL COST | | | | | | 12,215 |

5/13/16