

Work Session

Attachments

December 6, 2016

Office of the Superintendent
Township of Ocean School District
December 2, 2016

MEMORANDUM FOR: All Members of the Board

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

RE: **Miscellaneous Information**

1. **On the Calendar**

December 6, 2016

- 7:00 pm - Executive Session (Closed)
- 7:30 pm - Work Meeting
 - Smolin, Lupin & Co. Auditors
(to present annual audit)

December 13, 2016

- 6:15 pm - Disciplinary Hearing – Board attorney will be in attendance
- 7:00 pm – Executive Session (Closed)
- 7:30 pm - Work Meeting
 - Dawn Kaszuba, Principal, OTHS & Greg Colón, 2016-2017 Career Pathways Coordinator/High School will be in attendance to give a School Finance Presentation.
 - Solutions Architecture and P.W. Moss & Associates will be in attendance to give update on construction projects.

December 20, 2016

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

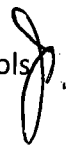
December 27, 2016 – No Meeting

January 3, 2017 – Re-organization Meeting
(No 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: November 29, 2016

RE: Employment Opportunity/January 9 through the end of the Season

POSITION: **ATHLETIC:**

- Wrestling Coach – Half Season

APPLICATION REQUIREMENTS: Include resume or letter listing your qualifications, background knowledge and experience in the particular activity or sport.

SALARY: Salary will be commensurate with the Township of Ocean School District's Athletic Program 2016-2017 Salary Guide and will be prorated for half the season.

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 day, Thursday, December 8, 2016.


*Culturally Diverse and Bilingual candidates encouraged to apply.

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: December 1, 2016

RE: Employment Opportunities/2016-2017 School Year

POSITIONS: See Attachment

- Athletic Coaching Positions for Spring - 2016-2017 School Year

Please Note: Positions may be divided on the recommendation of the Director of Athletics and Head Coach.

SALARY: Salary will be commensurate with the Township of Ocean School District Teachers' 2016-2017 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, December 12, 2016, 3:00 pm.

Spring Coaching Positions for 2016-2017 School Year

SPRING

Head Boys Baseball

Asst. Boys Baseball (Var. Asst.)

Asst. Boys Baseball (JV)

Asst. Boys Baseball (Frosh)

Asst. Boys Baseball, (7/8)

Head Softball

Asst. Softball (Var. Asst.)

Asst. Softball (JV)

Asst. Softball (Frosh)

Asst. Softball (7/8)

Head Golf

Head Boys Tennis

Head Boys Track

Asst. Boys Track

Asst. Boys Track

Asst. Boys Track, (7/8)

Head Girls Track

Asst. Girls Track

Asst. Girls Track

Asst. Girls Track (7/8)

Head Boys Lacrosse

Asst. Boys Lacrosse (JV)

Head Girls Lacrosse

Asst. Girls Lacrosse (JV)

Asst. Girls Lacrosse (Frosh)

Jr. High Coordinator

Trainer

COMMUNITY LIAISON & COMMUNICATIONS COMMITTEE

Agreement
with
The Monmouth County LINCS Agency
County Agencies and Government
Local Health Department
Local Government Officials
and
Private Facility Representatives
For Use Of
Private Facilities for Mass Prophylaxis/Vaccinations

WHEREAS, professional and support staff from the public and private sector represent the frontline resources and local foundation for preparedness and response to public health threats and emergencies, as well as for local public health system assessment and planning, in accordance with good public health practices, and;

WHEREAS, during any such emergencies, personnel and facilities must be identified as being available to the greatest extent possible, to be used to dispense prophylactic medications and/or vaccinations to prevent illness and stop the spread of disease, and;

WHEREAS, the Public Health Emergency Response Plan requires the identification of private and public facilities which can be used on a temporary basis, in emergent situations, such as natural disasters or bioterrorism attacks, to provide mass dispensing sites for medications/vaccinations to the public, and;

WHEREAS, it is critical that these resources and their capacities and performance be thoroughly prepared for, and on call, as a recognized community resource to ensure the safety and welfare of the public, and;

WHEREAS, these facilities are being identified, coordinated, and their capabilities enhanced in close collaboration with the LINCS agency, local health department, the New Jersey Department of Health (NJDOH) and other public healthcare partners within each local region, and on a statewide basis as part of the Public Health Emergency Response Plan to provide the appropriate medical services to safeguard the entire population within the local region and the State of New Jersey.

NOW THEREFORE, THE PARTIES IDENTIFIED BELOW AGREE:

1. In the event of a bioterrorism or natural occurring emergency, which occurs within the jurisdiction of Monmouth County, the Public Health Official named herein and/or designee will contact the Principal of the facility or facilities, also named herein, it seeks to access, to request admission to the facility in question. In the event such an emergency does not occur while the facility is open/accessible, said facility will provide access to the Public Health Official for use during the emergency.
2. Each participating facility shall provide a round-the-clock, twenty-four hour basis, emergency telephone number for at least three contact persons. This facility information will be provided in writing to the county LINCS health department designated below.
3. Each facility representative will provide authorization and access to the greatest degree possible, to the facility in question for the purpose of public health protection.
4. Operational space, and customary/essential janitorial services of this facility will be provided by the facility for purposes of the public health emergency.
5. All other operations and responsibilities of the dispensing site shall be provided by the County of Monmouth and will be responsible for any costs above and beyond those ordinarily incurred by the facility.
6. All security during this time of need shall be provided, pursuant to the County's Emergency Operations Plan, by law enforcement agencies.
7. The participating facility will not be required to provide said security for the facility.

LINCS AGREEMENT SIGNATURE PAGE

We, the undersigned agree for the benefit of our community, to be partners to the greatest extent possible, in the event of a public health emergency, and have read and agree to the terms of this Emergency Facility Access Agreement:

Municipality: Ocean Township

OEM Representative Name: Thomas Caruso
Street: 399 Monmouth Road
City: Ocean
State: NJ
Zip: 07755
Primary Phone: 732-897-6066
Secondary Phone: 732-921-4599
Email: tcaruso@oceantwp.org

Date:

Signature _____

Facility Name: Township of Ocean Schools

Representative Name:
Street: 163 Monmouth Rd.
City: Oakhurst
State: NJ
Zip: 07755
Primary Phone:
Secondary Phone:
Email:

Date:

Signature _____

Monmouth County Emergency Management Coordinator

Michael Oppegaard
Monmouth County Sheriff's Office
Office of Emergency Management
2000 Kozloski Road
Freehold, NJ 07728
Primary Phone: 732-431-7400 x1801
Secondary Phone: 732-803-1808
Email: MOppegaard@mcsnj.org

Date:

Signature _____

LINCS Health Officer / Primary Public Health Official

Christopher P. Merkel, M.P.H.
Monmouth County Health Department
3435 Highway 9
Freehold, NJ 07728
Primary Phone: 732-431-7456
Secondary Phone: 848-231-1826
E-mail: Christopher.Merkel@co.monmouth.nj.us

Date:

Signature _____

**TOWNSHIP OF OCEAN BOARD OF EDUCATION
WORK MEETING MINUTES
November 22, 2016**

CALL TO ORDER

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

STATEMENT OF ADEQUATE NOTICE

Mr. Hadden 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 (Arrived at 7:23 pm), Mr. James Dietrich, Mr. Joseph Hadden, Dr. David Marshall, Mrs. Amy McGovern, Mr. Michael Palutis, Mrs. Denise Parlamas and Mrs. Sylvia Sylvia-Cioffi. Mr. Sean Moore was absent.

Staff in attendance: Mr. George Sone, Asst. School Business Administrator and Dr. James Stefankiewicz, Superintendent of Schools

Enter Executive Session – 7:01 p.m.

Approval: Motion offered by Mr. Hadden, seconded by Mrs. Parlamas and carried 7-0.

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

Adjourn Executive Session – 7:26 p.m.

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

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

PRESIDENT'S REPORT: Mr. Hadden

Mr. Haddon discussed the following item(s):

- Mr. Hadden apologized for scheduling the meeting just before Thanksgiving.

SUPERINTENDENT'S REPORT: Dr. Stefankiewicz

Dr. Stefankiewicz discussed the following item(s):

- Superintendent discussed the possibility of coaches end of season surveys.
- There should be no alcohol at school banquet end of season sports functions.
- Pros and cons of holding wrestling practice in the cafeteria.

SCHOOL BUSINESS ADMINISTRATOR'S REPORT: Mr. Stone

Mr. Stone discussed the following item(s) in Mr. Jannarone's absence:

- 2015-2016 Annual school audit has been completed by Smolin Lupin & Co and they will be in attendance at the December 6th work shop meeting to discuss their findings.
- Construction continues at Wayside, Wanamassa and the high school. P W Moss and Solution Architecture will be in attendance to the work shop meeting of December 13th to give update.

PUBLIC COMMENT: None

COMMITTEE REPORTS:

CO-CURRICULAR STUDENT ACTIVITIES: No Report

Twp of Ocean BOE Work Meeting Minutes (continued) – November 22, 2016

COMMUNITY LIAISON & COMMUNICATIONS: Mrs. Sylvia-Cioffi

The following item(s) were discussed:

1. **Discussion: Policies & Regulations**

Board of Education and Administration will discuss the first reading of revisions to the following policies and regulations:

Policy 3282 – Use of Social Networking Sites (Teaching Staff)

Policy 4282 – Use of Social Networking Sites (Support Staff)

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

2. **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 – November 15, 2016

Regular Meeting Minutes – November 15, 2016

Motion for item #2 carried: 8-0

FINANCIAL MANAGEMENT & RESOURCE SERVICES: Mr. Clayton

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

1. **Use of Facilities**

Move to approve the use of facilities according to the attached list dated November 22, 2016.

Motion carried: 8-0

INSTRUCTIONAL & EDUCATION: Dr. Marshall

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

1. **Trip Requests**

Move to approve the following trip requests:

Group:	OTHS Italian Classes/Grades 9-12
Number of Students:	45
Date:	Thursday, December 8, 2016
	Departure time: 2:00 pm
	Return time: 9:00 pm
Destination:	Rockefeller Center Tree, EATALY, NYC (Italian food hall offering imported groceries and multiple eateries.)
Purpose:	Italian culture
Transportation:	1 Bus (Raritan)
Teacher Chaperones:	3 (Dr. Valeria Anderson, Dr. Angela Barone, & Dr. Regina Basilone)

Twp of Ocean BOE Work Meeting Minutes (continued) – November 22, 2016

Parent Chaperones: 0
Cost per pupil: \$30.00 (paid for by student)

Group: AP Microeconomics – HS/Grade 12
Number of Students: 12
Date: Friday, December 16, 2016
Departure time: 7:20 am
Return time: 2:45 pm

Destination: Museum of American Finance, New York, NY
Purpose: To see the Hamilton and Gold Exhibits
Transportation: 1 School bus to Long Branch Train Station. Train to NY
Teacher Chaperones: 2 – Andrea Kahikina and Susan Russo
Parent Chaperones: 0
Cost per pupil: \$32.00 (paid for by student)

2. **Professional Development Activities – Staff**

Move to approve the attached memorandums (3) dated November 18, 2016 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.

3. **Addendum to Out of District Private Tuition for the 2016-2017 School Year**

Move to approve an addendum to out of district private tuition for the 2016-2017 school year in accordance with the attached memorandum dated November 21, 2016.

Motion(s) carried: 8-0

NEGOTIATIONS: No Report

PERSONNEL: Mrs. Parlamas

The following item(s) were discussed:

1. **Discussion: Revision to Job Description**

Board of Education and Administration will discuss revising the following job description. (Revision reflects a change in job title, changes are noted in red. Formally this supervisory job description was titled Supervisor Elementary Education and the department was Reading/Language Arts/Social Studies, K-6 and Library K-8.)

Supervisor of English Language Arts Literacy and Social Studies, K-5 and Library K-8

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

2. **Custodial Substitutes**

Move to approve the following as Custodial Substitutes for the 2016-2017 school year:

Twp of Ocean BOE Work Meeting Minutes (continued) – November 22, 2016

Donald Harvey
Marlene DeJesus DaCruz Miranda
Demetrius Patterson

3. **Assistant Wrestling Coach (Half-Season)**

Move to approve Dan Lopes as an Assistant Wrestling Coach for the 2016-2017 school year. This will be a half-season coaching position (November 21, 2016 – January 17, 2017), as outlined in the attached memorandum dated November 16, 2016.

4. **Revision to Resignation Date**

Move to approve a revision to the resignation date of Elizabeth House, Special Education Teacher, Wayside Elementary School to reflect her last day of work as, November 30, 2016. (Ms. House's resignation was previously approved at the regular monthly meeting held on October 18, 2016 with an effective date of November 21, 2016.)

5. **Instructional Assistant/Athletic Trainer's Program**

Move to approve Muriel Papa, an Instructional Assistant, to provide aide support to a High School student (10th grade) with disabilities participating in the Athletic Trainer's Program. The student will assist the Athletic Trainer while attending sporting events. Ms. Papa will shadow the student/Athletic Training Assistant after school and on weekends, in accordance with the program's meeting schedule and sporting events. The program will begin November 21, 2016 and continue throughout the school year. Ms. Papa will be paid at her hourly contractual rate.

6. **Substitute Teachers for the 2016-2017 School Year**

Move to approve Substitute Teachers for the 2016-2017 school year in accordance with the attached list dated November 18, 2016.

7. **Acting Supervisor of Math, Science, K-5 and Enrichment, K-8**

Move to approve Patrick O'Neill, Elementary Classroom Teacher/Grade 4, Ocean Township Elementary School as the Acting Supervisor of Math, Science, K-5 and Enrichment, K-8 for the period of November 28, 2016 to January 13, 2017. Mr. O'Neill will receive a \$5,000 stipend, prorated, over his current salary.

8. **Volunteer Coaches for the 2016-2017 School Year**

Move to approve Daniel Gleason and Logan Singleton as Volunteer Coaches for Boys' Basketball/High School for the 2016-2017 school year.

Motion(s) for items # 2 thru 8 carried: 8-0

PLANNING & CONSTRUCTION: No Report

TECHNOLOGY COMMITTEE: No Report

OLD BUSINESS:

- Mr. Hadden, Board President, discussed the PARCC testing, and a new governor.
- Mrs. Sylvia-Cioffi discussed a concern about the Soccer Team uniforms.

Twp of Ocean BOE Work Meeting Minutes (continued) – November 22, 2016

NEW BUSINESS:

- Board holiday dinner
- Proclamation from last meeting regarding newsletter and articles by Dr. Stefankiewicz.

PUBLIC COMMENT:

- Sandy Abdelaziz, parent, discussed legislation on PRACC, all parents rights are being taken away. She discussed refusal of PARCC and risking student's high school diploma. Dr. Stefankiewicz discussed not refusing to take PARCC.
- Sandy Abdelaziz, parent, asked what warranted an additional field hockey coach, since there are 55 girls on intermediate school team.

ADJOURN MEETING: 8:24 p.m.

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

Respectfully submitted,



George Stone
Asst. School Business Administrator/Board Secretary

FINANCIAL MANAGEMENT & RESOURCE SERVICES



EBS (EDUCATIONAL BASED SERVICES) SERVICE AGREEMENT

This agreement executed on the date last set out herein is between Educational Based Services, Inc., a Pennsylvania corporation hereinafter referred to as "EBS" and Ocean Township School District, hereinafter referred to as "School System".

1. Terms of Agreement

The terms of this Agreement shall commence on January 30, 2017.

2. Engagement

School System hereby engages EBS to supply Physical / Occupational / Speech Therapists (hereinafter "Therapist") during the term hereof as School System shall require to staff its facilities. School System understands and agrees that EBS has spent a lot of time, effort, and money in recruiting said professionals and that EBS is supplying resumes to School System with the intent of securing a contract.

3. Status of EBS

All Therapists assigned to School System, pursuant to this Agreement shall, for all purposes under this Agreement, be obligated to the provisions attached in Addendum A (which would be the confirmation of the placement of a therapist).

EBS shall provide general and professional liability insurance for all of its employees at a rate of \$1,000,000 per occurrence and \$3,000,000 in Aggregate.



4. Documentation

EBS shall provide School System the necessary material to keep on file with documentation which establishes that EBS has, in effect, current insurance policies with respect to the following:

A. Worker's Compensation

B. General and Professional liability insurance as required in paragraph 3 listed above. EBS shall give School System written notice prior to the cancellation of any of the above mentioned policies.

5. Qualifications of Healthcare Professionals

EBS shall maintain and make available to School System, current profiles for each therapist consisting of an application, skill checklist, current license issued by the State where School System is located, two work references and a copy of a current physical examination which includes a PPD test early or the results of a chest x-ray within the year, Rubella Titre, and Varicella Titre.

A. Each therapist (Registered/Licensed) shall carry a copy of his or her license and shall present said license to School System Administration, if requested.

B. Each therapist shall have at least two work references which shall be documented at EBS headquarters office.

6. Staffing Requirements

Requests from the School System for staffing will be made in writing to EBS in as much advance notice as possible, with routine updates of open assignments. Each therapist will be scheduled for a guaranteed minimum of 30 regular hours within a one-week period. Overtime hours are paid after 40 hours are worked within a one week period of time. Overtime rate will be paid at time and one-half per hour or agreed upon rate.

Overtime hours may be offered by School System and worked only by mutual agreement with the therapist.

The following holiday rates will be billed at time and one-half per hour: Holiday's to be considered are those observed by the School System. These holidays can be re-evaluated by the School System.



Cancellation of a scheduled shift may occur only with the mutual agreement between the School System and the therapist. Such canceled hours will be without pay by the School System and without penalty to the Therapist by EBS.

School System will directly pay Therapist current per mile rate for travel performed by Therapist for School System; such travel would include home visits or travel between facilities/schools operated by School System.

7. Non-Solicitation

At no time during the term hereof, and for a period of two (2) years after termination, School System shall not, directly or indirectly, by itself or through any affiliated entity or any other contract companies, solicit or attempt to employ the EBS therapist performing services hereunder. With prior approval from EBS, School System may hire a therapist, provided School System pays EBS a placement fee of fifty percent (50%) of the therapist's total annual compensation package paid by the School System. Payment is due upon receipt of invoice.

8. Right to Dismiss

If in the professional judgment of School System Administration, a therapist referred by EBS is incompetent, negligent, or has engaged in misconduct, School System may require therapist to leave the School System premises, and shall inform EBS of this action immediately. School System's obligation to compensate EBS for such therapist's services shall be limited to the hours actually worked by such therapist.

9. School System Policies and Procedures

While providing services at School System, therapists shall comply with all provisions of the licensing law under which he or she is licensed; with regulations promulgated there under; and with facility policies adopted by the School System to protect the health and welfare of student's. School System shall provide orientation for therapists wherein general policies and procedures as well as high tech and specialty procedures of the School System related to the rendering of therapists care in the facilities will be explained.

10. Liaison

EBS shall provide a 24 hour liaison to the School System to resolve any problems that may occur.



11. Billing

School System agrees to pay EBS for its service hereunder in accordance with the negotiated rate set forth between School System and EBS. EBS shall render weekly/bi-weekly invoices therefore and payment shall be due within thirty ~~(30)~~ (60) K.J. days of invoice date.

A monthly late fee of 1.5% will be assessed on unpaid balances for each invoice over thirty (30) days. Any late fees due for late payments will be included in School System's next payment to EBS. K.J.

12. Notice

Any notice required under this agreement shall be in writing and sent to the parties at the following addresses:

School System:

Ocean Township School District
163 Monmouth Road
Oakhurst, NJ 07755

By _____
Title School Business Administrator
Date _____

EBS:

Educational Based Services, Inc.
200 Skiles Blvd, 2nd Floor
West Chester, PA 19382

By _____
Title Special Education Coordinator
Date _____

OCEAN TOWNSHIP SCHOOL DISTRICT

SYNOPSIS OF REPORT

June 30, 2016

OCEAN TOWNSHIP SCHOOL DISTRICT
Balance Sheet
Governmental Funds
June 30, 2016

	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Capital Projects Fund</u>	<u>Debt Service Fund</u>	<u>Total Governmental Funds</u>
ASSETS					
Cash and cash equivalents	\$ 5,531,202	\$ -	\$ -	\$ 1	\$ 5,531,203
Receivables, net	11,826	-	-	-	11,826
Due from other funds	34,708	-	-	-	34,708
Receivables from other governments	122,968	219,041	-	-	342,009
Restricted cash and cash equivalents	408,287	-	21,862,029	-	22,270,316
Total assets	<u>\$ 6,108,991</u>	<u>\$ 219,041</u>	<u>\$ 21,862,029</u>	<u>\$ 1</u>	<u>\$ 28,190,062</u>
LIABILITIES AND FUND BALANCES					
Liabilities:					
Accounts payable	\$ 578,853	\$ 164,626	\$ 2,063,639	\$ -	\$ 2,807,118
Contracts payable	84,556	-	-	-	84,556
Deposits payable	80,000	-	-	-	80,000
Interfund payable	-	34,708	-	-	34,708
Payable to state government	-	19,707	-	-	19,707
Total liabilities	<u>743,409</u>	<u>219,041</u>	<u>2,063,639</u>	<u>-</u>	<u>3,026,089</u>
Fund balances:					
Restricted for:					
Excess surplus - current year	2,146,357	-	-	-	2,146,357
Excess surplus - prior year - designated for subsequent year's expenditures	1,682,529	-	-	-	1,682,529
Capital reserve	328,224	-	-	-	328,224
Capital projects	-	-	18,613,672	-	18,613,672
Assigned to:					
Designated by the BOE for subsequent year's expenditures	960,570	-	-	1	960,571
Capital projects	-	-	1,184,718	-	1,184,718
Unassigned:					
General fund	247,902	-	-	-	247,902
Total fund balances	<u>5,365,582</u>	<u>-</u>	<u>19,798,390</u>	<u>1</u>	<u>25,163,973</u>
Total liabilities and fund balances	<u>\$ 6,108,991</u>	<u>\$ 219,041</u>	<u>\$ 21,862,029</u>	<u>\$ 1</u>	

Amounts reported for governmental activities in the statement of net position (A-1) are different because:

The premiums and discounts associated with the issuance of the various bonds are reflected as income in the year the bonds are issued but are capitalized on the statement of net position. The bond premium is \$692,118 and accumulated amortization is \$343,533.

(348,585)

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds. The cost of the assets is \$86,150,677 and the accumulated depreciation is \$34,405,094.

51,745,583

Deferred pension costs in governmental activities are not financial resources and therefore not reported in the funds.

4,192,147

Long-term liabilities, including bonds payable and accrued interest, are not due and payable in the current period and, therefore, are not reported as liabilities in the funds.

(43,747,814)

Net Pension Liability - PERS - June 30, 2016 is not reported as a liability in the funds.

(23,553,440)

\$ 13,451,864

OCEAN TOWNSHIP SCHOOL DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
For the Fiscal Year Ended June 30, 2016

	General Fund	Special Revenue Fund	Capital Projects Fund	Debt Service Fund	Total Governmental Funds
REVENUES					
Local sources:					
Local tax levy	\$ 60,221,552	\$ -	\$ -	\$ 2,246,346	\$ 62,467,898
Tuition charges	19,248	-	-	-	19,248
Transportation fees	15,938	-	-	-	15,938
Rental fees	277,016	-	-	-	277,016
Interest earned on investments	13,907	-	76,020	-	89,927
Miscellaneous	203,331	-	-	-	203,331
Total - local sources	60,750,992	-	76,020	2,246,346	63,073,358
State sources	16,023,784	576,803	-	187,872	16,788,459
Federal sources	76,334	1,657,295	-	-	1,733,629
Total revenues	76,851,110	2,234,098	76,020	2,434,218	81,595,446
EXPENDITURES					
Current:					
Regular instruction	20,983,871	1,827,815	-	-	22,811,686
Special education instruction	6,249,695	-	-	-	6,249,695
Other special instruction	1,359,701	-	-	-	1,359,701
School sponsored activities	1,418,439	-	-	-	1,418,439
Support services and undistributed costs:					
Instruction	3,913,601	406,283	-	-	4,319,884
Student and instruction related services	6,781,825	-	-	-	6,781,825
General administrative services	985,129	-	-	-	985,129
School administrative services	2,224,084	-	-	-	2,224,084
Central services and Administrative Technology	1,291,513	-	-	-	1,291,513
Plant operations and maintenance	6,542,703	-	-	-	6,542,703
Pupil transportation	3,309,559	-	-	-	3,309,559
Employee benefits	21,158,651	-	-	-	21,158,651
Special schools	227,710	-	-	-	227,710
Transfer to charter school	25,462	-	-	-	25,462
Debt service:					
Principal	-	-	-	1,265,000	1,265,000
Interest and other charges	-	-	-	1,169,218	1,169,218
Capital outlay	1,602,238	-	7,397,403	-	8,999,641
Total expenditures	78,074,181	2,234,098	7,397,403	2,434,218	90,139,900
Excess (Deficiency) of revenues over expenditures	(1,223,071)	-	(7,321,383)	-	(8,544,454)
OTHER FINANCING SOURCES (USES)					
Transfers in	76,020	-	-	-	76,020
Transfers out	-	-	(76,020)	-	(76,020)
Proceeds from Sale of Assets	24,825	-	-	-	24,825
Capital leases (non-budgeted)	-	-	-	-	-
Total other financing sources (uses)	100,845	-	(76,020)	-	24,825
Net change in fund balances	(1,122,226)	-	(7,397,403)	-	(8,519,629)
Fund balance - beginning	6,487,808	-	27,195,793	1	33,683,602
Fund balance - ending	<u>\$ 5,365,582</u>	<u>\$ -</u>	<u>\$ 19,798,390</u>	<u>\$ 1</u>	<u>\$ 25,163,973</u>

RECOMMENDATIONS

Administrative Practices and Procedures

None

Financial Planning, Accounting and Reporting

None

School Purchasing Programs

None

School Food Service

None

Athletics and Student Body Activities

None

Application for State School Aid

None

Pupil Transportation

None

Facilities and Capital Assets

None

Follow-up on Prior Year Findings

None

Suggestion to Management

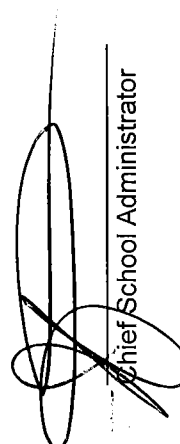
A physical inventory should be taken of capital assets to determine if items reflected on the schedule are still in use by the district.

Name of School District:
 Type of Audit:
 Date of Board Meeting:

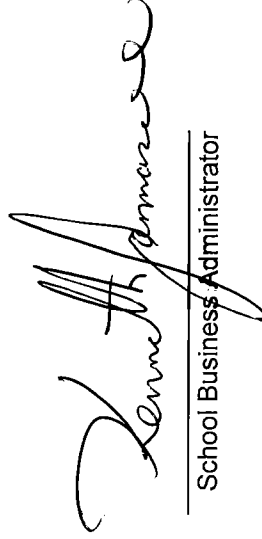
Township of Ocean
 2015-2016 Operating
 6-Dec-16

County: *Monmouth - 25*
 Contact Person: *Kenneth Jannarone, SBA*
 Telephone Number: *(732) 531-5600 x3100*

Rec. #	Audit Finding	Corrective Action Approved by the Board	Person Responsible for Implementation	Date of Implementation	Method of Implementation
	NONE	NONE	NONE	NONE	NONE


 Chief School Administrator

12/6/16
 Date


 School Business Administrator

Office of the School Business Administrator
Township of Ocean School District
December 6, 2016

REQUESTS FOR USE OF SCHOOL FACILITIES

Relevant Church

OTHS, Auditorium, Classrooms
December 4, 11, & 18, 2016,
December 23, 2016 (Friday evening)
January 8, 15, 22, & 29, 2017,
February 5, 12, 19, & 26, 2017
8:00 am – 1:00 pm
Purpose: Church Services
Use of Facility Fee: \$3,840.00
Custodial Reimbursement: \$2,200.00

The Learning Experience

OTHS, Auditorium
December 12, 2016
7:00 pm – 8:30 pm
Purpose: Winter Sing-A-Long
Use of Facility Fee: \$930.00

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: December 2, 2016
CC: Kelly Weldon, Ken Jannarone

Below is a 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 Name	First Name	Subject	Workshop	Date	Fee*
Hanke	Marcia	Phys Ed	SHAPE** America National Convention - Boston	March 16-17, 2017	\$360.00***

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

**Society for Health and Physical Education

***Registrant will be responsible for lodging, travel and meals

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

Township of Ocean Schools



MEMORANDUM

FOR: James Stefankiewicz, Ed. D.
FROM: Melody Ragle
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Last	First	Subject	Title	Date	FEE*
Kelly	Kimberly	CST	NJASP***** Winter Conference - Monroe	12/9/16	\$120.00
Haney	Christine	Gifted & Talented	Making Best Use of Free Google Tools and Apps - Eatontown	1/31/17	\$245.00 **
Hartz	Danielle	3rd Grade	Inclusion Don't's and Do Betters - Monmouth U	1/23/17	**
Pickelny	Linda	4th Grade	Using Google Forms - Brookdale	2/2/17	**
Boodaghians	Valerie	Nurse	Kdg Skills Check	5/24/17	**
Thorson	Katie	PreK	LRE Workshop - Effective IEP Development - Trenton	12/13/16	**
O'Neill	Traci	1st Grade	LRE Workshop - Effective IEP Development - Trenton	12/15/16	n/a
Olson	Jessica	CST	LRE Workshop - Effective IEP Development - Trenton	12/13/16	n/a
O'Neill	Patrick	Interim Supv of Science/Math	LRE Workshop - Effective IEP Development - Trenton	12/15/16	n/a
Cancellieri	Karra	Math	6th Grade Envision Training - TOIS	1/13/17	n/a
Milano	Victor	Principal	Future Ready - Summit	1/11&12/2017	n/a
Walters	Donna	Speech	Social Building Blocks: Creative Social Skills - RPDA***	12/14/16	n/a
Walters	Donna	Speech	Follow the Leader to Social Success in the Early Childhood Setting - RPDA***	6/5/17	n/a
Walters	Donna	Speech	ASL: Vocabulary - RPDA***	6/6/17	n/a
Vona	Kristin	Supv of Spec Ed and ASP	Inclusion Don't's and Do Betters - Monmouth U	1/23/17	n/a
Vona	Kristin	Supv of Spec Ed and ASP	The Road to Disproportionality - Monmouth U	3/20/17	n/a

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

**Substitute rate @ \$85 per day

***Regional Professional Development Academy

****NJAssn of School Psychologists