

Work Session

Attachments

FEBRUARY 7, 2017

Office of the Superintendent
Township of Ocean School District
February 3, 2017

MEMORANDUM FOR: All Members of the Board

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

RE: **Miscellaneous Information**

1. **On the Calendar**

February 7, 2017

- 7:00 pm – Executive Session (Closed)
- 7:30 pm - Work Meeting
 - Christopher Wilson, Supervisor of World Languages, Grades 1-12 and English as a Second Language, K-12 will be in attendance to discuss the adoption of Biliteracy awards in our District both on the High School and Intermediate School levels.
 - Kelly Weldon, Assistant Superintendent/Curriculum & Instruction, Dawn Kaszuba, Principal, High School, and Samuel Fierra, Director of School Counseling/Grades K-12, will be in attendance to discuss graduation rates and summer school.
 - Michael Hall, District Network Manager will be in attendance to review the Technology Budget for the 2017-2018 school year.

February 14, 2017 – No Meeting (Valentine’s Day)

February 21, 2017

- 7:00 pm – Executive Session (Closed)
Board of Education Photograph – a student photographer from the High School Yearbook Club will be in attendance to take a group picture of the Board for the 2016-2017 yearbook.
- 7:30 pm – Work Meeting*
- 8:00 pm – Regular Monthly Meeting*
 - *Solutions Architecture and P.W. Moss & Associates will be in attendance, at both the work meeting and the regular meeting, to give an update on the referendum construction projects.

February 28, 2017

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

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

PUPIL STUDENT USE OF VEHICLES ON SCHOOL GROUNDS

5514 PUPIL STUDENT USE OF VEHICLES ON SCHOOL GROUNDS

The safety of students, staff members, school visitors, and others while on school grounds is of significant importance to the Board of Education. A student's use of a vehicle and/or other modes of transportation on school grounds has the potential to present a safety hazard for the student operator and to other students, staff members, school visitors and others while on school grounds.

~~The Board of Education regards the operation by pupils of any vehicle for transportation to and from school as a matter subject to Board authority because pupil student safety is of paramount concern to the Board.~~

Bicycle/Moped Use

~~The Board recognizes that some pupils may wish to ride a bicycle to/from school on any given day. In accordance with state/local laws, pupil students in the high school may also ride mopeds to/from school. All pupils must walk the bike or moped on school sidewalks, lawn areas, or playing fields.~~

~~Building principals will provide regulations for bicycle/ moped riders. Any elementary child who wishes to ride a bike to school must have a note from his or her parents requesting permission.~~

Students riding bicycles to school must comply with all applicable State and local laws for operating a bicycle. The Principal of each school may develop school rules for the operation of the student's bicycle on school grounds. Students must park and lock their bicycles in an area outside the school building designated by the Principal. A bicycle may not be brought into the school building without the Principal's permission.

Students are permitted to bring on school grounds non-motorized skateboards, scooters, roller skates, or any other non-motorized mode of transportation the student may use to get to and from school. The Principal shall determine if such items may be brought into the school building during the school day.

Students that bring these items to school must comply with all applicable State and local laws for operation. The Principal of each school may develop school rules for the operation of the student's non-motorized items on school grounds and if such items can be brought into school and where such items shall be stored, in or outside the building, during the school day.



~~PUPIL~~ STUDENT USE OF VEHICLES ON SCHOOL GROUNDS

Automobile Use

~~The Board gives permission for eligible pupils to park their automobiles on school grounds. Eligible pupils are those who meet established school requirements and who have demonstrated good citizenship. The individual's privilege of parking at school may be rescinded at any time by the principal. Regulations governing pupil parking/driving conditions will be provided by the high school building principal.~~

Students in high school are permitted to drive their automobile to and from school and park in the area designated for student parking.

The student must register their automobile with the Principal or designee who will provide the student with school rules for driving and parking on school grounds. The school's rules may require a permit that must be affixed on a window or be clearly visible from outside the automobile when the automobile is parked on school grounds.

~~The Board requests that pupils who do not have permission to park on school grounds not drive to school in order to avoid crowded parking conditions on local streets.~~

The Principal of each school building may revoke the privilege of a student's use of any vehicle or mode of transportation permitted by this Policy for the student's failure to follow the provisions of this Policy and any requirements of State or local law or any school rule.

~~The Board of Education will not be responsible~~ **assumes no responsibility for any vehicle that is lost, stolen, or damaged for the loss, damage, or theft of any vehicle or any mode of transportation permitted on school grounds in accordance with this Policy.**

~~N.J.S.A. 39:4-12.2~~

Adopted: 16 January 1979

Revised: 17 July 1990, 21 February 2017



NEW

Operations
8454/Page 1 of 3
MANAGEMENT OF PEDICULOSIS

8454 MANAGEMENT OF PEDICULOSIS

The Board of Education recognizes the need to maintain a healthy learning environment for all children in the school district. One way to maintain this healthy learning environment is to manage pediculosis, a condition of a person having head lice. Head lice are very small insects that have claws that cling to hair and spend their entire life cycle on the heads of people. Head lice do not spread any diseases and having head lice is not prevented by personal or household cleanliness, use of shampoos, or length of hair. All social and economic groups can be affected by head lice. Because it is very difficult to totally prevent head lice infestations in schools where children come into close head-to-head contact with each other frequently, the Board of Education authorizes appropriate steps to manage pediculosis.

A student who is found to have active head lice will not be permitted to attend school until there are no active lice in the student's hair, proof of treatment has been provided to the nurse, and until all live and/or dead head lice are removed from the student's hair as confirmed by an examination by the school nurse.

The presence of nits (the eggs of lice) without active head lice will not prohibit a child from attending school provided proof of treatment has been provided to the nurse and there is no evidence of active head lice in the student's hair.

The Board recognizes parents have the primary responsibility for the detection and treatment of head lice and school staff members will work in a cooperative and collaborative manner to assist all families in managing pediculosis. The school nurse will compile a Management of Pediculosis Information Packet. The Board of Education's Management of Pediculosis Information Packet and this Policy will be provided to parents of children identified with active head lice or nits and be made available to all parents upon request. The Information Packet will include information about identifying, treating, and managing pediculosis.

If the school nurse determines a student has active head lice or nits, the parent shall be notified by the school nurse as soon as reasonably possible. The parent will be provided a copy of the district's Management of Pediculosis Information Packet and this Policy. The school nurse will advise the parent that prompt treatment of active head lice and/or nits is in the best interest of their child and treatment shall be required before the student can return to school. The school nurse will determine to send the child home or have the child remain at school for the remainder of the school day based on the comfort of the child, the degree of the infestation, and the likelihood of the spread of head lice to other students. If the school nurse cannot contact the parent a letter from the school nurse



NEW

Operations
8454/Page 2 of 3
MANAGEMENT OF PEDICULOSIS

informing the parent of the presence of active head lice or nits will be sent home with the student. In the event the parent cannot be reached on the day it is determined their child has active head lice or nits, the parent will be required to contact the school nurse the next school day to review the Board Policy, the Management of Pediculosis Information Packet, and treatment options.

The following action will be taken to prevent the spread of head lice in district schools:

1. Grades Kindergarten through Four – When a single case of active head lice has been identified by the school nurse, parents of all children in a class will be notified by the school nurse. The Principal will send home a copy of a Head Lice Alert Notice, the school district's Management of Pediculosis Information Packet, and this Policy to all parents of children in the class.
 - a. The information provided to parents will clearly notify parents that treatment should only be performed on their child if active head lice or nits are found in their child's scalp and treatment should not be applied as a preventative measure. This notification will inform parents they are expected to notify the school nurse if they find active head lice or nits in their child's scalp. The school nurse will perform a head check of any student if requested by the parent.
 - b. The school nurse will perform head checks of all students in a classroom where there are three or more active head lice cases or nits in the same classroom within a two week period.
2. Grades Five through Eight – When a single case of active head lice has been identified by the school nurse, parents of children in a class or on a team may be sent a Head Lice Alert Notice, the school district's Management of Pediculosis Information Packet, and this Policy at the discretion of the Principal or designee and the school nurse. Parents may request information regarding head lice from the school nurse. The school nurse will perform a head check of any student if requested by the parent.
3. Grades Nine through Twelve – When a case of active head lice has been identified by the school nurse, the school nurse shall perform a head check of any of the infested student's siblings in the school. If a sibling(s) attends a different school in the district, the school nurse in the sibling's school will be notified and the school nurse may conduct a head check of the sibling(s). In addition, anytime the school nurse has identified active head lice, the school nurse may conduct a head check of other students in



NEW

Operations
8454/Page 3 of 3
MANAGEMENT OF PEDICULOSIS

the school who are most likely to have had head-to-head contact with the infested child. All other students to be checked shall be identified by the school nurse in consultation with the school administration. The school nurse will notify the parent.

Each school in the district will make available to parents the district's Management of Pediculosis Policy.

All school staff members will maintain a sympathetic attitude and will not stigmatize and/or blame families who experience difficulty with control measures. All school staff members will act responsibly and respectfully when dealing with members of the school and broader community regarding issues of head lice.

Each school in the district will educate and encourage children and parents to learn about head lice in an attempt to remove any stigma or to prevent any harassment, intimidation, and bullying associated with this issue. Any instances of harassment, intimidation, and bullying shall be reported and investigated in accordance with the provisions of the district's Harassment, Intimidation, and Bullying Policy.

A student excluded from school for reasons outlined in this Policy shall be re-admitted only upon the examination and approval of the Principal or designee and the school nurse. The examination for re-admittance to school by the school nurse may be, but is not required to be, in the presence of the student's parent.

Cases of active head lice will be recorded by the school nurse in each school for the purpose of tracking incident rates and mandatory reporting of outbreaks will be done according to the New Jersey Department of Health criteria for reporting outbreaks.

Adopted: 17 January 2017



**TOWNSHIP OF OCEAN BOARD OF EDUCATION
WORK MEETING MINUTES
January 31, 2017**

CALL TO ORDER

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

STATEMENT OF ADEQUATE NOTICE

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

ROLL CALL OF ATTENDANCE

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

Staff in attendance: Mr. Kenneth Jannarone, School Business Administrator and Dr. James Stefankiewicz, Superintendent of Schools.

Enter Executive Session – 7:04 p.m.

Approval: Motion offered by Mrs. Sylvia-Cioffi, 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) and Litigation (Loch Arbour versus Township of Ocean Board of Education). 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 – 7:29 p.m.

Approval: Motion offered by Mrs. Sylvia-Cioffi seconded by Mrs. Parlamas 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):

- Board of Education members visited language arts classes at TOIS for student interview project.

VICE PRESIDENT'S REPORT: Mr. Palutis

Mr. Palutis discussed the following item(s):

- Discussed closed items that have been discussed by the Board of Education and what open items will appear on a future agenda.

SUPERINTENDENT'S REPORT: Dr. Stefankiewicz

Dr. Stefankiewicz discussed the following item(s):

- Discussed the Strategic Plan meeting #2 and the positive interactions with the group.
- Friday, February 3rd, Joe Palaia Day – Senator Beck will be at Wayside School to present a proclamation.
- Discussed possible preliminary investigations by administration regarding student movement to different schools by program or by geography.

SCHOOL BUSINESS ADMINISTRATOR'S REPORT: No Report

PUBLIC COMMENT: None

COMMITTEE REPORTS:

COMMUNITY LIAISON, COMMUNICATIONS & CO-CURRICULAR

STUDENT ACTIVITIES: Mrs. Sylvia-Cioffi

The following item(s) were discussed:

1. **Discussion: Policies**

Board of Education and Administration discussed the first reading of revision to policies and regulations:

- Policy 1220 – Employment of Chief School Administrator (M)
- Policy 3124 – Employment Contract (Teaching)
- Policy 3125 – Employment of Teaching Staff Members (M)
- Policy 3125.2 – Employment of Substitute Teachers
- Policy 3126 – District Mentoring Program
- Regulation 3126 – District Mentoring Program
- Policy 3240 – Professional Development for Teachers & School Leaders (M)
- Regulation 3240 – Professional Development for Teachers & School Leaders (M)
- Policy 4124 – Employment Contract (Support Staff)
- Policy 5305 – Health Services Personnel
- Regulation 5330 – Administration of Medication (M)
- Policy 5339 – Screening for Dyslexia (M)
- Policy 5350 – Student Suicide Prevention
- Regulation 5350 – Student Suicide
- Policy 8441 – Care of Injured and Ill Persons (M)
- Regulation 8441 – Care of Injured and Ill Persons (M)
- Policy 8630 – Bus Driver/Bus Aide Responsibility (M)
- Regulation 8630 – Bus Driver/Bus Aide Responsibility (M)
- Policy 9541 – Student Teachers/Interns

Mrs. Sylvia-Cioffi made a motion, seconded by Mrs. Parlamas, 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 – January 17, 2017
- Regular Meeting Minutes – January 17, 2017

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

FINANCIAL MANAGEMENT & RESOURCE SERVICES: Mr. Palutis

The following item(s) were discussed:

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

Board of Education and administration continued budget discussions for the 2017-2018 budget. State Aid history, tax levy cap, and revenues were discussed. (See attached documents)

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

Twp of Ocean BOE Work Meeting Minutes (continued) – January 31, 2017

2. **NJ Dept. of Labor Grant**

Move to approve the submission of the ‘Summer Bridge Experience’ grant to the NJ Department of Labor for a requested amount of \$61,564.14. This grant will enhance the OTHS School of Business & Finance/CTE Program.

3. **Use of Facilities**

Move to approve the use of facilities according to the attached list dated January 31, 2017.

Motion(s) for items #2 and #3 carried: 8-0

INSTRUCTIONAL & EDUCATION: Dr. Marshall

The following item(s) were discussed:

1. **Discussion: Wonder’s Program**

Mrs. Kristin Vona, Supervisor of Special Education/Grades PreSchool-5 and Basic Skills/Grades K-5 and Mrs. Michelle Shappirio, Supervisor of English Language Arts Literacy and Social Studies, K-5 and Library K-8 were in attendance and provided a mid-year report on the Wonder’s Program.

2. **Discussion: District School Calendar for the 2017-2018 School Year**

Board of Education and Administration discussed the 2017-2018 school calendar, for teachers and students, in accordance with the attachment dated January 27, 2017.

3. **Discussion: High School – New Course Offerings for the 2017-2018 School Year**

Board of Education and Administration discussed new courses, to be offered to high school students, for the 2017-2018 school year in accordance with the attached memorandum dated January 9, 2017.

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

4. **Revision to 10-Month Work Calendar for the 2016-2017 School Year/Instructional Assistants**

Move to approve a revision to the 2016-2017 work year calendar for Instructional Assistants. The revision provides for February 17, 2017 as a day off for all employees in the Instructional Assistant job category. (When the 2016-2017 ten-month calendar was approved last year, February 17, 2017 was denoted as an in-service day for Instructional Assistants.) Copy of the revised calendar is attached.

5. **Extension to Out of District Private Tuition for the 2016-2017 School Year**

Move to approve an extension to out of district private tuition for the 2016-2017 school year in accordance with the attached memorandum dated January 26, 2017.

6. **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 January 19, 2017.

7. **Addendum to Out of District Public Tuition for the 2016-2017 School Year**

Move to approve an addendum to out of district public tuition for the 2016-2017 school year in accordance with the attached memorandum dated January 26, 2017.

8. **Professional Development Activities – Staff**

Twp of Ocean BOE Work Meeting Minutes (continued) – January 31, 2017

Move to approve the attached memorandum dated January 27, 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.

9. LDTIC Internship

Move to approve Paola Lauterwasser, Spanish Teacher, High School, to complete a LDTIC Internship under the supervision of Nancy Horan, LDTIC at the High School, beginning February 1, 2017 and ending in April 2017. The internship is a requirement of the LDTIC program at Monmouth University. Mrs. Lauterwasser's 60 hours of field work will not interfere with her teaching schedule and responsibilities.

Motions on items #4 thru #9 carried: 7-0 (Mr. Clayton was out of the room)

NEGOTIATIONS: No Report

PERSONNEL: Mrs. Parlamas

The following item(s) were discussed:

1. Discussion: Unpaid Family Leave of Absence

Board of Education and Administration discussed the request of Jenny Orwick, Special Education Teacher, Wayside Elementary School, to take an unpaid family leave of absence, as designated under FMLA and NJFLA, beginning at the conclusion of her eligible sick leave, approximately May 1, 2017 through June 15, 2017 (7 weeks). Mrs. Orwick's last day of work will be Friday, March 31, 2017. She is expected to return to the classroom on June 16, 2017. While out on an unpaid family leave of absence, Mrs. Orwick will be responsible for paying the appropriate contribution towards her health insurance coverage.

2. Discussion: Unpaid Family Leave of Absence

Board of Education and Administration discussed the request of Jacquelyn LeVine-Salum, Special Education Teacher, Township of Ocean Intermediate School, to take two (2) weeks of unpaid family leave, as designated under FMLA, for the period of May 25, 2017 – June 8, 2017, and twelve weeks of unpaid family leave, as designated under FMLA and NJFLA, for the period beginning June 9, 2017 through November 10, 2017. Mrs. LeVine-Salum's last day of work will be Wednesday, May 10, 2017. She is expected to return to the classroom on Monday, November 13, 2017.

3. Discussion: Unpaid Family Leave of Absence

Board of Education and Administration discussed the request of Maryann Holmes, Elementary Teacher, Ocean Township Elementary School, to take an unpaid family leave of absence, as designated under FMLA, for the period of March 2, 2017 through March 15, 2017, (two weeks). Mrs. Holmes last day of work will be Tuesday, February 14, 2017. She is expected to return to work on Thursday, March 16, 2017. While out on an unpaid family leave of absence, Mrs. Holmes will be responsible for paying the appropriate contribution towards her health insurance coverage.

Twp of Ocean BOE Work Meeting Minutes (continued) – January 31, 2017

4. **Discussion: Instructional Assistant/Spring Track and Sophomore Lock-in**
Board of Education and Administration discussed hiring Muriel Papa, an Instructional Assistant, to provide aide support to a High School student (10th grade) with disabilities participating in Spring Track and the Sophomore Lock-in. Ms. Papa will shadow the student/Spring Track team member after school for practices only, during the period of March 3, 2017 through May 10, 2017. In addition, Ms. Papa will shadow the student to the Sophomore Lock-in scheduled on February 24, 2017 during the hours of 8:00 pm – 1:00 am. Ms. Papa will be paid at her hourly contractual rate.

5. **Discussion: Spring Coaches for the 2016-2017 School Year/ JV Boys Lacrosse and Freshman Girls Lacrosse**
Board of Education and Administration discussed Spring Coaches for the 2016-2017 school year for JV Boys Lacrosse and Freshman Girls Lacrosse in accordance with the attached memorandum dated January 18, 2017.

6. **Discussion: Volunteer Coach Boys Lacrosse**
Board of Education and Administration discussed using John Della Pesca as a Volunteer Coach for Boys Lacrosse (high school level) for the 2016-2017 school year.

7. **Discussion: Retirements**
Board of Education and Administration discussed the following retirements effective July 1, 2017:

Elizabeth Baumert, Special Education Teacher, Ocean Township High School
Jane Gittines, 12-Month Secretary, Township of Ocean Intermediate School

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

8. **Resignation**
Move to approve the resignation of Jessica Killian, Instructional Assistant, Township of Ocean Intermediate School effective January 18, 2017.

9. **Unpaid Family Leave of Absence**
Move to approve an unpaid family leave of absence, as designated under FMLA, for Valerie Boodaghians, School Nurse, Wanamassa Elementary School beginning January 17, 2017 and ending February 14, 2017 (4 weeks). Mrs. Boodaghians is expected to return to the work on February 15, 2017. While out on an unpaid family leave of absence, Mrs. Boodaghians will be responsible for paying the appropriate contribution towards her health insurance coverage.

10. **Revised Contract**
Move to approve that a revised contract be issued to the following employee effective February 1, 2017.

Samantha Wild	From: Guidance Counselor, Part-time Township of Ocean Intermediate School	
	To: Guidance Counselor, Full-time Township of Ocean Intermediate School	\$58,415.00 MA/Step 1 Prorated

(This is a new position. This is a revision of work status from part-time to full-time and a revision in salary, as reflected above.)

11. **Issuance of Contracts**

Move to approve that contracts be issued to the following:

To fill a vacancy position:

Devon B. Ribsam	Basic Skills – Full-time	\$54,515.00
	Township of Ocean Intermediate School	BA/Step 1
	Actual Start Date: February 1, 2017	Prorated
	Effective Date: February 1, 2017	

(Mr. Ribsam replaces Mrs. Friel who was transferred to a fifth grade classroom teacher position until June 30, 2017.)

To fill a replacement/non-tenure track position:

Pamela Kacen	Special Education Teacher/Part-time	\$29,208.00
	Wayside Elementary School	MA/Step 1
	Leave of Absence Replacement	Prorated
	Non-Tenure Track Position	
	Actual Start Date: January 23, 2017	
	Effective Date: February 1, 2017	

(Ms. Kacen was previously approved at the January 10, 2017 work meeting of the Board pending criminal history background check. Clearance has been received. Ms. Kacen replaces Lauren Caruso who will be out on an unpaid leave of absence until June 30, 2017.)

12. **Substitute Bus Driver**

Move to approve Patricia Freda as a Substitute Bus Driver for the 2016-2017 school year.

13. **Revised Job Description**

Move to approve revisions to the following job description:

Supervisor of Special Education, Grades 6-12 and Basic Skills, Grades 6-8

14. **Substitute Teachers**

Move to approve Substitute Teachers for the 2016-2017 school year in accordance with the attached list dated January 27, 2017.

15. **Issuance of Contract**

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

To fill a replacement/non-tenure track position:

Alexandra Augustine	Spanish Teacher	\$54,515.00
	Intermediate School	BA/Step 1
	One-year Unpaid Leave of Absence/ Replacement	Prorated
	Non-Tenure Track Position	
	Actual Start Date: January 30, 2017	
	Effective Date: February 1, 2017	

(Ms. Augustine was previously approved at the November 15, 2016 regular monthly

Twp of Ocean BOE Work Meeting Minutes (continued) – January 31, 2017

meeting of the Board pending issuance of certification from the NJ State Department of Education. Her teaching certification has been issued. Ms. Augustine replaces Mrs. Rhonda Gulotta who will be out on an unpaid leave of absence for the remainder of the 2016-2017 school year.)

Motions #8 thru #15 carried: 8-0

PLANNING & CONSTRUCTION: Mr. Palutis

The following item(s) were discussed:

1. **Discussion: Referendum Projects**

The School Business Administrator will give an update on the ongoing referendum projects.

TECHNOLOGY COMMITTEE: No Report

OLD BUSINESS: None

NEW BUSINESS:

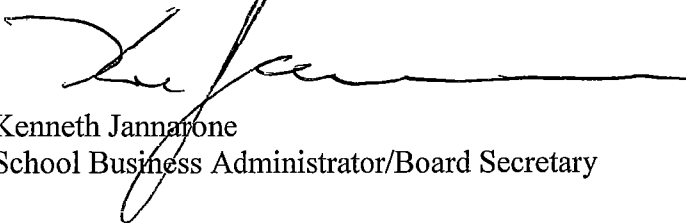
- Board of Education discussed the negative impact on working families due to scheduling for testing at the high school.
- Question about Chrome Books at the high school: damage and collection of fines. Also discussed loaners of Chrome Books while repairs take place.

PUBLIC COMMENT: None

ADJOURN MEETING: 10:18 p.m.

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

Respectfully submitted,



Kenneth Jannarone
School Business Administrator/Board Secretary

FINANCIAL MANAGEMENT & RESOURCE SERVICES

Office of the School Business Administrator
Township of Ocean School District
February 7, 2017

REQUESTS FOR USE OF SCHOOL FACILITIES

NJ State Youth Orchestra

OTHS, Auditorium, Classroom

June 4, 2017

1:00 pm –5:00 pm

Purpose: Annual Spring Concert

Use of Facility Fee: \$240.00

Custodial reimbursement \$340.00

INSTRUCTION & EDUCATION

January 30, 2017
Dr. James Stefankiewicz
Superintendent of Schools
Township of Ocean School District
163 Monmouth Road
Oakhurst, NJ 07755

Dear Dr. Stefankiewicz:

My name is Nora Lopez Matta. I am a graduate student in the Department of Modern Languages at New Jersey City University. I will be conducting a research study under the supervision of Dr. Grisel López-Díaz as part of my master's thesis titled *Parents' perceptions of bilingualism and bilingual education*.

As a teacher in the World Language Program, I am writing to seek your approval or authorization to allow me to conduct this study in the district. The goal of the study is to investigate the perceptions of parents of children at the elementary level might have about bilingualism and to explore their views on bilingual education.

You have my assurance that all identities of the study participants will be kept anonymous and any data will be kept confidential. Also, understand that there are no physical or psychological risks involved in this study, and that participants will be free to withdraw from the study at any time without penalty.

Note also that participation in this study does not imply employment with the state of New Jersey, New Jersey City University, the principal investigator, or any other project facilitator.

If you have any questions or problems concerning this study, you may contact me at nlopezmatta@oceanschools.org or my thesis mentor, Dr. Lopez-Díaz, Department of Modern Languages at New Jersey City University at glopezdiaz@njcu.edu or (201) 200-2343 or the Chair of NJCU Institutional Review Board, Dr. Beimnet Teclezghi, at (201) 200-3139 or bteclezghi@njcu.edu

Sincerely,



Nora Lopez Matta
Elementary Spanish Teacher
nlopezmatta@oceanschools.org

Date 01-30-2017

Please indicate whether or not you grant me permission to conduct this study in the district by checking the appropriate statement below and returning this letter to me by mid-January, 2017

I grant permission for you to conduct your study at the Township of Ocean School District.

I do not grant permission for you to conduct your study at Township of Ocean School District.

Superintendent's Signature

Date _____

Consent form

I agree to participate in this study which is being conducted by Nora Lopez Matta, a graduate student in the World Language Department at New Jersey City University. The purpose of this study is to explore parents' perceptions of bilingualism and their views about bilingual education. I understand that I will be required to answer a survey.

I understand that my responses will be anonymous and that all the data gathered will be confidential. I agree that any information obtained from this study may be used in any way thought best for publication or educational purposes provided that I am in no way identified and my name is not used.

I understand that there are no physical risks involved in this study and that I am free to withdraw my participation at any time without penalty.

I understand that my participation does not imply employment with the state of New Jersey, New Jersey City University, the principal investigator, or any project facilitator.

If you have any questions or problems concerning your participation in this study, you may contact Dr. Lopez-Diaz at glopezdiaz@njcu.edu or (201) 200-2343 or Dr. Beimnet Teclezghi, Chair of NJCU Institutional Review Board, at (201) 200-3139 or btectezghi@njcu.edu

Signature of Participant

Date

Signature of Principal Investigator

Date

Appendix J

The data obtained from this survey will be used in a Master's Theses. Please answer as honestly as you can. I appreciate your participation.

Survey: Bilingualism

Date: _____

1. Are you an immigrant parent in the United States?
a) Yes b) No

2. If you are, how long have you been in the United States? _____

3. Your age ranges from: (please circle one)
a) 25-35 b) 36-45 c) 46-55

4. Do you speak English? (please choose one)
a) Not at all b) A little c) Very well

5. Do you speak a language at home other than English?
a) Si b) No

6. If so, which language?

7. What is your highest level of education?
a) Elementary b) High School c) Some College d) University

8. If you are learning English, how are you learning it?

9. Is your child enrolled in a bilingual program?
a) Si b) No

10. Do you believe your child/children should attend English only classes at school?

a) Si

b) No

11. If so, why do you think so?

12. Would you like your child/children to be taught in both the home language and English at school?

a) Si

b) No

13. Does your child speak the home language at home?

a) Si

b) No

14. Does your child speak only English at home?

a) Si

b) No

15. Do you consider yourself to be bilingual?

a) Si

b) No

16. Do you consider your child to be bilingual?

a) Si

b) No

17. What benefits do you think being bilingual would have?

18. What do you think bilingual education is?

19. If you had the chance to enroll your child/children in bilingual classes would you do so?

a) Si

b) No

20. If so, why?

21. What foreign language would you prefer your child/children to learn in school?

22. Are you; please circle one:

a) A man

b) A woman

Do you have any additional comments about bilingual education?

Thank you for your participation!

**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: February 3, 2017
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*
Abramson	Nicole	Music	NAfME*** Eastern Division Music Conference 2017 – Atlantic City	4/5-7/2017	\$180**
Chiu-Huey	Emitza	Spanish	Effectively Dealing with Disruptive Students: Practical - BER - Long Branch	3/7/2017	\$245.00**
Hackler	Kathy	Librarian	New Jersey Library Assn Garden State Children's Book Award Committee - Old Bridge	2/24/2017	**
Bosmans	John	Coach/Social Studies	Glazier Football Coaching Clinic - Atlantic City	2/24/2017	**
Connolly	Allison	Social Studies	How Gender Stereotypes Lead to Education Disparities - Monmouth U	2/27/2017	**
Hackler	Kathryn	Librarian	Bringing Reading Alive Through Reader's Theater - Brookdale	3/2/2017	**
Collins	Jean	History	2017 Annual Change Colloquium - Brookdale	5/10/2017	**
Ohlott-Weiner	Barbra	US History	2017 Annual Change Colloquium - Brookdale	5/10/2017	**
Klein	Don	Coach/Social Studies	Glazier Football Coaching Clinic - Atlantic City	2/24/2017	**
Magliaro	Dana	CST	SIBs Training with Dr. Caliso - Admin	2/10/2017	n/a
Horan	Nancy	CST	SIBs Training with Dr. Caliso - Admin	2/10/2017	n/a
Burns	Bridget	CST	SIBs Training with Dr. Caliso - Admin	2/10/2017	n/a
Goldfarb	Matthew	Phys Ed	NJASHPERD**** Convention - Long Branch	2/27-28/2017	pd by teacher**
Pullano	Melinda	PT	Pediatric Neurodevelopmental Disorders - Eatontown	3/10/2017	therapist pd

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

**Substitute rate @ \$85 per day

***National Assn for Music Educators

****NJ Assn for Health Physical Education Recreation and Dance

PERSONNEL

SUBSTITUTES FOR BOARD APPROVAL

February 3, 2017

Jamshed, Sunbal	K-12
Ramirez, Luz	K-4

TECHNOLOGY

TOWNSHIP OF OCEAN SCHOOL DISTRICT
2017 - 2018
BUDGET REQUESTS
PURCHASED SERVICES, SUPPLIES & MATERIALS, OTHER

LOCATION Township of Ocean School District DEPT. Technology GAPP ACCOUNT: 11
 PROG/FUNC Undistributed Instruction GRADE: K-12 PROGRAM 190
 OBJECT Contracted Services REQUISITIONER: Michael Hall FUNCTION 100.0
 LOCATION 01
 DEPT. 19

QTY	DESCRIPTION	JUSTIFICATION	UNIT PRICE	TOTAL COST
	Licensing and consultant fees for:			
	Google	Staff e-mail Archiving	\$ 8,225.00	\$ 8,225.00
1	School Dude	Help Desk Management Software	\$ 2,500.00	\$ 2,500.00
450	School Worksite	On-Course - Lesson Plans	\$ 30.00	\$ 13,500.00
1	School Worksite	Support	\$ 1,350.00	\$ 1,350.00
1	Software Shelf	Elementary Software	\$ 325.00	\$ 325.00
1	Power School	Maintenance and Hosting	\$ 32,000.00	\$ 32,000.00
1	Solarwinds	Network Maintenance Software	\$ 790.00	\$ 790.00
1	CommVault	Backup Support	\$ 9,000.00	\$ 9,000.00
1	Ninite Pro	Update Software	\$ 3,200.00	\$ 3,200.00
0	DigiCert Inc. CUT	SSL Certificates	\$ 1,500.00	\$ -
1	Server Maintenance and Licensing	Dell Repair Contract and Microsoft Licensing	\$ 41,000.00	\$ 41,000.00
1	SharpSchool	Website	\$ 2,800.00	\$ 2,800.00
1	APC Maintenance	Battery Backup	\$ 1,800.00	\$ 1,800.00
1	Print Manager Plus	Print Monitoring and Policy Software	\$ 400.00	\$ 400.00
0	Enchanted Learning CUT	For OTES, Wanamassa, and Wayside	\$ 150.00	\$ -
1	Brain Pop	For OTES, Wanamassa, Wayside, OTIS	\$ 8,580.00	\$ 8,580.00
3	PebbleGo	For OTES, Wanamassa, and Wayside	\$ 950.00	\$ 2,850.00
		Allows Instructors to remotely control students desktops.		
1	LanSchool Software		\$ 15,000.00	\$ 15,000.00
1	Global Compliance	Professional Development Tutorials	\$ 1,400.00	\$ 1,400.00
1	Meru Maintenance and Support	Maintenance and Support for Wireless Network	\$ 18,000.00	\$ 18,000.00
		To Maintain and Supply Toner Cartridges for The Printer in the District		
1	Managed Print Services		\$ 28,800.00	\$ 28,800.00
1	Adobe Suite Licensing	Adobe Suite Licensing for District	\$ 17,000.00	\$ 17,000.00
1	Study Island and Reading Eggs	For OTES, Wanamassa, Wayside, OTIS	\$ 12,500.00	\$ 12,500.00
1	SMART Notebook Software	For District Wide SMART Notebook use	\$ 9,500.00	\$ 9,500.00
		Increase cable modem speed and add cable modem to OTHS		
1	Cable Modem		\$ 8,400.00	\$ 8,400.00
		TOTAL COST FOR THIS ACCOUNT NUMBER		\$ 238,920.00

TOWNSHIP OF OCEAN SCHOOL DISTRICT
 2017 - 2018
 BUDGET REQUESTS
 PURCHASED SERVICES, SUPPLIES & MATERIALS, OTHER

LOCATION Township of Ocean School District DEPT. Technology GAPP ACCOUNT: FUND 11
 PROG/FUNC Undistributed Instruction GRADE: K-12 PROGRAM 190
 OBJECT Regular Instruction Supplies REQUISITIONER: Michael Hall FUNCTION 1000
 LOCATION 01
 DEPT. 19

QTY	DESCRIPTION	JUSTIFICATION	UNIT PRICE	TOTAL COST
	General Supplies	<i>These supplies would be consumed by the Technology Department during the year for the maintenance and repair of computers. i.e. P-Touch Tape, labels, note pads, pencils etc.</i>		
50	Chromebook screens		\$ 38.00	\$ 1,900.00
50	Chromebook keyboards		\$ 59.00	\$ 2,950.00
50	Chromebook chargers		\$ 28.00	\$ 1,400.00
50	Chromebook batteries		\$ 40.50	\$ 2,025.00
12	Chromebook plastic hinge cover		\$ 11.00	\$ 132.00
12	Chromebook plastic bottom cover		\$ 14.00	\$ 168.00
24	Chromebook hinges (left & right)		\$ 3.50	\$ 84.00
50	Chromebook cover/sleeves		\$ 25.00	\$ 1,250.00
10	Laptop Monitors		\$ 140.00	\$ 1,400.00
20	Laptop Keyboards		\$ 75.00	\$ 1,500.00
25	Laptop chargers		\$ 28.00	\$ 700.00
25	Laptop batteries		\$ 47.75	\$ 1,193.75
20	Mice		\$ 10.00	\$ 200.00
400	Microfiber cleaning cloths		\$ 5.41	\$ 2,164.00
30	Hard Drives		\$ 80.00	\$ 2,400.00
10	Labels for Network cables, jacks, cable wire, mold, boxes etc.		\$ 28.00	\$ 280.00
100	Patch Cables		\$ 5.00	\$ 500.00
800	Headphones		\$ 15.00	\$ 12,000.00
12	UPS Extended Batteries		\$ 659.00	\$ 7,908.00
Subtotal Cost For This Account Number				Page 1 of 2 \$ 41,079.75

TOWNSHIP OF OCEAN SCHOOL DISTRICT
2017 - 2018
BUDGET REQUESTS
PURCHASED SERVICES, SUPPLIES & MATERIALS, OTHER

LOCATION Township of Ocean School District DEPT. Technology GAPP ACCOUNT: 11
 PROG/FUNC Undistributed Instruction GRADE: K-12 FUND 190
 OBJECT Regular Instruction Supplies REQUISITIONER: Michael Hall PROGRAM 1000
 LOCATION 01 DEPT. 19

QTY	DESCRIPTION	JUSTIFICATION	UNIT PRICE	TOTAL COST
575	ChromeBook Laptop Computers	To provide a 1 to 1 experience for grades 6&9	\$ 325.00	\$ 186,875.00
795	ChromeBook Laptop Computers	To replace chromebooks for grades 3, 4 and 5 that Google will end of life on October of 2017.	\$ 325.00	\$ 258,375.00
12	ChromeBook Carts	To hold Chromebooks for the Elementary Classrooms	\$ 1,900.00	\$ 22,800.00
175	Laptops	High School Teacher laptops to be replaced. Devices now 5 1/2 yrs old + CST special services	\$ 1,200.00	\$ 210,000.00
10	Projectors	To replace aging and troublesome projectors	\$ 600.00	\$ 6,000.00
7	SMART document Cameras	To replace aging and troublesome units	\$ 700.00	\$ 4,900.00
10	Replacement Printers	To replace aging and troublesome printers	\$ 299.00	\$ 2,990.00
30	Computers	To replace aging and insufficient computers in A144	\$ 1,400.00	\$ 42,000.00
30	Computers	To replace 7 1/2 year old computers in room 610 at the intermediate school	\$ 900.00	\$ 27,000.00
90	Computers	To replace aging computers in the Elementary school libraries	\$ 750.00	\$ 67,500.00
30	Computers	To replace aging computers in the High school libraries	\$ 850.00	\$ 25,500.00
30	Computers	To replace aging computers in the Intermediate school libraries	\$ 850.00	\$ 25,500.00
TOTAL COST FOR THIS ACCOUNT NUMBER			Page 2 of 2	\$ 954,874.75

TOWNSHIP OF OCEAN SCHOOL DISTRICT
 2017 - 2018
 BUDGET REQUESTS
 CAPITAL OUTLAY EQUIPMENT

LOCATION Township of Ocean School District DEPT. Technology GAPP ACCOUNT:
 FUND 12
 PROG/FUNC Instructional Equipment GRADE: K-12 PROGRAM 000
 FUNCTION 240.0
 OBJECT Capital Outlay REQUISITIONER: Michael Hall OBJECT 732.02
 LOCATION 06
 DEPT. 19

QTY	DESCRIPTION	JUSTIFICATION	UNIT PRICE	TOTAL COST
1	Firewall	TOIS	\$ 2,500.00	\$ 2,500.00
TOTAL COST FOR THIS ACCOUNT NUMBER			\$	2,500

TOWNSHIP OF OCEAN SCHOOL DISTRICT
2017 - 2018
BUDGET REQUESTS
PURCHASED SERVICES, SUPPLIES & MATERIALS, OTHER

LOCATION Township of Ocean School District DEPT. Technology GAPP ACCOUNT:
 PROG/FUNC Undistributed Instruction GRADE: K-12 FUND 11
 OBJECT Regular Instruction Supplies REQUISITIONER: Michael Hall PROGRAM 190
 FUNCTION 1000
 OBJECT 61006
 LOCATION 01
 DEPT. 19

NOTE: These items are not reflected on the Budget Sheets due to possible funding from Addition Referendum

QTY	DESCRIPTION	JUSTIFICATION	UNIT PRICE	TOTAL COST
22	Access Points	Wireless Access Points in the Elementary Schools and High School for the new additions	\$ 971.25	\$ 21,367.50
10	Projectors, mounts, and cabling	For the new additions in the Elementary Schools and High School	\$ 1,200.00	\$ 12,000.00
10	Mimios	For the new additions in the Elementary Schools and High School	\$ 900.00	\$ 9,000.00
21	Computers	For new Music Tech Room at the High School	\$ 1,400.00	\$ 29,400.00
10	Cat 6 Plenum Cable 1,000 box	For new additions	\$ 300.00	\$ 3,000.00
12	UPS Backup Power Supplies		\$ 1,725.00	\$ 20,700.00
21	Computers	For new Music Tech Room at the High School	\$ 1,400.00	\$ 29,400.00
1	Fiber run to new Phys Ed IDF	For new Phys Ed additions	\$ 13,000.00	\$ 13,000.00
2	HP Switches With fiber modules	For new additions	\$ 8,000.00	\$ 16,000.00
1	HP Switch with fiber module	For new additions	\$ 8,000.00	\$ 8,000.00
		TOTAL COST FOR THIS ACCOUNT NUMBER		\$ 161,868