TOWNSHIP OF OCEAN BOARD OF EDUCATION WORK MEETING MINUTES July 26, 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. James Dietrich, Mr. Joseph Hadden, Dr. David Marshall, Mrs. Amy McGovern, Mr. Sean Moore, Mr. Michael Palutis, Mrs. Denise Parlamas and Mrs. Sylvia-Cioffi were absent. Mr. Steven Clayton was absent.

Staff in attendance – Mr. K. Jannarone, School Business Administrator and Dr. J. Stefankiewicz, Superintendent of Schools.

Enter Executive Session – 7:02 p.m.

Approval: Motion offered by Mr. Hadden, seconded by Mrs. Sylvia-Cioffi 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 and Negotiations (TOEA). 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 not take action upon returning to work session.

Adjourn Executive Session – 7:34 p.m.

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

PRESIDENT'S REPORT: No Report

SUPERINTENDENT'S REPORT: Dr. Stefankiewicz

Dr. Stefankiewicz discussed the following item(s):

• Dr. Stefankiewicz introduced Dawn Kaszuba, proposed high school principal. She introduced herself to the Board of Education and thanked them for their consideration.

SCHOOL BUSINESS ADMINISTRATOR'S REPORT: Mr. Jannarone

Mr. Jannarone discussed the following item(s):

- Discussed construction walk-thru date for the P&C committee members.
- Discussed Board members (Mrs. McGovern and Mrs. Sylvia-Cioffi) who had filed election petitions.
- Meeting with finance committee and Ocean sports organizations tentatively set-up for August 23rd at 5:30 pm.
- Policy info in Board packet: regarding use of teacher cell phones

PUBLIC COMMENT:

• Paul Mayerowitz, resident, asked about curriculum posted on the website.

COMMITTEE REPORTS:

CO-CURRICULAR STUDENT ACTIVITES: No Report

COMMUNITY LIAISON & COMMUNICATIONS: Mrs. McGovern

The following item(s) were discussed:

1. Discussion: Approval of Minutes:

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

Work Meeting/Executive Session Minutes – July 12, 2016

FINANCIAL MANAGEMENT & RESOURCE SERVICES: Mr. Moore

The following item(s) were discussed:

1. <u>Discussion: Submission of IDEA Grant Application</u>

Board of Education and Administration discussed the submission of the IDEA application for the Fiscal Year 2017, and accepts the grant award of the funds upon subsequent approval of the FY 2017 IDEA application.

IDEA Part B Basic (ages 3-21) in the amount of \$976,492.

This Basic allocation includes the proportionate share for services to students with disabilities parentally placed in private schools; this amount is determined by the NJ DOE to be \$130,837.

IDEA Part B Preschool (Ages 3, 4 and 5) in the amount of \$41,281.

The preschool allocation includes the proportionate share for services to students with disabilities parentally placed in private schools: this amount is determined by the NJ DOE to be \$0.

2. Discussion: Use of Facilities

Board of Education and Administration discussed the use of facilities according to the attached list dated July 26, 2016.

3. <u>Discussion: Refunding School Bonds</u>

Board of Education and Administration discussed the bid award to TD Bank for the refunding of the 2007 school bonds. The proposed rate is 1.45% and the district will save \$151,435.45 over the remaining 7 years of the outstanding bonds.

INSTRUCTIONAL & EDUCATION: Dr. Marshall

The following item(s) were discussed:

1. <u>Discussion: Professional Development Activities – Staff</u>

Board of Education and Administration discussed the attached memorandum dated July 22, 2016, re: Staff Professional Development Activities in accordance with District Policy 6471and NJAC 6A:23B. The attendance at said activities is fiscally prudent and will promote the delivery of instruction and/or will further the efficient operation of the district.

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

2. Discussion: Internship

Board of Education and Administration discussed the request of Allison Mandelbaum to complete an internship (pending criminal history background check) in speech/language therapy, 32 hours per week during the period of September 1, 2016 – June 2017. Ms. Mandelbaum's supervisor will be Blair Koczan, Speech Teacher, Wayside School. Ms. Mandelbaum is a graduate student at Nova Southwestern University's Program for Speech, Language and Communication Disorders.

3. Discussion: Internship

Board of Education and Administration discussed the request of Emily Krakowski, a student at Monmouth University, to complete a social work internship (pending criminal history background check) under the supervision of Karen Dunn, School Social Worker, High School. Ms. Krakowski will come in to Ocean Township High School on Tuesdays and Fridays during the period of September 1, 2016 – May 5, 2017. During that time frame she will complete 448 hours.

4. Discussion: Curriculum for the 2016-2017 School Year

Board of Education and Administration discussed curriculum for the 2016-2017 school year in accordance with the attached memorandum dated July 22, 2016, (all curricula has been posted, for your review, on the district website under the Board Members' link).

NEGOTIATIONS: No Report

PERSONNEL: Mrs. Parlamas

The following item(s) were discussed:

1. <u>Discussion: Non- Athletic Advisor/TOIS Band Director</u>

Board of Education and Administration discussed hiring Ms. Alyssa J. Clark as the Intermediate School Band Director for the 2016-2017 school year in accordance with the attached memorandum dated July 18, 2016.

2. <u>Discussion: Makerspace Club – Wayside School</u>

Board of Education and Administration discussed hiring Mrs. Kathy Hackler as the Makerspace Club Advisor, Wayside School, for the 2016-2017 school year. Mrs. Hackler's stipend is in accordance with the current schedule as found in the Agreement between the Township of Ocean Board of Education and the Township of Ocean Education Association, Non-Athletic Program salary guide, Group IV.

3. Discussion: School Safety Patrol Advisors for the 2016-2017 School Year

Board of Education and Administration discussed hiring the following District teachers as School Safety Patrol Advisors for the 2016-2017 school year. Each teacher will be paid a stipend in the amount of \$500.00.

Amy Steckhahn, Wayside Elementary School

4. Discussion: Employee Transfers

Board of Education and Administration discussed the following employee transfers effective September 1, 2016:

Leann Bishop From: Elementary Teacher, Wayside School

To: Elementary Teacher, Wanamassa School

Ryan Pringle From: Elementary Teacher, Wanamassa School

To: Elementary Teacher, Wayside School

5. <u>Discussion: Volunteer Coach</u>

Board of Education and Administration discussed using Marc Spirito as a Volunteer Soccer Coach (JV Level) at the High School for the 2016-2017 school year.

6. Discussion: Additional Child Study Team - 2016 Summer Employment

Board of Education and Administration discussed additional Child Study Team employment for Summer 2016 in accordance with the attached memorandum dated July 21, 2016.

7. <u>Discussion: Evaluation Services (Portuguese)</u>

Board of Education and Administration discussed evaluation services (Portuguese) as outlined in the attached memorandum dated July 22, 2016.

8. Discussion: Substitute Teachers for the 2016-2017 School Year

Board of Education and Administration discussed Substitute Teachers for the 2016-2017 school year in accordance with the attached list dated July 22, 2016.

9. Discussion: Newly Hired Employee/Drug Screening

Board of Education and Administration discussed pre-employment drug screening on a newly hired employee.

10. **Discussion: Retirement**

Board of Education and Administration discussed the retirement of Therese Williams, Ten-Month Secretary, Wanamassa Elementary School effective September 1, 2016.

11. <u>Discussion: Athletic Coach/JV Girls' Tennis – 2016-2017 School Year</u>

Board of Education and Administration discussed hiring, for the 2016-2017 school year, Matthew Goldfarb as the JV Girls' Tennis Coach in accordance with the attached memorandum dated July 20, 2016.

12. <u>Discussion: Revised Contracts</u>

Board of Education and Administration discussed offering revised contracts to the following employees:

Barbara DeOrio From: Computer Lab Assistant

Ocean Township Elementary School

To: Instructional Assistant \$23,410.00

Ocean Township Elementary School Step 1

Non-Tenure Track Position

Actual Start Date: September 2, 2016 Effective Date: September 1, 2016

(Ms. DeOrio replaces Kaitlyn Lamb who moved within District to an Elementary Teacher

position. This is a revision in position/job title and salary.)

Robyn Ferragina From: Instructional Assistant, Part-Time

Intermediate School

To: Instructional Assistant, Full-Time \$23,660.00

Intermediate School/Fifth Grade Wing Step 2

Non-Tenure Track Position

Actual Start Date: September 2, 2016 Effective Date: September 1, 2016

(This is a newly budgeted position. This is a revision in work status from part-time to full-time and a change in salary.)

Brittany Kreiger From: Guidance Counselor, Part-Time

Intermediate School/Fifth Grade Wing

To: Guidance Counselor, Full-Time \$58,415.00

High School MA/Step 1

One-Year Maternity Leave Replacement Non-Tenure Track Position

Effective Date: September 1, 2016

(This is a revision in work status from part-time to full-time and a change in salary. Ms. Kreiger replaces Andrea Sarles who will be out on maternity leave for the 2016-2017 school year.)

PLANNING & CONSTRUCTION: No Report

TECHNOLOGY COMMITTEE: Mr. Deitrich

The following item(s) were discussed:

1. Discussion: Computer Co-Operative Purchase

Board of Education and administration discussed the purchase of 700 Dell Chromebooks 11 including 4 year warranty on-site pro support service, from Ocean Computer Group, in the amount of \$222,250 as per the attached quote, NJ State Contract #89967.

2. Discussion: Computer Co-Operative Purchase

Board of Education and administration discussed the purchase Dell OptiPlex 5040 and 3040 desktop computers in the amount of \$52,126.00 as per the attached quote #CC011687, NJ State Contract #89967.

OLD BUSINESS: None

NEW BUSINESS:

• Occupational and Physical Therapy student services were discussed.

PUBLIC COMMENT: None

ADJOURN MEETING: 7:55- p.m.

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

Respectfully submitted,

Kenneth Jannarone School Business Administrator/Board Secretary