

Work Session

Attachments

June 6, 2017

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

P 5111.01 TUITION FOR NON-RESIDENT STUDENTS

The Township of Ocean Board of Education is authorized by N.J.S.A. 18A:38-3 to admit pupils who are not residents in the Township of Ocean School District to the Township of Ocean School District upon such terms and conditions as the Board of Education may establish.

The Board promulgates that attendance at the Township of Ocean School District by private tuition students is a privilege, not a right. For the purpose of encouraging academic and social interaction and to increase classroom enrollment, the Board may agree to accept non-resident pupils in grades Kindergarten through Twelve at the Township of Ocean School District.

- A. Any child whose parent(s)/guardian(s), hereinafter referred to as parents, reside outside the school district shall be considered non-resident. Non-resident pupils may be admitted on a tuition basis upon completion of the following:
1. Parents will email tuition@oceanschools.org to inquire about class size and current availability at the grade level(s) for which they are interested prior to completing an application. The Superintendent will determine availability based on current size of classes and respond to all parental inquiries.
 2. If there is availability in the desired grade level(s), parents will complete an application and submit a \$100 non-refundable application fee made payable to Township of Ocean Board of Education. The fee will NOT be applied to any tuition due or that becomes due.
 3. The Principal of each respective school will review all applications for admission and interview the applicants.
 4. The applicant is to be tested appropriately by school personnel. Staff members are directed to give all applicants fair and equitable consideration in accordance with board policies.
 5. All prior school records shall be presented upon request including, but not limited to: health records, report cards, state test scores, and all other standardized test scores.
 6. The applicant will submit letters of recommendation from teacher and administrator of the school last attended.



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7. A copy of the applicant's birth certificate will be provided.
- B. Tuition for all enrolled pupils in grades kindergarten through eight shall be according to a schedule set forth by resolution of the Board that may be modified by resolution on an annual basis. Rates will be established annually.
1. Fees are as follows:
- Kindergarten through Fourth Grade : \$ _____
 - Fifth through Eighth: \$ _____
 - Eighth through Twelfth: \$ _____
 - Full time employees tuition rate discount : % _____
2. If accepted, a completed Pupil Tuition Contract and a \$200 (two hundred dollar) acceptance fee must be remitted to the School Business Administrator/Board Secretary within ten (10) days of written notification of acceptance and will be applied toward the first tuition payment.
3. Tuition payments will be made in two installments (August 1st and January 1st). A \$25 late fee will be assessed if the payment is not received by the 10th day of the month in which it is due. The \$25 late fee will be assessed and continue to accrue for each month until such time as payment is received in full for any delinquent tuition payment and any late fees incurred to date.
4. Should parents choose to remove a pupil mid-month, there will be no pro-rated reimbursement.
5. All fees and payments are non-refundable. In the event of non-payment of any charge or fee when due, parents agree that pupil's enrollment may be canceled and the pupil shall be withdrawn from the Township of Ocean School District immediately upon notice from the Superintendent. In addition to removal, all outstanding balances will be forwarded to collections for tuition, late fees, and/or attorney's fees.
- C. The Board reserves the right to withdraw private tuition status from any pupil admitted under the policy for academic or disciplinary reasons or failure to pay tuition. If this occurs, the home district of the pupil will be notified.



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- D. Pupils are admitted under this policy with the assumption that their educational needs can be addressed at any incremented cost to the district equal to or less than the amount of tuition they are asked to pay. Should it be determined at any time that this is not so, the Board reserves the right to withdraw non-resident tuition students or request supplemental fees for the program. There shall be no increase in teaching staff due to the acceptance of non-resident tuition pupils.
- E. The parents/guardians of tuition students will be responsible for transportation at their sole expense.
- F. Pupils shall maintain appropriate academic and/or social standards and adhere to school disciplinary requirements. In the event a pupil fails to do so, the Board may terminate the enrollment of that pupil in the Township of Ocean School District.
- G. The Township of Ocean Board of Education will accept students into the regular education program only. Special Education needs and Section 504 accommodations, modifications and supports that incur any additional costs cannot be met at regular tuition rates. This includes any programs or services that require Child Study Team evaluation, classification, programming or instruction by a special education teacher. If, after enrollment, it is determined by the district that a special education referral or classification is necessary, the parent agrees to withdraw the student from the district. The district will release the pupil and notify the home district. Tuition shall be refunded on a pro-rated basis.
- H. In accordance with law and the Board's own policy, the decision to admit or to re-admit a non-resident tuition student shall not be based upon gender, race, religion, economic or social status.
- I. Re-admission is not automatic. If there remains room in the grade into which the student would go in a successor year, the student may apply for re-admission. Students who have not maintained an 80 average (based upon all subjects with no failing grades) may not be re-admitted at the discretion of the Board of Education.
- J. The Superintendent shall report to the Board of Education from time to time regarding non-residential tuition program and the Board shall evaluate the same during the first quarter of each calendar year.
- K. Non-resident tuition students shall be afforded the same educational opportunities as resident pupils, and all laws, regulations, and requirements applicable to resident pupils shall apply to non-resident pupils.



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- L. In the event acceptance of non-resident tuition pupils is rendered impossible by law, judgment or decision or otherwise, the Board's only liability shall be for the return of any unearned tuition payments.
- M. Non-resident tuition admission decisions will be made according to Board policy by the Superintendent of Schools and approved by the Board of Education. All acceptance decisions are final.

Adopted: 9 May 2017



TOWNSHIP OF OCEAN BOARD OF EDUCATION STRATEGIC PLAN GOALS ACTION PLAN

Strategic Planning Goal 1 (Student Success): Provide all students with equitable opportunities and access to pursue and enhance their strengths and interests while acquiring the necessary skills for success beyond graduation.

Objectives: 1. Offer improved, practical, meaningful professional development which includes teacher coaching and peer teaching.

2. Expand course offerings and curriculum based on student needs and choice which will enable our students to be Future Ready.

3. Provide all students access / exposure to purposeful use of technology and interactive, hands on learning experiences rich in, among other things, computer science.

4. For all teachers to gain a better understanding of the whole student and all students including diagnostic understanding of student limitations, student interests, parent input and cultural awareness.

5. Provide improved methods of instruction including redesigned learning spaces, project-based learning, student centered lessons, student choice and character education.

6. All students will be performing at grade level in reading and mathematics by the end of third grade.

Major Activities	Board/staff	Resources	Constraints	Timelines	Indicators of Success
Expand CTE offerings at OTHS including offerings in Technology, Engineering, and Visual & Performing Arts.	OTHs Principal Supervisors CTE Coordinator Lead Teachers	CTE Grant Department of Labor Grant	Obtaining NJDOE Approvals	School of Technology – September 2019, School of VPA – September 2021	Established and Approved CTE Programs or Programs of Study
Expand TOIS elective offerings with a STEAM focus.	Assistant Superintendent for T & L, TOIS Admin, Supervisors	District Budget, Staff Training – Project Lead the Way	Budget Identifying Personnel	September 2017 & beyond	Established Electives
Implement a new schedule at TOIS in order to maximize student-centered, project-based learning opportunities.	Assistant Superintendent of T & L, TOIS Admin, Schedule Comm	Committee Meeting Time, Visits to Other School Districts	Scheduling Conflicts	September 2018	New Schedule in Place

Maximize technology integration into classroom practices, maximizing the use of Chromebooks and other devices.	Assistant Superintendent for T & L, Principals, Supervisors, Ed Tech Specialists, Media	Instructional Technology, Chromebooks, Staff Professional Development, District Budget	Outdated Technology, Lack of Professional Development, Lack of Budget	September 2017- Ongoing	Documented through written curriculum and written lesson plans. Documented through formal written evaluations. SGOs Informal Observation
Evaluate the effectiveness of the Wonders Reading Program.	Assistant Superintendents, Principals, Elementary Supervisors, Reading Specialists	Wonders Resources District Budget, RTI Practices & PD	Ongoing Professional Development, Consistency of Implementation Across the District	September 2017- Ongoing	Student Reading Levels, SGP Scores Student Performance on Local and State Assessments
Evaluate the effectiveness of the Envision Math Program.	Assistant Superintendents, Principals, Elementary Supervisors	Envision Resources, District Budget, RTI Practices & PD	Ongoing Professional Development, Consistency of Implementation	September 2017 – Ongoing	Student Math Performance Levels, SGP Scores, Student Performance on Local and State Assessments
Implement strategies to decrease chronic absenteeism such as direct home intervention by the district attendance officer.	Superintendent, Principals, Attendance Officer	Chronic Absenteeism Plan, Attendance Records	Transient Populations	September 2017 – Ongoing	Decreased Absenteeism Rates
Expand summer bridge programs for students who would benefit from an extended year of learning opportunities paying particular attention to transition years.	Assistant Superintendents, Principals, Supervisors	District Budget, Grants Participating Staff, Curriculum, Transportation	Availability of Students in Summer, Availability of Staff in Summer, Budget	July 2017 – Ongoing	Established Programs, Program Enrollment Figures, Program Curricula
Provide professional development for teaching staff on project-based learning and student-centered instruction.	Assistant Superintendents, Principals, Supervisors	District Budget, Internal Staff to Lead and Turnkey Training	Adequate Time for Professional Development, District Budget	September 2017 – Ongoing	Completed Professional Development, PD Agendas, Turnkey Presentations

Increase opportunities for all students to engage advanced coursework including Gifted and Talented, Advanced, Honors, and dual-credit.	Assistant Superintendents, Principals, Supervisors	Review of Rubrics, Culturally Responsive Resources, Staff Professional	Contrary Policies and Practices, Longstanding Norms	July 2017 – Ongoing	Increased Enrollment in Advanced Opportunities for Underrepresented Students
Improve curriculum articulation within and between grade levels and schools.	Assistant Superintendent for T & L, Principals, Supervisors	Meeting Time	Lack of Meeting Time	September 2017 – Ongoing	Meeting Agendas K-12 Curriculum Maps, Revised Curricula
Provide professional development on culturally responsive teaching and curriculum.	Superintendent, Assistant Superintendents, Principals, Supervisors	District Budget, CJCEE, Other PD Opportunities, Literature on CRT	The Ability to Turnkey Resources to All Staff	July 2017 – Ongoing	Meeting Agendas, Revised Curricula, Turnkey Presentations
Examine the possibility of providing universal pre-k to all socio-economically disadvantaged students in the district.	Superintendent, Assistant Superintendents, Business Administrator, Principals, Supervisors	Finances, Appropriate Space/Facilities	Finances, Appropriate Space/Facilities	September 2020	Completed Feasibility Study
Examine the use of advisory periods in order to promote skill development and character education for students.	Superintendent, Principals, Director of School Counseling	Faculty Committee	Scheduling Conflicts, Time	September 2017 – Ongoing	Committee Reports Meeting Agendas
Promote more inclusive environments for special education, ASP, and ELL students in the regular education setting	Assistant Superintendents, Principals, Supervisors	Professional Development on Effective Co-Teaching Practices	Lack of Professional Development	July 2017- Ongoing	Completed Training Increase in Inclusive Environments, Decrease in Pull-Out Environments

Provide professional development for staff on effective co-teaching and differentiated instruction particularly to address the needs of special education students by non-special education teachers.	Assistant Superintendents, Principals, Supervisors	District Budget, Professional Development Resources	District Budget	July 2017- Ongoing	Completed Professional Development, Meeting Agendas, Turnkey Presentations
Explore new extra-curricular opportunities for students in grades K-5.	Superintendent, Elementary Principals, Elementary Supervisors	District Budget Advisors	District Budget, Finding Suitable Advisors	September 2017- Ongoing	Establishment of New Extra-Curricular Opportunities
Meet with local cable providers to see if wireless hotspots can be provided around the community to ensure that all students have convenient access to the internet.	Superintendent, Business Administrator, Network Administrator	Time	Willingness of Local Internet Providers	July 2018	Written Commitment for Increased Connectivity for Public Access, Primarily in Low Income Areas, Meeting Agendas
Investigate blended learning opportunities where appropriate to provide more flexibility in student learning.	Assistant Superintendent for T & L, Principals, Supervisors	District Budget, Technology Access, Student Time	Scheduling Conflicts, Appropriate Environment in Blended Learning	September 2017 - Ongoing	Published Opportunities for Students to Engage in Blended Learning Coursework
Maintain a high school graduation rate of at least 95% each year.	Superintendent, Assistant Superintendents, Principals	Appropriate and Early Interventions for Students Who Need Credit Recovery, Summer Programs	Student Issues That are Beyond District Control, Student Attendance	September 2017- Ongoing	Documented Increase in Graduation Rates, Student Intervention Plans

TOWNSHIP OF OCEAN BOARD OF EDUCATION STRATEGIC PLAN GOALS ACTION PLAN

Strategic Planning Goal 2 (Facilities Goal): Repurpose existing facilities for updated curriculum and community based initiatives.

- Objectives: 1. Move toward self-sustainable and “green” district / buildings.
 2. Reinvent current spaces (computer labs, libraries, common places) to meet changing needs: STEAM, digital initiatives, etc.
 3. Capitalize on outdoor space to continue self-sustainable and green movements.
 4. Work with town resources to create community-based spaces (swimming pool, fitness center, ice hockey rink) that can also be used to generate revenue to maintain children’s activities and experiences.

Major Activities	Board/staff	Resources	Constraints	Timelines	Indicators of Success
Create Innovation Labs from existing spaces within in each school to facilitate hands on, discovery learning.	Assistant Superintendent for T & L, Principals, Facilities	Financing, Available Space	Financing, Available Space	September 2017 – Ongoing	Renovated Spaces.
Improve district technology infrastructure.	Network Administrator	Budget, Technology Staff, Technology Audit	Budget	September 2017 - Ongoing	Documented 3-Year Technology Plan
Increase the number of solar panels and other sustainable practices in order to become a more “green” district.	Business Administrator, Director of Facilities	Budget, Maintenance Personnel	Budget	September 2017 – Ongoing	Completed New Solar Projects
Work directly with our community to utilize facilities more effectively and efficiently, expanding the classroom beyond our walls.	Superintendent, Business Administrator	District Facilities, Referendum Projects	Personnel to Man Facilities	November 2017 – Ongoing	New Facility Use Policies, Agreements with Stakeholders for Facility Use

Evaluate operations in transportation such as routing, alternative fuel sources, green buses, red light cameras, motion sensors, etc. in order to improve efficiency and safety.

Business Administrator,
Director of Transportation

Transportation Personnel

Budget

July 2017 -- Ongoing

Completed Internal Transportation Review

TOWNSHIP OF OCEAN BOARD OF EDUCATION STRATEGIC PLAN GOALS ACTION PLAN

Strategic Planning Goal 2 (Finance Goal): Meet the needs of our entire school community while remaining fiscally responsible.

- Objectives:
1. Maintain a budget that falls within the state mandated cap.
 2. Continue district efforts to increase opportunities for alternate reoccurring revenue streams.
 3. Invest in revenue generating capabilities in Ocean Township School District's existing facilities through renewable energy and grants.
 4. Expand shared services agreements with local government agencies, community groups and other school districts.

Major Activities	Board/staff	Resources	Constraints	Timelines	Indicators of Success
Set aside appropriate funding for capital projects.	BOE, Superintendent, Business Administrator	Budget, 5-Year Facilities Plan	Lack of Financial Resources	April 2018 - Ongoing	Completed Capital Projects
Produce yearly budgets that fall within the state mandated tax levy increase.	BOE, Superintendent, Business Administrator	Administrative Budget Requests, State Aid, Local Tax Levy	Rising Costs such as Health Care and Special Education	April 2018 - Ongoing	Approved Budgets Falling Within State Mandated Caps
Initiate a tuition policy for all schools in the district as a reoccurring revenue source.	Superintendent, Business Administrator	Sample Policies	Policy Adoption	September 2017	Completed and Adopted Policy
Expand solar projects to generate revenue.	Superintendent, Business Administrator	Personnel, Solar Materials	Budget, Available Space	September 2017- Ongoing	Completed Expansion of New Solar Panels. Increased Revenue as a Result

<p>Provide for equitable financing between schools to ensure the needs of specialized populations are met.</p>	<p>Superintendent, Business Administrator</p>	<p>District Budget, District Comprehensive Equity Plan Demographic Study</p>	<p>Budget Limitations</p>	<p>July 2017 – Ongoing</p>	<p>Appropriate Funding for Programs to Address Needs of Specialized Populations</p>
<p>Expand shared service agreements with other school districts, local government agencies, and community groups.</p>	<p>Superintendent, Business Administrator</p>	<p>Cost-Benefit Analysis of Proposed</p>	<p>Cost-Benefit Analysis of Proposed Agreement</p>	<p>July 2017 - Ongoing</p>	<p>Approved New Shared-Service Agreements</p>
<p>Investigate and apply for discretionary grants in order to enhance the academic program.</p>	<p>Superintendent, Assistant Superintendents, Principals</p>	<p>Grant-Writing Personnel</p>	<p>District Not Qualifying</p>	<p>July 2017- Ongoing</p>	<p>Completed Grant Applications Grants Awarded</p>

TOWNSHIP OF OCEAN BOARD OF EDUCATION STRATEGIC PLAN GOALS ACTION PLAN

Strategic Planning Goal 3 (Community Engagement): The Township of Ocean School District will create more opportunities for community involvement in our schools that will benefit both the schools and the community.

Objectives: 1. Offer more varied school events designed to engage families and other community members through service, workshops, and academic activities (ex. Maker nights).

2. Increase staff and student off-campus involvement in the local as well as regional/global community through conference presentations, competitions, special projects, and specific work with needy populations.

3. Involve members of the community and alumni in support roles in the schools, as mentors, guest experts, career day speakers, and for internships.

4. Develop more productive partnerships with organizations having a stake in education to improve funding and talents streams, like local businesses, realtors, emergency responders, service organizations (ex. Rotary), and institutions of higher learning.

Major Activities	Board/staff	Resources	Constraints	Timelines	Indicators of Success
Investigate the development of a Parent Learning Academy that will engage parents, caregivers, and other interested community leaders which will offer a comprehensive understanding about the programs, opportunities, activities, services, and resources available.	Superintendent, Assistant Superintendents, Principals	Community Needs Assessment	Staffing, Lack of Parent Involvement	2017-2018 Planning Year, Implementation in September 2018	Completed Community Needs Assessment Scheduled Events
Increase cultural celebrations within our schools and invite community members to take part.	Principals, Supervisors	Community Members, Staff	Community Member Availability, Time Within School Day	September 2017 – Ongoing	Increased Cultural Events Revised Curricula
Increase community partnerships in order to provide students with more authentic learning experiences.	Superintendent, Assistant Superintendents, Principals	Local Community Organizations	Willing Community Partners	September 2017 – Ongoing	Documented Increased in Number of Partnerships, Internships, etc.

Create an alumni association.	Superintendent, OTHS Principal	Alumni Volunteers, PTAs, Booster Club	Availability and Willingness of Outsider Organizers and Participants	September 2017 – Ongoing	Established Alumni Association Meeting Agendas and Minutes
Investigate the creation of a community mentorship program.	Superintendent, Principals	Community Mentors, District Clubs and Organizations	Availability of Community Mentors, Meeting Time	September 2017 – Ongoing	Documented Community Mentorship Agreements
Encourage staff and student to present to and participate with the community at local, regional, or national conferences and competitions.	Superintendent, Assistant Superintendents, Principals, Supervisors	Budget, Staff, Community Mentors, Fundraising	Budget	September 2017 – Ongoing	BOE Approvals Documented Reports of Competitions, Symposiums, etc.

TOWNSHIP OF OCEAN BOARD OF EDUCATION STRATEGIC PLAN GOALS ACTION PLAN

Strategic Planning Goal 3 (Community Outreach): Improve communication and transparency to all stakeholders.

- Objectives: 1. Improve use of communication technology to reach the community, i.e., Social Media, Apps, Web Page.
2. Target communication to less involved members of the community, i.e., new families, Senior Citizens, Non-English speaking families.
3. Solicit more feedback from the community, i.e., Google forms, surveys, focus groups.
4. Garner more representation outside of the district, i.e., conferences, competitions.

Major Activities	Board/staff	Resources	Constraints	Timelines	Indicators of Success
Expand the use of social media to provide information to the community.	BOE, Superintendent, Assistant Superintendents, Principals, Supervisors	Twitter, Facebook, Instagram, Etc.	Willingness to Participate	September 2017 – Ongoing	Increased Social Media Presence
Encourage faculty to utilize social media to promote events taking place in the classroom.	Principals, Supervisors	PLC Meetings	Willingness to Participate	September 2017 – Ongoing	Social Media Trainings Meeting Minutes and Agendas
Reorganize the district website and mobile app so that they are more user-friendly and provide necessary community information.	Superintendent, Business Administrator, Network Administrator	Website Host, Staff	Availability of Staff, Time	July 2017 – Ongoing	Reorganized Website Meeting Notes and Agendas
Survey our community each year as to the progress of the school district.	Superintendent	Community Survey, Web Backpack Website	Soliciting Community Feedback	January 2018 – Ongoing	Completed Surveys

Investigate the feasibility of working with a community information officer who can promote the important events and accomplishments of the school district.	Superintendent, Business Administrator	Budget, Community Volunteers, School Newspapers	Budget	July 2018 – Ongoing	Increased Media for Events Within the School District
Work more closely with local news outlets.	Superintendent, Business Administrator, Principals	Asbury Park Press, Coaster, Word on the Shore	Time to Construct Articles	July 2017 – Ongoing	Increased Number of Published Articles
Ensure that all communications from the district is translated into appropriate languages.	Superintendent, Principals	Internal Translators Online Translation Services	Translator of Availability, Volume of Correspondence	July 2017 – Ongoing	Increased Number of Translated Materials
Expand the membership of web-backpack.	Principals	Back to School Nights, Correspondence	Community Willingness and Internet Availability	September 2017 – Ongoing	Increased Membership in Web Backpack

TOWNSHIP OF OCEAN BOARD OF EDUCATION STRATEGIC PLAN GOALS ACTION PLAN

Strategic Planning Goal 4 (School Climate and Culture): The Township of Ocean School District strives to foster a safe, nurturing and inclusive environment that promotes student learning and personal growth of the whole child.

- Objectives: 1. Empower positive role models.
2. Create safe and supportive learning environments which encourage teachers and students to take risks.
 3. Provide equitable access to current and developing technology for all students and teachers.
 4. Promote collegiality among staff and students.
 5. Establish partnerships with the community

Major Activities	Board/staff	Resources	Constraints	Timelines	Indicators of Success
Create a representative committee to examine the issue of school start times and scheduling that maximizes student social interaction and academic engagement.	Superintendent Principals Director of Athletics/Activities	Research NJDOE Study Meeting Time	Athletics Transportation Child Care Issues	May 2018	Completed Report and Recommendations
Establish a district diversity council to address important issues related to diversity and equity within the district.	Superintendent	District Comprehensive Equity Plan (CEP) Research CJCEE	Meeting Time	October 2017 – Ongoing	Meeting Agendas Yearly Review of CEP Report
Consider a community service requirement for all students to complete prior to high school graduation.	OTHS Admin Team	Research Student Council Input Community Input	Student Motivation Willing Community Participants	September 2017 – Ongoing	Feasibility Report & Recommendations

Conduct a school climate survey.	Principals	NIDOE School Climate Survey	Adequate Number of Completed Surveys	October 2017 (Bi-Yearly)	Completed Surveys
Promote a progressive environment for staff and students where they feel safe to take academic risks.	Assistant Superintendent for T & L Principals Supervisors	PLC Groups Shared Best Practices	Breaking Common Practices and Norms	September 2017 – Ongoing	Curricula Lesson Plans
Foster teacher and student leaders and empower them to support transformation within the district.	Superintendent, Assistant Superintendents, Principals Supervisors	PLC Groups Meetings with Students Shared Leadership Practices	Breaking Common Practices and Norms	September 2017 – Ongoing	More Staff and Students Taking Leadership Roles Both In and Out of the District Staff and Student Presentations
Expand the recognition of our staff and students.	Superintendent, Principals, Supervisors	BOE Meetings, Social Media, Print Media	Knowledge of All Accomplishments	September 2017- Ongoing	Documented Recognition Events and Honoring Staff and Students at BOE Meetings
Review discipline policies and practices to ensure equitable treatment of students and to ensure restorative justice and positive reinforcement practices.	Principals, Assistant Principals	Professional Development, PLC Groups, Research	Breaking Common Practices and Norms	September 2017 – Ongoing	Decrease in Suspension Rates Positive Reinforcement Practices in Place
Monitor the elementary redistribution plan to ensure appropriate class size and building enrollment levels.	Superintendent, Principals	Class Size Reports District Demographic Report and Projections	Staffing, Parental Concerns	July 2017 – Ongoing	Kindergarten Enrollment Reports BOE Action on Elementary Boundaries if Needed
Expand the role of Student Assistance Counselors within our schools to address mental health and substance abuse issues.	Superintendent, Principals Director of School Counseling	Budget, OT Department of Human Services	Budget, Increased Volume of Students in Need	September 2017 – Ongoing	Increased Hours for School SACs Logs of Students Seen

To encourage activities that will promote school pride and spirit throughout the district.	Principals, Director of Athletics & Activities	Review of Other District Practices, Meetings with Student Council & PTAs	Meeting Time Active Motivation	September 2017 – Ongoing	Increased School Pride/Spirit Events
Expand student mentoring program across the district.	Principals, School Counselors	Staff Mentors, Meeting Time	Sufficient Number of Mentors, Meeting Time	September 2017 – Ongoing	Documented Increase in Number of Students Being Mentored
Implement academic “fun nights”.	Assistant Superintendents, Principals, Supervisors	Staff, Academic Materials, Observations of Other District Practices	Available Staff, Budget	September 2017 – Ongoing	Documented Events Held
Initiate practices to recruit staff members in order to increase diversity in all job categories.	Superintendent, Principals	Attend Job Fairs, Broaden Public Job Postings, Professional Development	Non-Diverse Applicant Pools	July 2017 – Ongoing	Attend University Job Fairs Increased Postings at Universities Review of Candidate Demographic Reports
Review all safety and security protocols and procedures in the District to ensure student and staff safety.	Superintendent, Business Administrator, District Head of Security	NJ Department of Education, OT Police Dept.	Budget,	July 2017 – Ongoing	Updated District Safety and Security Plan

**TOWNSHIP OF OCEAN BOARD OF EDUCATION
WORK MEETING MINUTES
May 23, 2017**

CALL TO ORDER

Mr. James Dietrich, President, called the meeting to order at 6:30 p.m. in room A105 at the Ocean Township High School, 550 West Park Avenue, Oakhurst, N.J.

STATEMENT OF ADEQUATE NOTICE

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

ROLL CALL OF ATTENDANCE

Present: Mr. Steven Clayton, Mr. James Dietrich, Mr. Joseph Hadden, Dr. David Marshall, Mrs. Amy McGovern, Mr. Michael Palutis, Mrs. Denise Parlamas, Mr. John Stuppi and Mrs. Sylvia Sylvia-Cioffi.
Staff in attendance: Mr. Kenneth Jannarone, School Business Administrator and Dr. James Stefankiewicz, Superintendent of Schools.

The Board of Education then went on a walk-thru of the high school construction areas and then reconvened back in room A105 of the Ocean Township High School in order to continue the work meeting.

Enter Executive Session – 7:08 p.m.

Approval: Motion offered by Mr. Dietrich, seconded by Mrs. Parlamas and carried 9-0.

Move for the approval to enter Executive Session, in conformance with the Open Public Meeting Act, for the purpose of discussing: Personnel (Agenda), Litigation (Loch Arbour versus Township of Ocean), and Student Matters. 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 – 7:30 p.m.

Approval: Motion offered by Mrs. McGovern, seconded by Mr. Clayton and carried 9-0.

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):

- National Honor Society Induction ceremony tomorrow, May 24th at 7:00 p.m. at the high school.

VICE PRESIDENT'S REPORT: Mr. Palutis

Mr. Palutis discussed the following item(s):

- Yearly evaluation of the Superintendent coming up.

SUPERINTENDENT'S REPORT: Dr. Stefankiewicz

Dr. Stefankiewicz discussed the following item(s):

- Superintendent discussed Kathy Winecoff, New Jersey School Boards Association, who will be presenting the District's Strategic Plan at the Regular Meeting.

SCHOOL BUSINESS ADMINISTRATOR'S REPORT: Mr. Jannarone

Mr. Jannarone discussed the following item(s):

- IDEA Special Education audit to take place tomorrow, May 24th.
- Technology meeting to be held June 6th at 6:00 p.m.
- Tentative finance committee meeting scheduled for June 20th at 6:00 p.m.

PUBLIC COMMENT: None

COMMITTEE REPORTS:

COMMUNITY LIAISON, COMMUNICATIONS & CO-CURRICULAR

STUDENT ACTIVITIES: Mrs. Sylvia-Cioffi

The following item(s) were discussed:

1. **Discussion: Policy**

Board of Education and Administration discussed the following policy:

Policy 5111.01 – *(New)* Tuition for Non-Resident Students

2. **Discussion: Approval of Minutes**

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

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3. **Discussion: NJSIAA Membership Resolution**

Board of Education and Administration discussed the attached NJSIAA Membership Resolution for the 2017-2018 school year.

4. **Discussion: District Strategic Plan**

Board of Education and Administration discussed the District’s Strategic Plan.

FINANCIAL MANAGEMENT & RESOURCE SERVICES: Mrs. McGovern

The following item(s) were discussed:

1. **Discussion: State Contract Purchases**

The Board of Education and Administration discussed the purchase of district computer, maintenance, security cameras, equipment, and other budgeted items from the following vendors utilizing the State of New Jersey Purchasing Bureau contract on a year-long basis as needed/budgeted in the 2017-2018 school year:

Office Business Systems	Contract #70264
Dell Computers	Contract #88967/A88796
Hewlett Packard	Contract #MO483-89974/A70262

2. **Discussion: Donation**

Board of Education and Administration discussed a donation of \$500.00 by Mr. Gino Dellomo, of Shrewsbury Volkswagen, Shrewsbury, NJ, for the Wanamassa Elementary School anti-bullying program,

3. **Discussion: Use of Facilities**

Board of Education and Administration discussed use of facilities according to the attached list dated May 23, 2017

Twp of Ocean BOE Work Meeting Minutes (continued) – May 23, 2017

(*This is a change in salary that includes a \$1,900.00 stipend for the in-charge responsibilities. The stipend is reflected in the salary noted above.)

Annie Varga	From: Custodian I – Day Shift	*\$35,040.00
	Township of Ocean Intermediate School	Prorated
	To: Day Custodian-in-Charge	
	Township of Ocean Intermediate School	

(*This is a change in salary that includes a \$1,900.00 stipend for the in-charge responsibilities. The stipend is reflected in the salary noted above.)

3. Discussion: Revised Contracts for the 2017-2018 School Year

Board of Education and Administration discussed issuing revised contracts, for the 2017-2018 school year, to the following employees, effective September 1, 2017:

Jessica Melton	Special Education Teacher, Part-time	*\$45,636.00
	Wanamassa Elementary School	

Cristy Molnar	Special Education Teacher, Part-time	*36,683.00
	Wanamassa Elementary School	

(*This is an increase in salary, reflected above, as a result of an increase in work hours per week, from 20.5 to 21.5.)

4. Discussion: Affirmative Action Officer for the 2017-2018 School Year

Board of Education and Administration discussed hiring Christine Fogler as the District's Affirmative Action Officer for the 2017-2018 school year. Mrs. Fogler's salary will be \$11,087.00.

5. Discussion: Unpaid Leave of Absence

Board of Education and Administration discussed the request of James Coakley, Grounds and Maintenance Department, to take an unpaid leave of absence, for the period of June 7, 2017 through September 7, 2017 (exact return date to be determined).

6. Discussion: Custodial Substitutes for the 2016-2017 School Year

Board of Education and Administration discussed hiring Victoria Flores-Diaz and Chris Psomias as Custodial Substitutes for the 2016-2017 school year.

7. Discussion: Resignation

Board of Education and Administration discussed the resignation of Jacqueline Castronovo, Supervisor of Special Education, Grades 6-12, effective June 30, 2017.

8. Discussion: 2017 Summer Curriculum Writing

Board of Education and Administration discussed curriculum writing, to be completed by teachers, during the 2017 Summer months, in accordance with the attached memorandum dated May 19, 2017. Teachers will be paid at a rate of \$35.00 per hour.

9. Discussion: Salaries for the 2017-2018 School Year Non-Represented Employees

Twp of Ocean BOE Work Meeting Minutes (continued) – May 23, 2017

Board of Education and Administration discussed salaries for Non-Represented Employees for the 2017-2018 school year.

10. **Discussion: Fall Coaching Assignments (updated list) for the 2017-2018 School Year**
Board of Education and Administration discussed Fall Coaching Assignments (updated list) for the 2017-2018 school year in accordance with the attached memorandum dated May 19, 2017.

PLANNING & CONSTRUCTION: Mr. Palutis

1. **Referendum: High School Construction**

Board of Education and Administration conducted a walk-thru and update of the high school construction project.

2. **Discussion: Referendum Furniture & Casework Award**

Board of Education and Administration discussed the award of art and music classroom casework and cafeteria tables for Wanamassa Elementary Schools utilizing the ESCNJ 15/16-09 Cooperative Purchasing Contract to the following: (As per attached quotes)

- a. Nickerson, Union, NJ, Wanamassa Cafeteria Tables\$29,328.78
 - b. Nickerson, Union, NJ, Wanamassa Art & Music Classroom Case Work\$33,915.80
- \$63,244.58

TECHNOLOGY COMMITTEE: No Report

OLD BUSINESS:

NEW BUSINESS:

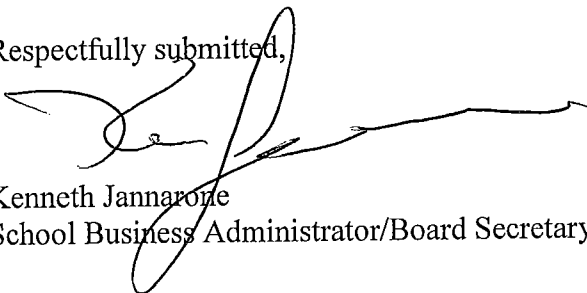
PUBLIC COMMENT:

- Paul Mayerowitz, resident, asked about the tuition policy for students and the reason for it. Mr. Mayerowitz also asked about the district budget and guidance from the county office regarding Loch Arbour.
- Mrs. Loushine, Loch Arbour resident, asked about students from Loch Arbour, and where they will attend school next year. The Superintendent reiterated that as of now, the district expects the student of Loch Arbour to attend the Township of Ocean schools next school year.

ADJOURN MEETING: 7:50p.m.

There being no further business Mr. Clayton made a motion, seconded by Mrs. McGovern, that the meeting be adjourned. This motion carried: 9-0.

Respectfully submitted,



Kenneth Jannarone
School Business Administrator/Board Secretary

**MINUTES OF THE REGULAR MONTHLY MEETING
TOWNSHIP OF OCEAN
May 23, 2017**

CALL TO ORDER

The Board President, James Dietrich, called the Regular Monthly Meeting of the Township of Ocean Board of Education to order at 8:00 p.m. in the Cafeteria of the Ocean Township High School, 550 West Park Avenue, Oakhurst, NJ .

STATEMENT OF NOTICE

Adequate notice of the meeting to be held by the Township of Ocean Board of Education on Tuesday, January 17, 2017 at 8:00 p.m. has been provided in accordance with the requirements of Chapter 231, Public Laws, 1975.

1. Notice of the meeting was posted on the bulletin board in the lobby of the Administration Building, 163 Monmouth Road, Oakhurst, New Jersey, all Ocean Township District Schools and Transportation, and the School District Website www.oceanschools.org on January 4, 2017.
2. Notice of the meeting was transmitted to the Asbury Park Press on January 6, 2017 and The New Coaster Newspapers on January 6, 2017.
3. Notice of the meeting was filed with the Municipal Clerk, Township of Ocean and the Municipal Clerk, Village of Loch Arbour on January 4, 2017.

ROLL CALL

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

PRESIDENT'S REPORT – No Report

STUDENT REPRESENTATIVES: Maxwell Hoyle and Sydney Burger

The following item(s) were reported:

- Track and Field, B-North champs and other spring sport records and achievements were discussed.
- School events coming up: National Honor Society Induction, Chorus concert, and Student Council Class Olympics.

SUPERINTENDENT'S REPORT – Dr. Stefankiewicz

Dr. Stefankiewicz reported on the following:

Superintendent and Board President gave a Certificate of Achievement for 'excellence in service' to the Township of Ocean Board of Education to the student representatives for the 2016-2017 school year.

Sydney Burger

Maxell Hoyle

.....

Superintendent gave a Strategic Planning process intro and then introduced Kathy Winecoff, New Jersey School Boards Association, who gave a presentation on the entire process to the public.

Superintendent then proceeded with announcing the student awards:

OTHS - DECA

The Ocean Township High School DECA Team competed at the NJ DECA State Career Development Conference held at the Harrah’s Riverfront Conference Center, February 21-24, 2017 and at the International Career Development Conference held, April 26-29, 2017 in Anaheim, California. The following students placed in the events:

Nikhil Bagchi	Angelica Patel
Sofia Escandon	Henry Ramirez
Gianna Gambino	Ryleigh Rawson
Scottie Germain	Giverny Risse
Giana Graziano	Vanshika Shah
Isaac Greenspan	Thomas Stuppi
Shareef Hannout	

.....
Academic Team – High School

The High School Academic Team under the direction of advisor, Diane Rinaldi, took first place at the “Allentown Academic Open 2017” held on March 30th. “The original field consisted of 24 teams from all over the state, in a jeopardy style competition. The team won six individual games to earn the title of Champions, and had previously, in November, won the Donovan Catholic Academic Challenge.

Sameul Beson	Joshua Miller
Daniel Gerdon	Oluwatobi Omosoto
Matthew Gronert	Rida Rahman
Tayde Guzman	

.....
Italian Language Culture Day – TOIS Students

TOIS Italian students placed second in the middle school level in the annual Italian Language and Culture Day, on March 16, 2017, sponsored by ITANJ and the Coccia Institute of Montclair State University, and also won best overall performance ‘of the day’ which included twelve high schools. A middle school group had never won this prize before.

The contest theme was: "*Paese che vai, usanza che trovi*" to reflect the different customs and traditions throughout the regions of Italy. The students chose an event from the small beach town of Lavagna on the eastern riviera of Liguria, "La Torta dei Fieschi" which is celebrated every August 14th wherein the town recreates a wedding from the 1200’s between Count Opizzo dei Fieschi to Bianca dei Bianchi and feeds the entire population of Lavagna a special Italian cake (la torta). The production, under the guidance of Italian teacher Susan Fischer, was created and written by students, McKenna Costello and Madison Farina, in Italian, in order to represent this at a language competition level, and they gave it a humorous side. Michael Reid stole the show with his interpretation of the arrogant town baker (il pasticciere). Every student had a part, be it directing, making props, doing acrobatics or being in the actual play.

Alexandra Ankiewicz	Gabiella Goehring	Alexandra Murphy
Adriana Ardizzone	Carisa Graziano	Lindsey Niles
Sydney Bendik	Alice Gil-Limardo	Giovanni Poniros

Logan Caplan	Mackenzie Haar	Krista Pustrom
McKenna Costello	Avery Hughes	Michael Reid
Audrey DeLia	Madison Martin	Victoria Suza deSilva
Michael DeLia	Macey McAllister	Giovanna Ucles
Madison Farina	Francesca Monteferrante	Jack Zimmerman
	Margaret Mulvaney	

.....
Future Chef

Sodexo held the annual “Future Chefs” Culinary Competition, open to all students in grades 3, 4 and 5. This year’s challenge held on March 18, 2017 was, “Healthy Comfort Food.” and this year’s winner was fifth grader Mallory Brannen., her winning dish was “Delicious Grilled Cheese & Tomato Soup casserole.” Mallory also advanced to the nation Competition.

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Student Voice Winner

Sophia Gemignani won first place Student Voice Essay contest held on April 26, 2017. This year’s essay topic was, “How my teacher won me over.” Sophia wrote about Mr. Ryan Pringle, her fourth grade teacher, at the Wanamassa Elementary School.

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PUBLIC COMMENTS-AGENDA: None

APPROVAL OF BILLS: Mrs. McGovern

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

1. **APPROVAL OF BILLS**

Move for the approval of the following paid items:

Bills List	May 23, 2017	4,568,430.74
Payroll	April 28, 2017	2,023,564.23
Employer FICA & DCRP	April 28, 2017	39,282.70
Payroll	May 15, 2017	2,060,279.77
Employer FICA & DCRP	May 15, 2017	42,190.46
	Total	<u>\$8,733,747.90</u>

Motion(s) carried: 9-0

COMMITTEE REPORTS:

COMMUNITY LIAISON COMMUNICATIONS & CO-CURRICULAR

STUDENT ACTIVITIES: Mrs. Sylvia-Cioffi

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

1. **HIB Report**

The Board of Education affirms the following Harassment, Intimidation, and Bullying (HIB) Incident Summary Report for the 2016-2017 school year. The report was previously provided to the Board by the Superintendent of Schools. The Board has reviewed the report and affirms the Superintendent’s decision.

HIB Report # 8 - Presented May 9, 2017
HIB Report # 9 - Presented May 16, 2017

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 – May 16, 2017

3. **NJSIAA Membership Resolution**

Move to approve the attached NJSIAA Membership Resolution for the 2017-2018 school year.

Motion(s) for item(s) #1 thru #3 carried: 9-0

4. **Presentation of the District’s Strategic Plan**

Kathy Winecoff from New Jersey School Boards, presented the District’s Strategic Plan to the Board of Education and the public.

FINANCIAL MANAGEMENT & RESOURCE SERVICES: Mrs. McGovern

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

1. **Acceptance and Certification of Monthly Financial Reports**

The following resolution certifies that budget balances at the end of April were adequate to pay all remaining obligations of the 2016-2017 school year and that account groupings required by the State have adequate balances. The Board is also certifying that the independent reports of the Treasurer and the Business Office are in agreement.

RESOLUTION

Pursuant to N.J.A.C. 6:20-2.12 (d), the Township of Ocean Board of Education accepts the Board Secretary/School Business Administrator's Certification as of April 30, 2017 that no budgetary appropriations account has obligations and payments which in total exceed the amount appropriated by the Township of Ocean Board of Education; and

Pursuant to N.J.A.C. 6:20-2.12 (e), we the members of the Township of Ocean Board of Education, of the County of Monmouth, after having reviewed the REPORT OF THE SECRETARY and upon consultation with the appropriate officials, certify that as of April 30, 2017 it is to the best of our knowledge that no major account or fund has been over-expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year; and

The Township of Ocean Board of Education hereby accepts the Board Secretary's Report and Treasurer of School Monies Report, which said reports are in agreement for the month ending April 30, 2017.

2. **Transfers**

The following motion is to transfer monies from one account in the budget to another and provide the adequate balances referred to in the first motion.

Move for approval of the attached RESOLUTION dated, April 30, 2017 covering APPROPRIATION TRANSFERS in the 2016-2017 GENERAL FUND 10; said transfers shall result in no change in the total original Appropriations.

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

Fire Drill

Ocean Township High School.....	April 24, 2017
Twp. of Ocean Intermediate School	April 5, 2017
Ocean Township Elementary School	April 27, 2017
Wanamassa Elementary School	April 27, 2017
Wayside Elementary School.....	April 3, 2017

Lockdown Drill

Ocean Township Elementary School.	April 28, 2017
Wayside Elementary School.....	April 28, 2017

Table Top Security Drill

Wanamassa Elementary School	April 20, 2017
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Bomb Threat Drill

Ocean Township High School.....	April 26, 2017
Twp. of Ocean Intermediate School.....	April 20, 2017

4. **Use of Facilities**

Move to approve the use of facilities according to the attached list dated May 23, 2017.

5. **Requisition for Taxes for the 2017-2018 School Year**

Move to approve the requisitioning of taxes from the Township of Ocean and the Village of Loch Arbour in the total amount of \$64,926,944 for the 2017-2018 school year as per the attached breakdown.

6. **Approval of Petty Cash for 2017-2018**

Move to approve the approval of the following Petty Cash accounts:

1.	Board Secretary’s Office	\$150.00
2.	Accounting Office	150.00
3.	Transportation Office	150.00
4.	High School	150.00
5.	Intermediate School	150.00
6.	OT Elementary School	150.00
7.	Wanamassa Elem. School	150.00
8.	Wayside Elem. School	150.00
9.	Maintenance/Grounds	200.00

7. **Outstanding Checks**

Move to approve the voiding old outstanding checks in various Board of Education accounts. (See attached list)

8. **School Funds Investor for the 2017-2018 School Year**

Move to approve the School Business Administrator/Board Secretary and/or the Assistant School Business Administrator/Assistant Board Secretary be approved as the School Funds Investor for the 2017-2018 school year pursuant to NJSA 17:12B-24.

9. **Qualified Purchasing Agent 2017-2018**

Move to approve to designate Kenneth Jannarone as Qualified Purchasing Agent and to set the bid threshold in accordance with NJSA 18A:18A-3a and NJAC 5:34-5, currently \$40,000. The qualified purchasing agent is also authorized for the purchase of goods and services entered into on behalf of the state by the Division of Purchase and Property utilizing various vendors that have State Contracts. The purchasing agent shall make known to the Board the commodity/service, vendor and state contract number utilized.

10. **Public Agency Compliance Officer (P.A.C.O.)**

Move to approve to designate Kenneth Jannarone as Public Agency Compliance Officer to oversee all matters concerning implementation and administration of the legal requirements of State of New Jersey Department of Treasury, Division of Purchase & Property, Contract Compliance Audit Unit, EEO Monitoring Program.

11. **Director of Facilities**

Move to approve to designate Gary Tattersall as the: Integrated Pest Management Coordinator, Right to Know Officer, AHERA Coordinator, Asbestos Management Officer and Indoor Air Quality Management Officer.

12. **Textbooks**

Move to approve the renewal of existing textbooks used for the district's curriculum.

13. **Curriculum/Standard Adoption**

Move to approve the Board of Education approval for the renewal of existing curriculum in support of the NJ Student Learning Standards:

Fine and Performing Arts	Health & Physical Education
Language Arts Literacy	Mathematics
Science	Social Studies
World Languages	Technological Literacy
Career Education	Gifted and Talented
Pre-School	English Language Learners

14. **Custodian of Government Records**

Move to approve the appointment of the School Business Administrator/Board Secretary as the "Custodian of Government Records" in accordance with the Public Access to Government records Law P.L.2001,C.404 amendment to the Right-to-Know Law (N.J.S.A.47A:1A-2 et seq.) for the 2017-2018 school year.

15. **Cooperative Agreements and Shared Service: 2017-2018**

Move to approve renewal of Cooperative Pricing Agreements with Hunterdon County Educational Services Commission (HCEC) and Educational Services Commission of New Jersey (ESCNJ) and Commodity Resale and Shared Services with County of Monmouth for 2017-2018.

16. **Additional Tax Sheltered Annuity (403b)/ Companies and Section 457 Plans**

Move to approve s the addition of the following Company and standard sharing and hold harmless agreement per IRS regulations, to provide Tax Sheltered Annuity (403b), and Section 457 Plans to all District employees for calendar year 2017.

National Life Group

17. **Budget Uniform Minimum Charts of Accounts**

Move to approve the adoption of the Uniform Minimum Chart of Accounts (Handbook 2R2) for New Jersey Public Schools and the implementation of the school budget for the 2017-2018 school year.

18. **Approval to Advertise for Bids**

Move to approve advertising for bids for budgeted items for the 2017-2018 school year that exceed the bid threshold in accordance with NJSA 18A:18A-3a. Separate resolutions will need to be approved for individual bid results.

19. **Plan Approvals**

Move to approve the renewal of:

Indoor Air Quality Plan (IAQ)
3 Year Technology Plan
Exposure Control Plan
Emergency Management Plan

Standard Operating Procedures Manual (SOP)
Student Activity Groups Handbook
Parent Organization Handbook

20. **MOCSSIF 2017 Safety Grant Program:**

Move to approve the submission of the grant application for the 2017 Safety Grant Program through the NJSIG MOCSSIF Sub Fund for identified safety and security facility upgrades in the amount of \$22,650.00 for the period of July 1, 2017 thru June 30, 2018.

21. **Student Evaluation**

Move to approve a contract for behavioral assessment/evaluation services of a special education student with Behavior Therapy Associates. The contract for services will be an anticipated 14 hours at \$150 per hour, for an approximate cost of \$2,100.

22. **Shared Services – MOESC**

Move to approve the shared services resolution with the Monmouth Ocean Educational Services Commission regarding detailed scope of work for custodial and maintenance services. (As per the attached)

23. **Translator Service**

Move to approve Maria V. Cavadas, LLC-Middletown, of Paradox, to provide Portuguese translator services at an hourly rate of \$50.00 per hour, for a Portuguese speaking child and family.

24. **GovDeals – Online Auction**

Move to approve the sale of surplus property no longer needed for public use thru GovDeals Online Auctioning: The list of surplus property to be sold will be retired schools buses.

The surplus property shall be sold in an “as is” condition without express or implied warranties.

The Board reserves the right to accept or reject any bid submitted. Please check the website: www.Oceanschools.org for details on availability.

25. Professional Services Resolutions

Move to approve the following Therapy Contracts.

Awarded to: Invo Healthcare
Duration: July 10, 2017 to August 17, 2017
Approximately 40 hours per week
(2 Therapists @ 20 hrs. ea. per week)
Nature and Type of Contract: Occupational Therapy
Amount of Contract: \$79.00 per hour

Awarded to: Invo Healthcare
Duration: July 10, 2017 to August 17, 2017
Approximately 15 hours per week
Nature and Type of Contract: Physical Therapy
Amount of Contract: \$79.00 per hour

- a. These contracts will be awarded as a “Professional Service” in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-2h, being that it is for services performed by persons authorized by law to practice a recognized profession.
- b. The above professional has submitted a political contribution disclosure form in accordance with N.J.S.A. 19A-20.26.
- c. A copy of this resolution as well as the contract and political contribution form shall be placed on file with the Secretary of the Board and will be available for public inspection.

26. Professional Legal Services for the 2017-2018 School Year

Move to approve the award of legal services contracts to the following for the 2017-2018 school year:

Awarded to: Kenney, Gross, Kovats, & Parton
Awarded to: Cleary, Giacobbe, Alfieri, Jacobs, LLC
Duration: 1 year
Nature and type of contract: General School Board Counsel
Amount of Contract: Hourly rate of \$135

Awarded to: Cleary, Giacobbe, Alfieri, Jacobs, LLC
Duration: 1 year
Nature and type of contract: Special Services Counsel
Amount of Contract: Hourly rate of \$135

Awarded to: Kenney, Gross, Kovats, & Parton
Duration: 1 year
Nature and type of contract: Labor/Negotiations Counsel
Amount of Contract: Hourly rate of \$135

- a. This contract will be awarded as a “Professional Service” in accordance with the Public

School Contracts Law, N.J.S.A. 18A:18A-2h, being that it is for services performed by persons authorized by law to practice a recognized profession.

- b. The above professional has submitted a political contribution disclosure form in accordance with N.J.S.A. 19A-20.26.
- c. A copy of this resolution as well as the contract and political contribution form shall be placed on file with the Secretary of the Board and will be available for public inspection along with notice to the newspaper of record for this award.

27. **Professional Services Resolutions for the 2017-2018 School Year**

Move to approve the award of contracts to the following for the 2017-2018 school year:

Awarded to:	Connor Strong Co., Inc.
Duration:	July 1, 2017 to June 30, 2018
Nature and Type of Contract:	Property & Casualty Consulting Services
Amount of Contract:	\$34,924.00

Awarded to:	Management & Environmental Consulting Services, Inc.
Duration:	July 1, 2017 to June 30, 2018
Nature and Type of Contract:	Environmental Consultation Services
Amount of Contract:	Rates to be Approved by Project

- a. These contracts will be awarded as a “Professional Service” in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-2h, being that it is for services performed by persons authorized by law to practice a recognized profession.
- b. The above professional has submitted a political contribution disclosure form in accordance with N.J.S.A. 19A-20.26.
- c. A copy of this resolution as well as the contract and political contribution form shall be placed on file with the Secretary of the Board and will be available for public inspection along with notice to the newspaper of record for this award.

28. **State Contract Purchases**

Move to approve the purchase of district computer, maintenance, security cameras, equipment, and other budgeted items from the following vendors utilizing the State of New Jersey Purchasing Bureau contract on a year-long basis as needed/budgeted in the 2017-2018 school year:

Office Business Systems	Contract #70264
Dell Computers	Contract #88967/A88796
Hewlett Packard	Contract #MO483-89974/A70262

29. **Donation**

Move to approve a donation of \$500.00 by Mr. Gino Dellomo, of Shrewsbury Volkswagen, Shrewsbury, NJ, for the Wanamassa Elementary School anti-bullying program.

Motion(s) carried: 9-0

INSTRUCTION & EDUCATION: Dr. Marshall

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

1. **2017 Summer Bridge Program – Rising Ninth Grade Students**

Move to approve the 2017 Summer Bridge Program for students rising to 9th grade. The program will be held at the Ocean Township High School for a period of six weeks, July 5, 2017 – August 10, 2017, 7:30 am – 10:30 am, Monday- Thursday.

2. **2017 Summer School On-Site and On-line Program, Grades 9-12**

Move to approve an on-site and an on-line summer program for students in grades 9-12. Classes will be offered in most of the core subjects, PARCC Portfolio for ELA and Math, (so that students meet the requirement of the testing), and Algebra I (for credit recovery), will be offered on-site and the rest of the courses will be offered through the virtual on-line program, Educere. The cost for the virtual courses will be \$195.00 per course. Students, with the exception of those with free and reduced lunch designation, will be responsible for this cost. Students with reduced lunch designation must pay \$100.00 per course, and students with free lunch designation must pay \$50.00 for each course for which they register. The district will pay the remaining costs for free and reduced lunch students. The program will run July 5, 2017 – August 10, 2017, four days per week (Math – Mondays and Tuesdays, LAL – Wednesday and Thursdays), 2 hours per day.

3. **Summer Bridge Program - Spartan Academy of Business and Finance**

Move to approve the Summer Bridge Program for the Spartan Academy of Business and Finance. The program will run for two weeks, July 11, 2017-August 20, 2017, 7:30 am – 11:30 am, Tuesday through Thursday. This bridge program is funded through grant money.

4. **Core Academic Program of Skills (CAPS) for Summer of 2017**

Move to approve the Core Academic Program of Skills (CAPS) for Summer of 2017. The program would be offered to all students in Grades K-4 (for 2017-2018), who are struggling in mathematics and reading. The program will be held at the Ocean Township Elementary School from Monday, July 10, 2017 through Thursday, July 27, 2017, 8:30 am – 12:00 noon.

5. **2017 Summer Bridge Program**

Move to approve the 2017 Summer Bridge Program to be held at the Township of Ocean Intermediate School. The program would be offered to students rising to grades 5, 6, 7, and 8. The program would run Monday through Thursday, 7:40 am to 11:40 pm, July 10, 2017 – August 3, 2017.

6. **School Counseling Internship**

Move to approve the request of Amanda Slevin, a graduate student from Monmouth University, to complete 300 internship hours during the period of September 2017-December 2017. Ms. Slevin will perform her Masters Level internship under the supervision of Julia Brenna-Hall, Guidance Counselor at Ocean Township Elementary School.

7. **Bilingual/ESL Three-Year Program Plan for School Years 2017-2020 –**

Move to approve the District's Bilingual/ESL Three-Year Program Plan for school years 2017-

2020; copy of the plan is attached.

8. **Central Jersey Consortium for Excellence and Equity – 5th Annual Middle and High School Student Leadership Forum**

Move to approve sending twenty (20) students (high school and intermediate level) from our district to the 5th Annual Middle and High School Student Leadership Forum to be held at Monmouth University on June 5, 2017 from 9:15 am – 1:00 pm. The conference titled “Everything Counts,” designed for student leaders, “will provide attendees with new awareness related to equity and justice in school. Student leaders will also learn how everything counts, and even the smallest of actions can make an impact at their schools.”

9. **Professional Development Activities – Staff**

Move to approve the attached memorandums dated May 19, 2017 (3) and May 23, 2017 (1) 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.

10. **Student Observers**

Move to approve student observers, for the period of May 24-June 16, 2017, in accordance with the attached memorandum dated May 19, 2017.

11. **Revision to Out of District Private Tuition for the 2016-2017 School Year**

Move to approve a revision to out of district private tuition, for the 2016-2017 school year, in accordance with the attached memorandum dated May 19, 2017.

Motion(s) carried: 9-0 (Dr. Marshall recused himself on items #8, #6 and #10)

LEGISLATIVE POLICY: No Report

NEGOTIATIONS: No Report

PERSONNEL: Mrs. Parlamas

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

1. **2017 Summer Clerical Substitutes**

Move to approve the following Clerical Substitutes for the 2017 Summer months:

Roxanne Andrus
Lois DeMarco
Rachelle Lucarelli
Babette Marchetti
Robin Meyer
Michelle Morgan

Laura Pembleton
Louise Peterson
Fran Pozerycki
Margie Seager
Janice Vale
Karen Wegrzyniak

2. **Fall Coaching Assignments for the 2017-2018 School Year**
Move to approve the following Fall Coaching Assignments for the 2017-2018 school year in accordance with the attached memorandum dated May 19, 2017.
3. **Non-Athletic Advisors for the 2017-2018 School Year**
Move to approve Non-Athletic Advisors for the 2017-2018 school year in accordance with the attached list dated April 28, 2017.
4. **Facilitator – 2017 Special Education Extended School Year Program (ESY)**
Move to approve Brienne Brannigan as the facilitator for the 2017 Special Education Extended School Year Program (ESY). The program will run July 10, 2017 – August 17, 2017 (Monday – Thursday). Ms. Brannigan will work 6 hours per day and will receive a \$5,000. stipend.
6. **Affirmative Action Officer for the 2017-2018 School Year**
Move to approve Christine Fogler as the District’s Affirmative Action Officer for the 2017-2018 school year. Mrs. Fogler’s salary will be \$11,087.00.
7. **Unpaid Family Leave of Absence**
Move to approve an unpaid family leave of absence, as designated under FMLA, for Ramona Chambers, Special Education Teacher, Township of Ocean Intermediate School for the period of June 19-June 22, 2017. While out on an unpaid family leave of absence, Ms. Chambers will be responsible for paying the appropriate contribution towards her health insurance coverage. Ms. Chambers is expected to return to work September 1, 2017.
8. **Unpaid Family Leave of Absence**
Move to approve an unpaid family leave of absence, as designated under FMLA and NJFLA, for Ashley Klimik, Social Studies Teacher, Township of Ocean Intermediate School for the period of September 1, 2017 through November 24, 2017. While out on an unpaid family leave of absence, Mrs. Klimik will be responsible for paying the appropriate contribution towards her health insurance coverage. Mrs. Klimik is expected to return to the classroom, November 27, 2017.
9. **Unpaid Leave of Absence**
Move to approve an unpaid leave of absence, for the period of June 7, 2017 through September 7, 2017 (exact return date to be determined), for James Coakley, Grounds and Maintenance Department.
10. **Revisions to Job Descriptions**
Move to approve revisions to the following job descriptions:
Director of School Counseling, Grades K-12
Education Technology Teaching Specialist
Supervisor of Mathematics
11. **Repurposing a Teaching Position for the 2017-2018 School Year**
Move to approve repurposing a teaching position to that of an Education Technology Teaching Specialist for the 2017-2018 school year.
12. **Elimination of a 12-Month Secretary Position**
Move to approve to eliminate a 12-Month Secretary position in the Transportation Department for

21. **Revised Contracts**

Move to approve that revised contracts be issued to the following employees effective June 1, 2017:

Craig Matthews	From: Custodian I – Day Shift	*\$42,640.00
	Ocean Township High School	Prorated
	To: Day Custodian-in-Charge	
	Ocean Township High School	

(*This is a change in salary that includes a \$1,900.00 stipend for the in-charge responsibilities. The stipend is reflected in the salary noted above.)

Annie Varga	From: Custodian I – Day Shift	*\$35,040.00
	Township of Ocean Intermediate School	Prorated
	To: Day Custodian-in-Charge	
	Township of Ocean Intermediate School	

(*This is a change in salary that includes a \$1,900.00 stipend for the in-charge responsibilities. The stipend is reflected in the salary noted above.)

22. **Revised Contracts for the 2017-2018 School Year**

Move to approve that revised contracts be issued, for the 2017-2018 school year, to the following employees, effective September 1, 2017:

Jessica Melton	Special Education Teacher, Part-time	*\$45,636.00
	Wanamassa Elementary School	

Cristy Molnar	Special Education Teacher, Part-time	*\$36,683.00
	Wanamassa Elementary School	

(*This is an increase in salary, reflected above, as a result of an increase in work hours per week, from 20.5 to 21.5.)

23. **2017 Summer Curriculum Writing**

Move to approve curriculum writing, to be completed by teachers, during the 2017 Summer months, in accordance with the attached memorandum dated May 19, 2017. Teachers will be paid at a rate of \$35.00 per hour.

Motion(s) on items #1 thru #4 and #6 thru #23 carried: 9-0

Mrs. Parlamas made a motion, seconded by Mrs. Sylvia-Cioffi, to table the following item(s):

5. **Salaries for the 2017-2018 School Year Non-Represented Employees**

Move to approve salaries for Non-Represented Employees for the 2017-2018 school year.

Motion to Table item #5 carried: 9-0

PLANNING & CONSTRUCTION: Mr. Palutis

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

1. **Referendum Furniture & Casework Award**

Move to approve the award of Move to approve of art and music classroom casework and cafeteria tables for Wanamassa Elementary Schools utilizing the ESCNJ 15/16-09 Cooperative Purchasing Contract to the following: (As per attached quotes)

a. Nickerson, Union, NJ, Wanamassa Cafeteria Tables	\$29,328.78
b. Nickerson, Union, NJ, Wanamassa Art & Music Classroom Case Work	<u>\$33,915.80</u>
	\$63,244.58

Motion(s) carried: 9-0

TECHNOLOGY: Mr. Stuppi

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

1. **Computer Co-Operative Purchase**

Move to approve the purchase of \$45,831.00 of Internal Connections, consisting of Universal Power Supplies and Battery Packs, from Ocean Computer Group, Inc. Matawan, NJ, during the 2017-2018 E-Rate funding year, as indicated in the bid dated 3/23/2017, NJ State Contract #89967. (It is anticipated that E-rate funding will represent a 50% discount for a final price of \$22,915.50).

Motion(s) carried: 9-0

OLD BUSINESS: None

NEW BUSINESS: None

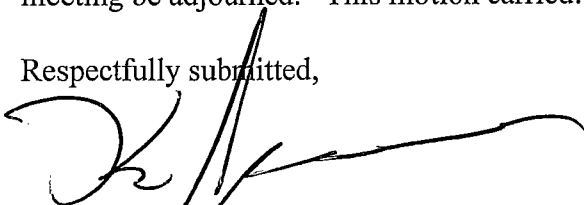
PUBLIC COMMENTS:

- Dr. Meller, resident, discussed the Community Outreach strategic goal and suggested televising the meeting.
- Mr. Mayerowitz, resident, discussed item #11 on the Instruction Committee regarding out of district tuition students. He also questioned the elimination of the Transportation Secretary position and creation of a new Asst. Dispatch position.
- Mr. Mayerowitz asked about the legal service and co-council for future litigation.

ADJOURNMENT: 9:06 p.m.

There being no further business, Mrs. Sylvia-Cioffi made a motion, seconded by Mrs. McGovern, that the meeting be adjourned. This motion carried: 9-0.

Respectfully submitted,



Kenneth Jannarone
School Business Administrator/
Board Secretary

FINANCIAL MANAGEMENT & RESOURCE SERVICES

Office of the School Business Administrator
Township of Ocean School District
June 6, 2017

REQUESTS FOR USE OF SCHOOL FACILITIES

Ocean Waves Travel Baseball

Admin Bldg, Athletic Field

June 4, 2017

9:00 am – 1:00 am

Purpose: Travel Baseball Game

Use of Facility Fee: \$0.00

INSTRUCTION & EDUCATION

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

Township of Ocean Schools



MEMORANDUM FOR: James Stefankiewicz, Ed. D.
FROM: Melody Ragle
RE: N.J.A.C. 6A:23B-1.2(c)3
DATE: May 26, 2017
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
Ryan	Doreen	Principal	2017 National Principals' Conference – Philadelphia PA	7/9-11/2017	\$445.00

**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: June 2, 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*
Weldon	Kelly	Asst Supt of Teaching & Learning	Career Pathways Summer Institute - FEA - Monroe	6/28-29/2017	n/a
O'Neill	Patrick	Supv of Ed Tech & Innovation	NJSBA**** - I-STEAM Field Trip - Ft Dix	6/9/17	n/a
Picerno	Christine	Supv Math/Science	NJSBA**** - I-STEAM Field Trip - Ft Dix	6/9/17	n/a
Ruane	Kevin	4th Grade	NJSBA**** - I-STEAM Field Trip - Ft Dix	6/9/17	n/a
Ryan	Doreen	Principal	NJSBA**** - I-STEAM Field Trip - Ft Dix	6/9/17	n/a
Vona	Kristin	Supv Spec Ed	NJSBA**** - I-STEAM Field Trip - Ft Dix	6/9/17	n/a
Marrone	Karen	Math	Taking Certification Test for Quickbooks - Eatontown	6/16/17	\$35.00**
Vigil-Macintosh	Jessica	MD	VB-MAPP*** Training-Search Day Program	6/14/17	**
O'Neill	Tara	ELA	AP Summer Institute - Ocean County College	8/7-10/2017	\$999.00
Theodore	Ilene	OT	Assistive Technology Advocacy Center Summit 2017 - Mercer County College	9/19/17	**

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

**Substitute rate @ \$85 per day

***The Verbal Behavior Milestones Assessment and Placement Program

****NJ School Boards Assn

PERSONNEL



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
Samuel Fierra
Director of School Counseling
H. Rusty Todd
Director of Athletics & Student Activities

Dawn C. Kaszuba
Principal

MEMORANDUM FOR: Dr. James Stefankiewicz, Superintendent of Schools

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

RE: Fall Coaches Recommendations

DATE: June 1, 2017

The following fall coaching recommendations were not on the original list that was sent over and approved by the Board of Education. These recommendations were not on the original list due to shuffling among some of our positions.

Name	Position	Group	Step	Salary
Jeff Soares	Boys Soccer - Asst. Varsity	II	5	\$5,886.00
Vincenzo Franze	Boys Soccer - Asst. Frosh	II	4	\$5,270.00

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

HRT:tpc

