

Work Session

Attachments

May 23, 2017

Office of the Superintendent
Township of Ocean School District
May 19, 2017

MEMORANDUM FOR: All Members of the Board
FROM: James Stefankiewicz, Ed.D., Superintendent of Schools
RE: **Miscellaneous Information**

1. On the Calendar

May 23, 2017

- 6:00 pm – Planning & Construction Committee Meeting} **High School, Room A105**
- 6:30 pm – High School Construction Tour} **Meet at the High School in Room A105**
- 7:00 pm – Executive Session (Closed) } **Meeting will be held in the same**
- 7:30 pm – Work Meeting } **room - A105**
- **8:00 pm – Regular Monthly Meeting to be held at
Ocean Township High School/Cafeteria**

May 30, 2017 – No Meeting

June 6, 2017

- 6:00 pm – Technology Committee Meeting
- 7:00 pm - Executive Session (Closed)
- 7:30 pm - Work Meeting
 - Kelly Weldon, Assistant Superintendent, Teaching and Learning and Patrick O’Neill Supervisor of Education Technology & Innovation, Grades K-12 will be in attendance to review teaching and technology.

June 13, 2017

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

June 20, 2017

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


June 27, 2017 – No Meeting

Office of the Superintendent of Schools

Township of Ocean Schools



MEMORANDUM FOR: All Professional Staff Members

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

DATE: May 17, 2017

RE: Employment Opportunity/2017-2018 School Year

POSITION: Educational Technology Teaching Specialist (Secondary)

QUALIFICATIONS:

1. Valid New Jersey Instructional Certificate (Secondary)
2. Exceptional skills in educational technology and an in-depth knowledge of how to incorporate technological tools and resources to facilitate student learning and achievement in all curriculum areas in alignment with the New Jersey Student Learning Standards
3. Demonstrated experience as a teacher leader preferred
4. Such alternatives to the above qualifications as the Board may find appropriate

ESSENTIAL JOB FUNCTIONS:

1. Support the implementation of grade and age level appropriate applications of educational technology in the classroom to support, enhance and increase student learning.
2. Research and implement best practices in educational technology and create lessons that will incorporate learning goals that allow our students to prepare for online/technology driven assessments.
3. Provide enrichment support for students functioning on or above grade level.
4. Monitor and troubleshoot hardware, software and technology resources in the elementary schools.
5. Communicate with the Technology Department to support the use of hardware, software and online resources.

6. Conduct on-going professional development for teachers to support the use of technology for classroom instruction, at differentiated levels, to meet all students' needs.
7. Model educational technology strategies for teachers that demonstrate best-practices and research-based instruction with students.
8. Ensure consistent implementation of District initiatives and curricular oversight.
9. Facilitate Professional Learning Communities to promote the use of technology through collaboration and professional dialogue.
10. Perform other duties within the scope of employment and certification as assigned by the appropriate administrator.

SALARY:

Salary will be commensurate with the Township of Ocean School District Teachers' 2017-2018 Salary Guide.

**APPLICATION
DEADLINE:**

- Qualified candidates should send a letter of interest and resume to Personnel, Administration Building by the end of the day, Friday, May 26, 2017, 4:00 pm.
- Existing staff members who desire a transfer may file a request in the form of a letter of intent along with any updated documents to the Superintendent by the closing date.

Office of the Superintendent of Schools

Township of Ocean Schools



MEMORANDUM FOR: All Professional Staff Members

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

DATE: May 18, 2017

RE: Anticipated Employment Opportunity
June 23, 2017 – July 19, 2017

POSITION:

- Spartan School of Business and Finance Summer Bridge Experience Coordinator

QUALIFICATIONS:

- High School certification required
- Structured Learning Experience Coordinator training must be completed

ESSENTIAL JOB FUNCTION:

- Implementation of High School Transition Components: STEAM, leadership, curricular, team-building

SALARY:

- \$2,250. – Funded by Career Pathways Grant


APPLICATION DEADLINE: Qualified candidates interested in applying for these positions should notify the Personnel Office in writing as soon as possible on or before the end of the business day, Tuesday, May 30, 2017, 4:30 pm.

Office of the Superintendent of Schools

Township of Ocean Schools



MEMORANDUM FOR: All Professional Staff Members

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

DATE: May 18, 2017

RE: Anticipated Employment Opportunity
July 5, 2017 – July 19, 2017

POSITION:

- Spartan School of Business and Finance Summer Bridge Experience Teachers (2)

QUALIFICATIONS:

- High School certification required

ESSENTIAL JOB FUNCTION:

- Teacher will design lessons for and implement the curriculum and structured learning experiences for the summer program.

SALARY:

- \$1,365. – funded by Career Pathways Grant

APPLICATION DEADLINE: Qualified candidates interested in applying for these positions should notify the Personnel Office in writing as soon as possible on or before the end of the business day, Tuesday, May 30, 2017, 4:30 pm.

**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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OCEAN TOWNSHIP BOARD OF EDUCATION

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TUITION FOR NON-RESIDENT STUDENTS

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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TUITION FOR NON-RESIDENT STUDENTS

- 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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TUITION FOR NON-RESIDENT STUDENTS

- 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
WORK MEETING MINUTES
May 16, 2017

CALL TO ORDER

Mr. James Dietrich, President, called the meeting to order at 7:14 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, 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, Dr. James Stefankiewicz, Superintendent of Schools and Mr. Michael Gross, Board Attorney.

Enter Executive Session – 7:16 p.m. - #1

Approval: Motion offered by Mr. Dietrich, seconded by Mr. Palutis 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 (HIB). It is anticipated at this time that the above stated subject(s) shall be made public at such time as the need for non-disclosure no longer exists. Board of Education will be in executive session for approximately 20 minutes and will not take action upon returning to work session.

Adjourn Executive Session – 8:08 p.m.

Approval: Motion offered by Mr. Clayton, seconded by Mrs. Parlamas 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):

- Reminder: Regular meeting will be at the high school cafeteria on May 23rd, for the Strategic Planning completion and presentation by School Boards.

VICE PRESIDENT'S REPORT: No Report

SUPERINTENDENT'S REPORT: Dr. Stefankiewicz

Dr. Stefankiewicz discussed the following item(s):

- Strategic Planning completion with school boards.

SCHOOL BUSINESS ADMINISTRATOR'S REPORT: Mr. Jannarone

Mr. Jannarone discussed the following item(s):

- AP Government Class students internship and their attendance at workshop and regular board meeting.
- Municipal employee presentation for June 20th meeting.

PUBLIC COMMENT:

- Gino Dellomo, resident, asked about the bidding resolution and school doctor approvals.
- Rida Rahman student, asked about the Strategic Plan and how it was formed. The Superintendent discussed the process of the district and the assistance from School Boards Association.

Twp of Ocean BOE Work Meeting Minutes (continued) – May 16, 2017

- Marlaine Loushine, Loch Arbour resident, asked about the workshop meeting location on May 23rd. the superintendent discussed the high school location of the workshop meeting in room A105 before the regular meeting in the cafeteria.

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. **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 9, 2017

Motion on item #1 carried: 9-0

FINANCIAL MANAGEMENT & RESOURCE SERVICES: Mrs. McGovern

The following item(s) were discussed:

1. **Discussion: Requisition for Taxes for the 2017-2018 School Year**

Board of Education and Administration discussed the requisitioning of taxes from the Township of Ocean and the Village of Loch Arbour in the total amount of \$64,927,606 for the 2017-2018 school year as per the attached breakdown.

2. **Discussion: Budget Uniform Minimum Charts of Accounts**

Board of Education and Administration discussed 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.

3. **Discussion: Approval to Advertise for Bids**

Board of Education and Administration discussed 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.

4. **Discussion: Plan Approvals**

Board of Education and Administration discussed the renewal of:

Indoor Air Quality Plan (IAQ)	Standard Operating Procedures Manual (SOP)
3 Year Technology Plan	Student Activity Groups Handbook
Exposure Control Plan	Parent Organization Handbook
Emergency Management Plan	

5. **Discussion: MOCSSIF 2017 Safety Grant Program:**

Board of Education and Administration discussed 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.

Twp of Ocean BOE Work Meeting Minutes (continued) – May 16, 2017

6. Discussion: Professional Legal Services for the 2017-2018 School Year

Board of Education and Administration discussed the award of legal services contracts to the following for the 2017-2018 school year:

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.

7. Discussion: Professional Services Resolutions for the 2017-2018 School Year

Board of Education and Administration discussed the award of contracts to the following for the 2017-2018 school year:

Awarded to: Smolin Lupin Certified Public Accountants
Duration: July 1, 2017 to June 30, 2018
Nature and Type of Contract: Auditors
Amount of Contract: \$35,500
Note: Peer review has been received

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.

Twp of Ocean BOE Work Meeting Minutes (continued) – May 16, 2017

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

Awarded to: The Daniels Group, Inc.
Duration: July 1, 2017 to June 30, 2018
Nature and Type of Contract: Health Insurance Consulting Services
Amount of Contract: \$60,000 – Flat Fee

- 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.

8. Discussion: Outstanding Checks

Board of Education and Administration discussed the voiding of old outstanding checks in various Board of Education accounts. (See attached list)

10. Discussion: GovDeals – Online Auction

Board of Education and Administration discussed 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.

11. Discussion: Professional Services Resolutions

The Board of Education and administration discussed 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

Twp of Ocean BOE Work Meeting Minutes (continued) – May 16, 2017

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.

12. Discussion: Translator Service

Board of Education and Administration discussed 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.

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

9. Use of Facilities

Move to approve the use of facilities according to the attached list dated May 16, 2017.

13. Additional - Use of Facilities

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

Motions for items #9 and #13 carried: 9-0

INSTRUCTION & EDUCATION: Dr. Marshall

The following item(s) were discussed:

- Board of Education discussed the school performance reports and if students opting out of the test skewed the results.

1. Discussion: Bilingual/ESL Three-Year Program Plan for School Years 2017-2020

Board of Education and Administration discussed the District’s Bilingual/ESL Three-Year Program Plan for school years 2017-2020, copy of the plan is attached.

2. Discussion: Central Jersey Consortium for Excellence and Equity – 5th Annual Middle and High School Student Leadership Forum

Board of Education and Administration discussed 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.”

3. Discussion: Teacher and Principal Evaluation Data

Twp of Ocean BOE Work Meeting Minutes (continued) – May 16, 2017

Board of Education and Administration discussed Teacher and Principal Evaluation Data in accordance with the Achieve NJ Data Card attached.

Dr. Marshall made a motion, seconded by Mr. Clayton, for the following items:

4. **Professional Development Activities – Staff**

Move to approve the attached memorandums (2) dated May 12, 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.

5. **Suspension Report**

Move to approve the District's Suspension Report for the month of April 2017, copy attached.

Motion on items #4 and #5 carried: 9-0

NEGOTIATIONS: No Report

PERSONNEL: Mrs. Parlamas

The following item(s) were discussed:

1. **Discussion: Revisions to Job Descriptions**

Board of Education and Administration discussed revisions to the following job descriptions:

Director of School Counseling, Grades K-12
Education Technology Teaching Specialist
Supervisor of Mathematics

2. **Discussion: Repurposing a Teaching Position for the 2017-2018 School Year**

Board of Education and Administration discussed repurposing a teaching position to that of an Education Technology Teaching Specialist for the 2017-2018 school year.

3. **Discussion: Abolishing a 12-Month Secretary Position**

Board of Education and Administration discussed abolishing a 12-Month Secretary position in the Transportation Department for the 2017-2018 school year.

4. **Discussion: Creating a New Assistant Dispatcher Position for the 2017-2018 School Year**

Board of Education and Administration discussed creating a new position (replacing the current Secretary position) for the 2017-2018 school year. The position would be that of an Assistant Dispatcher in the Transportation Department.

5. **Discussion: Creating a Day Custodian In-Charge Stipend**

Board of Education and Administration discussed creating a Day Custodian In-Charge stipend in

Twp of Ocean BOE Work Meeting Minutes (continued) – May 16, 2017

the amount of \$1,900.00, effective for the 2016-2017 school year.

6. **Discussion: Instructional Assistants/Extracurricular Activity**

Board of Education and Administration discussed hiring Bonnie Zimmerman, an Instructional Assistant at the High School, to provide aide support to a high school student with disabilities on June 1, 2016. Mrs. Zimmerman will accompany the student to the Senior Prom, an extracurricular activity, for a total of 10 ½ hours, (7:00 pm – 5:30 am; includes the prom and post prom activities Mrs. Zimmerman will be paid at her hourly contractual rate.

7. **Discussion: Staffing – 2017 Special Education Extended School Year Program (ESY)**

Board of Education and Administration discussed staffing for the 2017 Special Education Extended School Year Program in accordance with the attached memorandum dated May 9, 2017. The ESY program will run July 10, 2017 – August 17, 2017 (Mondays-Thursdays), at the Wanamassa Elementary School.

8. **Discussion: 2017 Summer Hours for District Nurses**

Board of Education and Administration discussed 2017 Summer hours for District Nurses in accordance with the attached memorandum dated May 12, 2017.

Mrs. Parlamas made a motion, seconded by Mrs. Sylvia, for the following items:

9. **Revised Contract**

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

To fill a vacancy, non-tenure track position:

Michael Brown	Custodian I, Day-Shift	* \$33,140.00
	Township of Ocean Intermediate School	Prorated
	Non-Tenure Track Position	
	Actual Start Date: June 1, 2017	
	Effective Date: June 1, 2017	

(*This is a revision in salary. Mr. Brown was previously approved at the May 9th work meeting. Mr. Brown replaces John Fornicola who was issued a revised contract, appointing him to the position of Head Custodian at both the High School and the Intermediate School.)

10. **Substitute Teachers**

Move to approve Substitute Teachers for the 2016-2017 school year in accordance with the attached list dated May 12, 2017.

11. **School Doctor Salary, High School, for the 2017-2018 School Year**

Move to approve the following salary for the School Doctor, at the High School, for the 2017-2018 school year:

Dr. Vinay Chopra	\$10,000.00
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12. **Resignation**

Twp of Ocean BOE Work Meeting Minutes (continued) – May 16, 2017

Move to approve the resignation of Karra Cancillieri, Mathematics Teacher, Township of Ocean Intermediate School effective June, 30, 2017.

13. **Request for Days from the Sick/Personal Leave Bank Plan (Non-Work Related)**

Move to approve the request of district employee #6148 to use 30 days from the Sick/Personal Leave Bank Plan (Non-Work Related).

Motions on items #9 thru #13 carried: 9-0

PLANNING & CONSTRUCTION: Mr. Palutis

- Planning & Construction chairperson gave a brief review about the construction projects.
- Planning & Construction high school work-thru at 6:30 p.m. at high school on May 23rd.
- Superintendent gave update on 5th grade lunch schedule and location change. Board of Education discussed the new schedule, times, recess, and other challenges associated with the change.

TECHNOLOGY COMMITTEE: Mr. Stuppi

The following item(s) were discussed:

1. **Discussion: Technology Update**

- Technology Chairperson discussed 2 technology meetings at the district level and the Board of Education technology committee level that were held. He spoke about the advances by teachers and students in the technology area.
- The full Board of Education will meet with the Educational Technology Specialist and Kelly Weldon at the workshop meeting on June 6th.

2. **Discussion: Computer Co-Operative Purchase**

Board of Education and Administration discussed 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 the total price).

OLD BUSINESS:

- Graduation speeches and attendance at both the Intermediate and High School graduation by Board members.

NEW BUSINESS:

- Irene Higgins, Workforce Development complimented the Township of Ocean on their CTE Program.

PUBLIC COMMENT:

- Mrs. Loushine, Loch Arbour resident, asked for an update on the student attendance for the 2017-2018 school year. Board President and Superintendent discussed the Boards desire to honor the Loch Arbour student in coming to Ocean next school year. They stated that as of now they should plan to come to Ocean.

Twp of Ocean BOE Work Meeting Minutes (continued) – May 16, 2017

- Mary Ellen Harvey, Loch Arbour resident, received a letter from the Loch Arbour Mayor saying that students will go to Shore Regional or West Long Branch. They discussed the confusing messages the kids are getting from Loch Arbour and the Township of Ocean.
- Gino Dellomo, resident, asked about the financial aspects of Loch Arbour students attendance at the Township of Ocean schools.
- Thomas Lavin, student, asked about the construction at the high school.
- Gino Dellomo, resident, asked about the 5th grade lunch change and gave his opinion. He also spoke about the Wanamassa School anti-bullying sponsorship. Mr. Dellomo presented to the Board of Education a check for \$500 to go toward the Wanamassa School anti-bullying program. The Board of Education thanked Mr. Dellomo for his generosity.
- Emily Halsey, student, asked about teacher evaluation and how teachers are evaluated, and the calculations. The Superintendent detailed the process.

ADJOURN MEETING: 9:52 p.m.

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

Enter Executive Session – 9:52 p.m. - #2

Approval: Motion offered by Mr. Dietrich, seconded by Mr. Hadden 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: Negotiation (Superintendent's Contract). 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.

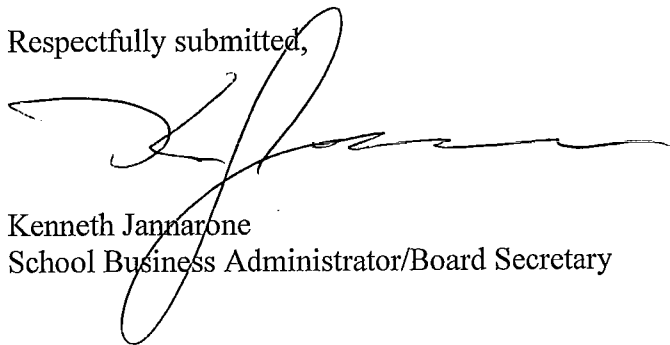
EXECUTIVE SESSION:

Adjourn Executive Session – 10:19 p.m. - #2

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

Move for the approval to adjourn from Executive Session.

Respectfully submitted,



Kenneth Jannarone
School Business Administrator/Board Secretary

**NEW JERSEY STATE INTERSCHOLASTIC ATHLETIC ASSOCIATION
P O BOX 487 ROBBINSVILLE, NJ 08691**

TO: PRINCIPALS - MEMBER PUBLIC SCHOOLS
FROM: Steven J. Timko, Executive Director
DATE: April 2017
RE: **NJSIAA 2017 – 2018 Membership**

Pursuant to the provisions of Chapter 172 of the Laws of 1979 approved by the Governor of the State of New Jersey on August 26, 1979 (N.J.S.A. 18A:11-3, et seq), it is necessary for our member schools to adopt by resolution membership in the NJSIAA. It must be emphasized that in adopting such a resolution, you agree to be governed by the Constitution, Bylaws and Rules and Regulations of the NJSIAA, including all rules governing student-athlete eligibility.

Please remit the completed enclosed certified **resolution card**, membership **annual dues** and Principal **affidavit form** no later than **August 1, 2017**. Approved purchase orders for the annual dues will be accepted. The **coaches' affidavit form** must be submitted by **September 15, 2017**. Incomplete forms for winter and/or spring coaches will be accepted with completed forms submitted prior to start of each season. All of these items have been enclosed with this memo.

Lastly, it is suggested that, in addition to the above, local Boards of Education annually adopt the rules and regulations of their local conference or league on all approved scheduled contests.

Thank you for your cooperation.

Enclosures: Membership Resolution Card(s)
Dues Invoice(s)
Principals' Eligibility and Coaches' Sportsmanship Affidavit

**MEMBERSHIP RESOLUTION
NEW JERSEY STATE INTERSCHOLASTIC ATHLETIC ASSOCIATION**

The Board of education of School District No. _____ County of _____
State of New Jersey, as provided for in Chapter 172 Laws 1979 (N.J.S.A. 18A:11-3, et seq.)

herewith enrolls _____ High School
as a member of the New Jersey State Interscholastic Athletic Association to participate in the approved interschool athletic program sponsored by the NJSIAA.

This resolution to continue to effect until or unless rescinded by the Board of Education and shall be included among those policies adopted annually by the Board. *Pursuant to N.J.S.A. 18A:11-3 in adopting this resolution, the Board of Education adopts as its own policy and agrees to be governed by the Constitution Bylaws and Rules and Regulations of the NJSIAA.*

A photocopy of the minutes signifying the adoption of this membership resolution is attached.

Administrative Responsibility—The Association must rely upon the voluntary compliance by its member schools in enforcing the eligibility standards set forth in Bylaws, Article V. Toward that end, the Principal in each member school has the affirmative obligation to report to the NJSIAA any violations of these standards. The fact that a school has disclosed that there has been an eligibility violation will not relieve the affected school of sanctions that may be imposed against it, pursuant to Article X of the Bylaws, including the forfeiture of games or events. However, the failure to disclose an eligibility violation may be grounds for imposing additional sanctions upon the offending school.

In addition, a school must maintain a status of "Member in Good Standing" as outlined in the Principal's Affidavit to remain eligible for NJSIAA activities and tournaments.

Date of Board Approval

Signature /Secretary of Board of Education

Rev. 5/1/14

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 Which to Carry Out 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

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

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

FINANCIAL MANAGEMENT & RESOURCE SERVICES

Office of the School Business Administrator
Township of Ocean School District
May 23, 2017

REQUEST FOR USE OF SCHOOL FACILITIES

USA Baseball, Team 13U

Admin Bldg, Athletic Field

May 21, 2017

1:00 pm – 7:00 pm

Purpose: Baseball Game

Use of Facility Fee: \$0.00

Camp Invention

Wayside, Cafeteria, Classrooms

August 7, 8, 9, 10, & 11, 2017

7:30 am – 4:30 pm

Purpose: Summer Stem Program

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 19, 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*
Beverette	Charmain	MD	VB-MAPP*** Training-Search Day Program	6/14/17	**
Andrewski	Katie	MD	VB-MAPP*** Training-Search Day Program	6/14/17	**
Rossback	Dana	PreK	VB-MAPP*** Training-Search Day Program	6/14/17	**
Soares	Larisa	PreK	VB-MAPP*** Training-Search Day Program	6/14/17	**
Vinegra	Christine	MD	VB-MAPP*** Training-Search Day Program	6/14/17	**
Gubitosa	Nicholle	PreK	VB-MAPP*** Training-Search Day Program	6/14/17	**
D'Ambrosio	Jayne	Guidance	Prevention - Saving Lives - Neptune HS	6/2/17	n/a
Griffin	Rose	Guidance	Prevention - Saving Lives - Neptune HS	6/2/17	n/a
Kreiger	Brittany	Guidance	Prevention - Saving Lives - Neptune HS	6/2/17	n/a
Fornicola	Lori	Secretary	Jack Bertolino Summer Leadership Conference - East Brunswick	8/7-9/2017	n/a
Vona	Kristin	Supv of Spec Ed	VB-MAPP*** Training-Search Day Program	6/14/17	n/a

* 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

**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 19, 2017
CC: Kelly Weldon, Ken Jannarone

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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
Milano	Victor	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: May 19, 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*
Ippolito	Chris	MakerSpace	Automation Technology Expo Jacob Javits Center – New York City***	June 13, 2017	**

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

***Substitute Rate@\$85 per day*

****Teacher will submit for parking, tolls and transportation*

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

Township of Ocean Schools



MEMORANDUM FOR: James Stefankiewicz , Ed. D.

FROM: Janet Forino

DATE: May 19, 2017

RE: Student Observers

Please present for Board Approval at the next scheduled board meeting the student observers listed below to fulfill their hours during May 24 – June 16., 2017.

Sarah Gerstein
Monmouth U
Wayside
Brienne Brannigan

Andrew Bohackyj
Monmouth U
OTHS
Dina Kowaliwskyj

SPECIAL SERVICES OFFICE
TOWNSHIP OF OCEAN SCHOOL DISTRICT
DATE: May 19, 2017

MEMORANDUM FOR: Dr. James Stefankiewicz, Superintendent

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

RE: Revision Out of District Private Tuition 2016-2017

Please submit the following correction for board approval:

<u>School</u>	<u>Student</u>	<u>Classification</u>	<u>Tuition</u>
Search Day Program	1	*ESERS 111 days@ \$319.45 per Diem	\$35,458.95

Rationale: To revise the per diem rate.

*Eligible for Special Education and Related Services

cc: K. Weldon
K. Jannarone
M. Mosca

PERSONNEL

**Office of the Assistant Superintendent of Schools
Teaching and Learning**

Township of Ocean Schools



MEMORANDUM FOR: James Stefankiewicz, Ed. D.

FROM: Melody Ragle

RE: Curriculum Writing

DATE: May 19, 2017

CC: Kelly Weldon

Please present for approval the attached list of teachers assigned to complete curriculum writing in the time frame indicated in the time allotted.

Thank you.



Curriculum Writing Assignments 2017

School	Subject	Course/Rationale	TotalHours	Phase I June 22 - June 30	Phase II July 1-July 21
ELEM	ELA	Kindergarten - Revision	20	L. Chrepta	
ELEM	ELA	Grade 1 - Revision	10	S. Tetto	
ELEM	ELA	Grade 1 - Revision	10	R. Steckhahn	
ELEM	ELA	Grade 2 - Revision	10	A. Steckhahn	
ELEM	ELA	Grade 2 - Revision	10	K. Konefal	
ELEM	ELA	Grade 3 - Revision	10	S. Kelly	
ELEM	ELA	Grade 3 - Revision	10	S. Forgash	
ELEM	ELA	Grade 4 - Revision	10	M. Holmes	
ELEM	ELA	Grade 4 - Revision	10	C. Francisco	
ELEM	ELA	Grade 5 - Revision	10	K. Gorga	
ELEM	ELA	Grade 5 - Revision	10	N. Lopes	
ELEM	SCI	Kindergarten - Alignment to NGSS	10	K. Lamb	
ELEM	SCI	Kindergarten - Alignment to NGSS	10	L. Garafalo	
ELEM	SCI	Grade 1 - Alignment to NGSS	10	S. Tetto	
ELEM	SCI	Grade 1 - Alignment to NGSS	10	R. Steckhahn	
ELEM	SCI	Grade 2 - Alignment to NGSS	10	A. Steckhahn	
ELEM	SCI	Grade 2 - Alignment to NGSS	10	K. Konefal	
ELEM	SCI	Grade 3 - Alignment to NGSS	10	S. Kelly	
ELEM	SCI	Grade 3 - Alignment to NGSS	10	S. Forgash	
ELEM	SCI	Grade 4 - Alignment to NGSS	10	K. Ruane	
ELEM	SCI	Grade 4 - Alignment to NGSS	10	C. Francisco	
ELEM	SCI	Grade 5 - Alignment to NGSS	10	H. Krueger	
ELEM	SCI	Grade 5 - Alignment to NGSS	10	M. Haynes	
OTHS	BU	Introduction to Finance - New course	20		K. Marrone
OTHS	BU	Financial Accounting - Alignment to Program of Study with Georgian Court University	10		G. Colon
OTHS	ENG	Creative Writing - New course	12		L. Hanna
OTHS	ENG	Games, Loot, and Literature - New course	20		P. Arlea
OTHS	MU	Various Music Courses - Alignment to standards	2.5	T. Kernizan	
OTHS	MU	Various Music Courses - Alignment to standards	2.5	K. Titmas	
OTHS	SE	Transitions to Life (BD) - New course	20	E. Rutan	

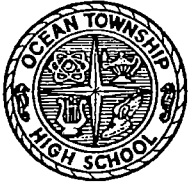


Curriculum Writing Assignments 2017

School	Subject	Course/Rationale	TotalHours	Phase I June 22 - June 30	Phase II July 1-July 21
OTHS	SE	MD Curricula - Revision	4	A. Singer	
OTHS	SE	MD Curricula - Revision	4	S. Smith	
OTHS	SE	MD Curricula - Revision	2	E. Rutan	
OTHS	WL	French IV Advanced - Revision	10	P. Lister	
TOIS	ART	Grade 5 - Revision	10	C. Koob	
TOIS	ART	Grade 7 - Revision	10	K. Thomasey	
TOIS	ART	Grade 8 - Revision	10	T. McGuire	
TOIS	AT	PLTW Design & Modeling	15		K. Gasser
TOIS	ENG	6-8th Grade ELA - Alignment to standards	6		S. Eilbacher
TOIS	ENG	6-8th Grade ELA - Alignment to standards	6		I. Schwartz
TOIS	HPE	6th Grade PE - Revision	5		M. Hanke
TOIS	SCI	6th Grade Science - Alignment to NGSS	5.5	N. Smolensky	
TOIS	SCI	6th Grade Science - Alignment to NGSS	5.5	E. Mervine	
TOIS	SCI	6th Grade Science - Alignment to NGSS	5.5	T. Sain	
TOIS	SCI	7th Grade Science - Alignment to NGSS	5.5	A. Amoss	
TOIS	SCI	7th Grade Science - Alignment to NGSS	5.5	M. Edson	
TOIS	SCI	7th Grade Science - Alignment to NGSS	3	J. Coyle	
TOIS	SCI	8th Grade Science - Alignment to NGSS	3.5	J. Coyle	
TOIS	SCI	8th Grade Science - Alignment to NGSS	5.5	M. Kinkela	
TOIS	SCI	8th Grade Science - Alignment to NGSS	5.5	A. DeFlippis	
TOIS	WL	World Cultures - New course	20	I. Amengual	
			474	380	94

Non-Represented Employees

Employee	Position	in-district Years as of 7/1/2016	PROPOSED 2017-2018
Senior Support Staff			
Amato, Debbie	Supt Secretary	31	68,539
Hiers, Janice	SBA Secretary	39	78,344
Stone, George	Asst. School Bus. Admin	14	124,007
Zanna, Joseph	Treasurer of School Monies	2	5,952
Goldstein, Phyllis	Payroll Manager	22	71,745
Ianucilli, Debra	Applications specialist	11	47,315
Porbansky, Bonnie	Human Resource/ Personnel	26	54,043
Florentino, Marie	Human Resource/ Personnel	28	57,559
DeAngelis, Patty	Human Resource/ Business office	10	54,043
Transportation			
Mosca, Maria	Transportation Supervisor	14	76,875
Sawicki, Linda	Head Transportation Dispatcher	2	48,175
Henderson, Mark	Asst Transportation Dispatcher	4	43,048
Building & Grounds			
Tattersall, Gary	Director of Facilities	22	103,667
Fornicola, John	Head Custodian - HS & TOIS	13	79,500
CIS Personnel			
Hall, Michael	Network Manager	18	116,317
Cohen, David	Asst Network Manager	9	63,653
Jardel, Karen	SIS Manager	17	71,550
Davis, Dax	Computer Tech Level II	12	53,703
Pawlukanis, Walter	Computer Tech Level II	9	53,703
Watkins, Kevin	Computer Tech Level II	8	48,784
Jones, Brian	Computer Tech Level I	2	39,880
Waldinger, Rudolph	Computer Tech Level I	2	39,880
Bock, Nicholas	Computer Tech Level I	1	38,531
Omalley, Sean	Computer Tech Level I	1	38,531
Shah, Kalpit	Computer Tech Level I	1	37,500
Conway, Mary Ann	Help Desk	15	48,200
Boomer, Rebecca	Technology assistant	2	33,394
Morgan, Michelle	Computer Asst - Way	17	30,801
Weinstein, Anne	Computer Asst - TOIS	4	16,546
Security Personnel			
Pembleton, Michael	Security HS Head	9	39,207
Thayer, Sharon	Security - HS	16	23,380
Siciliano, Jeffrey	Security - HS	5	17,476
Dupuis, John	Security - TOIS	2	24,077
Keating, John	Security - HS	1	23,567
Bernacchi, John	Security - TOIS	3	24,919
Blecki, Steven	Security - Wayside	2	24,392
Heitz, Joseph	Security - OTES	2	24,392
Chiaro, Richard	Security - Wanamassa	2	24,392
Misc Personnel			
Christine Fogler	Affirmative Action Officer	5	11,087
Loizos, James	Attendance Officer	2	33,638



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. Stefankiewicz, Superintendent of Schools

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

DATE: May 19, 2017

RE: Fall Coaches Recommendation (Updated List)

Here is the revised list of fall coaches for the 2017-2018 school year.

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

HRT: tpc
Enclosure

Home of the Spartans!





515 Union Avenue
 Union Beach, NJ 07735
 (732) 264-0770 / Fax (732) 264-3332

FURNITURE, EQUIPMENT & DESIGN SERVICE

May 17, 2017

Ocean Township Board of Education

Prices based on Middlesex contract # MRESC 15/16-09

Re: **Wanamassa Elementary School- Ocean Township**

Art Room & Music Room Casework and Equipment

Furnish and Install the Plastic Laminate Casework with plastic laminate countertops as shown architectural plans dated 4/11/16 & as highlighted in email as follows:

Room include: 117 & 118

TOTAL LIST PRICE FOR MATERIAL	\$40,836.00
<u>20% DISCOUNT</u>	- \$ 8,167.20
TOTAL Material Delivered:	\$32,668.80

TOTAL TAILGATE DELIVERED	\$32,668.80
<u>Special discount from vendor</u>	- \$ 400.80
	\$32,268.00

If Install is required then ADD \$6,860.45

Optional ADD

72" stainless steel sink basin, 3 faucets & base cabinets required then **ADD \$5,400.00**

Qualifications:

1. Based on a single phase 2017 delivery
2. Based on Clearwood CCM plastic laminate casework
3. Based on standard Wilsonart art laminate color selections
4. Any Shortages and damages to be noted within 48 hours of delivery. Provide Pictures with a detailed description in form of email.

Excludes:

1. Sales Tax,
2. Vinyl base molding.
3. All field checks, unloading & installation by owner (unless included)
4. Piping, wiring, lighting, raceways, traps and connections of the same by others.
5. Dumpsters.
6. Storage of material
7. In-wall grounds & blocking.
8. Plumbing or electrical work to be done by others
9. Window sills
10. Seating, teacher desk, student desks, Marker and tack boards
11. Art Room sink excluded.

Prices are Firm but subject to review after (30) days. All terms and conditions of this quotation are to become part of any contractual agreements pertaining to this project. If you have any questions please do not hesitate to call our New Jersey Office.

Regards,
 Don Tigar

FURNITURE, EQUIPMENT & DESIGN SERVICE

February 28, 2017

Ocean Township Board of Education
 Attention: Gary Tattersall

Prices based on Middlesex contract # MRESC 15/16-09

Re: **Wayside Elementary School- Ocean Township**

Art Room Casework and Equipment

Furnish and Install the Plastic Laminate Casework s as follows:

Room include: **Art Room # 07**

TOTAL LIST PRICE FOR MATERIAL	\$2,059.00
20% DISCOUNT	- \$ 411.80
TOTAL Material Delivered:	\$1,647.20
TOTAL TAILGATE DELIVERED	\$1,647.80

Qualifications:

1. Based on a single phase 2016 delivery
2. Based on Clearwood CCM plastic laminate casework

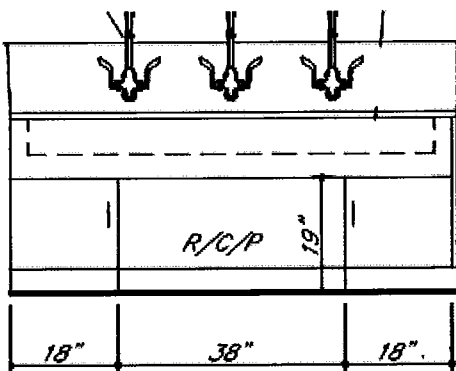
Excludes:

1. Sales Tax,
2. Vinyl base molding.
3. All field checks, unloading & installation by owner
4. Art Room sink excluded and fixtures are by owner

Prices are Firm but subject to review after (30) days. All terms and conditions of this quotation are to become part of any contractual agreements pertaining to this project. If you have any questions please do not hesitate to call our New Jersey Office.

Regards,
 Don Tigar

<i>Color Schedule</i>					
Area	Countertop		Cabinet	Kick	Handle
	Top	Edge			
Art Room	Fornica #909-58 Black	3mm PVC edges in Black color	WilsonArt #7929- 38 Huntington Maple with 3mm PVC edges	WilsonArt #7929-38 Huntington Maple	C-Pull Chrome
<i>Notes:</i>					
Use 5 knuckles hinges on all cabinets.					
All chrome hardware.					





NICKERSON NJ, INC.

An Educated Choice in Educational Furniture

92 West Front Street, Keyport, NJ 07735 Phone (732) 721-0094 Fax (732) 721-0115

PROPOSAL: 006874

DATE: 5/11/2017

PROPOSAL FOR: Ocean Township School District	INSTALL AT:
OCEAN TOWNSHIP SCHOOL DISTRICT 163 MONMOUTH ROAD OAKHURST, NJ 07755	WANAMASSA ELEMENTARY SCHOOL 901 BENDEMERE AVNEUE WANAMASSA, NJ 07712

SALESPERSON: ANNE MAZER

CUSTOMER P/O:

PREPARED BY: Eileen Kulha

STATE CONTRACT: Yes # ESCNJ 15/16-09

#	QTY	PRODUCT DESCRIPTION	LIST	SELL	EXTENDED
1	3	87A031436 Palmer Hamilton Triple Against Wall Pocket Frame: Black, Chameleon Requires space 61-3/4"H x 89 13/16 W, Extends 17 3/16" into the room	\$5,142.03	\$2,828.11	\$8,484.33
2	9	40M03293014 Palmer Hamilton Wall Pocket Table 29" x 30" x 14' Tops/Benches: Non-Premium Wilsonart Laminate ending -38 or -60 Frame: Black, Chameleon EdgeGuard: Black	\$1,973.00	\$1,085.15	\$9,766.35
3	18	42M03171214 Palmer Hamilton Wall Pocket Bench 17" x 12" x 14' Tops/Benches: Non-Premium Wilsonart Laminate ending -38 or -60 Frame: Black, Chameleon EdgeGuard: Black	\$1,119.00	\$615.45	\$11,078.10

PRICED PER THE EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY 45% OFF LIST PRICE

THANK YOU FOR THE OPPORTUNITY TO QUOTE ON YOUR NEEDS

This proposal is subject to the standard terms and conditions of the contract agreement. Acceptance of this proposal constitutes acceptance of those terms.

ACCEPTED BY

DATE ACCEPTED _____

TOTAL

\$29,328.78

These drawings are the property of Nickerson Corp and cannot be used or duplicated without the express written consent of Nickerson Corp.