

**REGULAR MEETING**

**ATTACHMENTS**

**November 15, 2016**

**COMMUNITY LIAISON & COMMUNICATIONS COMMITTEE**

# POLICY

## OCEAN TOWNSHIP BOARD OF EDUCATION

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### PUBLIC PARTICIPATION IN BOARD MEETINGS

#### 0167 PUBLIC PARTICIPATION IN BOARD MEETINGS

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest.

In order to permit the fair and orderly expression of such comment, the Board shall set aside a portion of every Board meeting, the length of the portion to be determined by the Board, for public comment on any school or school district issue that a member of the public feels may be of concern to the residents of the school district.

Public participation shall be governed by the following rules:

1. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, municipality of residence, and group affiliation, if applicable;
2. Each statement made by a participant shall be limited to 5 minutes' duration;
3. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
4. All statements, questions, of inquiries shall be directed to the presiding officer and any questions or inquiries directed by a participant to another Board member shall be redirected to the presiding officer who shall determine if such statement, question, or inquiry shall be addressed by the presiding officer on behalf of the Board or by the individual Board member;
5. The presiding officer may:
  - a. Interrupt, warn, and/or terminate a participant's statement, question, or inquiry when it is too lengthy;
  - b. Interrupt and/or warn a participant when the statement, question, or inquiry is abusive, obscene, or may be defamatory;
  - c. Request any person to leave the meeting when that person does not



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observe reasonable decorum;

- d. Request the assistance of law enforcement officers in the removal of a disorderly person when that person prevents or disrupts a meeting with an act that obstructs or interferes with;
- e. Call for a recess or an adjournment to another time when the lack of public decorum ~~so~~ interferes with the orderly conduct of the meeting; and
- f. Waive these rules when necessary for the protection of privacy or to maintain an ~~the~~ orderly operation of the Board meeting.

N.J.S.A. 2C:33-8

N.J.S.A. 10:4-12

Adopted: 18 November 1975

Revised: 11 April 1989, 17 July 1990, 16 June 2009, 21 August 2012, 18 November 2016



## 0168 RECORDING BOARD MEETINGS

The Board of Education directs the creation and maintenance of an official record of the formal proceedings of the Board and will permit the unofficial recording of Board meetings in accordance with this bylaw.

### Minutes

The Board shall keep reasonably comprehensible minutes of all its meetings showing the time and place, the members present, the subject considered, the actions taken, the vote of each member, information sufficient to explain the actions taken, and any other information required to be shown in the minutes by law.

Minutes of public meetings shall be public records signed by the Board Secretary, and filed in the Board Secretary's office in a minute book as the permanent record of the acts of this Board.

Minutes of executive meetings shall be filed in the Board Secretary's office in a place separate from the minute book until the time, if any, when the proceedings may be made public. At that time, the minutes shall be public records and shall be filed in the regular minute book.

The Board Secretary shall provide each Board member with a copy of the minutes prior to Board approval.

### Electronic Recording

The Board Secretary shall make an audio tape recording of each regular Board meeting as an administrative aid in the preparation of minutes. The recording shall be retained for 60 days or until either summary or verbatim transcripts have been approved as minutes, whichever is longer, after which time they may be erased only if permission is granted by the New Jersey Department of State, Division of Archives and Records Management. All such recordings will be erased or destroyed in compliance with laws and rules for the destruction of public records.

The recording may not be able to be destroyed if a subject matter, vote, or Board action on the recording is the subject of litigation. The district will notify the New Jersey Division of Archives and Records Management when requesting permission that a recording be destroyed if the recording includes subject matter in litigation, or the district will not request permission to destroy such recording if the subject matter is in litigation.



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### Recording by the Public

A member of the public may record the proceedings of a public meeting of the Board provided the audio or video recording process complies with reasonable guidelines as outlined in this Bylaw. These guidelines are adopted to ensure the recording of the public meeting does not interrupt the proceedings, inhibit the conduct of the meeting, or distract Board members or other observers present at the meeting.

The Board will permit the use of audio or video recording devices by members of the public to record public meetings. Prior notice to audio or video record a public meeting is not required provided the person operates the recording device while sitting in the area designated by the Board for public seating. The recording of a meeting from this area shall not obstruct or distract any member of the public from observing and listening to the proceedings of the meeting. If the recording is obstructing the view or is distracting to members of the public, the presiding officer or designee will require the person recording the meeting to relocate to another area of the meeting room.

In the event a member of the public wants or needs to audio or video record a public meeting from an area other than the area designated for public seating, the person shall provide notice of such request to the Board Secretary in advance of the meeting. The Board Secretary or designee shall review the recording guidelines outlined in this Bylaw with the person requesting to record the meeting.

Any member of the public wanting to use a recording device from an area other than the area designated for public seating must be located and operated from inconspicuous locations in the meeting room as determined by the presiding officer or designee. Prior to the meeting, the presiding officer or designee will determine the location of each recording device so each video recording device can record the meeting with an unobstructed view and each audio recording device can record a meeting so the speakers and meeting proceedings can be properly recorded. The location of any recording device operated from an area other than the area designated for public seating will be in an area of the meeting room that is not distracting or obtrusive to Board members, members of the public, or the orderly operation of the meeting. Any recording device used outside the area designated for public seating shall be located within a similar distance from the Board as the public seating area. The presiding officer or designee shall determine when the number of recording devices used outside the area designated for public seating interferes with the conduct of a Board meeting and may order that an interfering recording device be removed or relocated. Additional lighting shall not be used unless approved by the presiding officer or designee prior to the meeting. All recording devices and any related equipment must be battery operated or operational without the use of



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district electricity as the district will not permit such equipment to be connected to the school district's electrical service.

The presiding officer or designee shall determine if a recording device interferes with the conduct of a Board meeting and may order that an interfering device be relocated.

N.J.S.A. 10:4-14

Adopted: 20 January 1976

Revised: 17 July 1990, 21 January 1992, 20 December 2011, 26 July 2016, 18 November 2016



## 2431 ATHLETIC COMPETITION (M)

### M

The Board of Education recognizes the value of a program of athletic competition for both boys and girls as an integral part of the total school experience. Game activities and practice sessions provide opportunities to learn the values of competition and good sportsmanship. Programs of athletic competition, both intrascholastic and interscholastic, offer students the opportunity to exercise and test their athletic abilities in a context greater and more varied than that offered by the class or school or school district alone, and an opportunity for career and educational development.

For purpose of this Policy, the program of athletic competition includes all activities relating to competitive sports contests, games, or events or sports exhibitions and any cheerleading program or activity in the school district involving individual students or teams of students of this district when such events occur within or between separate schools within this district or with any schools outside this district.

### Eligibility Standards

A student who wishes to participate in a program of athletic competition must submit, on a form provided by the district, the signed consent of his/her parent. The consent of the parent of a student who wishes to participate in a program of athletic competition will include an acknowledgment of the physical hazards that may be encountered in the activity.

Student participation in athletic competition shall be governed by the following eligibility standards:

### For School Districts with High School Students and NJSIAA Athletics

1. To be eligible for participation in the interscholastic athletic program of a New Jersey State Interscholastic Athletic Association (NJSIAA) member school all high school students must meet, at a minimum, all the eligibility requirements of the Constitution, Bylaws, and Rules and Regulations of the NJSIAA. These include a Concussion Policy Acknowledge form and





Consent to Random Steroid Testing from signed off by the parent/guardian and student/athlete.

## For High School Students and NJSIAA Athletics

2. Home schooled children are not eligible to participate in the high school interscholastic athletic program of this district.
3. The expectations at the freshman athletic level is to develop and refine basic skills and learn the rules of the sport; determine the students' continued involvement in the sport; and to provide playing time to all participants at the coaches' discretion.
4. The placement of freshman players on the junior varsity or varsity level shall be recommended by the head coach(s) with the advice and approval of the Athletic Director. The Athletic Director can deny the advancement of a freshman athlete if the move is not in the best interest of the student-athletes or detrimental to the specific sport program.
5. Notice of these eligibility requirements shall be given to the students.

## For Middle School Students

1. A student in grades 6 through 8 is eligible for participation in the school district sponsored athletic/sports program if they have successfully met the requirements in the preceding marking period.
2. Home schooled children in grades 6 through 8 are not eligible to participate in the school sponsored athletic/sports program of this district.

## For All Students

1. A student enrolled in a private/parochial school cannot participate in athletic and/or extra-curricular activities from grades Pre-K through 12.
2. A student in any grade must maintain a satisfactory record of attendance to be eligible for participation in the school district sponsored athletic/sports program.
3. A student who is absent with an unexcused absence for a school day may not participate in the school district sponsored athletic/sports programs the



- afternoon or evening of that school day. It is the discretion of the school principal to allow participation for unforeseen excused absences.
4. A student who is serving an out-of-school suspension may not participate in the school district sponsored athletic/sports programs while serving the suspension.
  5. A student in any grade who fails to observe school rules for student conduct may forfeit his/her eligibility for participation in school district sponsored athletic/sports programs of athletic competition .

Notice of these eligibility requirements shall be given to students.

#### Required Examinations – Interscholastic or Intramural Team or Squad

Students enrolled in grades six to twelve must receive a medical examination, in accordance with the provisions of N.J.S.A. 18A:40-41.7, prior to participation on a school-sponsored interscholastic or intramural team or squad competition and any cheerleading program or activity.

The examination shall be conducted within 365 days prior to the first day of official practice in an athletic season with examinations being conducted at the medical home of the student. The “medical home” is defined as a health care provider and that provider’s practice site chosen by the student’s parent for the provision of health care. If a student does not have a medical home, the school district shall provide the examination at the school physician’s office or other comparably equipped facility. The parent may choose either the school physician or their own private physician to provide this medical examination. The medical examination required prior to participation shall be in accordance with the requirements as outlined in N.J.A.C. 6A:16-2.2(h)1 and Regulation 2431.2 and shall be documented using the Pre-participation Physical Evaluation form required by the Department of Education.

Information concerning a student’s HIV/AIDS status shall not be required as part of the medical examination or health history pursuant to N.J.S.A. 26:5C-1 et seq. The health findings of this medical examination shall be maintained as part of the student’s health record.

#### Emergency Procedures

Athletic coaches shall be trained in first aid to include sports-related concussion and head injuries, the use of a defibrillator, the identification of student athletes who are



injured or disabled in the course of any athletic program or activity, and any other first aid procedures or other health related trainings required by law or the Superintendent.

The Superintendent shall prepare and present to the Board for its approval procedures for the emergency treatment of injuries and disabilities that occur in the course of any program or athletic activity. Emergency procedures shall be reviewed by the Board not less than once in each school year and shall be disseminated to appropriate staff members.

#### Interscholastic Standards

The Board shall approve annually a program of interscholastic athletics and shall require that all facilities utilized in that program, whether or not the property of this Board, properly safeguard both players and spectators and are kept free from hazardous conditions.

The Board adopts the Constitution, Bylaws, Rules, and Regulations of the New Jersey State Interscholastic Athletic Association as Board policy and shall review such rules on a regular basis to ascertain they continue to be in conformity with the objectives of this Board.

The Superintendent shall annually prepare, approve, and present to the Board for its consideration a program of interscholastic athletics that includes a complete schedule of athletic events and shall inform the Board of changes in that schedule.

N.J.S.A. 2C:21-11

N.J.S.A. 18A:11-3 et seq.

N.J.A.C. 6A:7-1.7; 6A:16-1.4; 6A:16-2 et seq.

Adopted: 15 January 1985

Revised: 18 September 1984, 17 September 1985, 17 July 1990, 19 April 1993, 25 June 1996, 19 August 1997, 18 December 2001, 24 June 2003, 7 November 2006, 15 May 2012, 19 November 2013, 28 January 2014, 26 July 2016, 18 November 2016



## 5460 HIGH SCHOOL GRADUATION (M)

### M

The Board of Education will recognize the successful completion of the secondary school instructional program by the award of a State-endorsed diploma certifying the student has met all State and local requirements for high school graduation. The Board will annually certify to the Executive County Superintendent each student who has been awarded a diploma has met the requirements for graduation.

#### A. High School Graduation Requirements

A graduating student must have earned a minimum of 130 (four-year high school) credits in courses designed to meet all of the New Jersey Core Curriculum Content Standards and Common Core State Standards including, but not limited to, the following credits:

1. 20 credits in language arts literacy aligned to grade nine through twelve standards;
2. 15 credits in mathematics, including Algebra I or the content equivalent ("content equivalent" is defined at N.J.A.C. 6A:8-1.3) including geometry or the content, and a third year of mathematics that builds on the concepts and skills of algebra and geometry and that prepares students for college and 21st century careers;
3. 20 credits in social studies, including satisfaction of N.J.S.A. 18A:35-1 and 18A:35-2: five credits in world history, and the integration of civics, economics, geography, and global content in all course offerings;
4. 15 credits in science, including at least five credits in laboratory biology/life science or the content equivalent one additional laboratory/inquiry-based science course which shall include chemistry, environmental science, or physics and one additional laboratory/inquiry-based science course;



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5. 3-5 (three to five) credits in health, safety, and physical education during each year of enrollment, distributed as one hundred fifty minutes per week, as required by N.J.S.A. 18A:35-5, 7 and 8;
6. 5 credits in visual and performing arts;
7. 5 credits in world languages or student demonstration of proficiency as set forth in N.J.A.C. 6A:8-5.1(a)2ii(2);
8. 2.5 credits in financial, economic, business, and entrepreneurial literacy;
9. Technological literacy, consistent with the Core Curriculum Content Standards, integrated throughout the curriculum;
10. 5 credits in 21st century life and careers, or career-technical education; and
11. Electives as determined by the high school program sufficient to total a minimum of 130 credits.

As defined in N.J.A.C. 6A:8-1.3, "credit" means the award for the equivalent of a class period of instruction which meets for a minimum of forty minutes, one time per week during the school year or as approved through N.J.A.C. 6A:8-5.1(a)2.

The high school graduation credit requirement may be met in whole or in part through program completion of a range of experiences that enable students to pursue a variety of personalized learning opportunities, as follows:

1. The district shall establish a process to approve individualized student learning opportunities that meet or exceed the (NJCCCS) NJ Core Curriculum Content Standards and (CCSS) Common core State Standards.
  - a. Individualized student learning opportunities in all NJCCCS and CCSS areas include, but are not limited, to the following:
    - (1) Independent study;



- (2) Online learning;
  - (3) Work-based programs, internships, apprenticeships;
  - (4) Study abroad programs;
  - (5) Student exchange programs;
  - (6) Service learning experiences; and
  - (7) Structured learning experiences, including, but not limited to, work-based programs, internships, apprenticeships, and service learning experiences.
- b. Individualized student learning opportunities based upon specific instructional objectives aimed at meeting or exceeding the Core Curriculum Content Standards shall:
- (1) Be based on student interest and career goals as reflected in the Personalized Pupil Learning Plans as they are phased in according to the schedule of implementation set forth at N.J.A.C. 6A:8-3.2(a)1;
  - (2) Include demonstration of student competency;
  - (3) Be certified for completion based on the district process adopted according to 2. below; and
  - (4) Be on file in the school district and subject to review by the Commissioner or designee.
- c. Group programs based upon specific instructional objectives aimed at meeting or exceeding the NJCCCS and CCSS shall be permitted and shall be approved in the same manner as other approved courses.
2. The district shall establish a process for granting of credits through successful completion of assessments that verify student achievement in meeting or exceeding the Core Curriculum Content Standards at the high school level, including standards achieved by means of the individualized student learning opportunities enumerated as outlined in N.J.A.C. 6A:8-5.1(a)2. Such programs or assessments may occur all or in part prior to a student's high school enrollment; no such locally administered assessments shall preclude or exempt student participation in applicable Statewide assessments at grades three through twelve.



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- a. The district shall choose assessments that are aligned with or exceed the Core Curriculum Content Standards and may include locally designed assessments.
- b. The district shall choose from among the following assessment options to determine if students have achieved the level of language proficiency designated as Novice-High as defined by the American Council on the Teaching of Foreign Languages (ACTFL) and recognized as fulfilling the world languages requirement of the NJCCCS and CCSS:
  - (1) The Standards-based Measurement of Proficiency (STAMP) online assessment;
  - (2) The ACTFL Oral Proficiency Interview (OPI) or Modified Oral Proficiency Interview (MOPI); or
  - (3) Department-approved locally designed competency-based assessments.
3. The district shall establish a process to approve post-secondary learning opportunities that may consist of Advanced Placement (AP) courses and concurrent/dual enrollment at accredited higher education institutions.
  - a. The district shall award credit for successful completion of an approved, accredited college course that assures achievement of knowledge and skills that meets or exceeds the Core Curriculum Content Standards.

### B. Additional Graduation Requirements

1. Attendance requirements as indicated in Policy and Regulation 5200;
2. Other requirements established by the Board of Education as indicated below:
  - a. Instructional Technology
  - b. United States History III
3. Any statutorily mandated requirements for earning a high school diploma;
4. Any Statewide assessment graduation requirements as determined by the New Jersey Department of Education, and as outlined in C. below.



## C. Statewide Assessment Graduation Requirements

1. The New Jersey Department of Education (NJDOE) is transitioning from the High School Proficiency Assessment (HSPA) to the Partnership for the Assessment of Readiness for College and Careers (PARCC) End-of-Course assessments for students, including students with disabilities, in the classes of 2016, 2017, 2018, and 2019.
2. Students in the classes of 2016, 2017, 2018, and 2019 will be able to demonstrate proficiencies in English Language Arts (ELA) and Mathematics required by State statute by either meeting the “cut score” on the PARCC assessments or meeting the “cut score” on a substitute assessment or by meeting the criteria of the NJDOE portfolio appeal process.
3. A student with a disability, whose Individualized Educational Plan (IEP) team determines the student is exempt from these requirements, would be required to achieve the alternative proficiency in his/her IEP.
4. The NJDOE has developed “concordant” cut scores for additional substitute assessments. For the classes of 2016, 2017, 2018, and 2019, students will be able to demonstrate proficiency in both ELA and Mathematics by meeting one of the criteria under English Language Arts and Mathematics as indicated below:
  - a. English Language Arts  
PARCC ELA Grade 9  $\geq$  750 (Level 4); or  
PARCC ELA Grade 10  $\geq$  750 (Level 4); or  
PARCC ELA Grade 11  $\geq$  725 (Level 3); or  
Prior to 3/1/16 SAT Critical Reading  $\geq$  400; or  
3/1/16 or later SAT Evidence-Based Reading and Writing  
Section  $\geq$  450 OR SAT Reading Test  $\geq$  22; or  
ACT Reading or ACT PLAN Reading  $\geq$  16; or  
Accuplacer Write Placer  $\geq$  6; or  
Accuplacer Write Placer ESL  $\geq$  4; or  
PSAT10 Reading or PSAT/NMSQT Reading\*\*  $\geq$  40; or  
PSAT10 Reading or PSAT/NMSQT Reading\*\*\*  $\geq$  22; or  
ACT Aspire Reading  $\geq$  422; or  
ASVAB – AFQT Composite  $\geq$  31; or





Meet the Criteria of the NJDOE Portfolio Appeal

b. Mathematics

PARCC Algebra I  $\geq$  750 (Level 4); or  
PARCC Geometry  $\geq$  725 (Level 3); or  
PARCC Algebra II  $\geq$  725 (Level 3); or  
Prior to 3/1/16 SAT Math  $\geq$  400; or  
3/1/16 or later SAT Math Section  $\geq$  440 OR SAT Math Test  $\geq$  22  
ACT or ACT PLAN Math  $\geq$  16; or  
Accuplacer Elementary Algebra  $\geq$  76; or  
PSAT10 Math or PSAT/NMSQT Math\*\*  $\geq$  40; or  
PSAT10 Math or PSAT/NMSQT Math\*\*\*  $\geq$  22; or  
ACT Aspire Math  $\geq$  422; or  
ASVAB – AFQT Composite  $\geq$  31; or  
Meet the Criteria of the NJDOE Portfolio Appeal

Note: \*SAT taken prior to March 2016; \*\* PSAT taken prior to October 2015; \*\*\*  
PSAT taken after October 2015. The College Board will establish new “threshold  
scores” in May 2016 for the new SAT.

D. Attendance

Regular attendance is required for the successful completion of a course of study and graduation. Students are expected to be present in every scheduled class except as their attendance is excused in accordance with Board Policy 5200.

E. Students with Disabilities

1. Through the IEP process and pursuant to N.J.A.C. 6A:14-4.11 - Graduation, the district, specify alternate requirements for a State-endorsed diploma for individual students with disabilities as defined in N.J.A.C. 6A:14-1.3.
  - a. The district shall specifically address any alternate requirements for graduation in a student IEP, in accordance with N.J.A.C. 6A:14-4.11.



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- b. The district shall develop and implement procedures for assessing whether a student with a disability has met any alternate requirements for graduation individually determined in an IEP.
2. If a student with a disability attends a school other than that of the school district of residence, which is empowered to grant a diploma, the student shall have the choice of receiving a the diploma of the school attended or a the diploma of the school district of residence.
  - a. If the school the student is attending declines to issue a diploma to the student, the district of residence Board of Education shall issue the student a diploma if the student has satisfied all State and local graduation requirements, as specified in the student's IEP.
3. Students with disabilities who meet the standards for graduation according to the school district's graduation requirements shall have the opportunity to participate in graduation exercises and related activities on a nondiscriminatory basis.
4. A student with a disability whose IEP program prescribes continued special education programs beyond the fourth year of high school shall be permitted to participate in commencement ceremonies with his/her graduating class and shall receive a certificate of attendance, provided the pupil student has attended four years of high school.
5. When a student with a disability graduates or exceeds the age of eligibility, the student shall be provided a written summary of his or her academic achievement and functional performance prior to the date of the student's graduation or the conclusion of the school year in which he or she exceeds the age of eligibility. The summary shall include recommendations to assist the child in meeting his or her postsecondary goals.

F. High School Diploma



1. The Board of Education shall award a State-endorsed high school diploma to prospective graduates who have met all of the requirements adopted in accordance with State and local Board of Education requirements.
2. The Board of Education shall not issue a high school diploma to any student not meeting the criteria specified in State and local requirements.
  - a. The district shall provide students exiting grade twelve without a diploma the opportunity for continued high school enrollment to age twenty, or until the requirements for a State-endorsed diploma have been met, whichever comes first.
  - b. The district shall allow any out-of-school individual to age twenty who has otherwise met all State and local graduation requirements, but has failed to meet the Statewide assessment graduation requirements, to return to school at scheduled times for the purpose of meeting the Statewide assessment graduation requirements. Upon certification of meeting these requirements a State-endorsed diploma shall be granted by the high school of record.
3. The Commissioner of Education shall award a State-issued high school diploma in accordance with the provisions of N.J.A.C. 6A:8-5.2(c) and (d).
4. The Board of Education shall award a State-endorsed high school diploma to any currently enrolled student formally requesting an early award of the diploma in accordance with the provisions of N.J.A.C. 6A:8-5.2(e) and Board Policy 5465.

## G. Notification

Each student who enters or transfers into the high school and the student's parent(s) or legal guardian(s) will be provided a copy of the school district's requirements for a State-endorsed diploma, and those programs available to assist students in attaining the State-endorsed diploma, in accordance with N.J.S.A. 18A:7C-5.

## H. Reporting

The Superintendent, in accordance with N.J.S.A. 18A:7C-7 and 18A:7E-3, shall report annually to the Board of Education and to the Commissioner of Education the number of



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students who completed the twelfth grade course requirements and were denied a diploma and the number of students who received State endorsed diplomas.

- I. The Superintendent shall provide to the Executive County Superintendent the district's graduation requirements each year they are evaluated through the Quality Single Accountability Continuum (QSAC) and update the filed copy each time the graduation policy and requirements are revised.

N.J.S.A. 18A:7C-1 et seq.; 18A:35-1; 18A:35-4.9; 18A:35-7; 18A:36-17

N.J.A.C. 6A:8-1 et seq.; 6A:8-5.1; 6A:8-5.2; 6A:14-4.11 et seq.

Cross reference: Policy Guide Nos. 5200, 5240, 5410, 5465

Adopted: 17 January 1989

Revised: 17 July 1990, 15 June 1993, 16 July 1996, 20 February 2001, 15 January 2002, 21 August 2012, 21 April 2015, 26 July 2016, 15 November 2016,



**TOWNSHIP OF OCEAN BOARD OF EDUCATION  
WORK MEETING MINUTES  
November 1, 2016**

**CALL TO ORDER**

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

**STATEMENT OF ADEQUATE NOTICE**

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

**ROLL CALL OF ATTENDANCE**

Present: Mr. Steven Clayton, Mr. James Dietrich, Mr. Joseph Hadden, Dr. David Marshall, Mrs. Amy McGovern, Mr. Sean Moore, Mr. Michael Palutis, and Mrs. Sylvia Sylvia-Cioffi.

Mrs. Denise Parlamas was absent.

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

**Enter Executive Session – 7:02 p.m.**

*Approval: Motion offered by Mr. Hadden, seconded by Mr. Clayton and carried 8-0.*

Move for the approval to enter Executive Session, in conformance with the Open Public Meeting Act, for the purpose of discussing: Personnel (Agenda), Litigation (Loch Arbour versus Township of Ocean and Green 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 30 minutes and will take action upon returning to work session.

**Adjourn Executive Session – 7:17 p.m.**

*Approval: Motion offered by Mr. Moore, seconded by Mrs. McGovern and carried 8-0.*

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

**PRESIDENT'S REPORT:** Mr. Hadden

Mr. Haddon discussed the following item(s):

- The school boards workshops were beneficial and he was glad that many other Board of Education members were able to attend.

**SUPERINTENDENT'S REPORT:** Dr. Stefankiewicz

Dr. Stefankiewicz discussed the following item(s):

- Superintendent discussed the CTE professional development participation.
- PARCC possible resolution was discussed. Superintendent gave history of graduation requirement testing in New Jersey.

**SCHOOL BUSINESS ADMINISTRATOR'S REPORT:** Mr. Jannarone

Mr. Jannarone discussed the following item(s):

- Discussed School Boards Mandated Training for 2 Board members.
- Lunch Program – audit upcoming by State of New Jersey.
- Wrestling Program and possible off site practice facility.

**PUBLIC COMMENT:**

- Dr. Marwin Meller, resident, discussed a possible issue with the cardiac screenings by Saint Barnabus Health. Also asked about video taping of meetings instead of just posting the audio to the website.

**COMMITTEE REPORTS:**

**CO-CURRICULAR STUDENT ACTIVITIES:** No Report

**COMMUNITY LIAISON & COMMUNICATIONS:** Mrs. Sylvia-Cioffi

The following item(s) were discussed:

1. **Discussion: Distribution of Flyers from Private Organizations**  
Board of Education and Administration discussed the distribution of flyers, from private organizations, through our District’s Web-BackPack. Other options were discussed .
  
2. **Discussion: Play it Safe – Cardiac and Concussion Screenings for Young Athletes**  
Board of Education and Administration discussed “Play it Safe - Cardiac and Concussion Screenings” being conducted by Monmouth Medical Center on Saturday, November 19, 2016 between 8 am-12 pm at Ocean Township High School. The screenings are free but pre-registration is required. Copies of the flyer and letter to parents/guardians are attached.
  
3. **Discussion: Policies & Regulations**  
Board of Education and Administration discussed the first reading of revisions to the following policies and regulations:

- Policy 0167 – Public Participation – Board Meetings
- Policy 0168 – Recording Board Meetings – ByLaw
- Policy 5460 – High School Graduation (M)

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

4. **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 – October 18, 2016
- Regular Meeting Minutes – October 18, 2016

Motion for item #4 carried: 8-0

**FINANCIAL MANAGEMENT & RESOURCE SERVICES:** Mr. Moore

The following item(s) were discussed:

1. **Discussion: Transportation Cooperative with MOESC: 2016-2017**  
Board of Education and administration discussed the Transportation Cooperative with MOESC as lead agency utilizing Jays, Klarr, Seman-Tov and Seashore for the non-public school routes as follows:

Route #	Destination	# Days	Cost Per Annum	Contractor	# of Students

**Twp of Ocean BOE Work Meeting Minutes (continued) – November 1, 2016**

HG8	Hillel Grammar	180	\$21,211.20	Seman-Tov	29
HG10	Hillel Grammar	180	18,673.20	Seman-Tov	27
HG11	Hillel Grammar	180	30,317.40	Seman-Tov	46
HH6	Hillel HS	180	26,420.40	Seman-Tov	53
HH7	Hillel HS	180	22,428.00	Seman-Tov	58
HHS3	Hillel HS & Grammar	180	3,504.60	Seman-Tov	7
IL4	Ilan HS	180	7,880.40	Seman-Tov	12
CT174	CBA/Leo/Oak Hill	180	33,409.80	Jays	44
RS/TH1	Ranney	180	29,111.40	Seman-Tov	37
SRB71	St. Rose HS/Grammar	180	10,857.60	Klarr	13
DES71	Deal ES	180	17,335.80	Seman Tov	19
SJER7	St. Jerome	180	19,906.20	Seashore	24
YKT2	Yeshiva Keter Torah Gr K-4	180	7,853.40	Jays	9
YKT1	Yeshiva Keter Torah 5-8	180	2,907.00	Seman-Tov	4

**2. Discussion: Transportation Cooperative with MOESC: 2016-2017**

Board of Education and administration discussed the Transportation Cooperative with MOESC as lead agency utilizing D.A.G., Durham, First Student, Safe Transit and Vamvas Trans for the special education school routes as follows:

Route #	Destination	# Days	Cost	Contractor	# of Students
6060	CPC Elementary	180	\$34,171.20	D.A.G.	2
4247	CPC Adolescent	180	15,073.20	First Student	1
5057	Educational Academy	180	10,638.00	Hartnett	1
4062	Alpha School	180	15,301.80	First Student	1
4062	Alpha School	180	4,845.60	First Student	Aide only
E6106	BCC/Collier HS	11	1,051.05	Safe Transit	1
4057	Defino ES	8	2,131.44	Vamvas Trans	2
4057	Defino ES	172	22,913.84	Vamvas Trans	3
E6182	Twp Ocean Intermed	100	18,270.00	Durham	1

**3. Discussion: Transportation Cooperative with MOESC: 2016-2017**

Board of Education and administration discussed the Transportation Cooperative with MOESC as lead agency utilizing Durham, Jays, Seman Tov, Vamvas and Z&S for the vocational school routes as follows:

Route #	Destination	# Days	Cost	Contractor	# of Students
V515	High Tech HS	180	\$20,802.60	Durham	6
V3028	Career Ctr-CPC Shuttle	180	3,969.00	Vamvas	1
V635	Communications HS	180	9,176.40	Jays	4
V707	Communications HS	180	39,690.00	Seman Tov	15
V609	Hazlet Vocational PM	180	42,525.00	Vamvas	10
V624	Hazlet Vocational AM	180	9,885.60	Vamvas	3
V640	Aberdeen Voc -AM	180	20,908.80	Vamvas	4

**Twp of Ocean BOE Work Meeting Minutes (continued) – November 1, 2016**

V716	AberdeenVoc -PM	180	16,300.80	Z&S	3
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**4. Discussion: Acceptance of Non-Public Security Aid Program**

Board of Education and administration discussed the Township of Ocean Board of Education to accept the 2016-2017 New Jersey Nonpublic School Security Aid Program allocations for the district for a total amount of \$42,850.00 and each nonpublic school allocation is as follows:

Hillel High School	\$ 9,200.00
Hillel Yeshiva of the Shore Area	\$22,050.00
Ilan High School	\$ 7,000.00
Yeshiva at the Jersey Shore	<u>\$ 4,600.00</u>
DISTRICT TOTAL	\$42,850.00

**5. Discussion: Acceptance of Non-Public Nursing**

The Board of Education and administration discussed the Township of Ocean Board of Education acceptance of 2016-2017 New Jersey Nonpublic School Nursing allocations in the District total amount of \$77,130.00 and each nonpublic school allocation as follows:

Hillel High School	\$16,560.00
Hillel Yeshiva of the Shore Area	\$39,690.00
Ilan High School	\$12,600.00
Yeshiva at the Jersey Shore	<u>\$ 8,280.00</u>
DISTRICT TOTAL	\$77,130.00

**7. Discussion: Tuition Contract**

Board of Education and administration discussed the following tuition contract with Neptune Township School District for a homeless child attending Ocean Township High School:

<u>Student</u>	<u># of Days</u>	<u>Grade</u>	<u>Period of Time</u>	<u>Tuition Cost</u>
JP	161	9	10/24/16-6/21/17	\$14,988.10

**8. Discussion: Ice Rental**

Board of Education and Administration discussed rental agreement for use of the ice facility at the Jersey Shore Arena for high school ice hockey team practices and meets for the 2016-2017 season for an approximate cost of \$22,000. (As per attached)

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

**6. Use of Facilities**

Move to approve the use of facilities according to the attached list dated November 1, 2016.

**9. Additional - Use of Facilities**

Move to approve the use of facilities according to the attached list dated November 1, 2016.

Motion(s) for item #6 and #9 carried: 8-0

Mr. Moore, Finance Chairman, discussed the September 27<sup>th</sup> finance meeting held with local sport groups and the committee meeting held tonight. Discussions regarding the future replacement of the turf field were held.



**Twp of Ocean BOE Work Meeting Minutes (continued) – November 1, 2016**

**INSTRUCTIONAL & EDUCATION:** Dr. Marshall

The following item(s) were discussed:

**1. Discussion: Trip Requests**

Board of Education and Administration discussed the following trip requests:

Group: Italian Students/Grade 8  
Number of Students: 47  
Date: Tuesday, December 13, 2016  
Departure Time: 8:00 am  
Return Time: 2:30 pm  
Destination: Gran Café I’ Aquila  
Philadelphia, PA  
Purpose: “Made in Italy” bread and the art of gelato making  
Transportation: District School Bus  
Teacher Chaperones: 2 (Denise Amato and Sue Fischer)  
Parent Chaperones: -0-  
Cost per student: \$20.00 (paid for by student)

Group: Social Studies Students/Grades 10, 11 & 12/  
The Holocaust & Modern Genocides Course  
Number of Students: 35  
Date: Wednesday, December 7, 2016  
Departure Time: 6:30 am  
Return Time: 7:30 pm  
Destination: United States Holocaust Memorial Museum  
Washington, DC  
Purpose: View the Permanent Exhibition: The Holocaust and the Museum,  
reflect in the museum’s memorials, and learn ways to prevent  
genocide.  
Transportation: 1 Bus (Raritan Valley Charter Bus)  
Teacher Chaperones: 5 (Dean Athans, Allison Connolly, Jean Collins, Susan Russo  
and Barbara Ohlott-Wiener)  
Parent Chaperones: -0-  
Cost per student: No cost to student (the cost will be covered by Kean  
University as part of their partnership agreement with our  
District)

**2. Discussion: Overnight Trip Requests**

Board of Education and Administration discussed the following overnight trip requests:

Group: Wrestling Team  
Number of Students: 12-14  
Departure Date/Time: Friday, December 16, 2016/3:15 pm  
Return Date/Time: Sunday, December 18, 2016/ 7:30 pm or later  
Destination: Bob Carpenter Center, University of Delaware

**Twp of Ocean BOE Work Meeting Minutes (continued) – November 1, 2016**

Purpose: \*24<sup>th</sup> Annual Beast of the East Varsity Wrestling Tournament  
Newark, Delaware (Wrestling begins 8:30 am on Saturday  
the 17<sup>th</sup> and concludes around 5:30 pm on Sunday the 18<sup>th</sup>.)  
Transportation: Private (Student wrestlers will be driven to the tournament by  
either a coach or a parent. Parents will sign permission slips.)  
Teacher Chaperones: Wrestling Coaches  
Parent Chaperones: -0-  
Cost per student: \$100.00 per room/per night at the Embassy Suites (The team  
obtained six rooms, one for coaches and five rooms for the student  
wrestlers. The rooms will be paid for out of the Student Activities  
wrestling account.)

(\*The last time our wrestlers attended this tournament was in 2013. This tournament is  
regarded as the best high school wrestling tournament in the country.)

Group: Golf Team (itinerary is attached)  
Number of Students: 5  
Date: Departure Time: Wednesday, April 12, 2017, 6:00 am  
Return Time: Saturday, April 15, 2017 late afternoon  
Destination: The Palmetto High School Championship  
Purpose: Myrtle Beach, South Carolina  
Transportation: Mode of transportation will be the responsibility of the  
parent and student golfer.  
Teacher Chaperone: 1 – Ryan Kulat (Golf Coach)  
Parent Chaperones: To be determined (A parent is required to accompany each student  
golfer.)  
Cost per student: \*\$305.00 for rooms (Payment will be the responsibility of the  
student golfers and parents attending.)

(\*The cost of the tournament is \$250.00 per student golfer. This fee will be paid for through  
fundraising. Any remaining balance will be paid for by the students. Additionally, if there is  
fundraising money remaining, it will be put towards the total balance of the rooms.)

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

3. **Trip Requests**

Move to approve the following trip requests:

Group: Sixth Grade Social Studies Classes/Team A  
Number of Students: 83  
Date: Thursday, November 3, 2016  
Departure Time: 8:00 am  
Return Time: 2:00 pm  
Destination: Museum of Jewish Heritage/A living memorial to the Holocaust  
New York  
Purpose: To recognize causes and effects of prejudice  
Transportation: Museum is supplying buses  
Teacher Chaperones: 2 (Paul McGrade and Peter Ryan)

**Twp of Ocean BOE Work Meeting Minutes (continued) – November 1, 2016**

Parent Chaperones: - 0-  
Cost per student: All costs are covered by a grant from the museum.

Group: Sixth Grade Social Studies Classes/Team C  
Number of Students: 85  
Date: Friday, November 4, 2016  
Departure Time: 8:00 am  
Return Time: 2:00 pm  
Destination: Museum of Jewish Heritage/A living memorial to the Holocaust  
New York  
Purpose: To recognize causes and effects of prejudice  
Transportation: Museum is supplying buses  
Teacher Chaperones: 2 (Kevin Mark and Peter Ryan)  
Parent Chaperones: - 0-  
Cost per student: All costs are covered by a grant from the museum.

Group: Sixth Grade Social Studies Classes/Team B  
Number of Students: 98  
Date: Wednesday, November 16, 2016  
Departure Time: 8:00 am  
Return Time: 2:00 pm  
Destination: Museum of Jewish Heritage/A living memorial to the Holocaust  
New York  
Purpose: To recognize causes and effects of prejudice  
Transportation: Museum is supplying buses  
Teacher Chaperones: 5 (Michelle Alessi, Stephanie Horton, Robert Klinger, Eileen Mervine, and Peter Ryan )  
Parent Chaperones: - 0-  
Cost per student: All costs are covered by a grant from the museum.

**4. Professional Development Activities – Staff**

Move to approve the attached memorandums (2) dated October 21, 2016 and October 28, 2016 re: Staff Professional Development Activities in accordance with District Policy 6471 and NJAC 6A:23B. The attendance at said activities is fiscally prudent and will promote the delivery of instruction and/or will further the efficient operation of the district.

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

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

Move to approve addendums to out of district private tuition for the 2016-2017 school year in accordance with the attached memorandums (2) dated October 20, 2016 and October 27, 2016.

Motion(s) for item #3 thru #5 carried: 8-0

**NEGOTIATIONS:** No Report

**Twp of Ocean BOE Work Meeting Minutes (continued) – November 1, 2016**

**PERSONNEL:** Mrs. McGovern

The following item(s) were discussed:

1. **Discussion: Retirement**

Board of Education and Administration discussed the retirement of Danita Reynolds, English as a Second Language Teacher, Wayside School, effective July 1, 2017.

2. **Discussion: Revision to an Unpaid Family Leave of Absence**

Board of Education and Administration discussed a revision to an unpaid family leave of absence, as designated under FMLA and NJFLA, for Janine Sterner, Special Education Teacher, Intermediate School/Fifth Grade Wing. The revision reflects an earlier return to work date. Mrs. Sterner's unpaid family leave of absence will begin at the conclusion of her eligible sick leave, November 16, 2016 and continue through February 15, 2017. She is expected to return to work on February 16, 2017. While out on an unpaid family leave of absence, Mrs. Sterner will be responsible for paying the appropriate contribution towards her health insurance coverage. (Mrs. Sterner's leave was originally approved at the August 30, 2016 regular monthly meeting with an approximate start date of December 8, 2016 and a return date of March 13, 2017.)

3. **Discussion: Unpaid Family Leave of Absence**

Board of Education and Administration discussed the request of Melissa Morano, Speech Language Specialist, Wayside Elementary and High School, to take one week of unpaid family leave, as designated under FMLA, for the period of February 22 through February 24, 2017, and twelve weeks unpaid family leave, as designated under FMLA and NJFLA, for the period beginning February 27, 2017 through May 26, 2017. Mrs. Morano's last day of work will be January 27, 2017. She is expected to return to work on May 30, 2017. While out on an unpaid family leave of absence, Mrs. Morano will be responsible for paying the appropriate contribution towards her health insurance coverage.

14. **Discussion: Retirement**

Board of Education and Administration discussed the retirement of Eileen Glynn, Art Teacher, High School, effective February 1, 2017.

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

4. **Resignations – Co-Assistant Wrestling Coaches Freshman Level, High School**

Move to approve the resignations of the following Co-Assistant Wrestling Coaches, Freshman Level, High School:

Charles Frankel, effective October 20, 2016  
Brandon Shenan, effective October 25, 2016

5. **Substitute Bus Driver**

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

6. **Custodial Substitutes**

Move to approve John Figlar and Tarik Simpson as Custodial Substitutes for the 2016-2017 school year.

**Twp of Ocean BOE Work Meeting Minutes (continued) – November 1, 2016**

**7. Revised Contract**

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

Ronald Pearson	Custodian I	\$34,440.00*
	Wanamassa Elementary School	Prorated
	Non-Tenure Track Position	Retro to -
	Effective: August 1, 2016	August 1, 2016

(\*This is a revision to salary as a result of being issued a black seal license. Stipend for the black seal is reflected in the salary noted above.)

**To fill vacancy positions:**

James Doyle	Educational Technology/Teaching Specialist	\$61,755.00
	Elementary Level	MA/Step 6-7
		Prorated
	Actual Start Date: November 23, 2016	
	Effective Date: December 1, 2016	

(This is a newly budgeted position. Mr. Doyle was previously approved at the regular monthly meeting held on October 18, 2016 with a start date of November 22, 2016. He is unable to begin in the District until November 23, 2016, as noted above.)

Bernice Guzman	Bi-lingual Instructional Assistant, Part-Time	\$15,607.00
	Wayside Elementary School	Step 1
	Non-Tenure Track Position	Prorated
	Actual Start Date: October 31, 2016	
	Effective Date: November 1, 2016	

(This is a newly budgeted position. Ms. Guzman was previously approved at the work meeting held on September 27, 2016, pending criminal history background check and release from current employer, both are in order. Ms. Guzman replaces Gabriela Brawer who was offered a contract, in July 2016, to fill this position but resigned.)

**8. Instructional Assistant/Extracurricular Event**

Move to approve Violet Eliadis, an Instructional Assistant, to provide aide support to an Ocean Township High School student (9th grade) with disabilities, participating in an extracurricular event. The student/Yearbook Club member will attend "So You Think You Can Dance," at the high school, on Wednesday, October 26, 2016, from 6 pm – 9 pm. The student will take pictures for the yearbook. Ms. Eliadis will be paid at her hourly contractual rate.

**9. Instructional Assistant/Extracurricular Event**

Move to approve Violet Eliadis, an Instructional Assistant, to provide aide support to an Ocean Township High School student (9th grade) with disabilities, participating in an extracurricular event. The student/Yearbook Club member will attend "Coffee House," at the high school, on Thursday, October 27, 2016, from 5:30 pm – 9 pm. Ms. Eliadis will be paid at her hourly contractual rate.

**10. Extension to Medical Leave for District Administrator**

Move to approve an extension to a medical leave for Eleanor Hughes, Supervisor of Language Arts, Social Studies, K-5/Library K-8 for the period of November 1, 2016 through December 31, 2016.



**Twp of Ocean BOE Work Meeting Minutes (continued) – November 1, 2016**

School Business Administrator showed pictures of the ongoing referendum projects.

**TECHNOLOGY COMMITTEE:** No Report

**OLD BUSINESS:**

- Board of Education to review in detail the PARCC 3<sup>rd</sup> grade scores at upcoming meeting.
- Board of Education discussed an anonymous sports and clubs exit survey. Superintendent will check with Athletic Director.

**NEW BUSINESS:**

- Sports banquets and no alcohol allowed for adults was discussed.
- Seman Tov school bus issues in the news. State mandated inspections twice a year and other safe guards for maintaining buses were discussed.
- School district coaching professional development was also discussed.
- Discussed the lighting in the high school parking lot.

**PUBLIC COMMENT:** None

**ADJOURN MEETING:** 9:12 p.m.

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

Respectfully submitted,

  
Kenneth Jannarone  
School Business Administrator/Board Secretary

**FINANCIAL MANAGEMENT RESOURCE SERVICES COMMITTEE**



# Twp of Ocean BOE

## Expense Account Adjustment Analysis By Adjustment#

Current Cycle : October

va\_exaa2.082406  
10/31/2016

Adj #	Description	Account#	Account Description	Date	User	Old Amount	Adjustment	New Balance
<b>Current Appropriation Adjustments</b>								
000082	BT: OCT-001	11-000-2620-34010-00-25	O/M OTH TECHSRV ENERGY	10/07/2016	GSTONE	\$24,300.00	(\$5,000.00)	\$19,300.00
	BT: OCT-001	11-000-2620-49034-01-27	OTHER PURCH. PROPERTY SE	10/07/2016	GSTONE	\$2,000.00	\$5,000.00	\$7,000.00
					Total for Adjustment #	000082	\$0.00	
000083	BT: OCT-002	11-190-1000-61006-06-29	REG INSTR ENG SUP 7-8	10/07/2016	GSTONE	\$17,105.00	(\$153.00)	\$16,952.00
	BT: OCT-002	11-190-1000-89001-06-29	DUES & FEES - LANG ARTS	10/07/2016	GSTONE	\$0.00	\$153.00	\$153.00
					Total for Adjustment #	000083	\$0.00	
000084	BT: OCT-003	11-000-2610-42012-02-27	FLOORS & CEILINGS	10/07/2016	GSTONE	\$6,500.00	\$7,607.00	\$14,107.00
	BT: OCT-003	12-000-2400-73202-10-25	EQUIPMENT ADMIN	10/07/2016	GSTONE	\$4,500.00	(\$4,500.00)	\$0.00
	BT: OCT-003	12-000-2610-73002-02-27	OP & MAINT - OTES	10/07/2016	GSTONE	\$7,607.00	(\$7,607.00)	\$0.00
	BT: OCT-003	12-000-2620-73202-10-27	EQUIPMENT-ADMIN BLDG.	10/07/2016	GSTONE	\$86,022.00	\$14,480.00	\$100,502.00
	BT: OCT-003	12-000-2700-73302-10-25	STDNTRAN SCH BUS REG T2	10/07/2016	GSTONE	\$202,000.00	(\$9,980.00)	\$192,020.00
					Total for Adjustment #	000084	\$0.00	
							<b>Total Current Appropriation Adjustments</b>	<b>\$0.00</b>

# JERSEY SHORE ARENA

1215 Wyckoff Road ~ P.O. Box 621 ~ Farmingdale, NJ 07727 ~ Phone (732) 919-7070 ~ Fax (732) 919-0284

## HOCKEY ICE RENTAL CONTRACT

Date: 10-31-2016

This LICENSE AGREEMENT is entered into between the LICENSOR, JERSEY SHORE ARENA, 1215 Wyckoff Road, Farmingdale, New Jersey 07727 and LICENSEE, known as:

Group Name: Olean

Contact: DAVE SMITH  
ROBY (700)

Address: \_\_\_\_\_

Day Phone: 732-531-5680

City/State/ZIP \_\_\_\_\_

Eve. Phone: \_\_\_\_\_

The Licensor hereby licenses the licensee and its members, families, competitors, and all other guests, the use of Licensor's facility and parking lot known as JERSEY SHORE ARENA. This License is given under the following terms and conditions:

2ND YEAR OF 5 YEARS

### FEES & PAYMENTS

### ICE TIME INFORMATION

Rate per hour: 400.00

(see attached)

Number of Hours: 55

### Payment Schedule

Total Fee: \$ 22,000

1st 5,000 date due 12/15 4th \_\_\_\_\_ date due \_\_\_\_\_

Deposit: 7,000 Date Due: 11-25

2nd 5,000 date due 1/5/2017 5th \_\_\_\_\_ date due \_\_\_\_\_

3rd 5,000 date due 2/1/17 6th \_\_\_\_\_ date due \_\_\_\_\_

**\*\* PLEASE READ BELOW AND SIGN \*\***

HTDON W OCRAUSCHOOLS.ORG

### RULES

- Licensee will provide Licensor proof of insurance that is acceptable to Licensor.
- All time slots are permanent, Licensee is responsible for payment whether the time is used or not, NO CANCELLATIONS.
- All scheduled fees must be paid prior to taking the ice.
- Deposits are NON-REFUNDABLE.
- Ice time is not transferable without the written authorization of Licensor.
- Fees are transferable due to failure by Jersey Shore Arena to provide scheduled ice time.
- No alcoholic beverages of any kind are permitted in either the parking lot or the skating facility.
- In the event that a hockey stick and/or hockey puck is used by Licensee or their guests, it is agreed by Licensee that all participants are required to wear protective helmets and related safety equipment.
- No one is permitted on the ice while it is being resurfaced and/or the zamboni doors are open.
- All participants will not go on the ice until their scheduled time and will leave the ice immediately at the end of purchased time.
- In the event that Licensor pre-empt any of the time granted to the Licensee an appropriate reduction in the amount of the Licensee fee payable will be made.
- Management may eject anyone from the premises and the parking lot at any time for any misconduct.
- Fighting shall not be permitted on the ice or at any location on the premises.
- Licensee, its members, guests, competitors and/or affiliates are responsible for any damage resulting from their use of the facility known as Jersey Shore Arena.
- No one is allowed to swing sticks, shoot pucks or other objects while off the ice surface, including the parking areas.
- All participants will dress for all activities in the dressing rooms only.
- Any continued violation of the rules and regulations of the Jersey Shore Arena may be grounds for cancellation of the rental agreement between the Licensee and the Licensor.
- HOLD HARMLESS-LICENSEE AGREES TO INDEMNIFY AND HOLD LICENSOR HARMLESS FROM ANY AND ALL LOSS, COST, EXPENSE AND LIABILITY IN CONNECTION WITH ANY CLAIM OR ASSERTED CLAIM WHICH IS IN ANY WAY RELATED TO THE ACTIVITIES ENGAGED IN BY THE LICENSEE, ITS MEMBERS, GUESTS, COMPETITORS AND/OR AFFILIATES.

LICENSEE (please print)

LICENSEE SIGNATURE

DATE

10-31-2016

LICENSOR (please print)

LICENSOR SIGNATURE

DATE

## **INSTRUCTION & EDUCATION**



# Ocean Township High School

## Department of Athletics and Activities

**MEMORANDUM FOR:** Dr. James Stefankiewicz, Superintendent of Schools  
**FROM:** H. Rusty Todd<sup>H.R.T.</sup>, Athletic Director  
**RE:** Golf Trip

### Description:

The golf team has a special opportunity to participate in The Palmetto High School Championship in Myrtle Beach, South Carolina from April 12 – April 15. The Varsity team will attend.

### Reason for Trip:

This is an unbelievable opportunity for the team, and will certainly help as the season begins. We will have the opportunity to play two golf courses that are ranked in the "Top 100 Course You Can Play" in a tournament style format. The courses offer world-class driving ranges, putting greens, short game areas as well as individual instruction. It is difficult to get course time early in our season and the Tournament Play atmosphere is much different than our Match Play style format. This tournament will have us playing 54 holes of golf in 3 days along with practice time. The Tournament Play format is also a welcomed experience.

This is also a great way to promote team unity and, since we will attend the tournament with another team from the Shore Conference, it will also be great for the sportsmanship aspect of high school athletics. I believe that this trip can also be used as a great recruiting tool by getting out of the area and allowing our great golfers to be seen by coaches that wouldn't normally see them play. This will be a trip the players will remember for many years.

### Payment/Cost:

The cost of the tournament is \$250.00 per golfer which will be paid for through the Student Activities, Golf account. We will be holding various fundraisers to pay for the cost of the tournament and the players are responsible for any remaining cost. We will be blocking off rooms in the Best Western of Pawley's Island, SC. Rooms will come to a total of \$305.00 which each player will be responsible for payment. If fundraising money is remaining, it will be put towards the total balance of the rooms.

### Mode of Travel:

As we are a small team, and we have required a parent to accompany each golfer, the responsibility for travel will be on the parent and golfer. Those deciding to drive will meet in a location and travel down in caravan and carpool style. There will be a check point lunch stop for those carpooling down. In speaking with other teams from the Shore Conference who have taken this trip in past years, this has worked best to keep cost to a minimum, and to allow for families to join as well.

*Home of the Spartans!*





# Ocean Township High School

## Department of Athletics and Activities

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### Itinerary:

Wednesday April 12, 2017:

- 6:00 am- Leave Ocean Township High School for Myrtle Beach
- 7:00 pm - Arrive at Best Western Suites and check in
- 7:30 pm - 8:30pm- Team Registration
- 8:30pm - Team Dinner
- 10:30pm - Lights out

Thursday, April 13, 2017 - Friday, April 14, 2017

- 5:30am - Wake up and go to breakfast
- 7:30am - 12:00am – Rounds 1 and 2
- 12:00am - 2:00am - Lunch
- 2:30pm - 5:30pm Driving Range, putting green instruction, and short game practice
- 7:00 - Team dinner
- 10:30pm - Lights out

Saturday, April 15, 2017

- 5:30am - Wake up and attend breakfast, check-out of hotel
- 8:00am – 3<sup>rd</sup> and Final round
- 12:30 – Lunch and Award Ceremony
- 2:00pm - Team leaves Myrtle Beach

### Miscellaneous:

Parental permission slips and forms will be given out to the student and returned to the coach in order to attend this trip. A parent meeting will be held to discuss the commitment involved in the trip as well as the fundraising process. An additional parent meeting will be held just a few days prior to leaving.

*Home of the Spartans!*



**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:** November 9, 2016  
**CC:** Kelly Weldon, Ken Jannarone

Below is a Professional Development Activity in accordance with District Policy 6471 and NJAC 6A:23B for BOE approval. The attendance at said activity is fiscally prudent and will promote the delivery of instruction and/or will further the efficient operation of the district.

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

Last Name	First Name	Subject	Workshop	Date	Fee*
Colon	Greg	Business	Price Waterhouse Coopers/Wharton School of Business Seminar for High School educators of Business and Financial Responsibility – PA	12/2-4/2016	** All expenses covered by Wharton

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

\*\*Substitute rate of \$85 per day

**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:** November 9, 2016  
**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*
Bauries	Jennifer	CST	NJASP***** Winter Conference - Monroe	12/9/16	\$120.00
McHugh	Kristen	Guidance	Yoga & Mindfulness in the Classroom - Eatontown	12/5/16	\$219.99
Anderson	Valeria	Italian	Flipped Learning: Cutting Edge Practical Strategies for Engagement - New Brunswick	12/7/16	\$245.00**
Lister	Pamela	French	Flipped Learning: Cutting Edge Practical Strategies for Engagement - New Brunswick	12/7/16	\$245.00**
Semerano	Krysten	Social Studies	Slavery Immigration and Public Memory in NYC - Rutgers	2/10/17	\$35.00**
Ohlott-Weiner	Barbra	History	24th Annual History Conf at Princeton - NJCHE****	12/2/16	\$80.00**
Edson	Meghan	Science	Peer Review Panel - New Jersey Student Learning Standards. Science Materials - Info Age Museum - Wall	12/15/16	**
Edson	Meghan	Science	Peer Review Panel - New Jersey Student Learning Standards. Science Materials - Info Age Museum - Wall	11/29/16	**
Schultz	Deborah	Instructional Aide	Social Building Blocks: Creative Social Skills - RPD*****	12/14/16	**
Sain	Tara	Science	StarLab Workshop - Raritan Valley Community College	11/30/16	**
Guarino	Roxanne	Music	Sugar & Spice vs Puppy Dog Tails - Monmouth University	2/27/17	**
Amato	Christopher	Asst Principal	Effective IEP Development: Practical Applications - LRC***** - Trenton	2/13/16	n/a

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

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

\*\*\*Regional Professional Development Academy

\*\*\*\*NJ Council for History Education

\*\*\*\*\*Learning Resource Center

\*\*\*\*\*NJ Assn of School Psychologists

Last	First	Subject	Title	Date	FEE*
Castronovo	Jacqui	Supv of Spec Ed	Effective IEP Development: Practical Applications – LRC***** - Trenton	12/13/16	n/a
Kaszuba	Dawn	Principal	Effective IEP Development: Practical Applications – LRC***** - Trenton	12/13/16	n/a
Wilson	Chris	Supv of ASP, ELL and WL	Effective IEP Development: Practical Applications – LRC***** - Trenton	12/15/16	n/a
Maltese	Amanda	Supv of Math	Effective IEP Development: Practical Applications – LRC***** - Trenton	12/15/16	n/a
Burns	Bridget	CST	Effective IEP Development: Practical Applications – LRC***** - Trenton	12/15/16	n/a
Kabourakis	Summer	Guidance	Freshman Academy Visits - Middletown North	11/16/16	n/a

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

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

\*\*\*Regional Professional Development Academy

\*\*\*\*NJ Council for History Education

\*\*\*\*\*Learning Resource Center

\*\*\*\*\*NJ Assn of School Psychologists





Monmouth County Arts High & Middle School  
154 Main Street, Suite 102, Matawan, NJ 07747  
Phone: 732-566-2787 Fax: 732-566-2005 Email: info@artsandedcenter.org

**SCHOOL DISTRICT PARTICIPATION AGREEMENT  
School Year 2016-17**

**DEADLINE FOR RETURN: July 31, 2016**

District: \_\_\_\_\_

**MONMOUTH COUNTY ARTS HIGH SCHOOL - Please initial Your Participation Below**

Grades 9-12, 14-week program, January – May

\$830 per student, includes round-trip transportation.

\$715 per student, without transportation.

**MONMOUTH COUNTY ARTS MIDDLE SCHOOL - Please initial Your Participation Below**

Grades 6, 7 & 8, 12-week program, February – May

\$815 per student, includes round-trip transportation.

\$715 per student, without transportation.

The School District agrees to allow the students to attend if they pass the audition / portfolio review and are students in good standing.

The school district agrees to pay for the following number of students in each program:

\_\_\_\_ Students in the 2016 Monmouth County Arts High School

\_\_\_\_ Students in the 2016 Monmouth County Arts Middle School

\_\_\_\_\_  
Superintendent's or Authorized Signature

\_\_\_\_\_  
Print Name & Title

\_\_\_\_\_  
Date

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

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**Township of Ocean Schools**



MEMORANDUM FOR: James Stefankiewicz , Ed. D.

FROM: Janet Forino

DATE: November 9, 2016

RE: Student Teachers

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Please present for Board Approval at the next scheduled board meeting the student teachers listed below.

Angelica Hernandez  
Georgian Court U  
OTES  
Joann Kobil

Michelle Clark  
Georgian Court U  
TOIS  
Joanne DeVito

Sarah Gerstein  
Monmouth U  
Wayside  
Jennifer Rapuano

Victoria Dorony  
Georgian Court U  
OTHS  
Julie Shernius

Alyssa Ercolino  
Monmouth U  
Wayside  
Kelly Koenig

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

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**Township of Ocean Schools**



MEMORANDUM FOR: James Stefankiewicz , Ed. D.

FROM: Janet Forino

DATE: November 9, 2016

RE: Student Observers

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Please present for Board Approval at the next scheduled board meeting the student teachers listed below.

Angelica Hernandez  
Georgian Court U  
OTES  
Joann Kobil

Michelle Clark  
Georgian Court U  
TOIS  
Joanne DeVito

Danielle Triolo  
Fairleigh Dickinson  
TOIS  
Michael Salum

Danielle Larsen  
Georgian Court U  
TOIS  
Tara O'Neill

Emily Eyster  
Clemson U  
OTES  
Catherine Eljdid  
Robin Klohr

## PERSONNEL

SUBSTITUTES FOR BOARD APPROVAL

November 9, 2016

Apicelli, Cipriano	Coach
Garrity, Lauren	K-12
Krzyzanowski, Thaddeus	5-12
Woodward, Shawn	K-12