

**REGULAR MEETING**

**ATTACHMENTS**

**AUGUST 30, 2016**

## **CO-CURRICULAR STUDENT ACTIVITIES**



## Ocean Township High School

550 West Park Avenue  
Oakhurst, NJ 07755  
[www.oceanschools.org](http://www.oceanschools.org)  
732-531-5650

**James Stefankiewicz, Ed.D.**  
Superintendent of Schools

**Gina Hagerman**  
Assistant Principal  
**Michael Lambusta**  
Assistant Principal  
**Kathryn S. Miller**  
Director of School Counseling  
**H. Rusty Todd**  
Director of Athletics & Student Activities

**Dawn C. Kaszuba**  
Principal

**MEMORANDUM TO:** Dr. James Stefankiewicz  
**FROM:** H. Rusty Todd, <sup>per:</sup> Director of Athletics & Student Activities/Grades 5-12  
**DATE:** August 8, 2016  
**RE:** Club Name Change

I would like to propose a name change to our Gay-Straight Alliance Club. As per our advisor Ms. Susan Henderson, the name of the Gay-Straight Alliance should be changed to "Kaleidoscope," as it is more encompassing of anyone who wants to join.

Please refer to the attached rational from Ms. Henderson.

I, as the activities director and Kelly Weldon are fine with the name change.

HRT:tpc  
Enclosure

*Home of the Spartans!*



The Gay-Straight Alliance requests to change its name to "Kaleidoscope" to be more encompassing of anyone who wants to join. There are so many different types of people, and it is our job as a club to be accepting of everyone. If we continue to be the Gay-Straight Alliance, we are excluding bisexual and transgender people, to name a few. The name also attributes a negative stigma that discourages students from joining because they are afraid that they will be labeled as gay or lesbian by their classmates for simply going to meetings. The name Gay-Straight Alliance is very rigid and exclusive, and changing the name will be beneficial for the club.

We are proposing to change the name of our club to "Kaleidoscope" (the LGBT+ club) in order to be fully accepting of all students. A Kaleidoscope has every color of the rainbow, and as a club, we strive to include people no matter how they identify. This new name will help boost our membership, and allow students to join without feeling the pressure to declare themselves either Gay or Straight; however, our mission will remain the same. As a club, we work to educate the student body and teachers and to spread kindness and acceptance through our outreach. At meetings, we are a safe space for LGBT+ youth and allies.

**FINANCIAL MANAGEMENT RESOURCE SERVICES COMMITTEE**

# Twp of Ocean BOE Expense Account Adjustment Analysis By Adjustment#

\_exaa2.082406  
7/29/2016

Current Cycle : July

Obj #	Description	Account#	Account Description	Date	User	Old Amount	Adjustment	New Balance
<b>Current Appropriation Adjustments</b>								
0004	BT: JULY-001	11-190-1000-61006-10-25	GENERAL SUPPLIES	07/01/2016	GSTONE	\$52,137.00	(\$20,000.00)	\$32,137.00
	BT: JULY-001	11-190-1000-64001-10-25	TEXTBOOKS	07/01/2016	GSTONE	\$1,931.00	\$20,000.00	\$21,931.00
					Total for Adjustment #	000004	\$0.00	
0011	BT: JULY-002	11-213-1000-61006-06-21	RES CNTR GEN SUPP INT	07/01/2016	GSTONE	\$25,553.00	(\$2,455.00)	\$23,098.00
	BT: JULY-002	11-213-1000-64001-02-05	TEXTBOOKS	07/01/2016	GSTONE	\$7,913.00	\$2,455.00	\$10,368.00
					Total for Adjustment #	000011	\$0.00	
0012	BT: JULY-003	11-230-1000-61006-00-22	BASICSKILLS GEN SUP INST	07/01/2016	GSTONE	\$36,589.00	(\$600.00)	\$35,989.00
	BT: JULY-003	11-240-1000-61006-00-06	BILINGUAL GEN SUPP	07/01/2016	GSTONE	\$45,262.00	\$600.00	\$45,862.00
					Total for Adjustment #	000012	\$0.00	
0014	BT: JULY-004	11-230-1000-61006-00-22	BASICSKILLS GEN SUP INST	07/01/2016	GSTONE	\$35,989.00	(\$1,300.00)	\$34,689.00
	BT: JULY-004	11-240-1000-61006-00-06	BILINGUAL GEN SUPP	07/01/2016	GSTONE	\$45,862.00	\$1,300.00	\$47,162.00
					Total for Adjustment #	000014	\$0.00	
0020	BT: JULY-005	11-000-2520-11013-00-00	TECHNOLOGY ADMIN SAL	07/12/2016	GSTONE	\$506,657.00	\$76,000.00	\$582,657.00
	BT: JULY-005	11-000-2610-11014-00-00	TECH SUMM ADMIN EXP ADJ	07/12/2016	GSTONE	\$76,000.00	(\$76,000.00)	\$0.00
					Total for Adjustment #	000020	\$0.00	
0021	BT: JULY-006	11-000-2300-10426-00-00	AFFIRM ACTION OFF SAL	07/12/2016	GSTONE	\$10,507.00	\$205.00	\$10,712.00
	BT: JULY-006	11-000-2300-10501-00-00	SBA SECURY SAL	07/12/2016	GSTONE	\$303,422.00	\$1,482.00	\$304,904.00
	BT: JULY-006	11-000-2400-10301-01-00	ADM-PRINCIPAL SAL SHS	07/12/2016	GSTONE	\$138,128.00	(\$1,797.00)	\$136,331.00
	BT: JULY-006	11-000-2400-10423-01-00	ADM-MGR STU PROG SHS	07/12/2016	GSTONE	\$235,516.00	\$110.00	\$235,626.00
					Total for Adjustment #	000021	\$0.00	
0023	BT: JULY-007	11-000-2190-58003-10-38	CST/SP ED PROF DEV: RPDA	07/21/2016	GSTONE	\$9,435.00	(\$1,500.00)	\$7,935.00
	BT: JULY-007	11-000-2190-89002-10-21	DUES: TOAA CST COORD-JC	07/21/2016	GSTONE	\$0.00	\$1,500.00	\$1,500.00
					Total for Adjustment #	000023	\$0.00	
<b>Total Current Appropriation Adjustments</b>							<b>\$0.00</b>	

**AGREEMENT FOR**  
**INSTRUCTIONAL, SPECIAL EDUCATION and/or TRANSPORTATION AIDE**  
**PLACEMENTS**  
**FOR THE PERIOD OF:**  
**JULY 1, 2016 THROUGH JUNE 30, 2017**

THIS AGREEMENT FOR INSTRUCTIONAL, SPECIAL EDUCATION AND/OR TRANSPORTATION AIDE ("Aides") PLACEMENTS ("Agreement") is entered into as of the 1st day of July, 2016 by and between:

MONMOUTH-OCEAN EDUCATIONAL SERVICES COMMISSION,  
with offices at 900 Hope Road, Tinton Falls, New Jersey 07712  
("MOESC"); and

BOARD OF EDUCATION OF OCEAN TOWNSHIP, in the COUNTY  
OF MONMOUTH, with offices located at 163 Monmouth Road,  
Oakhurst, NJ 07755("Board").

**RECITALS:**

A. Because the Board requires Instructional Aides, Special Education Aides and/or Transportation Aides, the Board wishes to contract with MOESC to provide such Aides; and

B. MOESC has agreed to provide the Aides subject to the terms and conditions set forth within this Agreement.

NOW THEREFORE, in consideration of the mutual covenants and conditions contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and intending to be legally bound, the parties do agree as follows:

1. The Recitals set forth above are incorporated herein as if set forth at length.

2. MOESC shall endeavor to provide the Aides to the Board pursuant to this agreement.

3. The Aides shall be described as follows:

	<u>Status</u>	<u>Qualification</u>	<u>Board Invoice Rate</u>
(a)	Part-Time (less than 30 hours per week)	Non Highly-Qualified	\$ 22.95/hour
(b)	Part-Time (less than 30 hours per week)	Highly-Qualified	\$ 25.00/hour
(c)	Full-Time (30) hours or more per week)	Non Highly-Qualified	\$ 28.05/hour
(d)	Full-Time (30) hours or more per week)	Highly-Qualified	\$ 30.60/hour

Part-time shall be defined as less than thirty (30) hours per week with no offer of health benefits. Full-time shall be defined as thirty (30) hours or more per week for the purposes of offering employee-only health benefits and prescription plan.

4. MOESC will endeavor to provide substitute Aides. Whenever a need is required by applicable laws, regulations or policy, MOESC will endeavor to provide highly qualified aides (as defined by Federal rules) at a rate of \$25.00 per hour.

5. MOESC shall invoice the Board on a semi-monthly basis as follows:

(a) at the rate of Twenty-Two and 95/100 Dollars (\$22.95) per hour for each part-time, Non Highly-Qualified Aide, provided the Board has designated the assignment to constitute less than thirty (30) hours per week; (b) at the rate of Twenty-Five and 00/100 Dollars (\$25.00) per hour for each part-time, Highly-Qualified Aide, provided the Board has designated the assignment to constitute less than thirty (30) hours per week; (c) at the rate of Twenty-Eight and 05/100 Dollars (\$28.05) per hour, together with employee-only health benefits and prescription coverage, for each full-time, Non Highly-Qualified Aide, which shall be defined as thirty (30) hours or more per week; (d) at the rate of Thirty Dollars and 60/100 (\$30.60) per hour, together with employee-only health benefits and prescription coverage,



for each full-time, Highly Qualified Aide, which shall be defined as thirty (30) hours or more per week.

6. The Board shall pay the MOESC invoices within thirty (30) days of the date of the receipt of the MOESC invoices. MOESC shall have the right to discontinue its services by providing a thirty (30) day written notice if the Board fails to pay the MOESC semi-monthly billing within 60 days.

7. MOESC shall separately contract with each Aide as an employee, and MOESC shall be responsible for any required Workers' Compensation Insurance, Unemployment Insurance, Tax withholding, retirement contributions and health benefits, if applicable, and shall pay the Aides in accordance with a wage scale established by MOESC.

8. Subject to the discretion of MOESC, MOESC shall offer employee-only health benefits and prescription coverage, as described in Paragraphs 3 and 5 above, to Aides working thirty (30) hours or more per week.

9. All full-time Aides shall be enrolled in the Public Employment Retirement System ("PERS"), provided enrollment requirements are met, and part-time Aides will be enrolled in PERS or DCRP ("Defined Contribution Retirement Program") or neither as may be permitted by applicable state regulations.

10. The Board shall verify and approve all hours worked by way of Board Supervisor signatures on all Aide time sheets, and shall timely provide and convey such time sheet information to MOESC no later than the first business day immediately following the previous work week.

11. MOESC will advertise and conduct interviews of Aides for the Board. The Board will interview Aide candidates to determine whether the MOESC interviewed and recommended candidate satisfies the Board's needs.

12. Aide Orientation(s) and other Board Training(s) will be provided by and paid for by the Board.

13. The Board may request to change an Aide for just cause only upon providing 15 day written notice to MOESC.

14. This Agreement supersedes any prior negotiations, discussion or communications between the MOESC and the Board.

15. Neither party may sell, assign, transfer nor otherwise dispose of its obligations as set forth herein without the other party's prior written consent.

16. In the event any claims or disputes arise involving services provided under this Agreement, then the remedy shall be limited to the replacement of the disputed services.

17. In the event any claims or disputes arise involving non-parties to this Agreement regarding the provision of services by MOESC pursuant to this Agreement, the Board shall promptly (1) notify MOESC when it becomes aware of any such claim or dispute; and (2) cooperate with MOESC in attempting to resolve any such third party claims or disputes, including, but not limited to, attending, participating and joining in meetings, conferences, hearings and dispute resolution proceedings.

18. Any controversy or claim arising out of or relating to this Agreement or its breach, which is unable to be resolved by the parties after Fifteen (15) days' notice and an opportunity to correct, shall be confidentially resolved by non-binding mediation. If the controversy is not resolved by mediation, then the controversy or claim shall be brought before a retired Superior Court Judge who shall arbitrate any such dispute. The judge shall be mutually selected by the parties. The arbitrator may decide upon the allocation of the

costs and expenses (not to include a party's attorney's fees) for the arbitration between the parties.

19. Each party will indemnify, defend and hold harmless the other party, including its agents, servants and employees, from any and all suits, claims for damages, including, without limitation, malpractice or misconduct claims, liabilities, attorney's fees, costs arising from any and all injuries to persons or property damage caused by any acts or omissions by their agents, servants, contractors and employees. This covenant shall include the provision of defense at all stages of the judicial, administrative or mediation/arbitration process.

20. This Agreement contains the entire agreement of the parties and shall not be modified except by the written agreement of the parties.

21. No representations, inducements, promises or agreements, including descriptive brochures, oral or otherwise, and which are not embodied herein, shall not be of any force or effect.

22. Either MOESC or the Board may cancel this Agreement with Sixty (60) days' written notice.

23. This Agreement has been negotiated at arms length and between entities sophisticated and knowledgeable in the matters dealt with in this Agreement. Accordingly, any rule of law or legal decision that would require interpretation of any ambiguities in this Agreement against the party that has drafted it is not applicable and is waived. The provisions of this Agreement shall be interpreted in a reasonable manner to effect the purposes of the parties and this Agreement.

24. Nothing in this Agreement, whether expressed or implied, is intended to confer any rights or remedies under or by reason of this Agreement on any persons other

than the parties to it and their respective successors and assigns nor is anything in this Agreement intended to relieve or discharge the obligation or liability of any third persons to any party to this Agreement, nor shall any provision give any third persons any right of subrogation or action over or against any party to this Agreement.

25. Each party to this Agreement agrees to perform any further acts and to execute and deliver any documents that may be reasonably necessary to carry out the provisions of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement on the dates below.

Witness

Board of Education

\_\_\_\_\_  
District Business Administrator

By: \_\_\_\_\_  
District Board President

Date: \_\_\_\_\_  
Witness:

Monmouth-Ocean Educational  
Services Commission

\_\_\_\_\_  
Kathleen Mandeville  
MOESC Business Administrator

By: \_\_\_\_\_  
MOESC President

Date: \_\_\_\_\_

**TOWNSHIP OF OCEAN BOARD OF EDUCATION**  
**163 Monmouth Road**  
**Oakhurst, New Jersey 07755**

**SCHOOL PHYSICIAN**

**(Elementary)**

**SCOPE OF SERVICE**

The Elementary School Physician's services include but are not limited to the following:

1. Medical consultant with administrators, the Child Study Team and school nurses and to review the annual updated health history with an assurance statement or each School Board employee filed pursuant to N.J.A.C. 6:29-7.1 et. seq. and in accordance with the policies and procedures adopted by
2. Return all phone calls to school nurse or administration within the same day.
3. Write medical standing orders for the school nurse's office and review/revised annually.
4. Review annually the treatment and referral protocols for the school nurses involving injury or sudden illness.
5. Establish and review school nurse service plan and annual medical protocol for school nurse's office.
6. Fill TB testing and Epi-Pen Prescriptions
7. Consult with the school nurses at their request and conduct an annual meeting with the school nurses if requested.
8. Be available during normal business hours for consultation with School Nurses or Administration so as to provide input for students who are chronically ill and are on extended absences when necessary. This may include speaking with the students treating physicians personally to provide background information for school personnel.
9. Serve as liaison for the Township of Ocean Board of Education with individual student's family physician when necessary.
10. Be available to provide health information and resources for district parents regarding communicable infection.
11. Cooperate with public health officials with regard to communicable diseases.
12. Conduct special examination of students upon referral of school nurse due to financial hardship.
13. Conduct special examinations of students upon referral of school nurse or Child Study Team.

**TOWNSHIP OF OCEAN BOARD OF EDUCATION  
163 Monmouth Road  
Oakhurst, New Jersey 07755**

**SCHOOL PHYSICIAN**

**(Intermediate)**

**SCOPE OF SERVICE**

The Intermediate School Physician's services include but are not limited to the following:

1. Medical consultant with administrators, the Child Study Team and school nurses and to review the annual updated health history with an assurance statement or each School Board employee filed pursuant to N.J.A.C. 6:29-7.1 et. seq. and in accordance with the policies and procedures adopted by the Board of Education.
2. Provide physicals for new students and sign offs for all student athletes. Including skin screenings of all wrestlers and for other athletes for skin diseases. School sports physicals are conducted on school premises 6-8 times per year at the Intermediate School, with no more than 40 students per session.
3. Review physical examinations from student's home physicians and verify completion of all students participating in school sports prior to the beginning of each season, sign the letter to parents, and sign working papers for students that have an approved physical on file.
4. Return all phone calls to school nurse or administration within the same day.
5. Write medical standing orders for the school nurse's office and review/revised annually.
6. Review annually the treatment and referral protocols for the school nurses involving injury or sudden illness.
7. Establish and review school nurse service plan and annual medical protocol for school nurse's office.
8. Fill TB testing and Epi-Pen Prescriptions
9. Consult with the school nurses at their request and conduct an annual meeting with the school nurses if requested.
10. Provide physicals or examination for all children who require evaluation by the Child Study Team or other staff if requested. This includes school coaches and the Athletic Trainer regarding athletic related injuries or sickness and skin diseases if requested.
11. Serve as liaison for the Township of Ocean Board of Education with individual student's family physician when necessary.
12. Be available to provide health information and resources for district parents regarding communicable infection.
13. Cooperate with public health officials with regard to communicable diseases.
14. Conduct special examination of students upon referral of school nurse due to financial hardship.
15. Conduct special examinations of students upon referral of school nurse or Child Study Team.

TOWNSHIP OF OCEAN BOARD OF EDUCATION  
163 Monmouth Road  
Oakhurst, New Jersey 07755

**SCHOOL PHYSICIAN**

**(High School)**

**SCOPE OF SERVICE**

The High School Physician's services include but are not limited to the following:

1. Medical consultant with administrators, the Child Study Team and school nurses and to review the annual updated health history with an assurance statement or each School Board employee filed pursuant to N.J.A.C. 6:29-7.1 et. seq. and in accordance with the policies and procedures adopted by the Board of Education.
2. Provide physicals for new students and sign offs for all student athletes. Including skin screenings of all wrestlers and for other athletes for skin diseases. School sports physicals are conducted on school premises 12-15 times per year at the High School, with no more than 40 students per session.
3. Review physical examinations from student's home physicians and verify completion of all students participating in school sports prior to the beginning of each season, sign the letter to parents, and sign working papers for students that have an approved physical on file.
4. Be present at all Home Football games.
5. Return all phone calls to school nurse or administration within the same day.
6. Write medical standing orders for the school nurse's office and review/revised annually.
7. Review annually the treatment and referral protocols for the school nurses involving injury or sudden illness.
8. Establish and review school nurse service plan and annual medical protocol for school nurse's office.
9. Fill TB testing and Epi-Pen Prescriptions.
10. Consult with the school nurses at their request and conduct an annual meeting with the school nurses if requested.
11. Be available during normal business hours for consultation with School Nurses or Administration so as to provide input for students who are chronically ill and are on extended absences when necessary. This may include speaking with the students treating physicians personally to provide background information for school personnel.
12. Serve as liaison for the Township of Ocean Board of Education with individual student's family physician when necessary.
13. Be available to provide health information and resources for district parents regarding communicable infection.
14. Cooperate with public health officials with regard to communicable diseases.
15. Conduct special examination of students upon referral of school nurse due to financial hardship.
16. Conduct special examinations of students upon referral of school nurse or Child Study Team.

## **INSTRUCTION & EDUCATION**



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

---

**Township of Ocean Schools**



MEMORANDUM FOR: James Stefankiewicz , Ed. D.

FROM: Janet Forino

DATE: August 5, 2016

RE: Student Observers

---

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

Kimberly Bianchi  
OTES  
Anne Wagar

Juliana Illiano  
OTES  
Laura Trigani

Aaliyah Jordan  
OTES  
Claire Zorner

Achau Nguyen  
OTES  
Michael Hicks

Jessica Paprocki  
OTES  
Mary Pat Murphy

Sara Ruane  
OTES  
Jennifer Douglas

Angelica Hernandez  
OTES  
Joann Kobil

Marissa Burkard  
Wanamassa  
Laura Hauschildt

Brianna Murphy  
Wanamassa  
Tamara Fort

Jade Rodrigues  
Wanamassa  
Noreen Cavaliere

Nichole Wiczorek  
Wanamassa  
Noreen Cavaliere

Emily Chimento  
Wayside  
Leslie Kelly

Anthony Sosa  
Wayside  
Melissa McHugh

Rebekka Wagner  
Wayside  
Carolyn Beam

Alana Bielski  
TOIS  
Kathleen Bellezza

Michelle Bacchetta  
TOIS  
Paul McGrade

Tobi Engstrom  
TOIS  
Carla Johnson

Lauren Francis  
TOIS  
Robert Curran

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

---

**Township of Ocean Schools**



Kim Kollak  
TOIS  
Paul McGrade  
Tom Siciliano

Danielle Leavitt  
TOIS  
Shalom Labkovski

Megan McClintock  
TOIS  
Tina McGuire

Grace Amari  
OTHS  
Marc Willems

John Bazley  
OTHS  
Lisa Hanna

Kara D'Antoni  
OTHS  
John Bosmans

Vincent Espinosa  
OTHS  
Kyle Titmas

Katie Joyce  
OTHS  
Nicole Fulciniti

Cameron Klein  
OTHS  
Ryan Kulat

Matthew Mehlig  
OTHS  
Eileen Glynn

Grace Roeder  
OTHS  
Frank Cole

Rhyan Sharkley  
OTHS  
Joshua Thompson

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

---

**Township of Ocean Schools**



MEMORANDUM FOR: James Stefankiewicz , Ed. D.

FROM: Janet Forino

DATE: August 12, 2016

RE: Student Nurse Observers

---

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

Karla Manchester  
Monmouth U  
OTHS - Nan Parise  
OTES - Patricia Intveld

Frances Aponte-Cruz\*\*  
Rowan U  
TOIS  
Karen Kasyjanski

\*\* Frances Aponte-Cruz is presently employed by the district as a substitute nurse through an agency. Ms. Aponte-Cruz understands that she cannot fulfill her hours while she is working for our district. She will fulfill her hours on her days off.

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

---

**Township of Ocean Schools**



MEMORANDUM FOR: James Stefankiewicz , Ed. D.

FROM: Janet Forino

DATE: August 5, 2016

RE: Student Teachers

---

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

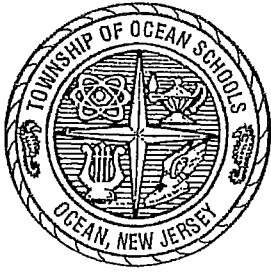
**Full Year Pilot Student Teachers**

Samantha Abrams	Kelsey Falcone
Monmouth U	Monmouth U
OTES	Wanamassa
Kevin Ruane	Patty Pierson
Jon Molinelli	

---

**September – December**

Alexandra Augustine	Brittany Corbo	Marc Hyndsman
Monmouth U	Monmouth U	Georgian Court U
TOIS	Wanamassa	OTHS
Idalia Amengual	Danielle Hartz	Paul Casner
Andrea Sodhi	Therese Zambrano	
Monmouth U	Georgian Court U	
OTHS	OTES	
Pamela Llewellyn	Sandra Kelly/Jennifer Douglas	



**MEMORANDUM:** James Stefankiewicz, Ed. D.

**FROM:** Melody Ragle

**RE:** Board Approval

**DATE:** August 5, 2016

**CC:** Kelly Weldon

---

The following curriculum for Business Management has been posted on the district website, [www.oceanschools.org](http://www.oceanschools.org) under the Board Members' link and is awaiting approval.

<http://www.oceanschools.org/cms/One.aspx?portalId=20292925&pageId=30005271>

[Home](#) [Administration](#) [Academics](#) [Athletics](#) [Links](#) [Web-BackPack](#) [Registration](#) [Referendum Info](#)

## CURRICULUM FOR BOARD APPROVAL

[Township of Ocean School District](#) [Administration](#) [Board of Education](#) [Board Members](#) [Curriculum for Board Approval](#)

Curriculum for Board  
Approval

Business

Business Management

Special Services  
 Township of Ocean School District  
 18-Aug-16

MEMORANDUM FOR:  
 FROM:  
 RE:

Dr. James A. Stefankiewicz, Superintendent  
 Denise S. Ricciardi, Assistant Superintendent: Special Services  
**2016-2017 Out of District Private Tuition**

Please submit the following placements for board approval:

<u>SCHOOL</u>	<u>STUDENT</u>	<u>CLASSI- FICATION</u>	<u>TUITION</u>
<u>ALPHA SCHOOL</u>	1 Student	ESERS \$	55,449.00
	1:1 Aide	\$	29,057.40
<u>Bancroft School</u>	1 Student	ESERS \$	57,313.80
<u>CPC BEHAVIORAL</u>	Elementary- 2 Students	ESERS \$	129,592.80
	1:1 Aide	\$	32,040.00
	Adolescent- 2 Students	ESERS \$	129,592.80
<u>CAMBRIDGE SCHOOL</u>	2 Students	ESERS \$	97,196.00
<u>CHILDREN'S CENTER MONMOUTH &amp; OCEAN</u>	6 Students	ESERS \$	317,476.80
	3 1:1 Aides	\$	86,400.00
<u>COASTAL</u>	5 Students	ESERS \$	260,603.20
	2 1:1 Aides	\$	47,124.00
<u>COLLIER SCHOOL</u>	1 Student	ESERS \$	56,520.00
<u>EDUCATION ACADEMY</u>	1 Student	ESERS \$	52,878.55
<u>HARBOR SCHOOL</u>	4 Students	ESERS \$	211,082.40
	3 1:1 Aides	\$	93,841.20
<u>HAWKSWOOD SCHOOL</u>	5 Students	ESERS \$	322,722.00
	1:1 Aide	\$	31,500.00
<u>LADACIN, Schroth</u>	2 Students	ESERS \$	105,450.00
	* Plus cost of 1:1 Aide		TBD

<u>OAKWOOD SCHOOL</u>	1 Student	ESERS	\$	51,618.60
<u>RUGBY SCHOOL</u>	2 Students	ESERS	\$	135,284.58
<u>SEARCH DAY PROGRAM</u>	1 Student	ESERS	\$	57,820.45
	1:1 Aide		\$	29,865.00
<u>Search Day Marlboro Program at Frank Defino Elementary</u>	2 Students	ESERS	\$	105,760.80
		<b>TOTAL</b>	<b>\$</b>	<b>2,496,189.38</b>

cc: K. Jannarone  
K. Weldon  
M. Mosca

Special Services  
Township of Ocean School District  
18-Aug-16

MEMORANDUM FOR:  
FROM:  
RE:

Dr. James A. Stefankiewicz, Superintendent  
Denise S. Ricciardi, Assistant Superintendent: Special Services  
**2016-2017 Out of District Public Tuition**

Please submit the following placements for board approval:

<u>SCHOOL</u>	<u>STUDENT</u>	<u>CLASSI- FICATION</u>	<u>TUITION</u>
<u>Bayshore Jointure Commission</u>	5 Students	ESERS	\$ 245,000.00
<u>Shore Ctr. For Students with Autism</u>	4 1:1 Aides		\$ 167,100.00
<u>NEPTUNE TWP Deaf Ed Summerfield Elementary</u>	1 Student	ESERS	\$ 53,500.00
		<b>TOTAL</b>	<b>\$ 465,600.00</b>

cc: K. Jannarone  
K. Weldon  
M. Mosca



**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:** August 26, 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*
Wilson	Christopher	Supervisor of World Cultures	New Bilingual/ESL/ELS Supervisor Training - NJDOE	10/24/2016	n/a
Castronovo	Jacqui	Supervisor of Spec Ed	Essentials for Living - NJDOE	10/13-14/2016	n/a
Vona	Kristin	Supervisor of Spec Ed	Essentials for Living - NJDOE	10/13-14/2016	n/a

## PERSONNEL



# Ocean Township High School

Est. 1965

550 West Park Avenue  
Oakhurst, NJ 07755  
[www.oceanschools.org](http://www.oceanschools.org)  
732-531-5650

**James Stefankiewicz, Ed.D.**  
Superintendent of Schools

**Gina Hagerman**  
Assistant Principal  
**Michael Lambusta**  
Assistant Principal  
**Kathryn S. Miller**  
Director of School Counseling  
**H. Rusty Todd**  
Director of Athletics & Student Activities

**Dawn C. Kaszuba**  
Principal

**MEMORANDUM FOR:** Dr. James Stefankiewicz  
**FROM:** H. Rusty Todd, Director of Athletics & Student Activities/Grades 5-12  
**DATE:** August 15, 2016  
**RE:** FCCLA Advisor Position

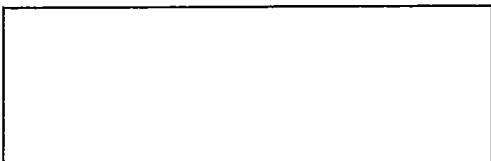
I would like to recommend Ms. Tara O'Neill and Ms. Rachael Gerstein as co-advisors of the Family, Career, and Community Leaders of America (FCCAA) club. Ms. O'Neill and Ms. Gerstein should be placed on the Group IV, Non-Athletic Program Salary Guide and each receive \$1,474.50 of the total stipend of \$2,949.00 for the 2016-2017 school year.

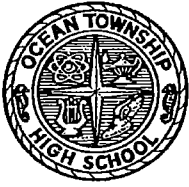
I have included a bullet biography for each recommendation.

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

---

HRT:tpc





## Ocean Township High School

550 West Park Avenue  
Oakhurst, NJ 07755  
[www.oceanschools.org](http://www.oceanschools.org)  
732-531-5650

**James Stefankiewicz, Ed.D.**  
Superintendent of Schools

**Gina Hagerman**  
Assistant Principal  
**Michael Lambusta**  
Assistant Principal  
**Kathryn S. Miller**  
Director of School Counseling  
**H. Rusty Todd**  
Director of Athletics & Student Activities

**Dawn C. Kaszuba**  
Principal

**MEMORANDUM TO:** Dr. James Stefankiewicz  
**FROM:** H. Rusty Todd<sup>H.R.T.</sup>, Director of Athletics & Student Activities/Grades **5-12**  
**DATE:** August 15, 2016  
**RE:** Field Hockey Coaching Reassignment

Due to the low numbers (25) of field hockey student-athletes at the high school, I would like to cancel our freshman field hockey schedule for the 2016-2017 school year. No freshman on the team will be denied an opportunity to participate in field hockey, as they will play on the junior varsity team.

I would like to move our freshman coach, Denise D'Esposito to the intermediate school where she can assist Janine Sterner in coaching the large number (30-35) of field hockey student-athletes at TOIS.

I believe this is a win-win for the program for the 2016-2017 school year.

---

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

HRT:tpc

*Home of the Spartans!*



**CAREER PATHWAYS COORDINATOR**  
**Extra-Curricular**

**Title:** Career Pathways Coordinator (Extra-Curricular)

**Department:** Ocean Township High School

**Reports to:** Assistant Superintendent of Schools/Curriculum & Instruction  
High School Principal  
Department Supervisor

**Position, Purpose & Objective:**

The Career Pathways Coordinator shall serve as a professional liaison between Principal, Supervisors, and Lead Teachers and oversees the Career Pathways grant.

**Qualifications:**

1. Possession of Eligibility for New Jersey Supervisors/Principal Certification Preferred
2. Certification in Technology and/or Finance Required
3. Such alternatives to the above qualifications that the Board may find appropriate and acceptable

**Essential Job Functions:**

1. Coordinate all Career Pathways meetings including preparation of agendas, establishing meeting dates and follow-up procedures with the building Principal
2. Process all requests for ordering of departmental instructional materials and supplies using the district purchase order system
3. Monitor the implementation of Career Pathways curricula and oversee necessary revisions
4. Coordinate meetings with the Career Pathways lead teachers
5. Facilitate all advisory board meetings
6. Assist with the organization of internship experiences for students
7. Serve as liaison to administration with the coordination of district goals and objectives
8. Assist with the preparation of the annual Career Pathways budgets and the execution of the Career Pathways grant
9. Coordinates community and university partnerships
10. Coordinate the application process for CTE designation for both Career Pathways
11. Perform any other duties and responsibilities as assigned by the Principal

**Auxiliary Job Functions:**

n/a

**Terms of Employment:**

1. Grant funded stipend \$5,000.00

Source: Regular Board Meeting

Adopted: August 30, 2016

**CAREER PATHWAYS LEAD TEACHER**  
**Extra-Curricular**

**Title:** Career Pathways Lead Teacher (Extra-Curricular)

**Department:** Ocean Township High School

**Reports to:** Building Principal  
Department Supervisor  
Career Pathways Coordinator

**Qualifications:**

1. Certification in Technology and/or Finance Required
2. NJ Standard Teaching Certificate or Certificate of Eligibility
3. Such alternatives to the above qualifications that the Board may find appropriate and acceptable

**Essential Job Functions:**

1. Share different resources with the Career Pathways teachers that can be utilized in the classroom
2. Clarify goals and priorities set forth by the administration for the Career Pathways to the rest of the staff
3. Coordinate the evaluation and improvement of the instructional program provided by the Career Pathways Program
4. Assist in the collection of Career Pathways data and analysis of that data
5. Keep the Department Supervisor informed of any issues pertinent to Career Pathways
6. Assist in the coordination and implementation of Career Pathways
7. Communicate with the other teachers, guidance, the administration and the rest of the faculty with regards to relevant information
8. Represent the Career Pathway on the Advisory Board
9. Assist the Career Pathways Coordinator with any other duties and responsibilities within your Career Pathways program as assigned by the Principal
10. Perform any other duties and responsibilities as assigned by the Principal or Designee

**Auxiliary Job Functions:**

n/a

**Terms of Employment:**

1. Grant funded stipend \$3,000.00

Source: Regular Board Meeting

Adopted: August 30, 2016

## **EDUCATIONAL TECHNOLOGY TEACHING SPECIALIST (Elementary)**

**Title:** Educational Technology Teaching Specialist (Elementary)

**Department:** Elementary Instruction

**Reports To:** Building Principals  
Assistant Superintendent of Curriculum and Instruction

**Supervises:** Pupils, and when assigned, student teachers and classroom aides

### **Position, Purpose & Objective:**

To provide comprehensive resources to students and teaching staff to facilitate the integration of effective, high quality technology resources in the K-5 classroom. Model applications of technology that will allow teachers to increase their understanding and mastery of vital education technology tools. Work with both small and large groups of students during daily teaching schedules to provide instruction that will improve student performance and productivity using technology tools. Work with teachers to enhance instructional practice.

### **Qualifications:**

1. Valid New Jersey Instructional Certificate K-6 or K-8
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 Common Core State 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

## Educational Technology Teaching Specialist (Continued)

appropriate administrator.

### **Auxiliary Job Functions:**

n/a

### **Terms of Employment:**

1. Ten-month position
2. Work year to be established by the Board
3. Salary to be established by the approved agreement between the Township of Ocean Education Association and the Board of Education
4. Criminal history background check required

### **Evaluation:**

Performance of this job will be evaluated annually in accordance with state law and the provisions of the Board's policy on evaluation of certificated staff.

Source: Regular Board Meeting

Date: August 30, 2016



SUBSTITUTES FOR BOARD APPROVAL

August 26, 2016

Golden, Caitlin	K-12
Guadagno, Jane	K-4
Henry, Theresa	K-12
Kotsines, Jamie	K-8
Kulat, Samantha	K-12
Larrieu, Bremelyn	6-8
McHugh, Kristin	K-8
Skolnick, Janis	K-6
Tsilivitis, Melanie	K-12
Vitolo, Cynthia	K-12

## **PLANNING & CONSTRUCTION**

TOWNSHIP OF OCEAN BOARD OF EDUCATION - 2014 REFERENDUM PROJECTS - WANAMASSA MULTI-PURPOSE / CLASSROOM ADDITIONS / RENOVATIONS  
 DOE PROJECT # 3810-070-15-1003

Project:	TOWNSHIP OF OCEAN BOARD OF EDUCATION - 2014 REFERENDUM PROJECTS - WANAMASSA MULTI-PURPOSE / CLASSROOM ADDITIONS / RENOVATIONS		
Job No.:	DOE PROJECT # 3810-070-15-1003		
CM	P.W. MOSS & ASSOCIATES - RICK TAKAKJY (PMM) - (AUTHOR)		
ARCHITECT	SOLUTIONS ARCHITECTURE (SA) - THOMAS STRAUSSER		
MEP E	JOHN & URBAN ENGINEERS (J&U) - MARK LONERGAN, KEVIN MORAN		
STRUCT. E	MPP ENGINEERS, INC. (MPP) - SCOTT MCCONNELL, HIRAL SANGHVI		
CIVIL E.	ANDERSON CONSULTING, INC. (AC) - PAUL ANDERSON		
OWNER	TOWNSHIP OF OCEAN BOARD OF EDUCATION (OTBOE) - GARY TATTERSALL		
GC	RAMPART CONSTRUCTION, INC. (RC) - SEAN SKEEHAN		

REQUESTS FOR CHANGE ORDERS

NUMBER	DATE	TRADE	DESCRIPTION	STATUS	ORIGINAL AMOUNT	COMMENTS
ALLOWANCE RECONCILIATION						
G-1	CONTRACT	GC	GENERAL LUMP SUM ALLOWANCE		(\$50,000.00)	
G-2	CONTRACT	GC	UNSUITABLE SOIL REMOVAL AND REPLACEMENT (250 c.y. x \$86.00)		(\$21,500.00)	
G-3	CONTRACT	GC	VCT & BASE REPLACEMENT (500 sf x \$30.00)		(\$15,000.00)	
G-4	CONTRACT	GC/EC	DUPLEX RECEPTACLE (5 X \$300.00)		(\$1,500.00)	
G-5	CONTRACT	GC/EC	DATA JUNCTION BOX - CONDUIT PULL & COVER (5 X \$220.00)		(\$1,100.00)	
G-6	CONTRACT	GC/EC	FIRE ALARM SMOKE DETECTOR (5 X \$500.00)		(\$2,500.00)	
G-7	CONTRACT	GC/EC	FIRE ALARM HEAT DETECTOR (5 X \$500.00)		(\$2,500.00)	
G-7	CONTRACT	GC/EC	FIRE ALARM HORN STROBE DETECTOR (5 X \$500.00)		(\$2,500.00)	
			<b>TOTAL CONTRACT ALLOWANCE WORK</b>		<b>(\$96,600.00)</b>	
CHANGE ORDER REQUESTS						
UNFORESEEN / UNSAFE CONDITIONS						
PCO #7	08/22/2016	GC	UNSUITABLE SOILS (BUILDING PAD AND PARKING PAVING AREAS (1059.66 c.y.)		\$91,130.76	
			<b>ADDITIONAL UNFORESEEN / UNSAFE CONDITIONS SUBTOTAL</b>		<b>\$91,130.76</b>	
ADDITIONAL SCOPE OF WORK						
PCO #5	07/15/2016	GC/PC	NEW JERSEY NATURAL GAS NEW BUILDING GAS SERVICE		\$19,228.00	
PCO #2	07/15/2016	GC/EC	RELOCATE ELECTRICAL FOUND UNDERGROUND IN COURTYARD (WEST WING)		\$4,860.00	
PCO #3	07/15/2016	GC/EC	RELOCATE ELECTRICAL FOUND UNDERGROUND IN COURTYARD (1997 WING)		\$8,755.40	
PCO #6	07/15/2016	GC/EC	RELOCATE ELECTRICAL FOUND UNDERGROUND IN COURTYARD (EAST WING)		\$3,381.00	
			<b>ADDITIONAL SCOPE OF WORK SUBTOTAL</b>		<b>\$36,224.40</b>	
			<b>TOTAL CHANGE ORDER WORK AS OF 8/23/16</b>		<b>\$30,755.16</b>	
			<b>OVERHEAD</b>		<b>\$3,075.52</b>	
			<b>SUBTOTAL</b>		<b>\$33,830.68</b>	
			<b>PROFIT</b>		<b>\$1,691.53</b>	
			<b>SUBTOTAL</b>		<b>\$35,522.21</b>	
			<b>BOND</b>		<b>\$497.31</b>	
			<b>TOTAL CHANGE ORDER WORK AS OF 8/23/16</b>		<b>\$36,019.52</b>	

Project:	P.W. MOSS & ASSOCIATES - RICK TAKAKJY (P/W/M) - (AUTHOR)
Job No.:	SOLUTIONS ARCHITECTURE (SA) - THOMAS STRAUER
CM:	JOHN & URBAN ENGINEERS (J&U) - MARK LONERGAN, KEVIN MORAN
ARCHITECT:	MPP ENGINEERS, INC. (MPP) - SCOTT MCCONNELL, HIRAL SANGHVI
MEP E:	ANDERSON CONSULTING, INC. (AC) - PAUL ANDERSON
STRUCT. E:	TOWNSHIP OF OCEAN BOARD OF EDUCATION (OTBOE) - GARY TATTERSALL
CIVIL E:	G&P PARLAMAS, INC. (GPI) - MARK PARLAMAS, GEORGE NICHOLAS, MATT XENAKIS
OWNER:	
GC:	

REQUESTS FOR CHANGE ORDERS							ORIGINAL AMOUNT	STATUS	COMMENTS
Change Order Requests									
NUMBER	DATE	TRADE	DESCRIPTION						
<b>ALLOWANCE RECONCILIATION</b>									
G-1	CONTRACT	GC	GENERAL LUMP SUM ALLOWANCE			(\$20,000.00)			
G-2	CONTRACT	GC	VCT & BASE REPLACEMENT (500 sf x \$5.00)			(\$2,500.00)			
G-3	CONTRACT	GC/EC	DUPLEX RECEPTACLE (5 X \$200.00)			(\$1,000.00)			
G-4	CONTRACT	GC/EC	DATA JUNCTION BOX - CONDUIT PULL & COVER (5 X \$350.00)			(\$1,750.00)			
G-5	CONTRACT	GC/EC	FIRE ALARM SMOKE DETECTOR (3 X \$750.00)			(\$2,250.00)			
G-6	CONTRACT	GC/EC	FIRE ALARM HEAT DETECTOR (3 X \$700.00)			(\$2,100.00)			
G-7	CONTRACT	GC/EC	FIRE ALARM HORN STROBE DETECTOR (3 X \$700.00)			(\$2,100.00)			
						<b>TOTAL CONTRACT ALLOWANCE WORK</b>			
						(\$31,700.00)			
<b>CHANGE ORDER REQUESTS</b>									
<b>UNFORESEEN / UNSAFE CONDITIONS</b>									
PCO #1	05/13/2016	GC / ALL	CHANGE FROM MODULAR BUILDING TO CONVENTIONAL BUILDING			\$14,398.00			
PCO #2	07/15/2016	GC	REMOVAL OF CONCEALED RETAINING WALL & FOOTING			\$640.00			
PCO #2	07/15/2016	GC	EXTENSION OF CONCRETE FOOTING AND FOUNDATION F2610 AS PER BUILDING DEPT.			\$6,754.00			
PCO #2	07/15/2016	GC / SS	ADDITIONAL WORK TO EXISTING STRUCTURAL STEEL DUE TO UNKNOWN DAMAGE			\$4,610.00			
PCO #2	07/15/2016	GC / SS	MODIFICATIONS TO EXISTING LOADING DOCK TO ALLOW IT TO REMAIN			\$1,623.00			
PCO #2	07/15/2016	GC	FIRE SAFE EXISTING PENETRATIONS OF WALLS ABOVE CEILINGS			\$1,670.00			
PCO #2	07/15/2016	GC	PROVIDE 5/8" PLYWOOD ON EXISTING BARE METAL SUBSTRATE FOR NEW ROOF PARAPET			\$1,760.00			
						<b>ADDITIONAL UNFORESEEN / UNSAFE CONDITIONS SUBTOTAL</b>			
						\$31,455.00			
<b>ADDITIONAL SCOPE OF WORK</b>									
PCO #2	07/15/2016	GC	ADDITIONAL FLOOR TILE IN MUSIC ROOM CLOSETS AND STORAGE ROOMS (\$5 X 270 s.f.)			\$1,350.00			
PCO #2	07/15/2016	GC	ADDITIONAL WALL BASE IN MUSIC ROOM CLOSETS AND STORAGE ROOMS (\$5 X 42 s.f.)			\$210.00			
PCO #2	07/15/2016	GC	ADDITIONAL FLOOR TILE IN CORRIDOR OUTSIDE MUSIC ROOM (\$5 X 180 s.f.)			\$900.00			
PCO #2	07/15/2016	GC	ADDITIONAL WALL BASE IN CORRIDOR OUTSIDE MUSIC ROOM (\$5 X 17 s.f.)			\$85.00			
PCO #2	07/15/2016	GC	ADDITIONAL FLOOR TILE IN SERVERY (\$5 X 560 s.f.)			\$2,800.00			
PCO #2	07/15/2016	GC	ADDITIONAL WALL BASE IN SERVERY (\$5 X 44 s.f.)			\$220.00			
PCO #2	07/15/2016	GC	ADDITIONAL PATCHING / FLOOR PREP OVER EXISTING SERVERY QUARRY TILE			\$685.00			
PCO #2	07/15/2016	GC	CREDIT FOR QUARRY TILE PATCH OVER TRENCHING IN CONTRACT			(\$1,200.00)			
PCO #2	07/15/2016	GC	PROVIDE FINISH TRIM AT EX. MASONRY UNFINISHED WALL AT SERVERY/CORRIDOR WALL			\$955.00			
PCO #2	07/15/2016	GC	PROVIDE DROP CEILING AT EXISTING ROOF DRAIN IN ART ROOM			\$380.00			
PCO #2	07/15/2016	GC	PROVIDE NEW DRYWALL AT DETERIORATED EXISTING BRICK IN NEW CORRIDOR			\$3,859.00			
PCO #2	07/15/2016	GC	ADDED CONTROL JOINTS IN BRICK			\$676.00			

PCO #2	07/15/2016	GC	DELETE G3 GLAZING IN FIRE RATED DOORS AND MATCH EXISTING WIRE GLASS		
			ADDITIONAL SCOPE OF WORK SUBTOTAL		(\$680.00)
					\$10,240.00
			TOTAL CHANGE ORDER WORK AS OF 8/23/16		\$9,995.00
			OVERHEAD		\$999.50
			SUBTOTAL		\$10,994.50
			PROFIT		\$1,099.45
			SUBTOTAL		\$12,093.95
			BOND		\$120.94
			TOTAL CHANGE ORDER WORK AS OF 8/23/16		\$12,214.89