

**OCEANPORT BOARD OF EDUCATION
Oceanport, New Jersey**

MINUTES

REGULAR MEETING

**Wednesday, July 27, 2016 at 7:00 p.m.
Maple Place School
2 Maple Place, Oceanport, NJ**

I. CALL TO ORDER

"In accordance with the provisions of the Open Public Meetings Act, the Oceanport Board of Education has issued notice of this meeting to be publicized by having the date, time and location of the meeting posted at Maple Place School, Wolf Hill School, Oceanport Borough, Sea Bright Borough, and mailed to the Asbury Park Press, which has been designated as the Board's official newspaper. Notice was also filed with the Borough Clerk and sent to those persons requesting that such notice be mailed to them."

II. SALUTE TO THE FLAG

III. STATEMENT TO THE PUBLIC

Often times it may appear to members of our audience that the Board of Education takes action with very little comment and in many cases by unanimous vote. Before a matter is placed on the agenda at a public meeting, the administration has thoroughly reviewed the matter with the Superintendent of Schools. If the Superintendent of Schools is satisfied that the matter is ready to be presented to the Board of Education, it is then referred to the appropriate board committee. The members of the board committee work with the Superintendent and the administration to assure that the members fully understand the matter. When the committee is satisfied with the matter, it is presented to the Board of Education for discussion before any final action is taken. Only then is it placed on the agenda for action at a public meeting. In rare instances, matters are presented to the Board of Education for discussion at the same meeting that final action may be taken.

IV. ROLL CALL OF BOARD MEMBERS

Spencer Carpenter	<u> X </u>	Bill Mc Vitty	<u> X </u>
Sandi Firrito	<u> </u>	Natalie Papailiou	<u> X </u> (7:10)
Michael Murphy	<u> </u>	Marion Wilhalme	<u> X </u>
Michael Kogut	<u> X </u>	Michelle McMullin	<u> X </u>
Meghan Walker	<u> X </u>		

Code of Ethics for School Board Members –William McVitty, President

A School Board Member shall abide by the Code of Ethics for School Board Members including the following three sections but not limited to the following three sections:

- e. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.
- g. I will hold confidential all matters pertaining to the schools, which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief school administrator.

V. APPROVAL OF MINUTES

June 15, 2016

- On motion by Mr. Carpenter, seconded by Mr. Kogut, the minutes were approved by the following roll call vote:

AYES: (6) Mr. McVitty, Mrs. Wilhalme, Mrs. McMullin
Mrs. Walker, Mr. Kogut, Mr. Carpenter

NOES: (0)

ABSTENTIONS (0)

VI. PRESENTATIONS:

Strategic Planning - Thomas Farrell

- This presentation will be posted to the Oceanport Board of Ed. website.

VII. PUBLIC COMMENTS

Time may be allocated for public comment at this meeting. Anyone wishing to address the Board regarding items that are on the agenda, please state your name and address. Each speaker may be allotted a limited time when recognized by the presiding officer. Although the Board encourages public participation, it reserves the right, through its presiding officer, to terminate remarks to and/or by any individual not keeping with the conduct of a proper and efficient meeting. The Board will not, during the public portion of this meeting, discuss matters involving employment, appointment, termination of employment, negotiations, terms and conditions of employment, evaluation of the job performance of, promotion or disciplining of any specific or prospective or current employee and/or students.

- None.

VIII. SUPERINTENDENT'S AGENDA

The following items are presented for approval as recommendations by the Superintendent of Schools.

A. FINANCE
(Finance Committee Chair Report)

1. Recommend to approve, the bills list for the month of **July** in the amount of **\$874,476.00**

BE IT FURTHER RESOLVED, that pursuant to NJAC 6A:23A-16.10(c)4 that after a review of the secretary's monthly financial report and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over expended and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

2. Recommend to approve, **Jump, Perry & Company, L.L.P Certified Public Accountants** the Auditors for the Board of Education for the 2015-2016 fiscal year for an annual fee of \$12,500.00 and to publish a notice of award according to 18A:18A-5 as per the recommendation of the Superintendent.

(bills list is available for public inspection after Board approval)

- On motion by Mr. Walker, seconded by Mrs. Wilhalme, items 1-2 were approved by the following roll call vote:

AYES: (6) Mr. McVitty, Mrs. Wilhalme,
Mrs. McMullin, Mrs. Walker, Mr. Kogut, Mr. Carpenter

NOES: (0)

ABSTENTIONS (0)

B. PERSONNEL
(Personnel Committee Chair Report)

1. Recommend to approve, the Shared Service Agreement with the Shore Regional Board of Education to provide Oceanport Board of Education with Security & Emergency Management services effective July 1, 2016 and continuing through June 30, 2017.
2. Recommend to approve, the following district employees to be placed on the appropriate steps of the salary guide as per Schedule A 2016-2017.

Julia McDonnell from 4 BA (\$50,181) to 4 BA +15 (\$50,781)

3. Recommend to approve the 2016-2017 CSA Merit Goal.
4. Recommend to approve, Dr. Joan Saylor as the part-time Interim Business Administrator effective July 28, 2016 through June 30, 2017, 3 days a week at a per diem of \$500.00.
5. Recommend to approve, the employment of Suzanne Gironda as a Paraprofessional effective September 6, 2016 through June 22, 2016. Mrs. Gironda will be Step 3 schedule D of the salary guide. (Criminal History and other applicable documents on file in board office)
6. Recommend to approve, the employment of Lisa Regina as a Paraprofessional effective September 6, 2016 through June 22, 2016. Mrs. Regina will be Step 1 schedule D of the salary guide. (Pending Criminal History and other applicable documents)
7. Recommend to approve, the employment of Catherine Torregrossa as a Paraprofessional effective September 6, 2016 through June 22, 2016. Mrs. Torregrossa will be Step 1 schedule D of the salary guide. (Pending Criminal History and other applicable documents)
8. Recommend to approve, the certificated staff for the 2016-2017 school year for the following **non-tenured** employees as listed:

Tara O'Sullivan \$42,464.80 (80%)

- On motion by Mrs. Carpenter, seconded by Mrs. Wilhalme, items 1-8 were approved by the following roll call vote:

AYES: (6) Mr. McVitty, Mrs. Wilhalme, Mrs. McMullin, Mrs. Walker, Mr. Kogut, Mr. Carpenter

NOES: (0)

ABSTENTIONS (0)

C. POLICY & PLANNING
(Policy & Planning Committee Chair Report)

1. Recommend to approve, the Second Reading of the following policies:

P-1140	Affirmative Action Program
P-1523	Comprehensive Equity Plan
P-1530	Equal Employment Opportunities
P-1550	Affirmative Action Program for Employment & Contract Practices
P-2200	Curriculum Content
P-2260	Affirmative Action Program for School & classroom Practices
P-2411	Guidance Counseling
P-2423	Bilingual & ESL Education
P-2610	Educational Program Evaluation
P-2622	Student Assessment
P-5750	Equal Educational Opportunity
P-5755	Equity in Educational Programs & Services

2. Recommend to approve, the First Reading of the following policies:

P-1220	Employment of Chief School Administrator
P-1310	Employment of School Business Administrator/Board Secretary
P-3111	Creating Positions
P-3124	Employment Contract
P-3125	Employment of Teaching Staff Members
P-3125.2	Employment of Substitute Teachers
P-3126	District Mentoring Program
P-3141	Resignation
P-3144	Certification of Tenure Charges
P-3159	Teaching Staff Member/School District Reporting Responsibilities
P-3231	Outside Employment as Athletic Coach
P-3240	Professional Development for Teachers and School Leaders
P-3244	In-Service Training
P-4159	Support Staff Member/School District Reporting Responsibilities
P-5305	Health Services Personnel
P-5350	Student Suicide Prevention

P-9541	Student teachers/Interns
P-5339	Screening for Dyslexia
P-7481	Unmanned Aircraft Systems
P-8441	Care of Injured and Ill Persons
P-8454	Management of Pediculosis
P-8630	Bus Driver/Bus Aide Responsibility
P-8630	Emergency School Bus Procedures
P-5511	Dress & Grooming

3. Recommend to approve, the submission of the (SOA) Statement of Assurance for the Comprehensive Equity Plan (CEP) for the 2016-2019.

- On motion by Mrs. Walker, seconded by Mrs. McMullin, items 1-3 were approved by the following roll call vote:

AYES: (6) Mr. McVitty, Mrs. Wilhalme, Mrs. McMullin, Mrs. Walker, Mr. Kogut, Mr. Carpenter

NOES: (0)

ABSTENTIONS (0)

**D. EDUCATION/CURRICULUM/TECHNOLOGY
(Education/Curriculum/Technology Committee Chair Report)**

1. Recommend to approve, the following class trip:

NONE

2. Recommend to approve, the following Educational Leave/Professional Development:

10/20 & 21/2016 M. Lipinski 2016 FEA/NJPSA/NJASCD Fall Conference \$275

3. Recommend to approve, the following Monmouth University Field Placement students September 2016 thru December 2016 for 3-5 hours per week .

Alexandria Grazioso OT Observation/Shadowing hours WHS/MPS Diane Ames

4. Recommend to approve, the following Monmouth University Field Placement students for the 2016-2017 school year.

Assennata, Lauren	10	ED-250	7-8	6-8	English	Maple Place School	Belinski	6
Gilby, Daniel	10	ED-250	7-8	6-8	English	Maple Place School	Albrink	6
Komareth, Anita	10	ED-578/ ED-585	7-12	7-8	English	Maple Place School	Reginio	8
Siller, Amanda	10	ED-250	7-12	6-8	Music	Maple Place School	Ruggeri	6-8
Walters, Rachel	10	ED-250	8	6-8	Math	Maple Place School	Scardilli	8
Zolofra, Joseph	20	ED-556	5-6	5-6	Math	Maple Place School	Jones	6

Arnold, Sabrina	10	ED-250	K-5	Any classroom	Wolf Hill Elementary School	Wolf Hill	Hope Santi	3
Catanzaro, Kelly	10	ED-250	K-5	Any classroom	Wolf Hill Elementary School	Wolf Hill	Melinda McCarthy	3
Cluett, Kailee	10	ED-250	PK-3	Special Ed	Wolf Hill Elementary School	Wolf Hill	Amy Zukus	SE
Doherty, Brenna	10	ED-250	K-5	Any classroom	Wolf Hill Elementary School	Wolf Hill	Nancy Tenenbaum	2
Gerstein, Sarah	40	ED-360/ ED-362	5-6	Math & Social Studies	Wolf Hill Elementary School	Wolf Hill	Mike Birnbaum	3
Giordano, Gabriella	20	ED-351	K-5	Art	Wolf Hill Elementary School	Wolf Hill	Amy Donohoe	Art
McCormick, Danielle	20	EDS-336	K-5	Gen Ed, inclusion, resource room, self contained	Wolf Hill Elementary School	Wolf Hill	Debbie Blair	2

				or pull out special ed classroom to work with a student one on one to help change a behavior; improve homework completion, etc.				
Vieira, Samantha	10	ED-250	K-5	Any classroom	Wolf Hill Elementary School	Wolf Hill	Michele Lomazzo	2

5. Recommend to approve, the School Supervised Child Care (SACC) Program for the 2016-2017 school year. Oceanport School District extends before and after school supervised child care program for PreK-8 grade students at the Wolf Hill School location and Deal School location.
6. Recommend to approve, the agreement between the Oceanport Board of Education and Regional Professional Development Academy to provide professional development for staff for the 2016-2017 school year for the annual cost of \$1,100.00.
7. Recommend to approve, the agreement between the Oceanport Board of Education and Verbal Behavior Institute to provide the district with ABA-Verbal Behavior methodology services, at the rate of \$75.00 per hour.

AYES: (7) Mr. McVitty, Mrs. Wilhalme, Mrs. McMullin, Mrs. Walker, Mr. Kogut, Mr. Carpenter, Mrs. Papailiou

NOES: (0)

ABSTENTIONS (0)

**E. FACILITIES (Buildings & Grounds)
(Facilities Committee Chair Report)**

NONE

F. LIAISON REPORTS

NJSBA Liaison/MCSBA	Michael Murphy
PTO Liaison	Sandi Firrito
Borough Council Liaison	William McVitty
Referendum Ad-Hoc Committee	Cullin Wible

IX. SUPERINTENDENT'S COMMENTS

X. NEW BUSINESS

XI. OLD BUSINESS

Referendum Ad Hoc Committee - Spencer Carpenter & Cullin Wible

Mr. Wible reported that the committee had its first meeting on 7/21 with 10 people in attendance, and they will start meeting every two weeks. There are currently 15 people on the committee, the committee will need some recommendations of the Board to help make decisions about whether to renovate or build. Looking at timing for the referendum, they feel that an April referendum date is feasible.

XII. CORRESPONDENCE

- Mr. McVitty reported that the Board of Education had received a letter from the Borough of Oceanport requesting support and use of Maple Place for cable community broadcasts at no expense to Oceanport Board of Ed. Building and Grounds committee will evaluate this request.

XII. PUBLIC COMMENTS

Time may be allocated for public comment at this meeting. Anyone wishing to address the Board, please state your name and address. Each speaker may be allotted a limited time when recognized by the presiding officer. Although the Board encourages public participation, it reserves the right, through its presiding officer, to terminate remarks to and/or by any individual not keeping with the conduct of a proper and efficient meeting. The Board will not, during the public portion of this meeting, discuss matters involving employment, appointment, termination of employment, negotiations, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific or prospective or current employee and/or students.

- Resident Roseanne Letson asked about the SACC program (item D5) on the agenda. Also, she expressed concern that there was no written agreement with Sea Bright regarding the mandated consolidation of schools with Oceanport, and the effects this may have on the referendum.
- Mr. Wible thought it would be a good idea to publicize the appointment of Dr. Joan Saylor.

XIII. EXECUTIVE SESSION

The Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. allows for the exclusion of the public from that portion of a public meeting when certain matters which might endanger the public interest or risk the deprivation of individual rights are discussed; and

The Board of Education wishes to discuss the following matters in a non-public closed meeting with the resulting discussion being made public when a proper conclusion has been reached and there is no longer a need for confidentiality:

Brief Description

1. Matters rendered expressly confidential by state or federal law or a rule of court.
2. Matters in which the release of information would impair a right to receive funds from the United States Government.
3. Any matter the disclosure of which would constitute an unwarranted invasion of individual privacy unless the affected individual or his or her parent or guardian shall request in writing that the matter be disclosed at a public meeting.
4. Pending or anticipated negotiations concerning a collective bargaining agreement with the Oceanport Administrator's bargaining unit.
5. Any matter involving the purchase of real property with public funds, the setting of banking rates or investment of public funds.

___ 6. Any tactics and techniques utilized in protecting the safety and property of the public or any investigations of violations or possible violations of law.

___ 7. Any pending or anticipated litigation or contract negotiations other than collective bargaining contract negotiations in which the Board of Education is or may become a party or any matter falling within the attorney-client privilege to the extent confidentiality is required in order for the attorney to exercise his or her ethical duties as an attorney.

___ 8. Any matter involving the employment, appointment, termination of employment and the conditions of employment, evaluation or disciplining of any specific employee, unless the individual employee requests in writing that the matter be discussed at a public meeting.

___ 9. Any deliberations that may result in the imposition of a civil penalty or suspension.

___ 10. Any appointment of a public official.

NOW, THEREFORE, BE IT RESOLVED, the Oceanport Board of Education will hold a closed executive session immediately in the Board Conference Room, located at, the Maple Place School, 2 Maple Place, Oceanport, New Jersey. It is anticipated that the closed session will not last longer than one hour. [Action may be taken during the public portion of the meeting following the recess of the executive session].

MOTION TO OPEN EXECUTIVE SESSION (8:05 p.m.)

Moved by: Mrs. Walker Seconded by: Mrs. Papailiou

Spencer Carpenter	<u> X </u>	Bill Mc Vitty	<u> X </u>
Sandi Firrito	<u> </u>	Natalie Papailiou	<u> X </u>
Michael Murphy	<u> </u>	Marion Wilhalme	<u> X </u>
Michael Kogut	<u> X </u>	Michelle McMullin	<u> X </u>
Meghan Walker	<u> X </u>		

AYES: (7) Mr. McVitty, Mrs. Wilhalme, Mrs. McMullin, Mrs. Walker, Mr. Kogut, Mr. Carpenter, Mrs. Papailiou

NOES: (0)

ABSTENTIONS (0)

MOTION TO ADJOURN EXECUTIVE SESSION (8:15 p.m)

Moved by: Mr. Carpenter Seconded by: Mrs. Wilhalme

AYES: (7) Mr. McVitty, Mrs. Wilhalme, Mrs.
McMullin, Mrs. Walker, Mr. Kogut, Mr. Carpenter, Mrs. Papailiou

NOES: (0)

ABSTENTIONS (0)

The Board briefly discussed the draft of the letter to the County Board requesting use of its emergency reserve. This will be voted on at the next Board meeting.

XV. ADJOURNMENT

WHEREAS, there being no further business of the Oceanport Board of Education to attend to on this **27th day of July, 2016**; now, therefore, be it

THEREFORE, BE IT RESOLVED, that the **July, 2016** meeting of the Oceanport Board of Education be and is hereby adjourned at 8:17 p.m.

Moved By: Mrs. McMullin Seconded By: Mrs. Wilhalme

ON THE VOTE:

Spencer Carpenter	<u> X </u>	Bill Mc Vitty	<u> X </u>
Sandi Firrito	<u> </u>	Natalie Papailiou	<u> X </u>
Michael Murphy	<u> </u>	Marion Wilhalme	<u> X </u>
Michael Kogut	<u> X </u>	Michelle McMullin	<u> X </u>
Meghan Walker	<u> X </u>		

AYES: 7 NAYS: 0 ABSENT: 2

Respectfully submitted,

Susanne O'Halloran