

WORKSHOP MEETING MINUTES - JUNE 6, 2018

The Board retains the right to add to and/or change this agenda.

Wednesday, June 6, 2018 - Maple Place School

I. CALL TO ORDER - the meeting was called to order at 6:05 pm

"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, The Link 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 for Board review at a Committee of the Whole meeting. The members of the Board work with the Superintendent and the administration to assure that the members fully understand the matter. When the Board and Administration are satisfied with the matter, it is 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

John Fleming	Present	Bryan Russell	Present
Lisa Harvey	Present@7:55exec	Janet Thorpe	Present@6:20pm
Michelle McMullin	Present	Meghan Walker	Present
Michael Murphy	Present	Marion Wilhalme	Present
Natalie Papailiou	Present@6:28pm		

V. Code of Ethics for School Board Members –

A School Board Member shall abide by the Code of Ethics for School Board Members:

WORKSHOP MEETING MINUTES - JUNE 6, 2018

a.I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.

b.I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.

c.I will confine my Board action to policy-making, planning, and appraisal and I will help to frame policies and plans only after the board has consulted those who will be affected by them.

d.I will carry out my responsibility, not to administer the schools, but, together with my fellow Board members, to see that they are well run.

e.I will recognize that authority rests with the Board of Education and will make no personal promises nor take any private action which may compromise the Board.

f.I will refuse to surrender my independent judgment to special interest or partisan, political groups or to use the schools for personal gain or for the gain of friends.

g.I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But 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.

i.I will support and protect school personnel in proper performance of their duties.

j.I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

VI. APPROVAL OF MINUTES - **Will take place at action meeting**

VII. **PRESENTATIONS:**

Brian Engle of Source4Teachers presented information regarding the company, reviewed statistics for the Oceanport School District, and answered questions for the Board. He also reported that they have merged with ESS Northeast and will pass along economy of scale savings to the district. The board discussed increasing daily rates as a result of the savings.

WORKSHOP MEETING MINUTES - JUNE 6, 2018

VIII. 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 building or property security procedures, or the 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.

Ms. Ippolito asked about the evaluation tool.

A. FINANCE

Business Administrator advised bills list and reports will be available and sent home the Monday before the board meeting.

Ms. Friedmann discussed the food service renewal and increasing lunch prices by .25. Also reviewed was the process whereby the Board will transfer funds to maintenance reserve, and the system for insurance and health benefit renewals.

All items were moved to the June 13 action meeting.

1. BE IT RESOLVED, that the financial reports of the Secretary to the Board of Education dated **May 2018**, which are in agreement, be accepted and submitted and attached to and made part of the minutes of this meeting, and

BE IT FURTHER RESOLVED, that the bills list for the month of **June** in the amount of \$ be approved, and

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 the line item transfers for the month of **June 2018**.
3. Recommend to approve, Contract between the Oceanport Board of Education and Source4Teachers, LLC, a Delaware Limited Liability Company, d/b/a Source4teachers, located at 800 North Kings Highway, Suite 405, Cherry Hill, New Jersey. Source4Teachers provides substitute teachers and paraprofessional staffing for the Oceanport School District effective July 1, 2018 through June 30, 2019.

WORKSHOP MEETING MINUTES - JUNE 6, 2018

4. Recommend to authorize the Business Administrator to pay all claims due and payable by June 30, 2018 in order to close the 2017-2018 school year and make the necessary budgetary transfers for these claims and to submit the list to the Board of Education at their next regularly scheduled meeting.
5. Recommend to approve, the 2018-2019 Renewal Rates for Property and Liability insurance as listed:

Coverage Description/Carrier	2018-2019 Annual Premium	Increase/Decrease
Commercial Package - Selective	\$46,494	2.35%
Crime - Selective	\$1,033	0%
Bonds - Selective	\$599	0%
Flood - Selective	\$8,716	0%
Cyber - Beazley	\$3,700	New
E&O - NJSIG	\$19,484	-3.47%
Workers Comp - NJSIG	\$99,309	15.66%
Excess Workers Comp - NJSIG	\$2,264	4.5%

6. Recommend to approve the renewal of the Food Service Management Company base year contract with Sodexo for the 2018-2019 school year as follows:

General Support Services Allowance - \$12,305.00

Management Fee - \$8,025.00

Sodexo shall reimburse the School Food Authority for the deficit greater than \$35,194.00

7. Recommend to approve the following school lunch prices:

Elementary paid lunch \$3.25 (.25 increase)

Middle School paid lunch \$3.50 (.25 increase), premium lunch \$4.25 (.25 increase)

Reduced lunch price .40

8. Recommend to approve the monthly Renewal Rates for Prescription, Vision and Dental for the 2018-2019 school year:

WORKSHOP MEETING MINUTES - JUNE 6, 2018

Plan	Category	Rate	Increase
Prescription	Single	280.44	5.00%
	Parent/Child	504.86	5.00%
	Employee/Spouse	598.16	5.00%
	Family	797.07	5.00%
Vision	Single	2.69	No increase
	Parent/Child	5.65	No increase
	Employee/Spouse	4.84	No increase
	Family	6.99	No increase
Dental	Single	56.53	2.00%
2 Yr Renewal	Family	144.39	2.00%

9. Motion to approve a deposit in maintenance reserve:

WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit the Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Oceanport Board of Education wishes to deposit anticipated excess current revenues and/or unexpended appropriations into a Maintenance Reserve account at year end up to \$225,000., and

NOW THEREFORE BE IT RESOLVED by the Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

10. Recommend to approve, Dr. Richard Mojares as the School Physician effective July 1, 2018 through June 30, 2019 at \$868.84 per month.

B. PERSONNEL - Personnel items were reviewed and moved forward to the June 13th action meeting.

1. Recommend to approve, the following employee list for the ESY 2018 program. The Extended School Year Program begins July 2, 2018 through July 30, 2018 from 8am-12:00pm. No ESY on July 4, 2018. (*salary to be determined pending completion of negotiations between the Oceanport Board of Education and the Oceanport Education Association):

WORKSHOP MEETING MINUTES - JUNE 6, 2018

Preschool Teacher Staff:

A. Ippolito, L. Davis; sharing one teacher position

Preschool Para Staff:

S. Scurry, K. Miele; 1:1 para two position

M. Bebout, J. Morehouse: shared one para position

LLD 1 Teacher Staff:

M. Seitz, J. Small; sharing one teacher position

LLD 1 Para Staff:

T. MacRae, M. Bebout: sharing one para position

LLD II Teacher Staff:

J. Wilkes, J. Vaccarelli: sharing one teacher position

LLD II Para Staff:

L. Mansfield, J. Morehouse; one para position

Resource Teacher Staff:

J. Wilkes; one teacher position

Speech Therapist Staff:

A. Okpych; one position

Occupational Therapist Staff:

D. Ames; on position

Nursing Staff:

J. Molzon; one position

Behavioral Services:

VBI

Physical Therapist:

P. Dunphy; one position

2. Recommend to approve, the following Maple Place School Summer work hours @ contracted rate*: (*salary to be determined pending completion of negotiations between the Oceanport Board of Education and the Oceanport Education Association):

Kelly Jakubowski	School Beautification Project	not to exceed 10 hours
5th Grade Teachers	5th Grade Orientation	not to exceed 10 hours total
Megan Bonett	Summer Guidance Projects	not to exceed 10 hours
Anthony Grassi	Chromebook refurbishment	not to exceed 10 hours
Geraldine Martinez	Summer Scheduling Support	not to exceed 25 shared hrs
Megan Scardilli	Summer Scheduling Support	

WORKSHOP MEETING MINUTES - JUNE 6, 2018

3. Recommend to approve, the following Wolf Hill School Summer work @ contracted rate*: (*salary to be determined pending completion of negotiations between the Oceanport Board of Education and the Oceanport Education Association):

2 Pre K Teachers	Pre K Orientation	not to exceed 1.5 hours each
3 Kindergarten Teachers	K Orientation	not to exceed 1.5 hours each

4. Recommend to approve, the following CST Staff Summer work@ contracted rate*: (*salary to be determined pending completion of negotiations between the Oceanport Board of Education and the Oceanport Education Association):

Dr. McCartin	not to exceed 72 hours
Jennifer Carducci	not to exceed 72 hours
Stacy Liu	not to exceed 48 hours

C. POLICY & PLANNING - Policy items were reviewed and moved to the action meeting. A hard copy of the policies will be available prior to adoption.

1. Recommend to approve, the second reading of the following policies:

P & R 1550	Equal Employment/Anti-Discrimination Practices
P 2431	Athletic Competition
R 2431.2	Medical Examination Prior to Participation on a School Sponsored Interscholastic or Intramural Team or Squad
P & R 5350	Student Suicide Prevention
P 5533	Student Smoking
P 5535	Passive Breath Alcohol Sensor Device
P & R 5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities
P 8462	Reporting Potentially Missing or Abused Children
P 8561	Procurement Procedures for School Nutrition Programs

D. EDUCATION/CURRICULUM/TECHNOLOGY - Board reviewed the items below and moved everything forward to the action meeting. Going forward the usual administrator reports given in committee will be sent home in the Friday Packet prior to the workshop.

1. Recommend to approve, the following Professional Conference Day Requests:

DATE	NAME	CONFERENCE	LOCATION	TOTAL COST/ ACCT. CODE
June 25-28, 2018	J. Richter	Teachers College, Columbia Univ.	NYC, NY	\$780.00 Reg + \$140.00 Travel 20-271-200-500-00 Funded through Title IIA Grant @ <u>no cost</u> to BOE
Oct 18-19, 2018	M. Lipinski	NJPSA- FEA Fall Conference	Long Branch, NJ	\$292.00 20-271-200-500-00 Funded through Title IIA Grant @ <u>no cost</u> to BOE

WORKSHOP MEETING MINUTES - JUNE 6, 2018

2. Recommend to approve, Grades K-4 Summer Reading Lists.
3. Recommend to approve, the acceptance of the 2018-2019 Elementary and Secondary Education Act (ESEA) grant award and submission of the application to the New Jersey Department of Education as follows:
 - Title I Part A - \$108,969
 - Title II Part A - \$17,194
 - Title III - \$954 (to be transferred to Title II Part A given the Title III allocation does not fulfill the NJDOE requirements for a minimum threshold of \$10,000 in Title III)
 - Title IV - \$10,000
4. Recommend to approve Oceanport School District's membership in the Brookdale Education Networks (Literacy, Technology, Mathematics/Science) for the 2018-2019 school year, not to exceed a total district cost of \$1,250.00. Funded through Title IIA Grant @ no cost to BOE
5. Recommend to approve Oceanport School District's membership in the Regional Professional Development Academy for the 2018-2019 school year, at the annual membership rate of \$1,100.00. Funded through Title IIA Grant @ no cost to BOE
6. Recommend to approve the adoption of Charlotte Danielson: The Framework for Teaching staff evaluation model for the 2018-2019 school year, in partial fulfillment of the New Jersey Department of Education's Excellent Educators for New Jersey (EE4NJ) teacher and educational services staff evaluation system requirements.
7. Recommend to approve the adoption of the Stronge Leader Effectiveness Performance System for the 2018-2019 school year, in partial fulfillment of the New Jersey Department of Education's Excellent Educators for New Jersey (EE4NJ) administrator evaluation system requirements.
8. Recommend to approve the Stronge and Associates Educational Consulting, LLC renewal for the Stronge Leader Effectiveness Performance System for the 2018-2019 school year for which the Oceanport School District's portion is \$695.18.
9. Recommend to approve, the placement of student ID#1819 , whose IEP requires a Special Class Program with specialized related services to attend CPC High Point Schools, Morganville NJ effective July 9, 2018 through August 10, 2018 25 days @\$372.00 per day. Transportation provided by MOESC.
10. Recommend to approve, the placement of student ID#1819, whose IEP requires a Special Class Program with specialized related services to attend CPC Behavioral Healthcare High Point Schools, Morganville, NJ effective September, 2018 for 180 days @\$372.00 per day. Transportation to be determined.
11. Recommend to approve, the placement of student ID#1696, whose IEP requires a Special Class Program with specialized related services to attend CPC Behavioral Healthcare High Point Schools, Morganville, NJ effective September, 2018 for 180 days

WORKSHOP MEETING MINUTES - JUNE 6, 2018

@\$372.00 per day. Transportation to be determined.

12. Recommend to approve, the placement of student ID#1976 , whose IEP requires a Special Class Program with specialized related services to attend Ladacin Network, INC. Schroth School, 1703 Kneeley Blvd., Wanamassa, NJ effective July 2, 2018 through August 24, 2018 39 days @\$298.00 per day. Transportation provided by MOESC.
13. Recommend to approve, the placement of student ID#1976 , whose IEP requires a Special Class Program with specialized related services to attend Ladacin Network, INC. Schroth School, 1703 Kneeley Blvd., Wanamassa, NJ effective September 5, 2018 through June 14, 2019 185 days @\$298.00 per day. Transportation provided by MOESC.
14. Recommend to approve, receiving tuition student ID#1925 from Monmouth Beach School. Student will be placed in the ESY LLD II Program effective July 2, 2018 thru July 30, 2018 20 days @\$198.05 per day. Transportation provided by Monmouth Beach.
15. Recommend to approve, receiving tuition student ID#1925 from Monmouth Beach School. Student will be placed in the LLD II Program effective September 6, 2018 thru June 21, 2019 180 days @\$220.05 per day. Transportation provided by Monmouth Beach.
16. Recommend to approve, the Non-Resident tuition contract for student #2010 for the 2018-2019 School Year at the board approved rate of \$11,082.00.
17. Recommend to approve, the Non-Resident tuition contract for student #2011 for the 2018-2019 School Year at the board approved rate of \$11,082.00.
18. Recommend to approve, the Non-Resident tuition contract for student #1163 for the 2018-2019 School Year at the board approved rate of \$12,650.00.
19. Recommend to approve, the Non-Resident tuition contract for student #1885 for the 2018-2019 School Year at the board approved rate of \$12,650.00.

E. FACILITIES (Buildings & Grounds)

1. Recommend to approve entering an agreement with Weatherproofing Technologies, Inc. for restoration/repair of roof project in the amount of \$220,777.94 as specified and bid by the AEPA (Contract #ESCNJ/AEPA IFB#017-F) through the Education Services Commission of New Jersey (formerly MRESC)

F. SUPERINTENDENT'S REPORT - Information to be given at action meeting.

1. Enrollment report for the month of **May 2018**:

Pre K	28
Kindergarten	59

WORKSHOP MEETING MINUTES - JUNE 6, 2018

1	58
2	72
3	52
4	56
LLD	4
Wolf Hill Total	329
5	69
6	55
7	63
8	64
Maple Place Total	251
District Enrollment	580

2. Recommend to accept from the Superintendent, the following HIB report for the month of May 2018:

	Referred Incidents Investigated	Confirmed Incidents	Confirmed <u>YTD</u>
Wolf Hill School	0	0	0
Maple Place School	0	0	7
Totals	0	0	7

X. LIAISON REPORTS - will be given on June 13, 2018

NJSBA Liaison/MCSBA
 PTO Liaison
 Borough Council Liaison

SEPAG

Meghan Walker
 Lisa Harvey
 Natalie Papailiou -Oceanport
 Michelle McMullin - Sea Bright
 Natalie Papailiou

XI. SUPERINTENDENT'S / BUSINESS ADMINISTRATOR COMMENTS

Mr. Farrell talked about DARE Graduation, the 8th grade being in Washington, DC, and graduations. Ms. Friedmann announced an award which was given by

WORKSHOP MEETING MINUTES - JUNE 6, 2018

NJASBO to Frank Messineo, Architect.

- XII. NEW BUSINESS - Mrs. McMullin spoke about a meeting that has been set up with the Mayor and Borough Council President to discuss housing at Fort Monmouth. At the action meeting Mrs. Walker will be approved to replace Ms. Papailiou as Oceanport Borough Liaison.**

The board President informed the Board that there will be no Superintendent Evaluation done this year due to Mr. Farrell's resignation. This has been discussed with NJSBA and will not impact NJQSAC performance.

- XIII. OLD BUSINESS - None**

- XIV. CORRESPONDENCE - None**

- XV. PUBLIC COMMENTS - None**

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 building or property security procedures, or the 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.

XVI. 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

WORKSHOP MEETING MINUTES - JUNE 6, 2018

writing that the matter be disclosed at a public meeting.

X 4. Pending or anticipated negotiations concerning a collective bargaining agreement with the Oceanport Education Association.

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.

X 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 at 7:20 pm

Motion by Mr. Murphy, seconded by Mrs. Papailiou at 7:20 p.m. to open executive session.

Roll Call Vote:

John Fleming	<u> Y </u>	Bryan Russell	<u> Y </u>
Lisa Harvey	Not Present	Janet Thorpe	<u> Y </u>
Michelle McMullin	<u> Y </u>	Meghan Walker	<u> Y </u>
Michael Murphy	<u> Y </u>	Marion Wilhalme	<u> Y </u>
Natalie Papailiou	<u> Y </u>		

Motion by Mr. Murphy, seconded by Mrs Papailiou at 121:40 pm to adjourn executive session

Roll Call Vote:

John Fleming	<u> Y </u>	Bryan Russell	<u> Y </u>
Lisa Harvey	<u> Y </u>	Janet Thorpe	<u> Y </u>
Michelle McMullin	<u> Y </u>	Meghan Walker	<u> Y </u>
Michael Murphy	<u> Y </u>	Marion Wilhalme	<u> Y </u>

WORKSHOP MEETING MINUTES - JUNE 6, 2018

Natalie Papailiou Y

XVII. ADJOURNMENT

WHEREAS, there being no further business of the Oceanport Board of Education to attend to on this **6th day of June, 2018**; now, therefore, be it

THEREFORE, BE IT RESOLVED, that the **June, 2018** meeting of the Oceanport Board of Education be and is hereby adjourned at 11:43 p.m.

Moved By: Mr. Russell Seconded By: Ms. Thorpe

AYES: 9 NAYS: 0 ABSENT:0