

OCEANPORT BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
Wednesday, July 25, 2018  
Maple Place School  
2 Maple Place, Oceanport, NJ

I. CALL TO ORDER - the meeting was called to order at 7:04 pm by by President McMullin.

"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	Janet Thorpe	Present
Michelle McMullin	Present	Meghan Walker	Present
Michael Murphy	Present	Marion Wilhalme	Absent
Natalie Papailiou	Present		

Others Present: Melanie Lipinski, Interim CSA, Chris Parton, Board Attorney, Denise Friedmann, Board Secretary.

V. Code of Ethics for School Board Members –

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

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

Motion by Mr. Murphy, seconded by Bryan to approve the minutes listed below with the correction on attendance at the Board Retreat.

- June 13, 2018 Regular Meeting
- July 10, 2018 Board Retreat Meeting
- July 10, 2018 Executive Session Retreat Meeting

John Fleming            \_\_\_Y\_\_  
 Lisa Harvey            \_\_\_Y\_\_  
 Michelle McMullin    \_\_\_Y\_\_  
 Michael Murphy        \_\_\_Y\_\_  
 Natalie Papailiou      \_\_\_Y\_\_

Bryan Russell           \_\_\_Y\_\_  
 Janet Thorpe            \_\_\_Y\_\_  
 Meghan Walker         \_\_\_Y\_\_  
 Marion Wilhalme        Absent

VII. PRESENTATIONS: NONE

VIII. PUBLIC COMMENTS - None

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.

IX. SUPERINTENDENT’S RECOMMENDATIONS

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

A. FINANCE

Motion by Mrs. Papailiou, Seconded by Mrs. Walker to approve items 1 thru 6 on a roll call vote:

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

1. BE IT RESOLVED, that the financial reports of the Secretary to the Board of Education dated June 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 Final and July in the amount of \$372,058.63 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 Oceanport Board of Education payment of mentoring and New Superintendent Academy fees in the amount of \$4,250.00.
3. Recommend to approve the following Authorized Signatures changes  
Whereas there is a need for authorized signatories on the financial accounts maintained by the Oceanport Board of Education, and  
Resolved that the following signatures shall be authorized and required in connection with the administration of the following accounts of the Oceanport Board of Education for the period from the date of this meeting and shall expire as of the January Reorganization meeting in 2019.

<u>Name of Account</u>	<u>Bank</u>	<u>Signatures</u>
Net Payroll Account	Investors Savings	Board President-Michelle McMullin Board Secretary/Bus. Administrator- Denise Friedmann

Cafeteria Account	Investors Savings	Treasurer-Cindy Barr-Rague Board Secretary/Bus. Administrator- Denise Friedmann
Payroll Agency	Investor Savings	Treasurer-Cindy Barr-Rague Board Secretary/Bus. Administrator- Denise Friedmann

4. Recommend to approve, the following budget transfers for the 2017-2018 school year.
5. Recommend to approve, the following budget transfers for July 2018.
6. Recommend to approve, a withdrawal from Emergency Reserve pursuant to NJAC 6A:23A-14.4(a) in the amount of \$8,808 to offset the decrease of state aid per the revised state aid notice on July 13, 2018.

**B. PERSONNEL**

Motion by Mrs. Thorpe, Seconded by Mr. Fleming to approve items 1 thru 6 on a roll call vote:

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

1. Recommend to approve, the following Wolf Hill School Summer work @ contracted rate:  
Amanda Haring(Nurse)      Pre K & K Orientation      not to exceed 4 hours total
2. Recommend to approve, the following district employees who attain advanced degrees shall be placed on the appropriate steps as provided in Schedule A, effective September 1, 2018 upon completion of requirements by June 30, 2018.

Megan Bonett      MA to MA +15  
Elizabeth Mistretta      BA to MA

3. Recommend to approve, the long term leave of absence for Samantha Ciaglia beginning September 4, 2018 - September 1, 2019. Mrs. Ciaglia will use the following days:  
  

September 4, 2018 - September 26, 2018 (17 paid Sick)  
October 1, 2018 - June 21, 2019 (6 Weeks NJ Family Leave/FMLA Unpaid)  
Anticipated return to work September 1, 2019
4. Recommend to approve, the voluntary transfer of Noelle Albrink to Wolf Hill School Grade 3 Teacher for the 2018-2019 school year.
5. Recommend to approve, the employment of Nadine Surak as a Wolf Hill Special Education Teacher effective September 1, 2018 through June 30, 2019. Ms. Surak will be on Step 5-MA at the current negotiated salary of \$55,076.00. Pending Criminal History and other applicable documents.
6. Recommend to approve, the creation of a Morning/After Care (SACC) Program Coordinator position.

**C. POLICY & PLANNING**

Motion by Mrs. Papailiou, Seconded by Mr. Murphy to approve item 1 on a roll call vote:

John Fleming	___Y__	Bryan Russell	___Y__
Lisa Harvey	___Y__	Janet Thorpe	___Y__
Michelle McMullin	___Y__	Meghan Walker	___Y__
Michael Murphy	___Y__	Marion Wilhalme	Absent
Natalie Papailiou	___Y__		

First Reading:  
P & R 1613                      Disclosure and Review of Applicant's Employment History

D. EDUCATION/CURRICULUM/TECHNOLOGY

Motion by Ms. Harvey, Seconded by Mrs. Papailiou to approve items 1-4 on a roll call vote:

John Fleming	Absent for Vote	Bryan Russell	___Y__
Lisa Harvey	___Y__	Janet Thorpe	___Y__
Michelle McMullin	___Y__	Meghan Walker	___Y__
Michael Murphy	___Y__	Marion Wilhalme	Absent
Natalie Papailiou	___Y__		

1. Recommend to approve, the following class trip:

07/26/2018	LLD 1 & LLD II	Blue Grass Mini Golf	Oceanport
07/27/2018	LLD 1 & LLD II	Trinity Park and Enzo's	Oceanport

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

DATE	NAME	CONFERENCE	LOCATION	TOTAL COST/ ACCT. CODE
10/3/2018 & 10/4/2018	M. Howell	NJPSAFEA - The Science of How We Learn	Monroe Twp, NJ	\$298.00 20-271-200-500-00 Funded through Title IIA Grant @ <u>no cost</u> to BOE

3. Recommend to approve, the placement of student ID#0929 , whose IEP requires a Special Class Program with specialized related services to attend The Newmark School, Ins. 1000 Cellar Avenue Scotch Plains, NJ effective July 2, 2018 through July 27, 2018 19 days @\$293.33 per day. Transportation provided by MOESC@ \$215.22 per day.

4. Recommend to approve, the placement of student ID#0929 , whose IEP requires a Special Class Program with specialized related services to attend The Newmark School, Ins. 1000 Cellar Avenue Scotch Plains, NJ effective September, 2018 through June 2019 180 days @\$293.33 per day. Transportation provided by MOESC@ \$215.22 per day.

E. FACILITIES (Buildings & Grounds)

Motion by Mrs. Walker, Seconded by Mr. Russell to approve items 1-2 on a roll call vote:

John Fleming	___Y__	Bryan Russell	___Y__
Lisa Harvey	___Y__	Janet Thorpe	___Y__

Michelle McMullin    \_\_\_Y\_\_\_  
 Michael Murphy      \_\_\_Y\_\_\_  
 Natalie Papailiou    \_\_\_Y\_\_\_

Meghan Walker      \_\_\_Y\_\_\_  
 Marion Wilhalme     Absent

1. Recommend to approve the use of Maple Place School Library by the Oceanport Soccer Association to hold their Annual Soccer Referee Seminar on August 8, 2018 from 6:30pm- 9:30 pm.
2. Recommend to approve Change Order #1 for the Roofing Project to include the lifting of two Roof top units at a cost of \$10,220.

F. SUPERINTENDENT'S REPORT

Motion by Mrs. McMullin Seconded by Ms. Thorpe to approve items 1&2 on a roll call vote:

John Fleming          \_\_\_Y\_\_\_  
 Lisa Harvey          \_\_\_Y\_\_\_  
 Michelle McMullin    \_\_\_Y\_\_\_  
 Michael Murphy      \_\_\_Y\_\_\_  
 Natalie Papailiou    \_\_\_Y\_\_\_

Bryan Russell        \_\_\_Y\_\_\_  
 Janet Thorpe        \_\_\_Y\_\_\_  
 Meghan Walker      \_\_\_Y\_\_\_  
 Marion Wilhalme     Absent

1. Enrollment report for the month of June 2018:

Pre K	28
Kindergarten	59
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 June 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

NJSBA Liaison/MCSBA

Meghan Walker reported on the Board Retreat where the board discussed goals and their self evaluation. Candidates for the Board of Education Election in November need to file by July 30.

PTO Liaison

Lisa Harvey - No Report

Borough Council Liaison

Meghan Walker Reported on the Oceanport meeting where the following was discussed: progress at FMERA, new municipal complex to be completed by Fall 2019, centennial celebrations.

Michelle McMullin reported on the Sea Bright meeting and upcoming events.

The Board has requested space in the municipal publications.

SEPAG

Natalie Papailiou reported that the next meeting would be in the Fall.

XI. SUPERINTENDENT'S COMMENTS

Ms. Lipinski thanked the board for appointing her as interim Superintendent and reviewed the attached report.

XII. BUSINESS ADMINISTRATOR'S COMMENTS

Ms. Friedmann reviewed the progress of the ongoing summer facility projects.

XIII. NEW BUSINESS

Board trainings were discussed and the Board planning calendar reviewed. Also, we will be doing Board approval for all professional development going forward regardless of cost.

XIV. OLD BUSINESS

It is hoped that there will be resolution on contract

XV. CORRESPONDENCE

XVI. 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 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.

Mr. Kopec of Tecumseh Road commented on several district programs and practices.

XVII. EXECUTIVE SESSION Not Required

XVIII. ADJOURNMENT

WHEREAS, there being no further business of the Oceanport Board of Education to attend to on this 25th day of July, 2018; now, therefore, be it

THEREFORE, BE IT RESOLVED, that the July, 2018 meeting of the Oceanport Board of Education be and is hereby adjourned at 8:42 pm.

Moved By: Mr. Russell Seconded By: Mrs. Walker

AYES: \_\_8\_\_ NAYS: \_\_0\_\_ ABSENT: \_\_1\_\_

Respectfully submitted,

Denise Friedmann/Interim Board Secretary  
School Business Administrator