

*Oceanport School District
Committee of the Whole Board Meeting Minutes
January 23, 2019 at 7:00pm*

CALL TO ORDER the meeting was called to order at 7:03 pm 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.

SALUTE TO THE FLAG

ROLL CALL OF BOARD MEMBERS

Andrea Fitzpatrick	Present	Natalie Papailiou	Present
John Fleming	Present	Bryan Russell	Present
Lisa Harvey	Present	Meghan Walker	Present
Michelle McMullin	Present	Marion Wilhalme	Present
Michael Murphy	Absent		

Others Present: Acting Superintendent Melanie Lipinski, Board Secretary Denise Friedmann, Attorney Chris Parton

STATEMENT TO THE PUBLIC

If it is a month with two meetings, the first meeting is considered a "workshop" meeting to offer informational presentations as needed and to discuss agenda items. These workshop meetings are also referred to as "Committee of the Whole" meetings and feature a review of the month's agenda, discussion among board members about various issues, informational presentations by administrators and a public forum for residents to be heard. They do not typically feature formal action by the board, but the board reserves the right to advertise the meeting as one in which action may be taken if necessary. There is one opportunity for public comment during a workshop meeting.

APPROVAL OF MINUTES at January regular meeting:

Recommend *approval* of the minutes from (*attached in email*):

1. December 19, 2018 Workshop Meeting
2. December 19, 2018 Executive Session Meeting
3. January 7, 2018 Reorganization Meeting
4. January 7, 2019 Executive Session Meeting

Presentations

Jump, Perry and Company, L.L.P. - CAFR Presentation

Kathryn Perry of Jump, Perry and Company, district auditors, spoke to the board regarding the audit of the 2017-2018 school year that had been conducted. She discussed some of the area of finances that evaluated and reported that all records were found to be in good order and there were no findings disclosed.

CSA - School Survey Presentation

Ms. Lipinski presented information gleaned from the School Survey.

Solutions Architecture, LLC - Frank Messineo - Q/A on Facilities Audit

Frank Messineo and Alexis Goldman addressed questions from the board relating to the school facilities audit which was conducted over the summer. They also presented additional information regarding the process, timeline and procedures involved in moving forward with a school project.

On January 30th the Acting Superintendent will present on 1st half reporting period HIB data. On January 30th Mrs. Lisotto's students will share their projects for the GeoChallenge.

Informational Items/Discussions:

DEI Liaison - Mr. Murphy will be asked to be the DEI Liaison.

FMERA Liaison - Mrs. Fitzpatrick will act as the FMERA liaison and collect info to be shared with the board.

New Committee Chairs will be:

Policy - Bryan Russell

Ed./Curric./Tech. - Lisa Harvey

B & G - Meg Walker

Finance - John Fleming

Personnel - Marion Wilhalme

Public Information Committee TBD

Work is moving forward on the Maple Place Media Center to return it to it's original status, rather than the current set up geared toward public meetings. Meetings will be held in the cafeteria.

Ms. Lipinski presented Revised Oceanport Organizational Chart (addition of SACC Monitors):

<https://go.glimfy.com/go/share/sgfm8c0h3byitcq7cls>

Education & Technology

Lisa Harvey, Chair

Informational Items:

Updates from Administrative team:

Mrs. Malaney talked about an Effective IEP Writing Workshop and use of data; M. Howell talked about work being done in committees, the variety show and winter sports. He gave kudos to his staff at Maple Place; Dr. Baubles spoke about a bi-lingual book project, students from Shore working with the second grade and the upcoming regional professional development day.

Ms. Lipinski gave an Innovation Team update and moving forward with Innovation Lab spaces as well as applying to be designated Future Ready.

Ms. Lipinski discussed the district emergency team Oceanport CARES update (Care, Act, and Respond for Education & Safety) and Lighthouse Team. She also spoke about: Reunification and Share 911, Parent Forums in March and May, HIBSTER Training the district is hosting on February 1st, and the NJDOE staff and student media release.

Voting Agenda Items for the regular January meeting were discussed:

1. Class Trips

2/25/2019	4th Grade G&T	Middletown Arts Center	Middletown
3/13/2019	8th Grade G&T	McLoone's Restaurant	Long Branch
3/15/2019	3rd Grade	Monmouth Museum	Lincroft
3/21/2019	6th Grade	Buehler Challenger Center	Paramus
3/29/2019	6th Grade	Buehler Challenger Center	Paramus
6/7/2019	3rd Grade	Sea Grant Consortium	Sandy Hook

2. Professional Conference Day Requests:

1/31/19	Lipinski, Melanie	NJASA TECHSPO	Atlantic City, NJ	\$299
2/21-2/22/19	Bach, Erica	NJMEA State Conference	East Brunswick, NJ	\$200
2/27/19	Larsen, Steve	NJDOE NJSLA Training	Monroe, NJ	N/C
2/27/19	Lipinski, Melanie	NJDOE NJSLA Training	Monroe, NJ	N/C
3/19/2019	Bonett, Megan Birbaum, Michael Coles, Anthony Grassi, Anthony Howell, Matthew Lipinski, Melanie Lisotto, Renee VanBrunt, Frank Wilkes, Joanne	AHA - CPR/AED Training	Maple Place School	\$40 per person
3/21/19	MacRae, Tracy	RPDA - Focusing on Social Skills to Support Students in the School Community	Eatontown, NJ	N/C

3. Disposal of surplus tech equipment through MOESC using their selected company Sycamore International in which we will receive \$3.00 per PC and \$5.00 per laptop.

4. Visitation of 5 Tower Hill School, Red Bank, NJ, teachers to Wolf Hill School's Preschool and Kindergarten classes for informal observation and professional development session on March 18, 2019 from 10:00AM - 12:00PM. The teachers are: Debbie Chen, Melissa Kelly, Kelly Rigby, Lisa Pershan, and Lauren Badal.

5. Accept a donation of \$2,500 from the Oceanport PTO for Suite 360, a digital character development and social-emotional learning program for grades 3-8. <https://evpco.com/suite360>

6. Tuition rates for 2019-2020 will be reviewed and set.

Personnel

Marion Wilhalme, Chair

Informational Items:

To be discussed in executive session, if any.

Item 1 will be voted upon this evening to move forward in a timely manner.

The additional Voting Agenda Items for January regular meeting are listed:

1. Recommend *approval* of the following motion:

Motion to hire Patrick Wallace (*resume attached in email*) for the position of ESL (English as a Second Language) Teacher K-8, on Step 9 MA \$60,551.00, effective February 1, 2019 or upon release, pending criminal background check and other applicable documents.

Motion by Mrs. Papailiou, seconded by Mrs. Walker and carried on roll call vote as follows:

Andrea Fitzpatrick	<u> Y </u>	Natalie Papailiou	<u> Y </u>
John Fleming	<u> Y </u>	Bryan Russell	<u> Y </u>
Lisa Harvey	<u> Y </u>	Meghan Walker	<u> Y </u>
Michelle McMullin	<u> Y </u>	Marion Wilhalme	<u> Y </u>
Michael Murphy	<u> Abs </u>		

2. Recommend *approval* of the following motion:

Motion to amend the contract for Corey Billy, Maple Place Teacher, from part time to full time at a salary of Step 1 of the OEA Contract \$50,656.00 , effective February 1, 2019.

3. Recommend *approval* of the following motion:

Motion to amend the contract for Kathryn Miele, paraprofessional, for 2 hours per day at the contractual paraprofessional 2018-2019 hourly rate of \$24.79 for RBT (Registered Behavioral Technician) work effective February 1, 2019.

4. Recommend *approval* of the following motion:

Motion to permit Stephanie Gallo, student of the Georgian Court School Counselor Program, to complete Seminar I/II and Internship I/II school counselor activities under the supervision of Megan Bonett, Oceanport SAC and Maple Place Guidance Counselor, effective February 1, 2019. The total number of required supervised activity hours is 600 beginning this spring and ending May 2020.

5. Recommend *approval* of the following motion:

Motion to hire Kelly Ferullo as the Girls' Softball Coach for Maple Place School in accordance with Schedule B of the OEA Contract pending criminal background check and other applicable documents. Ms. Ferullo will be paid \$3,435.26 for this position.

Finance

John Fleming, Chair

Information Items reviewed:

Review of legal fees (*attached in email*)

Bills lists for December (*attached in email*) and January

Board Secretary's reports for October and November (*attached in email*)

Voting Action Items will be as listed. Action on the acceptance of the audit was taken:

1. Recommend *approval* of the following resolution to accept the audit:

WHEREAS, the annual audit examination has been conducted by the independent firm of Jump, Perry and Company, L.L.P. of the fiscal operations of the Oceanport Board of Education during the period July 1, 2017 through June 30, 2018;

NOW, THEREFORE, BE IT RESOLVED, that the Oceanport Board of Education accepts the audit for the 2017-2018 school year with no findings.

Motion by Mrs. Wilhalme, seconded by Mr. Russell and carried on a roll call vote as follows:

Andrea Fitzpatrick	<u> Y </u>	Natalie Papailiou	<u> Y </u>
John Fleming	<u> Y </u>	Bryan Russell	<u> Y </u>
Lisa Harvey	<u> Y </u>	Meghan Walker	<u> Y </u>
Michelle McMullin	<u> Y </u>	Marion Wilhalme	<u> Y </u>
Michael Murphy	<u> Abs </u>		

2. Bills lists for December and January

3. Board Secretary's report for October and November 2018

4. Transfers

Building & Grounds

Meg Walker, Chair

Informational Items:

Discussion of the revised Oceanport MOA between Education and Law Enforcement Officials
Building project(s) discussion

Emergency Drill Logs

School: Wolf Hill

Month: December 2018

Date	Drill or Situation	People Involved	Details
12/6/2018	Shelter in Place/Lockdown drill	Staff, students & Oceanport Police Department	Verbal shouting/Intercom/SHARE911 Report of suspicious person outside who entered school. Police found subject. Started with SIP and moved to LD. Duration 10 minutes
12/20/2018	Fire Drill	Staff, students & Oceanport Police Department	Fire alarm activated, everyone exited building to field. Duration 3 minutes.

School: Maple Place

Month: December 2018

Date	Drill or Situation	People Involved	Details
12/9/2018	Lockdown Drill	Staff and students	Verbal shouting/Intercom/SHARE 911 to lockdown building. Duration 4 minutes 30 seconds.
12/19/2018	Fire Drill	Staff and students	Fire Drill. Duration 3 minutes.

Action will be taken on Item 6. The board requested that all facility use forms be sent to them for review. Other Voting Action Items for January regular meeting will be:

1. Recommend to approve the use of Wolf Hill School Gymnasium by Educational Development Software (HIBSTER) to hold a training for local educators on bullying February 1, 2019 from 8:30-2:30PM *in accordance with Board Policy 7510 Use of School Facilities.*
2. Recommend to approve the use of Wolf Hill School Gymnasium by the Oceanport PTO for rehearsal for the Wolf Hill Variety Show February 6 and February 13, 2019 from 3:00-4:00PM and February 8 and February 15 from 3:00-4:15PM *in accordance with Board Policy 7510 Use of School Facilities.*
3. Recommend to approve the use of Maple Place School Auditorium by the Oceanport PTO for rehearsal for the Wolf Hill Variety Show February 20 and February 21, 2019 from 3:00-5:00PM *in accordance with Board Policy 7510 Use of School Facilities.*

4. Recommend to approve the use of Maple Place School Auditorium by the Oceanport PTO for the Wolf Hill Variety Show February 22, 2019 from 6:00-10:00PM *in accordance with Board Policy 7510 Use of School Facilities.*
5. Recommend to approve the use of Wolf Hill School Gymnasium, Cafeteria, Baseball Field/Fields and 4 Classrooms by The National Inventors Hall of Fame for a Kindergarten - Grade 6 STEM Enrichment Day Camp Program, Camp Invention, taught by local educators with a focus on enrichment, creativity & innovation July 29, 2019- August 2, 2019 from 8:30-3:00PM *in accordance with Board Policy 7510 Use of School Facilities.*
6. Recommend to approve the use of Wolf Hill School (Room 12) by Girl Scout Troop 60235 on 1/23/2019, 2/20/2019, 3/20/2019, 4/17/2019/ 5/15/2019, 6/12/2019 from 3:05-4:15PM *in accordance with Board Policy 7510 Use of School Facilities.*

Motion by Mrs. McMullin, Seconded by Mrs. Walker and carried on a roll call vote as Follows:

Andrea Fitzpatrick	<u> Y </u>	Natalie Papailiou	<u> Y </u>
John Fleming	<u> Y </u>	Bryan Russell	<u> Y </u>
Lisa Harvey	<u> Y </u>	Meghan Walker	<u> Y </u>
Michelle McMullin	<u> Y </u>	Marion Wilhalme	<u> Y </u>
Michael Murphy	<u> Abs </u>		

7. Recommend to approve the use of Maple Place School Auditorium by the Maple Place Class of 2019 for a Fitness Class to benefit the 8th Grade Washington Trip. Class to be held February 23, 2019 from 9:00-10:00AM *in accordance with Board Policy 7510 Use of School Facilities.*

Policy

Bryan Russell, Chair

Informational Items:

Anti-vaping discussion Tabled

Voting Action Items: None

Business Administrator's Report

Update of Budget Calendar and Preliminary Projections for 2019-2020 budget

Ms. Friedmann reviewed very preliminary budget projections which had been shared in email.

There is banked cap and possibly an enrollment waiver that may be available should the budget require requested funds in excess of the 2% tax levy cap.

Superintendent's Report

Ms. Lipinski reviewed items on her written report to the board. Other items listed for action will be:

Enrollment report (*enrollment spreadsheet shared via email*)

Week of January 21, 2019

Preschool	26
Kindergarten	65
1st grade	66
2nd grade	62
3rd grade	74
4th grade	58
Wolf Hill Total	351
5th grade	58
6th grade	76
7th grade	56
8th grade	64
Maple Place Total	254
District Enrollment	605

2. HIB report for the December 19, 2018- January 30, 2019 (motion to *accept* on January 30, 2019 following Executive Session)

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.

Members of the public commented on keeping the referendum small, the great job being done by Mrs. Lipinski and Mrs. Malaney, and the need for additional curriculum assistance.

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 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.

- ___ 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].

EXECUTIVE SESSION - Not Required

ADJOURNMENT

WHEREAS, there being no further business of the Oceanport Board of Education to attend to on this 23rd day of January, 2019; now, therefore, be it

THEREFORE, BE IT RESOLVED, that the January 23, 2019 meeting of the Oceanport Board of Education be and is hereby adjourned at 9:57 pm on a motion by Mr. Fleming, seconded by Mr. Russel and carried on voice vote as follows:

AYES: 8 NAYS: 0 ABSENT: 1

Respectfully submitted,

Denise Friedmann
Interim School Business Administrator/
Board Secretary