

Oceanport Board of Education
Regular Meeting Minutes
January 30, 2019
Maple Place School, 2 Maple Place, Oceanport, NJ

Prior to the meeting being called to order Ms. Lipinski did a presentation on the first half reporting period data for HIB.

I. CALL TO ORDER the meeting was called to order by Mrs. Papailiou at 7:12 p.m. 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. ROLL CALL OF BOARD MEMBERS

Andrea Fitzpatrick	Present	Natalie Papailiou	Present
John Fleming	Present	Bryan Russell	Absent
Lisa Harvey	Present 8 pm	Meghan Walker	Present
Michelle McMullin	Absent	Marion Wilhalme	Present
Michael Murphy	Absent		

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

IV. 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.

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

Approval of the minutes listed below on a Motion by Mrs. Walker Seconded by Mrs. Wilhalme
And carried as follows on a roll call vote:

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

Andrea Fitzpatrick	<u> Y </u>
John Fleming	<u> Y </u>
Lisa Harvey	<u> Abs </u>
Michelle McMullin	<u> Abs </u>
Michael Murphy	<u> Abs </u>

Natalie Papailiou	<u> Y </u>
Bryan Russell	<u> Abs </u>
Meghan Walker	<u> Y </u>
Marion Wilhalme	<u> Y </u>

VII. PRESENTATIONS

Mrs. Lisotto's students presented on the GeoChallenge projects completed by two groups of students *The Pollution Solution* and *Let's Extinct Pollution*.

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.

Holly Davis offered a letter of concern about the fourth floor; two other community members spoke about need for additional curriculum support and G&T program.

IX. SUPERINTENDENT'S RECOMMENDATIONS

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

A. FINANCE

Finance Committee Chair Report (John Fleming)

Recommend approval:

Motion by Mr. Fleming, Seconded by Mrs. Wilhalm to approve items 1-6 as revised and carried as follows on a roll call vote:

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

1. BE IT RESOLVED, that the financial reports of the Secretary to the Board of Education dated October and November 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 December and January 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 reports 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 *approval* of the budget transfers for December 2018 and January 2019.

3. Administratively Removed Recommend ~~*approval*~~ to authorize the School Business Administrator to pay all claims due and payable by January 31, 2019 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.

4. Recommend *approval* of contract between Oceanport School District and Project Enterprise, L.L.C. Social Skills Program “Tuition Contract” for a per diem session rate of \$62.10, two days per week, for student #7858577361. Effective for the remainder of the 2018-19 school year.

5. Recommend *approval* of contract between Oceanport School District and The Harbor School as an out of district placement for one student at a rate of \$311.15 per day for the total number of days student #7858577361 is enrolled each month until the end of the 2019 school year. Effective for the remainder of the 2018-19 school year.

6. Recommend *approval* of the submission of a waiver of the SEMI program to the Monmouth County Superintendent of Schools due to having less than 40 eligible students in the district.

B. PERSONNEL

Personnel Committee Chair Report (Marion Wilhalme)

Recommend approval:

Motion Mrs. Wilhalme, Seconded by Mrs. Walker to approve items 1-4 and carried as follows on a roll call vote:

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

1. 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.

2. 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.

3. 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.

4. 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.

C. POLICY & PLANNING- No action

Policy and Planning Committee Chair Report (Bryan Russell)

D. EDUCATION/CURRICULUM/TECHNOLOGY

Education/Curriculum/Technology Committee Chair Report (Lisa Harvey)

Recommend approval:

Motion by Mrs. Wilhalme, Seconded by Mr. Fleming to approve items 1-7 and carried as follows on a roll call vote:

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

1. Recommend *approval* of the following field 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. Recommend *approval* of the following 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 Birnbaum, 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. Recommend *approval* of the Revised Oceanport Organizational Chart

4. Recommend *approval* of the 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.

5. Recommend *approval* of the visitation of 5 Tower Hill School, Red Bank, NJ, teachers to Wolf Hill School 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.

6. Recommend *acceptance* of a donation of \$2,500.00 from the Oceanport PTO for Suite 360, a digital character development and social-emotional learning program for grades 3-8.

<https://evpco.com/suite360>

7. Recommend *approval* of the tuition rates for 2019-2020 with no increase as follows:

Preschool	\$ 8,400
K-5	\$11,082
6-8	\$12,650

8. Recommend *approval* of the following Monmouth University Field Placement students for the Spring 2019 semester:

Erica Autiero	80 hours	Grade 1	Kristen Olsen
Erica Dalm	40 hours	Grade 3	Hope Santi
Jack McDonald	75 hours	SS MP	John Vaccarelli
Jenna Van Sant	80 hours	Grade 3	Noelle Albrink
Nicholas Vollaro	75 hours	ELA MP	TBA

E. FACILITIES

Buildings & Grounds Committee Chair Report (Meghan Walker)

Recommend approval:

Motion by Mrs. Walker, Seconded by Mrs. Wilhalme to approve items 1-6 and carried as follows on a roll call vote:

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

1. Recommend *approval* of 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 *approval* of 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 *approval* of 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 *approval* of 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 *approval* of 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 *approval* of 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.*

F. SUPERINTENDENT'S REPORT

Recommend approval:

Motion by Mrs. Fitzpatrick, Seconded by Mrs. Wilhalme to approve items 2 and 3 (Item 1 to be discussed in executive session) and carried as follows on a roll call vote:

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

1. Recommend *acceptance* of the following HIB report for December 19, 2018 - January 30, 2019:

	Investigations	Confirmed HIB	Confirmed HIB YTD
Wolf Hill School	0	0	0
Maple Place School	1	1	8
Totals	1	1	8

2. Recommend *approval* of the following 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 excited 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.

3. Student Enrollment Data

2018-2019 Oceanport School District Student Enrollment					
Grade	September	October	November	December	January
PK	23	25	26	26	27
K	65	65	66	66	66
1	63	64	64	65	65
2	60	61	62	62	63
3	73	73	73	74	74
4	56	57	57	58	58
Wolf Hill School Totals	340	345	348	351	353
5	57	58	58	58	58
6	74	75	76	76	76
7	56	56	56	56	56
8	64	64	64	64	64
Maple Place School Totals	251	253	254	254	254
OP District Totals	591	598	602	605	607

X. LIAISON REPORTS

NJSBA/MCSBA - Meghan Walker reminded everyone to complete their ethics forms.

PTO - Andrea Fitzpatrick extended the PTOs thanks for everyone's support and highlighted upcoming events.

SEPAG - Natalie Papailiou reported that the next meeting will be February 4th.

DEI - Mike Murphy - no report

FMERA - Andrea Fitzpatrick gave information on current and upcoming housing projects

Oceanport Borough Council - Bryan Russell - no report

Sea Bright Borough Council - Natalie Papailiou reported the meeting was held in the new building this month.

XI. SUPERINTENDENT'S COMMENTS

Ms. Lipinski offered recognition of the board and all their hard work on behalf of the Oceanport community and students. January is School Board Recognition month. She also discussed applying for Future Ready status, the variety show and other district initiatives. The Acting Superintendent also extended congratulations to the Shore Regional sports teams.

XII. BUSINESS ADMINISTRATOR'S COMMENTS

Ms. Friedmann reported she attended Mandated Training for Food Service Management Co Procurement. The district will be doing an RFP this year. She also reported the state's budget software is now available for download. Several building repairs were also noted as Financially concerning.

XIII. NEW BUSINESS

Building Project Update

Business Administrator will take action to get the current demographic study updates.

Additionally administration will be meeting with the architect as a preliminary discussion to inform a capacity study.

XIV. OLD BUSINESS

Mr. Fleming inquired about having policy discussion on tuition.

XV. CORRESPONDENCE - Complimentary email received regarding the Acting Superintendent.

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.

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 will be taken on the HIB report during the public portion of the meeting following the recess of the executive session.

MOTION TO OPEN EXECUTIVE SESSION:

Moved by: Mr. Fleming, Seconded by: Mrs. Walker at 8:01 pm

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

MOTION TO ADJOURN EXECUTIVE SESSION:

Moved by: Mr. Fleming, Seconded by Mrs. Walker: at 8:31 pm.

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

Motion by Mrs. Walker, seconded by Mr. Fleming to approve Superintendent's Report Item 1 on HIB 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> Abs </u>
Lisa Harvey	<u> Y </u>	Meghan Walker	<u> Y </u>
Michelle McMullin	<u> Abs </u>	Marion Wilhalme	<u> Y </u>
Michael Murphy	<u> Abs </u>		

ADJOURNMENT:

WHEREAS, there being no further business of the Oceanport Board of Education to attend to on this 30th day of January, 2019; now, therefore, be it

THEREFORE, BE IT RESOLVED, that the January 30, 2019 meeting of the Oceanport Board of Education be and is hereby adjourned at 8:34 PM.

Moved By: Mr. Fleming, Seconded By: Mrs. Walker carried as follows on a voice vote:

AYES: 6 NAYS: 0 ABSENT: 3

Respectfully submitted,

Denise Friedmann
Interim Business Administrator/
Board Secretary