

Oceanport Board of Education  
Committee of the Whole Board Meeting Minutes  
May 22, 2019  
Maple Place School, 2 Maple Place, Oceanport, NJ

The meeting was called to order by President McMullin at 7:03 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.

SALUTE TO THE FLAG

ROLL CALL OF BOARD MEMBERS

Andrea Fitzpatrick	Present	Natalie Papailiou	Present
John Fleming	Present 7:10 pm	Bryan Russell	Present
Lisa Harvey	Absent	Meghan Walker	Present
Michelle McMullin	Present	Marion Wilhalme	Present 7:20 pm
Michael Murphy	Present		

Others Present: M. Lipinski/Acting Supt.; D. Friedmann/Bd Secretary; C. Parton/Bd Attny

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.

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 employees and/or students.

The Board reviewed the follow items which will move forward to the May 29th action meeting.

APPROVAL OF MINUTES

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

1. April 10, 2019 Regular Meeting - Committee of the Whole
2. April 10, 2019 Executive Session
3. April 17, 2019 Regular Meeting
4. April 17, 2019 Executive Session
5. May 1, 2019 Special Meeting - Public Hearing on the Budget

Presentations/Discussions

*Oceanport Teachers & Education Service Prof. of the Year (5/29)*

*Security Awards (5/29)*

*District Art Show (5/29) - 6-8PM*

Education & Technology

Lisa Harvey, Chair

Informational Items:

Updates from Administration at the 5/29 Meeting. Action to be taken on Item #1 and #11

Voting Agenda Items:

1. Recommend to approve the following motion:

*\*Approval* of the following Field Trips:

Motion by Mrs. McMullin, seconded by Mrs. Papaliou and carried as follows:

Ayes 7 Nays 0 Absent 2

5/30/2019 6/5/2019 6/6/2019	6th Grade G&T	Blackberry Bay Park	Oceanport
5/30/2019 - 6/20/2019	8th Grade Physical	Oceanport Community Center	Oceanport

	Education		
5/31/2019	6th Grade G&T	American Littoral Society	Sandy Hook
6/3/2019	4th Grade	Manasquan Reservoir	Howell
6/4/2019	Student Leadership	The Shore Center	Tinton Falls
6/4/2019	8th Grade LLD	Shore Regional High School	West Long Branch
6/4/2019	4th Grade	Maple Place School	Oceanport
6/17/2019	8th Grade Student Leadership	Wolf Hill School	Oceanport

2. Recommend to approve the following motion:

*Approval of the following Professional Conference Day Requests:*

6/7/2019	Lipinski, Melanie	Strauss Esmay Educational Policy & School Law Seminar	Toms River	n/c
7/13/2019	Donohoe, Amy	Art Mixology - Deep Space Sparkle	On-line	\$147.00
8/22/2019	Billy, Corey	Ann Robinowitz Education Center - The 3 M's of Math: Metacognition, Morphology and Mastery	Princeton	\$250.00

3. Recommend to approve the following motion:

Recommend to approve the Regional Mentoring Plan for the 2019-2020 school year.

4. Recommend to approve the following motion:

Recommend to approve the Regional Professional Development Plan for the 2019-2020 school year.

5. Recommend to approve the following motion:

Recommend to approve Oceanport School District's membership in the Brookdale Education Networks (Literacy, Technology, Mathematics/Science) for the 2019-2020 school year, not to exceed a total district cost of \$1,250.00.

6. Recommend to approve the following motion:

Recommend to approve Oceanport School District's membership in the Regional Professional Development Academy for the 2019-2020 school year, at the annual membership rate of \$1,100.00.

7. Recommend to approve the following motion:

Recommend to approve the adoption of Charlotte Danielson: The Framework for Teaching teacher and staff evaluation model for the 2019-2020 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.

8. Recommend to approve the following motion:

Recommend to approve the adoption of the Stronge Leader Effectiveness Performance System for the 2019-2020 school year, in partial fulfillment of the New Jersey Department of Education's Excellent Educators for New Jersey (EE4NJ) administrator evaluation system requirements.

9. Recommend to approve the following motion:

Recommend to approve the Stronge and Associates Educational Consulting, LLC renewal for the Stronge Leader Effectiveness Performance System for the 2019-2020 school year for which the Oceanport School District's portion is \$743.84.

10. Recommend to approve the following motion:

Recommend to approve the New Jersey Department of Education annually required Stronge and Associates Educational Consulting, LLC regional administrator evaluation professional development services for which the Oceanport School District's portion is \$666.66 (contract attached to this e-mail).

\*11. Recommend to approve the following motion:

Motion by Mrs. McMullin, seconded by Mrs. Walker to approve the AAT and carried as follows:  
Ayes 7 Nays 0 Absent 2

Recommend to authorize the Affirmative Action Team, Mr. Howell, Ms. Lipinski, and Mrs. Malaney, to conduct the needs assessment and develop a comprehensive equity plan for 2019-2022.

### Personnel

Marion Wilhalme, Chair

Informational Items: (Discussed in Executive Session)

Voting Agenda Items:

1. Recommend to approve the following motion:

Recommend to approve the following employees for the Extended School Year (ESY) 2019 program. The ESY program begins July 8, 2019 through August 2, 2019 from 8:00am-12:00pm. Salary at 2019-2020 contracted rate:

Shared Services Staff

Jean Molzon, School Nurse  
Diane Ames, Occupational Therapist  
Bernadette Dunphy, Physical Therapist  
Alysa Okpych, Speech Therapist  
BuildnCare, Behavioral Services

Teaching Staff

Laurie Davis, Preschool  
McKenzie Seitz, LLDI  
Jeff Small, LLDII  
John Vaccarelli, Supplemental Support

Shared and 1:1 Paraprofessional Staff

Margherita Marino, Preschool  
Sue Canning, Preschool  
Tracy Macrae, LLD1  
Kim West, LLD1  
Joanne Chieffalo, LLD1  
Meggan Bebout, LLD1  
Linda Mansfield, LLD2

2. Recommend to approve the following motion:

Recommend to approve Maternity Leave for Erica Bach beginning September 3, 2019 through December 6, 2019. Mrs. Bach will use 44 sick days through November 8, 2019, the remaining 18 days will be FMLA starting November 11, 2019 through December 6, 2019. Mrs. Bach will return December 9, 2019.

3. Recommend to approve the following motion:

Recommend to approve the extension of the unpaid maternity leave of Samantha Ciaglia through June 2020 with a return date of September 2020.

4. Recommend to approve the following motion:

Recommend to approve the appointment Cindy Barr-Rague as the District's Treasurer of School Monies per N.J.S.A 18A:17-31 for the period July 1, 2019 through June 30, 2020 at a salary of \$5,200 annually.

5. Recommend to approve the following motion:

Recommend to approve the following Student Summer Custodial staff at the rate of \$10.50 per hour pending criminal background check and other applicable documentation.

Kyle Crochet  
 Donovan Davis  
 Elijah Hallowich  
 Dwayne Murphy

6. Recommend to approve the following motion:

Recommend to approve Justine Muh as a substitute Wolf Hill Lunch Monitor for the 2018-2019 school year at the hourly rate of \$12.90 per hour, pending criminal background check and other applicable documentation.

7. Recommend to approve the following motion:

Recommend to approve the following summer curricula writing:

Grade/Content Area	Name	Total Hours (Not to Exceed)
Pre-K/English Language Arts	Laure Davis	10 @ \$51 per hour
Pre-K/Mathematics	Laure Davis	10 @ \$51 per hour
Pre-K/Science	Laure Davis	10 @ \$51 per hour
Pre-K/Social Studies	Laure Davis	10 @ \$51 per hour
Pre-K-8/Guidance	Megan Bonnett	5 @ \$51 per hour
	Amanda Gilsey	5 @ \$51 per hour
K/Social Studies	Renee Lisotto	10 @ \$51 per hour
1/Social Studies	Renee Lisotto	10 @ \$51 per hour
2/Social Studies	Nadine Surak	10 @ \$51 per hour
3/Social Studies	Noelle Albrink	10 @ \$51 per hour
4/Social Studies	Noelle Albrink	10 @ \$51 per hour
5/Social Studies	Jacqueline Richter	5 @ \$51 per hour
	John Vaccarelli	5 @ \$51 per hour
6/Social Studies	Jacqueline Richter	5 @ \$51 per hour

	John Vaccarelli	5 @ \$51 per hour
7/Social Studies	Jacqueline Richter	5 @ \$51 per hour
	John Vaccarelli	5 @ \$51 per hour
8/Social Studies	Jacqueline Richter	5 @ \$51 per hour
	John Vaccarelli	5 @ \$51 per hour

8. Recommend to approve the following motion:

Recommend to approve the following staff for 2019-2020 Summer Reading Coordinators at the contracted rate of \$51.00 per hour not to exceed 15 hours per school:

Wolf Hill School - Kimberly Rajner  
Maple Place School - Diane Belinski

9. Recommend to approve the following motion:

Recommend to approve the following Maple Place School summer hours at the contracted rate of \$51.00 per hour:

School Beautification Projects - Not to exceed 10 hours - Kelly Jakubowski  
Summer Guidance Projects - Not to exceed 10 hours - Megan Bonett  
Summer Scheduling Support - Not to exceed 25 hours - Geraldine Martinez and Meredith Secko  
Technology Refurbishment - Not to exceed 10 hours - Anthony Grassi

10. Recommend to approve the following motion:

Recommend to approve JoAnn Welsh to assist in the Oceanport School District Business Office as needed through audit at an hourly rate of \$45.00.

### Finance

John Fleming, Chair

Informational Items:

Update on PT BA/PT Payroll Assistant search  
Review of legal fees (*Emailed*)  
Bills lists for May (*will be emailed next Friday*)  
Transfers (*will be emailed next Friday*)  
Board Secretary's reports for March (*Emailed*)

Voting Agenda Items:

1. Recommend to approve the following motion:

Recommend to approve the Nursing Services agreement between the Oceanport Board of Education and Bayada Home Health Care, Inc. with a service office located at 1161 Broad

Street, Suite 114, Shrewsbury, NJ as needed at the rate of \$56.00 per hour for Substitute RN services for the period July 1, 2019 through June 30, 2020.

2. Recommend to approve the following motion:

Recommend to approve the Nursing Services agreement between the Oceanport Board of Education and Nova Home Care & Staffing with a service office located at 821 Broad Street, Shrewsbury, NJ as needed at the rate of \$50.00 per hour for Substitute RN services for the period July 1, 2019 through June 30, 2020.

3. Recommend to approve the following motion:

Recommend to approve the Addendum to Extend the Agreement between the Oceanport Board of Education and ESS Northeast, LLC, a Delaware limited liability company located at 800 North Kings Highway, Suite 405, Cherry Hill, NJ 08034 through June 30, 2020. ESS provides substitute teachers and paraprofessional staffing.

4. Recommend to approve the following motion:

Recommend to approve the contract between the Oceanport Board of Education and BuildnCare Therapy located at 150 Airport Road, Suite 1800, Lakewood, NJ 08701 as needed at the rate of \$125 per hour for BCBA services for the period July 1, 2019 through June 30, 2020.

5. Recommend to approve the following motion:

Recommend to approve the employment of \_\_\_\_\_ as part-time Business Office Assistant/Payroll Clerk at a salary of \$32,500 effective July 1, 2019 through June 30, 2020 pending criminal history and other applicable documents.

### Buildings & Grounds

Meg Walker, Chair

#### Informational Items:

Building project(s) discussion

Usage of Field 2 @Maple Place

Discussion of the Landscaping RFP

Emergency Drill Logs

*School: Wolf Hill*

*Month: April 2019*

Date	Drill or Situation	People Involved
4/10/2019	Fire Drill	Students and Staff
4/30/2019	Evacuation	Students and Staff



School: Maple Place

Month: April 2019

Date	Drill or Situation	People Involved
4/17/2019	Bomb Threat	Response Team
4/29/2019	Fire Drill	Students and Staff

Voting Action Items:

1. Recommend to approve the following motion:

Recommend to approve the use of Maple Place School Cafeteria and Gymnasium by the Oceanport Recreation Committee for Oceanport Recreation Action Camp rain location from June 24, 2019 - July 26, 2019 from 9:00am - 12:00pm. *In accordance with Board Policy 7510 Use of School Facilities.*

2. Recommend to approve the following motion:

Recommend to approve the use of Maple Place School Cafeteria, Gymnasium and Athletic Fields by the Fellowship of Christian Athletes for Summer Camp from July 15, 2019 - July 18, 2019 from 8:00am - 4:00pm. *In accordance with Board Policy 7510 Use of School Facilities.*

3. Recommend to approve the following motion:

Recommend to approve the use of Maple Place School Gymnasium by Elite Sport Group for Basketball Camp from August 26, 2019 - August 29, 2019 from 9:30am - 4:00pm. *In accordance with Board Policy 7510 Use of School Facilities.*

Policy

Bryan Russell, Chair

Informational Items:

Business Administrator's Report

Kathy Winecoff of NJSBA will be doing an Ethics/Role of the Board presentation on June 19th.

Superintendent's Report

Enrollment report (*enrollment spreadsheet attached in email*)

Week of May 20, 2019

Preschool	27
Kindergarten	64
1st grade	67

2nd grade	64
3rd grade	76
4th grade	58
Wolf Hill Total	356
5th grade	58
6th grade	76
7th grade	56
8th grade	64
Maple Place Total	254
District Enrollment	610

2018-2019 OP Students									
Grade	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May
PK	23	25	26	26	27	27	27	27	27
K	65	65	66	66	66	65	64	64	64
1	63	64	64	65	65	66	67	67	67
2	60	61	62	62	63	64	64	64	64
3	73	73	73	74	74	74	76	76	76
4	56	57	57	58	58	58	58	58	58
Wolf Hill School Totals	340	345	348	351	353	354	356	356	356
5	57	58	58	58	58	58	58	58	58
6	74	75	76	76	76	76	76	76	76
7	56	56	56	56	56	56	56	56	56
8	64	64	64	64	64	65	65	64	64
Maple Place School Totals	251	253	254	254	254	255	255	254	254
OP District Totals	591	598	602	605	607	609	611	610	610

HIB report for the April 17, 2019- May 29, 2019 (motion to *accept* on May 29, 2019, following Executive Session.)

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].

MOTION TO OPEN EXECUTIVE SESSION at 6:27 pm on a Motion by Mrs. Wilhalme, seconded by Mr. Murphy and carried as follows on roll call vote:

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

MOTION TO ADJOURN EXECUTIVE SESSION at 10:49 pm on a motion by Mr. Russell, seconded by Mrs. Wilhalme and carried as follows:

Andrea Fitzpatrick	<u>  Y  </u>	Natalie Papailiou	<u>  Y  </u>
John Fleming	<u>     </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>  Y  </u>		

#### ADJOURNMENT

WHEREAS, there being no further business of the Oceanport Board of Education to attend to on this 22nd day of May, 2019; now, therefore, be it

THEREFORE, BE IT RESOLVED, that the May 22, 2019 meeting of the Oceanport Board of Education be and is hereby adjourned at 10:50 PM. on a Motion by Mr. Russell, seconded by Mrs. Walker. And carried as follows:

AYES:   8      NAYS:   0      ABSENT:   1  

Respectfully submitted,

Denise Friedmann  
Interim Business Administrator/  
Board Secretary