

**OCEAN TOWNSHIP BOARD OF EDUCATION  
WARETOWN, NEW JERSEY  
MEETING MINUTES  
MARCH 12, 2018**

Mr. Denning, President of the Ocean Township Board of Education, called the meeting to order at 6:15 pm in the Media Center, at the Frederic A. Priff School.

**Those present-** Shawn Denning, Jr., Board President  
Evelyn McDowell, Board Vice President  
Daniel Eberenz, Member  
Brian Tart, Member  
Kelly Zuzic, Member  
Steven Terhune, Business Administrator/Board Secretary  
Christopher Lommerin, Superintendent  
Andrew Brown, Board Attorney

**Pledge to the Flag**

**Open Public Meetings Act:**

This is to advise the general public that in compliance with the Open Public Meetings Act, the Ocean Township Board of Education caused to be posted at the Office of the Board of Education located at 64 Railroad Avenue, Waretown, NJ and faxed on January 11, 2018 to the Asbury Park Press, Atlantic City Press and to the Office of the Municipal Clerk of Ocean Township, a meeting notice setting forth the time, date and location of this meeting.

**Mr. Terhune Administered the Oath of Office to Mr. Tart**

The Board welcomed Mr. Tart to the Board of Education.

Motion by Mrs. Zuzic, seconded by Mrs. McDowell to Open the Public Forum.

**Open Public Forum: Agenda Items Only** No members of the public present wished to speak.

Motion by Mr. Eberenz, seconded by Mrs. Zuzic to Close the Public Forum

**Work Session Meeting:**

- The Board and Administration discussed the 2018-2019 Tentative Budget
- Mr. Terhune discussed the status of Pupil Transportation Bids

**Educational and Community Highlights:** There were no highlights presented this month.

**Committee Reports:** Mrs. Zuzic presented her report on Southern Regional which included Dr. Seuss Day, Athletic Achievements, Spring Musical – Sister Act, World Language Honor Society Induction and the Scholarship Breakfast. Mrs. McDowell discussed her meeting with the Chief of Police regarding school security.

**Correspondence:** There was no correspondence

**Minutes:**

Motion by Mr. Eberenz, seconded by Mrs. Zuzic. BE IT HEREBY RESOLVED BY THE OCEAN TOWNSHIP BOARD OF EDUCATION to accept the minutes of the following Board of Education Meetings:

- Regular Meeting for February 12, 2018

The motion carried unanimously by roll call vote.

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**FINANCIAL**

Motion by Mrs. McDowell, seconded by Mr. Eberenz. BE IT HEREBY RESOLVED BY THE OCEAN TOWNSHIP BOARD OF EDUCATION to approve the following –

- Warrants for Payment** – February/March
- Budget Transfers** – January
- Certification of the Budget Report** – January
- Secretary’s Report**- January
- Treasurer’s Report** – January
- Tax Levy Receivable Report** – February

The motion carried unanimously by roll call vote.

Motion by Mrs. McDowell, seconded by Mr. Eberenz. BE IT HEREBY RESOLVED BY THE OCEAN TOWNSHIP BOARD OF EDUCATION to approve the Transportation Bid Results. On February 27, 2018 the Ocean Township Board of Education advertised for bids for pupil transportation for the following runs:

- FAP – Classes begin 8:40 am – Dismissal 3:10 pm
- WES – Classes begin 8:45 am – Dismissal 3:15 pm
- PreK in/out – 1 run
- FAP/WES in/out – 2 runs

Two school transportation companies requested and received copies of the bid specifications on March 1, 2018. All bids were due by 3:00 pm on Friday, March 9, 2018. At the appointed time for bid opening the district had received no bids in response to the bid specifications. As a result the Ocean Township Board of Education retracts the bid specifications from further bidding cycles at this time.

The motion carried unanimously by roll call vote.

Motion by Mrs. McDowell, seconded by Mr. Eberenz. BE IT HEREBY RESOLVED BY THE OCEAN TOWNSHIP BOARD OF EDUCATION to approve the 2018-2019 school year tuition and enrollment at Southern Regional School District and the 2016-2017 school year tuition reconciliation with Southern Regional (attachment B9).

The motion carried unanimously by roll call vote.

Motion by Mrs. McDowell, seconded by Mr. Eberenz. BE IT HEREBY RESOLVED BY THE OCEAN TOWNSHIP BOARD OF EDUCATION to approve the 2018-2019 school year tuition rates:

- Full Time PreSchool/Kindergarten – \$21,251
- Grades 1-5 – \$22,298
- Grade 6 – \$21,716
- MD – \$75,198
- Part Time Pre-K Disabled - \$20,058

The motion carried unanimously by roll call vote.

Motion by Mrs. McDowell, seconded by Mr. Eberenz. BE IT HEREBY RESOLVED BY THE OCEAN TOWNSHIP BOARD OF EDUCATION to approve the 2018-2019 School Year Preliminary Budget using the estimated state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

**GENERAL                      SPECIAL                      DEBT**

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	<u>FUND</u>	<u>REVENUES</u>	<u>SERVICE</u>	<u>TOTAL</u>
<b>2018-19 Total Expenditures</b>	<i>\$19,642,576</i>	<i>\$318,068</i>	<i>\$700,225</i>	<i>\$20,660,869</i>
<b>Less: Anticipated Revenues</b>	<u><i>\$8,323,870</i></u>	<u><i>\$318,068</i></u>	<u><i>\$306,813</i></u>	<u><i>\$8,948,751</i></u>
<b>Taxes to be Raised</b>	<u><i>\$11,318,706</i></u>	<u><i>\$0</i></u>	<u><i>\$393,412</i></u>	<u><i>\$11,712,118</i></u>

And to advertise said tentative budget in the Asbury Park Press and the Press of Atlantic City in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that the Ocean Township Board of Education includes in the proposed budget the adjustment for increase in healthcare costs in accordance with N.J.A.C. 6A:23A-11.4. The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$61,505 permitted for the increase in healthcare costs adjustment.

BE IT FURTHER RESOLVED, that the Ocean Township Board of Education includes in the proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.3(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$261,801 for the purposes of tuition costs for increased secondary tuition students in accordance with the current send/receive agreement. The district intends to complete said purposes by June 2019.

BE IT FURTHER RESOLVED, that a public hearing be held at the Fredric Priff School Library in Waretown, New Jersey on April 30, 2018 at 6:15 pm for the purpose of conducting a public hearing on the budget for the 2018-2019 School Year.

The motion carried unanimously by roll call vote.

**OPERATIONS**

Motion by Mr. Eberenz, seconded by Mrs. Zuzic. BE IT HEREBY RESOLVED BY THE OCEAN TOWNSHIP BOARD OF EDUCATION to approve, on recommendation of the Superintendent, the Report of the Superintendent. Dr. Lommerin discussed PARCC administration, curriculum committee for science standards, emergency drills, teacher evaluation process, ESSA, school security, HIB and Family Steam and PARCC information nights.

The motion carried unanimously by roll call vote.

Motion by Mr. Eberenz, seconded by Mrs. Zuzic. BE IT HEREBY RESOLVED BY THE OCEAN TOWNSHIP BOARD OF EDUCATION to approve, on recommendation of the Superintendent, the Staff Reports:

- o Principal’s Report (2)
- Facilities Manager Report
- Special Education Report
- Staff Attendance Report
- Transportation Liaison’s Report
- Counselor’s Report (2)
- Student Attendance Report
- Latchkey Report
- Nurses Report (2)

The motion carried unanimously by roll call vote.

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Motion by Mr. Eberenz, seconded by Mrs. Zuzic. BE IT HEREBY RESOLVED BY THE OCEAN TOWNSHIP BOARD OF EDUCATION to approve, on recommendation of the Superintendent, the Transportation/Trips:

- Mr. Cunningham's STEAM Club Trip to the Regional Competition in Wall Twp. on March 16, 2018.
- Mrs. Bridger's Class Trip to the Barnegat Lighthouse State Park on June 14, 2018.

The motion carried unanimously by roll call vote.

Motion by Mr. Eberenz, seconded by Mrs. Zuzic. BE IT HEREBY RESOLVED BY THE OCEAN TOWNSHIP BOARD OF EDUCATION to approve, on recommendation of the Superintendent, the revisions to the 2017-18 school calendar.

The motion carried unanimously by roll call vote.

Motion by Mr. Eberenz, seconded by Mrs. Zuzic. BE IT HEREBY RESOLVED BY THE OCEAN TOWNSHIP BOARD OF EDUCATION to approve, on recommendation of the Superintendent, the submission of the NJQSAC District Improvement Plan to the NJ Department of Education.

The motion carried unanimously by roll call vote.

Motion by Mr. Eberenz, seconded by Mrs. Zuzic. BE IT HEREBY RESOLVED BY THE OCEAN TOWNSHIP BOARD OF EDUCATION to approve, on recommendation of the Superintendent, the Extended School Year Program:

- Summer Extended School Year session for 2018 as listed: For Special Education students with an IEP that requires extended school year instruction ~ Monday through Thursday, July 9, 2018 – August 9, 2018, 8:00 a.m. – 12:00 p.m. (Preschool ~ Monday through Thursday, 8:00 a.m. – 10:30 a.m.)

The motion carried unanimously by roll call vote.

Motion by Mr. Eberenz, seconded by Mrs. Zuzic. BE IT HEREBY RESOLVED BY THE OCEAN TOWNSHIP BOARD OF EDUCATION to approve, on recommendation of the Superintendent, the Basic Skills Summer School Program:

Summer School session for 2018 for selected students in Grades 1- 6 for Basic Skills remediation with participation based on teacher recommendation – Monday through Thursday, July 9, 2018 – August 9, 2018 from 8:00 a.m.-12:00 p.m.

The motion carried unanimously by roll call vote.

Motion by Mr. Eberenz, seconded by Mrs. Zuzic. BE IT HEREBY RESOLVED BY THE OCEAN TOWNSHIP BOARD OF EDUCATION to approve, on recommendation of the Superintendent, Professional Development

- Staff Member: Donna VanPelt\*, Megan Wells\*, & Alexandra Wyckoff\*  
Workshop: IMSE – Comprehensive Orton-Gillingham Training  
Destination: Secaucus, NJ  
Date: March 19 – March 23, 2018  
Estimated Cost of Workshop: \$1175.00 each\*\*  
Estimated Total Mileage/Tolls: \$313.50 each (unless carpooling)

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Purpose: Provides an in-depth understanding of Orton-Gillingham methodology. Teachers will learn how to teach fluency, vocabulary and comprehension using OG philosophy.

- Staff Member: Suzanne Stanley & Blair Popkin  
Workshop: The Zones of Regulation  
Destination: Galloway, NJ  
Date: May 18, 2018  
Estimated Cost of Workshop: \$175.00 each  
Estimated Total Mileage/Tolls: \$18.85 each (unless carpooling)  
Purpose: To gain knowledge on the nature of self-regulation and strategies for improving self-regulation and emotional control.

\*Substitute needed

\*\*Workshop funded by Grant Money

The motion carried unanimously by roll call vote.

**Policy/Regulation:**

Motion by Mrs. McDowell, seconded by Mrs. Zuzic. BE IT HEREBY RESOLVED BY THE OCEAN TOWNSHIP BOARD OF EDUCATION to approve, on recommendation of the Superintendent, New/Revised Policies & Regulations: Second Reading

- #0169.02 Board Member Use of Social Network – Policy

Motion by Mr. Eberenz, seconded by Mrs. Zuzic to amend the policy as proposed by Board Counsel.

The motion to amend carried unanimously by roll call vote.

The motion to approve the amended policy on second reading carried unanimously by roll call vote.

Motion by Mrs. McDowell, seconded by Mrs. Zuzic. BE IT HEREBY RESOLVED BY THE OCEAN TOWNSHIP BOARD OF EDUCATION to approve, on recommendation of the Superintendent, the Special Education Model Policies and Procedures for the 2018-19 school year.

The motion carried unanimously by roll call vote.

**Personnel/Instruction:**

Motion by Mrs. McDowell, seconded by Mrs. Zuzic. BE IT HEREBY RESOLVED BY THE OCEAN TOWNSHIP BOARD OF EDUCATION to approve, on recommendation of the Superintendent, the Military Leave, unpaid, to James Bell, night custodian, effective April 9, 2018 through April 26, 2018.

The motion carried unanimously by roll call vote.

Motion by Mrs. McDowell, seconded by Mrs. Zuzic. BE IT HEREBY RESOLVED BY THE OCEAN TOWNSHIP BOARD OF EDUCATION to approve, on recommendation of the Superintendent, Employments:

- Karen Olkowski, Diane Sneddon and Debra Woods as after school tutors, 2 hours/week total, beginning March, 2018 through June, 2018 at the current contracted rate of \$44.00 per hour.

The motion carried unanimously by roll call vote.

Motion by Mrs. McDowell, seconded by Mrs. Zuzic. BE IT HEREBY RESOLVED BY THE OCEAN TOWNSHIP BOARD OF EDUCATION to approve, on recommendation of the Superintendent, the Student Observations:

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- o Nicolas Reyes, Montclair State University student, with Mrs. Bridger, for 8 hours of observation.

The motion carried unanimously by roll call vote.

Motion by Mrs. McDowell, seconded by Mrs. Zuzic. BE IT HEREBY RESOLVED BY THE OCEAN TOWNSHIP BOARD OF EDUCATION to approve, on recommendation of the Superintendent, substitutes:

- o Teacher substitute for the 2017-2018 school year at the established rate – Nicolas Reyes\*.
- o Instructional Assistant substitutes for the 2017-2018 school year at the established rate – Ruth Elwood; Christine Tortoriello\*, Josephine Igneri\*.
- o Cafeteria substitutes for the 2017-2018 school year at the established rate – Christine Tortoriello\*, Josephine Igneri\*
- o Custodian substitute for the 2017-2018 school year at the established rate – Lisa Dizon\*.

\*pending completion of paperwork

The motion carried unanimously by roll call vote.

**FYI ~ Additional Staff Attending Workshops**

<u>Name</u>	<u>Workshop</u>	<u>Date</u>	<u>Cost</u>
Anita Crowley	Peer Leadership Summit Planning Meeting	02/21/2018	-0-
Holly Stoltz*	Observation of full day preschool creative curriculum	02/26/2018	-0-
Anita Crowley	McKinney Vento Q & A	03/06/2018	-0-
Ariane Phillips	Education for Homeless Children and Youth Program Statewide Assistance Session	03/23/2018	-0-

\*Substitute needed

\*\*Workshop funded by Grant Money

Motion by Mr. Eberenz, seconded by Mrs. McDowell to Open the Public Forum

**Open Public Forum:** No member of the public present wished to address the Board

Motion by Mr. Eberenz, seconded by Mrs. McDowell to Close the Public Forum.

**Board Comments:** There were no Board Comments.

**Executive Session**

Motion to move into Executive Session at 7:04 pm

The Board will be in Executive Session for approximately 30 minutes and the Board does not anticipate action upon return to the public session.

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Motion by Mr. Eberenz. Seconded by Mrs. McDowell. WHEREAS, N.J.S.A. 10:4-12b, known as the Open Public Meetings Act, provides that a public body may not exclude the public from any meeting to discuss any matter described therein until the public body has first adopted a Resolution; and

WHEREAS, the Ocean Township Board of Education has determined that the following items must be discussed in executive session and that the public must be excluded from said deliberations; and

WHEREAS, the Ocean Township Board of Education has determined that the subject matter of the executive session discussion falls within those matters described in subsection 7b of the Open Public Meeting Act.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE OCEAN TOWNSHIP BOARD OF EDUCATION, that:

It is recommended that the Board of Education, by resolution, adjourn to Executive Session, from which the general public is excluded, to discuss:

- Student Matters
- Personnel – *Personnel Items*
- Negotiations – *WAA Negotiations*
- Security
- Attorney/Client Privilege
- Other: \_\_\_\_\_

The motion carried unanimously by roll call vote.

**Return to Public Forum:**

Motion by Mrs. Zuzic, seconded by Mrs. McDowell. BE IT HEREBY RESOLVED BY THE OCEAN TOWNSHIP BOARD OF EDUCATION to return to public forum at 8:07 pm.

The motion carried by unanimous vote.

The following topics were discussed in Executive Session:

- Personnel – *Employee Salary Request, Employee Student Enrollment Request*
- Security – *District Security Procedures and State recommendations*
- Negotiations – *WAA Negotiations (conflicted members left the meeting for this portion)*

**Announcement**

The next Board of Education meeting will be the Board of Education Regular Board Meeting and is scheduled for Monday, April 9, 2018 at 6:15 pm.

**Adjourn**

Motion by Mrs. Zuzic, seconded by Mr. Tart, to adjourn at 8:08 pm.

The motion carried by unanimous vote.

Respectfully submitted,

*Steven Terhune*

Business Administrator/  
Board Secretary