

**OCEAN TOWNSHIP BOARD OF EDUCATION
WARETOWN, NEW JERSEY
MEETING AGENDA
JUNE 13, 2022**

Regular Meeting 6:15 p.m.

Call to Order:

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 emailed on January 11, 2022 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.

Roll Call:

Mr. Eberenz _____ Mr. Tart _____ Mrs. Zuzic _____ Mrs. McDowell _____ Dr. Denning, Jr. _____

Open Public Forum: Agenda Items Only

Motion by _____ seconded by _____, to open public forum.

Roll Call:

Mr. Eberenz _____ Mr. Tart _____ Mrs. Zuzic _____ Mrs. McDowell _____ Dr. Denning, Jr. _____

Limit two (2) minutes (Board Policy #0167)

Close Public Forum:

Motion by _____, seconded by _____, to close public forum.

Roll Call:

Mr. Eberenz _____ Mr. Tart _____ Mrs. Zuzic _____ Mrs. McDowell _____ Dr. Denning, Jr. _____

Educational and Community Highlights: Presentation for Teacher/Support Persons of the Year
Presentation for Retirements

Committee Reports:

Correspondence:

Minutes:

B1. Motion to accept the minutes of the following Board of Education Meetings:

- Public Budget Hearing Meeting for April 25, 2022
- Special Meeting for May 26, 2022

Motion by _____, seconded by _____.

Roll Call:

Mr. Eberenz _____ Mr. Tart _____ Mrs. Zuzic _____ Mrs. McDowell _____ Dr. Denning, Jr. _____

FINANCIAL

Motion to approve the following – (see attached)

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- B2. **Warrants for Payment** – Apr & May 2022
- B3. **Budget Transfers** – Mar & Apr 2022
- B4. **Certification of the Budget Report** – Mar & Apr 2022
- B5. **Secretary’s Report**- Mar & Apr 2022
- B6. **Treasurer’s Report** – Mar & Apr 2022
- B7. **Tax Levy Payment** - May 2022
- B8. **Federal Grants** - to approve the submission of the following federal grants:
 - ARP Homeless II - Consortium Application - FY22
 - ESEA - FY23
 - IDEA Basic and Preschool - FY23

B9. **Maintenance Reserve -**

WHEREAS, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Ocean Township Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Maintenance Reserve account at year end, and

WHEREAS, the Ocean Township Board of Education has determined that an amount not to exceed \$500,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Ocean Township Board of Education that it hereby authorizes the district’s School Business Administrator to make this transfer consistent with all applicable laws and regulations.

B10. **Tuition Reserve -**

WHEREAS, NJAC 6A:23-3.1(f) permits a Board of Education to establish and/or deposit into tuition reserve accounts at year end, and

WHEREAS, the aforementioned code authorizes procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution for foreseeable future tuition adjustments for formal sending/receiving relationships, and

WHEREAS, the Ocean Township Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Tuition Reserve account at year end, and

WHEREAS, the Ocean Township Board of Education has determined that an amount not to exceed \$400,000 for the 2021-22 year is a reasonable tuition reserve and is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Ocean Township Board of Education that it hereby authorizes the district’s School Business Administrator to make this transfer consistent with all applicable laws and regulations.

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B11. Renewal of Contracts - that the Board of Education authorizes the renewal of the following vendor contracts for the 2022-2023 school year:

- Bayada Nursing - nursing services
- Aveanna Healthcare - nursing services
- Bancroft Neurohealth - nursing services
- Realtime Software - student software
- Genesis Software - business software
- Strauss Esmay - policy services
- NJ Schools Insurance Group - liability and workers compensation insurance package
- Horizon Dental - dental insurance
- FSA Direct - flexible spending account services
- Omni Group - tax shelter third party administrative services
- ADS - payroll software
- Atlantic Tomorrows Office/Municipal Capital Group - copier leases
- E-Rate Consulting - e-rate application services

B12. End of Year Bills - to authorize the Business Administrator to pre-approve and pay any legitimate 2021-2022 school year bills, including payroll, received up to and including those presented as of June 30, 2022, prior to the close of the fiscal year, and make any necessary transfers including to and from the Petty Cash account. All pre-approved, paid bills and transfers will be presented for approval at the July 2022 Board meeting.

B13. Use of Cooperative Contract - to authorize the award of the following purchase under the Educational Services Commission of NJ Cooperative Contract Bid:

- XTel - Phone System lease services - July 1, 2022-June 30, 2025 - \$1,438.57/month - ESCNJ Contract #19/20-30

B14. Issue Bid- to authorize the issuance of a bid for electrical and HVAC services for the 2022-2023 school year. The current contract has reached its statutory limit on renewals.

Motion by _____, seconded by _____.

Roll Call:

Mr. Eberenz _____ Mr. Tart _____ Mrs. Zuzic _____ Mrs. McDowell _____ Dr. Denning, Jr. _____

Superintendent's Report: Motion to approve the following, on recommendation of the Superintendent:

- **S1. Report of the Superintendent.**
- **S2. Staff Reports:**

Principal's Report	Transportation Liaison's Report
Special Education Report	Counselor's Reports
Staff Attendance Report	Student Attendance Report
Facilities Manager Report	Nurse's Reports
Extended Day Report	
- **S3. Merit Goals:**
 - Approve the completion of the following to the County Superintendent for approval for payment:
Two qualitative (Genius Hour; Gifted & Talented Program.)
Two quantitative (After-School Skill Development Program; Multiplication Initiative.)
- **S4. Building Use:**

○ Sixth Grade Dance Committee	Priff Gym – Fri., 6/17/22 - 2:00pm - 10:00pm.
○ Noah's Ark - Graduation Rehearsal	Priff Gym – Tues., 6/21/22 - 10:00am - 12:00pm.
○ Noah's Ark - Graduation	Priff Gym – Wed., 6/22/22 - 9:30am - 2:00pm.

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● **S5. Special Education:**

- Approve the out of district summer 2022 program placements for the following:

<u>Students</u>	<u>Placement</u>
1 Grade School (4th)	New Road School
1 Southern Regional Middle School (7th)	Harbor School
1 Southern Regional Middle School (8th)	Education Academy
1 Southern Regional Middle School (8th)	Coastal Learning Center
1 Southern Regional High School (9th)	East Mountain School
1 Southern Regional High School (9th)	New Road School
1 Southern Regional High School (11th)	Hawkswood School
1 Southern Regional High School (12th)	Jackson Regional Day School

● **S6. MOA to form an ARP HCY II Consortium:**

- *Whereas*, each member (participant) school district wishes to enroll one or more of its children and youths experiencing homelessness, staff, and/or parents and families in programs and/or services that are offered and available through the consortium and, that otherwise, are not available at each member’s (participant’s) site, and
Whereas, the Lead LEA/Fiscal Agent will jointly administer the programs and/or services with the member (participant) school districts and all associated budgeted costs as outlined in the ARP HCY II Application; and
Whereas, the Lead LEA/Fiscal Agent will jointly develop a common program plan and budget with the member (participant) school districts detailing the ways in which the ARP HCY II funds will be used to meet the identified needs of the consortium as a whole and articulating all (any) activities that each member (participant) school district will provide to meet the intent and purpose of the ARP HCY II funding to identify, enroll, retain, and ensure educational success of students experiencing homelessness, and
Whereas, Boards of Education of member (participant) school districts agree to participate, as applicable, in programs and/or services administered through the consortium, and
Whereas, Boards of Education of member (participant) school districts may by agreement jointly share services of school personnel, share school facilities, classrooms, technology, and equipment, and
Whereas, Boards of Education of member (participant) school districts may by agreement jointly administer any power, privilege, or authority each member (participant) school district can exercise individually, and
Therefore, the member (participant) school districts agree to establish jointly administered programs and/or services for the identification, enrollment, retention, and educational success of children and youths experiencing homelessness in the form of a consortium under the following terms and conditions:

- The Lead LEA/Fiscal Agent will convene quarterly meetings, or more often if necessary, to discuss the provision of programs and/or services under the consortium, as well as confer regarding items of mutual concern;
- The member (participant) school districts, through the consortium, must adhere to all pertinent Federal and State laws, including, but not limited to: ARP HCY provisions, Uniform Grant Guidance (cost principles), FERPA and HIPAA provisions, EDGAR requirements, and the rules and regulations of the New Jersey Department of Education (NJDOE). Any provisions of this MOA in conflict therewith shall be null and void and the remainder of the MOA shall be binding upon all members (participants);
- All member (participant) school districts shall refrain from any action which would violate any law, rule, policy, or regulation of any governmental body or agency having jurisdiction over the MOA;
- All member (participant) school districts agree to cooperate as needed to assure that all

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required programs, services, and responsibilities are provided by the members (participants) and that the educational programs and/or services are operated in compliance with all applicable laws;

- Children and youths attending programs and/or services provided through the consortium continue to be enrolled in their resident districts and are subject to the testing requirements, graduation requirements, and disciplinary (conduct) procedures of their resident districts;
- It is expressly understood and agreed to by the member (participant) school districts that nothing contained in this MOA shall be construed to create a partnership, association, or other affiliation or like relationship among the member (participant) school districts and the Lead LEA/Fiscal Agent, it being specifically agreed that this relationship is and shall remain that of independent parties participating in a cooperative mutual relationship in the consortium. In no event shall a school district be liable for the debts and obligation of another school district;
- Subject to the rights of amendment, modification, or termination, this MOA shall be in full force and in effect from the date of execution until the end of the award period;
- On termination of the MOA, all assets owned by member (participant) school districts shall be returned to the member (participant) school districts, and all consortium assets remaining after payment of all liabilities shall be distributed to each member (participant) school district, at fair value, on the basis of its total FTE of student enrollment on (based on SY 20-21) in the year of termination in proportion to the total student enrollment of all member (participant) school districts on (SY 20-21). If assets are insufficient to pay all liabilities, members (participants) shall be assessed in such proportion; and
- Also, upon termination of this MOA, any remaining equipment, supplies, textbooks, and furniture purchased jointly on a prorated basis shall be divided by the same proration, subject to depreciation. Such items will be physically divided. If not possible, one member (participant) school district shall compensate the other districts for their prorated share of the depreciated value; and
- This MOA shall be binding upon, and inure to the benefit of, the member (participant) school districts hereto and their successors and assigns.

Motion by _____, seconded by _____.

Mr. Eberenz _____ Mr. Tart _____ Mrs. Zuzic _____ Mrs. McDowell _____ Dr. Denning, Jr. _____

Personnel/Instruction: Motion to approve the following, on recommendation of the Superintendent:

- **P1. Employments:**
 - Carol Widmer as the transportation liaison for the 2022-2023 school year at a salary of \$4000.00.
 - Carol Widmer as the substitute caller for the 2022-2023 school year at a salary of \$4500.00.
 - Mary Van Luvender as a homebound instructor for the 2021-2022 school year, up to 10 hours per week at the current contracted rate of \$44.00 per hour. Dates to be determined as needed.
- **P2. Resignation:**
 - To accept, with regret, the resignation of Dawn Melillo, instructional assistant, effective July 1, 2022.
 - To accept, with regret, the resignation of Nancy Ahearn, instructional assistant, effective July 1, 2022.
 - To accept, with regret, the resignation of Lauren Stanley, instructional assistant, effective July 1, 2022.
- **P3. Business Administrator/Board Secretary:**
 - Steven Terhune as a part-time Business Administrator/Board Secretary effective July 1, 2022 to June 30, 2023 at a salary of \$57,500.00. *Contract has been approved by the Executive County Superintendent of Schools.

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- **P4. Shared Service Agreement:**
 - Shared Service Agreement with the Southern Regional School District for payroll and benefits staff services at a monthly rate of \$2,500.00, effective July 1, 2022 through June 30, 2023.

- **P5. Salary Guide Movement:**
 - An adjustment to Nikki Nolan’s 2021-2022 and 2022-2023 contracts, to reflect the completion of her Masters Degree, to Step 4 MA of the W.E.A. Contract Guide at a salary of \$58,527 (21-22) \$60,777.00 (22-23), effective May 13, 2022.

- **P6. Extended School Year Program:**
 - The following Extended School Year Staff for the 2022 program at the current contracted rate, unless otherwise noted, (contingent upon enrollment):
 - Special Education Teachers**
Donna Bridger; Kelly Lange; Mary Van Luvender; Barbara Byrnes; Nicole Beyer
 - Preschool Disabled Teacher**
Holly Haman
 - SEL Program Teachers**
Lauren Eberenz; Anita Crowley
 - G & T Program Teacher**
Kellie Gibson
 - Nurses**
Deborah Cullen
Marie Marucci (rate at \$30.00/hr.)
 - Related Services**
Gina LaHaye
Suzanne Kelly
Suzanne Stanley
Doris Gonzalez
 - Kindergarten Readiness Testing Teacher**
Alexandra Wyckoff

- Instructional Assistants/Bus Aides**
Sara Carpini; Kellie Gibson; Janet VanHetHoen; Madeline Lyon; Frances Rutan; Amy Saranczak; Ewa DeGange; Sandra Foley; Melanie Hrico; Natalie Nasatka; Evelyn Vereb; Jeilee Gonzalez; Judy Rea
- Substitute Teachers**
Megan Coppola; Lauren Eberenz; Kelly Hoffman; Beth Morici; Sandra Rapolla
- Substitute Instructional Assistants**
Maria Grosso; Judy Tuchman; Denise Ryan

- **P7. Curriculum:**
 - The following staff members as District Curriculum Writers at the current contracted rate:
Elizabeth McKnight; Kellie Gibson; Megan Coppola; Erin Weinberg; Chelsey Odgers; Lisa Dreher; Lauren Eberenz; Nikki Nolan; Sandra Rapolla; Stacey Russak; Mary Van Luvender; Jenna Ridsen; Alexandra Wyckoff.

- **P8. Summer Employment:**
 - The counselors (Lauren Eberenz in WES & Anita Crowley in Priff) for 20 hours each in Summer 2022 to work on HIB/I&RS at the current contracted rate.
 - The Child Study Team (Kristy Nanartowicz, & Joseph Hagan) for 20 days each in Summer 2022 at the current contracted rate.

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● **P9. Summer Adventure Program (Latchkey):**

o The following Summer Adventure staff:

Christopher Roth	Director	\$1000.00/month stipend
Linda Ziegenfuss	Director Designee	\$ 500.00/month stipend
Kala Paczkowski	Group Teacher	\$ 25.00/hr.
Lisa Dreher	Group Teacher	\$ 25.00/hr.
Beth Morici	Group Teacher	\$ 25.00/hr.
Christopher Roth	Teacher	\$ 20.00/hr.
Amanda Kochinski	Teacher	\$ 20.00/hr.
Vanessa Casella	Teacher	\$ 20.00/hr.
Gina LaHaye	Teacher	\$ 20.00/hr.
Kelly Lange	Teacher	\$ 20.00/hr.
Karen Olkowski	Teacher	\$ 20.00/hr.
Nicolas Reyes	Substitute Teacher	\$ 20.00/hr.
Jean Amon	Substitute Teacher	\$ 20.00/hr.
Linda Ziegenfuss	Aide	\$ 15.00/hr.
Linda Brummer	Aide	\$ 15.00/hr.
Kelley Wolek	Aide	\$ 15.00/hr.
Melissa Casella	Aide	\$ 15.00/hr..
Thomas Olkowski	Aide	\$ 15.00/hr.
Ewa DeGange	Substitute Aide	\$ 15.00/hr.
Gwen McLaughlin	Substitute Aide	\$ 15.00/hr.
Kaden Demopoulos	Volunteer	

*Employment based on enrollment

● **P10. Extended Day Program:**

o The employment of the following persons for the 2021-2022 school year: Jean Amon, teacher. Rates to be funded by Extended Day Program tuition.

● **P11. Substitutes:**

- o Teacher substitute for the 2021-2022 school year at the established rate – Colleen Camburn*.
- o Instructional Assistant substitute for the 2021-2022 school year at the established rate – Kellie Lane*.
- o Custodian substitute for the 2021-2022 school year at the established rate – Zachary Riggsbee*.

*pending completion of paperwork

Motion by _____, seconded by _____.

Mr. Eberenz _____ Mr. Tart _____ Mrs. Zuzic _____ Mrs. McDowell _____ Dr. Denning, Jr. _____

FYI ~ Additional Staff Attending Workshops

<u>Name</u>	<u>Workshop</u>	<u>Date</u>	<u>Cost</u>
Melanie Hrico*; Erin Weinberg*	Teacher of the Year Breakfast	5/20/22	-0-

*Substitute needed

Open Public Forum:

Motion by _____, seconded by _____, to open public forum.

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Roll Call:

Mr. Eberenz _____ Mr. Tart _____ Mrs. Zuzic _____ Mrs. McDowell _____ Dr. Denning, Jr. _____

Limit two (2) minutes (Board Policy #0167)

Close Public Forum:

Motion by _____, seconded by _____, to close public forum.

Roll Call:

Mr. Eberenz _____ Mr. Tart _____ Mrs. Zuzic _____ Mrs. McDowell _____ Dr. Denning, Jr. _____

Board Comments:

Executive Session

Motion to move into Executive Session at _____ pm

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

Motion by _____, seconded by _____ 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 –
- Negotiations –
- Security –
- Attorney/Client Privilege –

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✓ Other: Superintendent Evaluation

Roll Call:

Mr. Eberenz _____ Mr. Tart _____ Mrs. Zuzic _____ Mrs. McDowell _____ Dr. Denning, Jr. _____

Return to Public Forum:

Motion by _____, seconded by _____ BE IT HEREBY RESOLVED BY THE OCEAN TOWNSHIP BOARD OF EDUCATION to return to public forum at _____ pm.

Roll Call:

Mr. Eberenz _____ Mr. Tart _____ Mrs. Zuzic _____ Mrs. McDowell _____ Dr. Denning, Jr. _____

Announcement

The next Board of Education meeting will be the regular meeting scheduled for Monday, July 11, 2022 at 6:15 pm.

Adjourn

Motion by _____, seconded by _____, to adjourn at _____ pm.

Ayes _____ Nays _____

#2 Executive Session (when necessary)

Motion by _____ Seconded by _____ 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:

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- Student Matters -
- Personnel –
- Negotiations –
- Security –
- Attorney/Client Privilege –
- Other: _____

Roll Call:

Mr. Eberenz _____ Mr. Tart _____ Mrs. Zuzic _____ Mrs. McDowell _____ Dr. Denning, Jr. _____

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Return to Public Forum:

Motion by _____ seconded by _____ BE IT HEREBY RESOLVED BY THE OCEAN TOWNSHIP BOARD OF EDUCATION to return to public forum at _____ pm.

Roll Call:

Mr. Eberenz _____ Mr. Tart _____ Mrs. Zuzic _____ Mrs. McDowell _____ Dr. Denning, Jr. _____