

**OCEAN TOWNSHIP BOARD OF EDUCATION
WARETOWN, NEW JERSEY
MEETING AGENDA
JUNE 10, 2024**

Regular Meeting

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 9, 2024 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:

Mrs. Fuchs _____ Mrs. Leaming _____ Mr. Pimm _____ Mr. Tart _____ Mrs. Zuzic _____

Open Public Forum: Agenda Items Only

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

Roll Call:

Mrs. Fuchs _____ Mrs. Leaming _____ Mr. Pimm _____ Mr. Tart _____ Mrs. Zuzic _____

Limit five (5) minutes (Board Policy #0167)

Close Public Forum:

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

Roll Call:

Mrs. Fuchs _____ Mrs. Leaming _____ Mr. Pimm _____ Mr. Tart _____ Mrs. Zuzic _____

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 Meeting:

- Regular Meeting for April 29, 2024
- Executive Meeting for April 29, 2024

Motion by _____, seconded by _____.

Roll Call:

Mrs. Fuchs _____ Mrs. Leaming _____ Mr. Pimm _____ Mr. Tart _____ Mrs. Zuzic _____

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FINANCIAL

Motion to approve the following – (see attached)

- B2. **Warrants for Payment** – May & June 2024
- B3. **Budget Transfers** – April 2024
- B4. **Certification of the Budget Report** – April 2024
- B5. **Secretary’s Report**- April 2024
- B6. **Treasurer’s Report** – April 2024
- B7. **Tax Levy Payment** - May 2024
- B8. **Shared Services Agreement** - the approve the shared services agreement with the Southern Regional School District for Business Services for the 2024-2025 school year in the amount of \$30,000.
- B9. **NJSIG Safety Grant** - the submission and acceptance of the 2024 NJSIG Safety Grant in the amount of \$2,000.
- B10. **NJSBA 2024 Workshop** - the early-bird group rate of \$2,100 for the 2024 NJSBA workshop which will take place on October 21 -24, 2024 at the Atlantic City Convention Center.
- B11. **Disposal of Equipment** - the disposal of two Phillips HeartStart FRx Defibrillators. The serial numbers for the defibrillators are B22L-14928 and B22L-14926. These defibrillators were discontinued and replaced.
- B12. **Maintenance Withdrawal** - the withdrawal out of the maintenance reserve account in the amount of \$9,000 for various HVAC repair projects at the Waretown Elementary School.
- B13. **2024-2025 Tuition Contract** - to approve the 2024-2025 tuition contract with Neptune Township School District for a student in the amount of \$62,499.
- B14. **Contract Renewals** - the renewal of the following vendor contracts for the 2024-2025 school year:
- Bayada Nursing - nursing services
 - Continuum Pediatric Nursing - nursing services
 - Preferred Home Health - nursing services
 - Realtime Software - student software
 - Genesis Software - business software
 - Strauss Esmay - policy services
 - WEX - flexible spending account services
 - Omni Group - tax shelter third party administrative services
 - Atlantic Tomorrows Office/Municipal Capital Group - copier leases
 - E-Rate Consulting - e-rate application services
 - XTEL Services - Phone system lease/Internet Access
 - Payschools - Food Service Program POS
 - Karl & Associates - NJ Environmental Compliance Services
 - Doris Gonzalez - Physical Therapy Services
 - Nardini Bros. South Inc. - Electrician and HVAC Services

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- B15. **End of Year Bills** - to authorize the Business Administrator to pre-approve and pay any legitimate 2023-2024 school year bills, including payroll, received up to and including those presented as of June 30, 2024, 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 bill and transfers will be presented for approval at the July 2024 Board meeting.
- B16. **COPS Grant** - the submission of the K12 COPS School Violence Prevention Program Grant application for security camera upgrades.
- B17. **NJSIG Insurance Renewal** - the attached resolution to renew the school district’s membership in the NJSIG Monmouth Ocean County Shared Services Insurance Fund for a period of three years, beginning Jul 1, 2024 and ending on July 1, 2027.
- B18. **Approval of Tentative Budget 2024-2025 School Year**

The Superintendent recommends approval to adopt the Tentative Budget for 2024-2025 School Year:

BE IT RESOLVED that the tentative budget be approved for the 2024-2025 school year using the 2024-2025 school year state aid figures and the School Business Administrator/Board Secretary be authorized to submit the tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline, as follows:

	GENERAL FUND	SPECIAL REVENUE	DEBT SERVICE FUND	TOTAL
2024-2025 Total Expenditures	19,989,753	2,286,273	706,275	22,982,301
Less: Anticipated Revenues	4,995,456	2,286,273	298,419	7,580,148
Taxes to be Raised	14,994,297	-0-	407,856	15,402,153

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

BE IT FURTHER RESOLVED, that a public hearing be held at the Frederic A. Priff School Library located at 139 Wells Mills Road, Waretown on July __, 2024 at 6:15 p.m. for the purpose of conducting a public hearing on the budget for the 2024-2025 school year.

BE IT FURTHER RESOLVED, that the Board of Education includes in the final budget an appropriation of fund balance in the amount of \$2,361,553; and

BE IT FURTHER RESOLVED, that the Board of Education includes in the final budget the adjustment for enrollment in the amount of \$238,530. The district intends to utilize this adjustment for salaries, supplies, and materials necessary for the additional students; and

Maintenance Reserve Withdrawal:

BE IT FURTHER RESOLVED, that as per N.J.A.C. 6A:23A-14.2(d) the general fund appropriations include a \$200,000 withdrawal from the Maintenance Reserve Account for use on required maintenance activities for a school facility as reported in the comprehensive maintenance plan (CMP) pursuant to N.J.A.C. 6A:26-20.5; and

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Capital Reserve Withdrawal:

BE IT FURTHER RESOLVED, that the 2024-2025 school district budget includes a withdrawal from capital reserve in the amount of \$305,000. The total cost of these projects include security upgrades in the amount of \$155,000, electrical generator updates in the amount of \$100,000 and a new preschool playground at the Waretown Elementary School in the amount of \$50,000.

Maximum Travel:

Pursuant to N.J.A.C. 6A:23A-7.3, a board of education must establish a maximum dollar limit for travel expenditure, as defined in N.J.A.C. 6A:23A-7.1 et seq., \$45,000 for 2024-2025 school year. The maximum travel expenditure amount for 2023-2024 school year is \$45,000, of which, \$535.90 has been spent and \$85.04 is encumbered as of April 29, 2024.

Travel and Related Expense Reimbursement:

WHEREAS, The Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district;

AND, N.J.A.C. 6A:23A Subchapter 7 requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board;

AND, a board of education may establish, for regular district business travel only, an annual school year threshold of \$1,000 per staff member or district board of education member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30);

AND, travel and related expenses not in compliance with N.J.A.C. 6A:23A Subchapter 7 but deemed by the board of education to be necessary and unavoidable as noted on the approved Board of Education Out-of-District Travel and Reimbursement Forms;

NOW BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A Subchapter 7 as being necessary and unavoidable as noted on the approved Board of Education Out-of-District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education includes in the tentative budget travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A Subchapter 7, to a maximum expenditure of \$45,000 for all staff and board members for 2024-2025 school year.

The School Business Administrator/Board Secretary shall track and record these costs to ensure that the maximum amount is not exceeded.

Motion by _____, seconded by _____.

Roll Call:

Mrs. Fuchs _____ Mrs. Leaming _____ Mr. Pimm _____ Mr. Tart _____ Mrs. Zuzic _____

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

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

Principal’s Report	Extended Day Report
Special Education Report	Facilities Manager Report
Transportation Liaison’s Report	Nurses’s Reports
Staff Attendance Report	Counselor’s Reports
Student Attendance Reports	Technology Report
- **S3. Building Use:**
 - Noah’s Ark - Graduation Rehearsal Priff Gym – Thurs., 6/20/24 - 9:30am - 12:00pm.
 - Noah’s Ark - Graduation Priff Gym – Fri., 6/21/24 - 10:00am - 1:30pm.
 - OT Recreation - Summer Club Program WES Classroom – July 9,10,11,16,17,18, 23 - 12:00pm - 3:00pm.
- **S4. HIB Investigations:**
 - The affirmation of the administrative decision on HIB Investigation #2023/24-F13.
 - The affirmation of the administrative decision on HIB Investigation #2023/24-F14.
- **S5. Special Education:**
 - Approve the out of district summer 2024 program placements for the following:

<u>Students</u>	<u>Placement</u>
1 Grade School (6th)	New Road School
1 Southern Regional Middle School (8th)	Alpha School
1 Southern Regional Middle School (9th)	Coastal Learning Center
1 Southern Regional High School (11th)	Collier High School
1 Southern Regional High School (11th)	New Road School
1 Southern Regional High School (12th)	Hawkswood School
- **S6. Special Education**
 - The following independent provider for Child Study Team and Intervention and Referral Service evaluation purposes:

<u>Provider</u>	<u>Service</u>	<u>Fee</u>
Dr. Deepti Varma, MD/ Coastal Psychiatry	Psychiatric Evaluations	\$800.00/eval
- **S7. Professional Development:**
 - Staff Member: Kevin Byrnes
 - Workshop: NJASBO Conference
 - Destination: Ocean Resort, Atlantic City
 - Date: June 5 & 6, 2024
 - Estimated Cost of Workshop: \$500.00
 - Estimated Total Mileage/Tolls: \$0.00
 - Purpose: Professional Development

Motion by _____, seconded by _____.

Mrs. Fuchs _____ Mrs. Leaming _____ Mr. Pimm _____ Mr. Tart _____ Mrs. Zuzic _____

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

- **P1. Employments:**
 - Carol Widmer as the transportation liaison for the 2024-2025 school year at a salary of \$4000.00.
 - Carol Widmer as the substitute caller for the 2024-2025 school year at a salary of \$4500.00.

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- **P2. Business Administrator/Board Secretary Contract:**
 - Kevin Byrnes as Business Administrator/Board Secretary effective July 1, 2024 to June 30, 2025 at a salary of \$128,750.00. *Contract has been approved by the Executive County Superintendent of Schools.

- **P3. Extended School Year Programs:**
 - The following Extended School Year Staff for the 2024 programs at the current contracted rate, unless otherwise noted, (contingent upon enrollment):
 - Special Education Teachers**
Donna Bridger; Mary Ferraiuolo; Louis Rossino; Stacey Russak; Sandra Rapolla; Mary Van Luvender
 - Basic Skills Teachers**
Kala Martin; Nikki Nolan; Karen Olkowski; Melanie Doyle
 - Preschool Disabled Teachers**
Kelly Lange; Janice Cusmano
 - Nurse**
Frances Farnung
 - Related Services**
Gina LaHaye; Suzanne Kelly; Suzanne Stanley; Doris Gonzalez
 - Kindergarten Readiness Testing Teacher**
Heather Pugliese
 - Preschool Read Aloud Program**
Lauren Eberenz
Kelly Lange
Heather Pugliese
 - Instructional Assistants/Bus Aides**
Elizabeth Arroyo; Shayna Bezak; Ashley Bleichner; Sara Carpini; Sandra Foley; Jeilee Gonzalez;
Amanda Kochinski; Christina Jenkinson-Wisk; Madeline Lyon; Natalie Nasatka; Judy Rea;
Theresa Russo; Fran Rutan; Amy Saranczak; Janet VanHetHoen; Amanda Vega; Evelyn Vereb
 - Substitute Teachers**
Jennifer Bamber; Barbara Byrnes; Megan Coppola; Jennifer Dybas; Christine Roth;
Heather Pugliese; Ashley Soletto
 - Substitute Nurse**
Marie Marucci (rate at \$30.00/hr.)
 - Substitute Instructional Assistants**
Fran Deman; Connie McCullough; Heather Pugliese; Kelley Wolek

- **P4. District Summer Curriculum:**
 - The following staff members as Summer **District** Curriculum Writers/Instructional Leadership Team at the current contracted rate: Daggi Ball; Jennifer Bamber; Ashley Bleichner; Chelsey Bokey; Barbara Byrnes; Brielle Cacoilo; Megan Coppola; Lauren Eberenz; Annie Forte; Kellie Gibson; Kelly Lange; Elizabeth McKnight; Nikki Nolan; Sandra Rapolla; Jenna Risten; Stacey Russak.
 - The following staff members as Summer **County** Curriculum Writers at the current contracted rate: Elizabeth McKnight; Nikki Nolan.

- **P5. Summer Employment:**
 - The counselors (Lauren Eberenz in WES & Daggi Ball in Priff) for 25 hours each in Summer 2024 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 2024 at the current contracted rate.

- **P6. Leave of Absence:**
 - A medical leave of absence for Lynn Boyle, lunch/recess assistant, from May 10, 2024 through June 30, 2024.

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● **P7. Student Externship Placement:**

- o Madison Donnelly, Stockton University MSCD student candidate, with Mrs. Kelly, speech correction/language specialist, from September, 2024 – December, 2024. **pending paperwork completion

Motion by _____, seconded by _____.

Mrs. Fuchs _____ Mrs. Leaming _____ Mr. Pimm _____ Mr. Tart _____ Mrs. Zuzic _____

FYI ~ Additional Staff Attending Workshops

<u>Name</u>	<u>Workshop</u>	<u>Date</u>	<u>Cost</u>
K. Byrnes	Worker’s Compensation Symposium	05/09/24	-0-
L. Dreher*; L Eberenz	OC Teacher of the Year Recognition Breakfast	05/10/24	-0-
D. Ball	Sandy Hook Promise: Say Something Implementation	05/17/24	-0-
A. Phillips; K. Byrnes	Mandatory MOA Training	05/21/24	-0-
S. Reinhold	Educational Policy & School Law Seminar	05/31/24	-0-
J. Bamber*; B. Cacoilo*	Writing with Spice	Virtual	2 ETTC hrs. each
D. Cullen	Stop the Bleed by Preventing the Bleed	Virtual	-0-

*Substitute needed

Open Public Forum:

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

Roll Call:

Mrs. Fuchs _____ Mrs. Leaming _____ Mr. Pimm _____ Mr. Tart _____ Mrs. Zuzic _____

Limit five (5) minutes (Board Policy #0167)

Close Public Forum:

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

Roll Call:

Mrs. Fuchs _____ Mrs. Leaming _____ Mr. Pimm _____ Mr. Tart _____ Mrs. Zuzic _____

Board Comments:

**OCEAN TOWNSHIP BOARD OF EDUCATION
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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 - HIB
- ✓ Personnel –
- Negotiations –
- Security –
- Attorney/Client Privilege –
- ✓ Other: Superintendent Evaluation

Roll Call:

Mrs. Fuchs _____ Mrs. Leaming _____ Mr. Pimm _____ Mr. Tart _____ Mrs. Zuzic _____

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:

Mrs. Fuchs _____ Mrs. Leaming _____ Mr. Pimm _____ Mr. Tart _____ Mrs. Zuzic _____

Announcement

The next Board of Education meeting will be the regular monthly meeting scheduled for Monday, July 8, 2024 at 6:15 pm.

Adjourn

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

Ayes _____ Nays _____

**OCEAN TOWNSHIP BOARD OF EDUCATION
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#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

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

Roll Call:

Mrs. Fuchs _____ Mrs. Leaming _____ Mr. Pimm _____ Mr. Tart _____ Mrs. Zuzic _____

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:

Mrs. Fuchs _____ Mrs. Leaming _____ Mr. Pimm _____ Mr. Tart _____ Mrs. Zuzic _____