

**OCVTEA  
EXECUTIVE COUNCIL MEETING MINUTES**

Brick Center  
Monday, September 13, 2010

**Call to order:** The meeting of the OCVTEA Executive Council was called to order by President Howard Polenberg at 4:10 pm.

**Attending:** Alicia Carney, Coleen M. Gordon, Raymond Walsh, Sharon Clougher, Catherine Ferrara, Bill Hegerich, Carol Franzysen, Howard Polenberg and Tom Vassallo were present. Quorum was met to conduct business.

**Treasurer's Report:** Bill distributed copies of this year's proposed budget and general fund report. Discussion followed.  
Motion to accept: Cathy Ferrara  
Second: Carol Franzysen  
Passed unanimously.

**Standing**

**Committees:**

**Membership Committee:** Membership Chair Bill Hegerich distributed new applications to building reps to enroll new staff members in NJEA and OCVTEA. It was discussed that we should contact Frank Frazee to get dollar amount breakdowns for national, state, county and local dues for new employees.

**Legislative:** Members should be referred to the "Legislation Information" link on the OCVTEA web site home page for information on pending legislation. This will assist Colleen in helping members.

President Howard Polenberg reported that he is creating a special **Salary/Guide Extra-Curricular Stipend Committee**. The committee will be co-chaired by Tom Lanagan and Andy Dennison. This committee will be responsible for reviewing survey documents and suggesting fair and equitable stipends for the recently ratified 2010-2013 Agreement between the OCVTEA and the OCVTS Board of Education.

Members should document their hours and duties so they are compensated appropriately. Also, this is beneficial so that board members are aware what duties and hours are involved in these activities.

**Professional Development** – Howard Polenberg has appointed Eileen Verde, Chair for this committee. Howard also reported that the district is searching for a shared-time teacher to for the OCVTS district committee.

**Parliamentarian** – Howard appointed Tom Vassallo as Parliamentarian. However, it was suggested by Carol Franzysen that an outside person would be a better idea, since the Parliamentarian is a non-voting officer.

**NOTE ADDED AFTER MEETING - (Robert's Rules of Order states that the Parliamentarian cannot make motions, debate or vote and must remain impartial.)** Therefore, a volunteer is needed for this position.

**Elections Committee Chair** – Howard Polenberg indicated that a volunteer is needed for this position.

**Constitutional Committee** – Tom Vassallo volunteered to chair this committee. Ray Walsh, custodial representative and Sharon Clougher, secretarial representative volunteered to sit on this committee.

**Public Relations**- Tom Vassallo gave a demonstration and tour of the new OCVTEA web site to the committee members who were still present. Mike Clarke has volunteered to be co-webmaster for the site to assist in maintenance and updates.

Building reps need to advise members that this is the “last call” for any member to submit their personal e-mail addresses to Tom Vassallo for the OCVTEA web mail.

Tom Vassallo reported that the initial cost for the website was \$16.93 for six months including the domain name and three months for free. Tom will be reimbursed for using his own personal credit card. Next payment is \$23.94 for the next six month period. It was discussed and suggested that the association Treasurer should investigate setting up a PayPal account to automate payments to the web hosting company.

#### **Executive Committee**

##### **Meeting Calendar:**

Next Executive Council meeting is scheduled for Wednesday, October 13 at 3pm. After discussion, the council unanimously agreed that the Toms River Center is the best central location for the monthly meetings.

##### **New Business:**

Howard Polenberg reviewed acceptable use of the OCVTS email system. It was agreed that certain emails have been counter-productive. The completion of the web mail system for the OCVTEA site should eliminate this problem. Tom Vassallo reported that it may take until the end of October until all the web email accounts are completed as they are very time-consuming and labor intensive.

Howard asked for volunteers to attend the OCVTS Board of Education meetings each month. Howard volunteered to attend the September meeting. Tom Vassallo will attend the October meeting. Ray Walsh volunteered to attend the November meeting. Members will report back to the Executive committee.

Discussion on Energy Presentation by Frank Adam was discussed, but it was agreed it would not be workable for all members of the association.

Discussion was held about attending the Foundation Golf Outing. However it was determined that the outing takes place during school hours, so it would not work out for members.

Cathy Ferrara reported that there are still questions about the legality of the 1.5% Health Benefits “contribution” by members. Howard Polenberg and Tom Vassallo reported that this issue is not a “dead” issue and will be discussed with Joan Szlaga, our county Uniserve representative. Howard is working on a dinner engagement for the Executive Council to meet with Joan for dinner and discuss the issue with her.

Bill Hegerich informed the council that due to personal issues, he will be unable to fulfill his duties as Treasurer and will resign the position as soon as a replacement can be named.

**Adjournment:** The meeting was adjourned at 6:15 pm.