



# Neptune City Board of Education

## SCIENCE LAB

Woodrow Wilson School  
210 West Sylvania Avenue  
Neptune City, NJ 07753

November 16, 2023  
6:00 p.m.

### Board Meeting Minutes

#### I. CALL TO ORDER -6:00 PM

The meeting is an open public meeting of the Neptune City Board of Education. In accordance with Chapter 231, Public Law of 1975, adequate advance written notice of the meeting was made by posting the Board Meetings in the Asbury Park Press and/or The Coaster.

At this evening's Board meeting, you will notice that our agenda is being projected and each Board member is utilizing a Chromebook. We appreciate your understanding as we move forward in protecting our environment with paperless Board meetings.

Thank you for your cooperation and welcome to this meeting of the Neptune City Board of Education.

#### II. ROLL CALL

Mr. Calhoun	<u>P</u>	Mrs. Connor	<u>P</u>	Ms. Lashley	<u>P</u>
Mrs. McGuigan	<u>P</u>	Mrs. Rummel	<u>P</u>	Mr. Wescott	<u>P</u>
Mrs. Zanni	<u>P</u>	Mrs. Smith	<u>A</u>	Mr. Susino	<u>P</u>
Others Present:		Dr. Boccuti	<u>P</u>	Ms. Green	<u>P</u>

#### III. FLAG SALUTE - President Susino led the Flag Salute

# Neptune City Board of Education

## Board Meeting Minutes

### IV. PRESENTATIONS

National Junior Honor Society - Bethany O'Brien, NJHS Advisor, NJHS Students  
Facilities Considerations - Kevin Settembrino, Architect of Record

### V. EXECUTIVE SESSION

**MOTION**, to enter into Executive Session pursuant to the Open Public Meetings act of 1975, which allows the Board to go into Executive Session to discuss matters relating to:

  X   Personnel Matters  
      Student Matters  
  X   Matters of Attorney/Client Privilege  
      Pending or Anticipated Contract Negotiations

Time: 6:35 pm

Motion by Ms. Lashley

All in Favor 8

Second by Mrs. McGuigan

Oppose 0

Motion to return to Public Session

Motion by Ms. Lashley

All in Favor 8

Second by Mrs. McGuigan

Oppose 0

Motion to open to Public Session 7:35 pm

Motion by Mrs. Rummel

All in Favor 8

Second by Ms. Lashley

Oppose 0

### VI. PUBLIC FORUM ON AGENDA ITEMS - none

Public comments should be directed to the President. Commentators should present themselves in a loud voice stating their name, address and affiliation.

### VII. MINUTES

**MOTION**, that the Neptune City Board of Education approve the Minutes of the October 19, 2023 Regular Board Meeting.

Motion by Mr. Calhoun

All in Favor 8

Second by Mr. Wescott

Oppose 0

**MOTION**, that the Neptune City Board of Education approve the Minutes of the November 3, 2023 Special Board Meeting.

# Neptune City Board of Education

## Board Meeting Minutes

Motion by Ms. Lashley  
All in Favor 8

Second by Mrs. Connor  
Oppose 0

### **VIII. ADMINISTRATION REPORT**

#### Chief School Administrator's Report

#### **Enrollment - October 2023**

87 Neptune High School  
10 Poseidon  
2 Allied Health  
0 BioTechnology  
0 High Tech  
14 Red Bank  
0 Wall Communications  
10 Acelero PreK Center  
18 Out of District Special Education  
262 Neptune City - October 2023  
403 Total Enrollment - October 2023

#### **Monthly Requirements**

Fire Drill - October 17, 2023  
Active Shooter Lockdown Drill- October 13, 2023  
Bus Evacuation Drill- October 25, 2023  
In-School Student Suspensions - October 2023- 0  
Out of School Student Suspensions -October 2023-2  
Harassment, Intimidation, and Bullying Report - October 2023 - 2 investigations  
Missing Child Report -October 2023 - 0  
Nurse's Monthly Report - October 2023

#### **New Jersey Department of Education**

NJDOE follow up letter dated November 2, 2023 from New Jersey Quality Single Accountability Continuum (NJQSAC) District Improvement Plan (DIP) update meeting.

#### **Additional updates:**

Dr. Boccuti thanked the Board of Public Works for the new numbering system on the windows.

Dr. Boccuti and Mrs. Gunderson, 8th grade Teacher, gave an update on the 8th Grade trip to Washington DC and fundraising efforts to support it.

**MOTION**, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve the Chief School Administrator's Report as presented.

# Neptune City Board of Education

## Board Meeting Minutes

Motion by Mr. Calhoun

Second by Ms. Lashley

DISCUSSION: none

Mr. Calhoun	<u>X</u>	Mrs. Connor	<u>X</u>	Ms. Lashley	<u>X</u>
Mrs. McGuigan	<u>X</u>	Mrs. Rummel	<u>X</u>	Mr. Wescott	<u>X</u>
Mrs. Zanni	<u>X</u>	Mrs. Smith	<u>A</u>	Mr. Susino	<u>X</u>

**IX. CORRESPONDENCE** - President Susino read the resignation letter from Marissa Smith.

**X. BOARD PRESIDENT AND COMMITTEE REPORTS -none**

Board President's Report - Mr. Anthony Susino

**XI. EDUCATION COMMITTEE** - Mrs. Smith, Chairperson

Ms. McGuigan, Mrs. Zanni

A. COMMITTEE REPORTS - none

**XII. FINANCE AND OPERATIONS** - Mr. Calhoun, Ms. Lashley, Mr. Susino

A. COMMITTEE REPORTS- none

**PAYROLL CERTIFICATION**

The School Business Administrator/Board Secretary reports, in compliance with N.J.S.A 18A:19-1b, that she has certified the following October amounts:

October 15, 2023	\$174,947.02
October 30, 2023	\$174,018.82

**B. RESOLUTIONS**

1. BE IT RESOLVED, by the Neptune City Board of Education, that the November 2023 claims for goods received and services rendered and certified to be correct by the Business Administrator, be approved for payment in the amount of \$656,491.98
2. BE IT RESOLVED, by the Neptune City Board of Education, to approve budget appropriation transfers for July 2023 Fund 20 Preschool Fund as well as September 2023 Fund 10 General Fund.
3. BE IT RESOLVED, by the Neptune City Board of Education, to approve an agreement for Auditing Services with Allen B. Shechter, Licensed Public School Accountant, to perform an audit of accounting records and prepare the Annual Audit Report for the school year 2022-2023 at a cost not to exceed \$16,000

# Neptune City Board of Education

## Board Meeting Minutes

4. BE IT RESOLVED, by the Neptune City Board of Education, to approve an application for use of the Neptune City School Gymnasium for the Neptune City Board of Recreation for Recreation Basketball from 1/4/24 to 3/28/24.
5. BE IT RESOLVED, by the Neptune City Board of Education, to authorize submission of the FY24 projected Preschool Enrollment as per Enrollment report.
6. BE IT RESOLVED, by the Neptune City Board of Education, to approve New York Financial Services as a provider to allow deductions for enrolling in Insurance or 403b services.
7. BE IT RESOLVED, by the Neptune City Board of Education, to approve a tuition contract with Bayshore Jointure Commission for (1) student at the monthly charge of \$5,400 for the 2023-2024 school year.
8. BE IT RESOLVED, by the Neptune City Board of Education, to approve the opening of a new Bank Account, Flexible Spending Account at Kearney Bank for the purpose of managing flex savings activities.  
Authorized Signers on the account:  
Anthony Susino, Board President  
Mindy Green, Business Administrator/Board Secretary
9. BE IT RESOLVED that the Neptune City Board of Education approve the following travel expenses for School District Staff as follows:

Name(s)	Date(s)	Description	Registration Fees	Travel Fees	Est. Total
Haley Mulroy	January 24-26, 2024	NJASA - TECHSPO CONFERENCE	\$540 each	Harrah's Hotel \$97 per night (2) Mileage \$0.47 per mile Meals per GSA.gov per diem	\$1,010

**MOTION**, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve Items 1-9 listed under Finance and Operations as presented.

Motion by Ms. Lashley

Second by Mr. Calhoun

DISCUSSION: none

Mr. Calhoun       X       Mrs. Connor       X       Ms. Lashley       X  

Mrs. McGuigan       X       Mrs. Rummel       X       Mr. Wescott       X

# Neptune City Board of Education

## Board Meeting Minutes

Mrs. Zanni        X        Mrs. Smith        A        Mr. Susino        X  

### **XIII. HUMAN RESOURCES** - Mr. Susino, Chairperson Mr. Calhoun, Mrs. Rummel, Mrs. Smith

#### **A. COMMITTEE REPORTS**

#### **B. RESOLUTIONS**

1. BE IT RESOLVED, by the Neptune City Board of Education, to approve the appointment of Bethany O'Brien to the position of After School Monitor/Supervisor as per the Sidebar Agreement approved by the Board and NCEA at the Board meeting on October 19, 2023 with the appointment being retroactive to that date.
2. BE IT RESOLVED, by the Neptune City Board of Education, to approve the appointment of Barbara Reynolds to the position of Athletic Coordinator as per the Sidebar Agreement approved by the Board and NCEA at the Board meeting on October 19, 2023 with the appointment being retroactive to that date.
3. BE IT RESOLVED, by the Neptune City Board of Education, to approve a maternity leave for Kaitlyn Clayton with a start date tentatively scheduled for January 2, 2024 and a return to work date tentatively scheduled for April 12, 2024.

**MOTION**, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve items 1 - 3 listed under Human Resources as presented.

Motion by Ms. Lashley

Second by Mrs. Rummel

DISCUSSION: none

Mr. Calhoun        X        Mrs. Connor        X        Ms. Lashley        X  

Mrs. McGuigan        X        Mrs. Rummel        X        Mr. Wescott        X  

Mrs. Zanni        X        Mrs. Smith        A        Mr. Susino        X  

### **XIV. POLICY**

Dr. Boccuti is working on the recently received Strauss Esmay Associates, LLP Policy and Regulation Alert #231 to prepare the appropriate policies and regulations for a first reading at the next Board of Education meeting.

### **XV. REPORT ON NEPTUNE TOWNSHIP BOARD OF EDUCATION MEETING - none**

# Neptune City Board of Education

## Board Meeting Minutes

### XVI. REPORT ON NEPTUNE CITY BOROUGH COUNCIL MEETING - none

### XVII. OLD BUSINESS

Mrs. Zanni asked a follow up question on the Presentation regarding PreK enrollment projections.

### XVIII. NEW BUSINESS

- President Susino Congratulated Mrs. Sharon Dellet on her newly elected position as a Board Member.
- President Susino announced a donation to a family in need for the Adopt-A-Family program in the amount of \$500 from the Sons of Italy Organization.

**MOTION**, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education accept the donation from the Sons of Italy Organization.

Motion by Mrs. Zanni

Second by Mrs. Connor

DISCUSSION: none

Mr. Calhoun       X       Mrs. Connor       X       Ms. Lashley       X  

Mrs. McGuigan       X       Mrs. Rummel       X       Mr. Wescott       X  

Mrs. Zanni       X       Mrs. Smith       A       Mr. Susino       X  

### XIX. PUBLIC FORUM ON NON-AGENDA ITEMS

- Mrs. Gunderson, 8th Grade Teacher, reminded all about the Christmas Fundraiser for the 8th grade trip.

### XX. ADJOURNMENT

Motion to Adjourn

Motion by: Ms. Lashley     Seconded by: Mrs. Rummel

All in Favor:   Aye       Oppose:       o      

At: 8:10 pm

Respectfully Submitted:

# **Neptune City Board of Education**

## **Board Meeting Minutes**

*Mindy Green*

Mindy Green School Business Administrator/Board Secretary