

Neptune City Board of Education

Board Meeting Agenda



Neptune City Board of Education

LIBRARY MEDIA CENTER

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

November 20, 2025
7:00 p.m.

Board Meeting Agenda

I. CALL TO ORDER

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.

Time may be allotted for public comment at this meeting. Each speaker may be allotted a limited time when recognized by the presiding officer. Individuals wishing to address the Board shall be recognized by the presiding officer and shall give their name, address and the group, if any, that they represent. Although the Board encourages public participation, it reserves the right, through its presiding officer, to terminate remarks to and/or by any individual not in keeping with the conduct of a proper and efficient meeting. The Board will not, during the public portion of this meeting, discuss matters involving employment, appointment, termination of employment, negotiations, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific or prospective or current employee.

Neptune City Board of Education meetings will now be broadcast live on our YouTube channel: [@NeptuneCityBoardofEducation](https://www.youtube.com/channel/UCNeptuneCityBoardofEducation). We invite the public to tune in and stay informed. As always, we ask all participants to please observe appropriate decorum.

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

II. ROLL CALL

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Mr. Calhoun _____ Ms. Bale _____ Mrs. Dellett _____

Ms. Emmons _____ Ms. Lashley _____ Ms. Santana _____

Mr. Van Huff _____ Mrs. Zanni _____ Mr. Susino _____

Others Present: Mr. Layton _____ Mr. Gahles _____

Board Attorney _____

III. FLAG SALUTE

IV. PRESENTATION

V. EXECUTIVE SESSION

WHEREAS, Section 8 of the Open Public Meetings Act, N.J.S.A. 10:4-12 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED BY THE NEPTUNE CITY BOARD OF EDUCATION IN THE COUNTY OF MONMOUTH AND STATE OF NEW JERSEY as follows:

- 1.** The public shall be excluded from discussion of and actions upon the hereinafter: specified subject matter(s).
- 2.** It is anticipated that the matter discussed will be made public if the need for confidentiality no longer exists.
- 3.** Action may be taken following the Executive Session. It is anticipated that the Executive Session shall last 45 minutes.

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:

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

Motion by _____ Second by _____

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All in Favor

Oppose

Motion to return to Public Session

Motion by

Second by

All in Favor

Oppose

Motion to open to Public Session

Motion by

Second by

All in Favor

Oppose

VI. PUBLIC FORUM ON AGENDA ITEMS

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 Regular Board Meeting held on October 16, 2025, as well as the minutes of the Executive Session held on October 16, 2025.

Motion by: _____ Seconded by: _____

DISCUSSION:

Mr. Calhoun _____ Ms. Bale _____ Mrs. Dellett _____

Ms. Emmons _____ Ms. Lashley _____ Ms. Santana _____

Mr. Van Huff _____ Mrs. Zanni _____ Mr. Susino _____

VIII. ADMINISTRATION REPORT

Chief School Administrator's Report

Enrollment - October 2025

87 Neptune High School (Including 10 Poseidon)

1 Allied Health

0 BioTechnology

1 High Tech

2 Law & Public Safety

0 Marine Academy

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- 1 Wall Communications
- 14 Red Bank Regional
- 16 Out of District Special Education
- 222 Neptune City - October 2025
- 344 Total Enrollment- October 2025

Nurse's Monthly Report - October, 2025

Monthly SSDS (School Safety Data System) Report

In-School Student Suspensions - October 2025 - 0, November 2025 - 0

Out of School Student Suspensions - October 2025 - 4, November 2025 - 0

Harassment, Intimidation, and Bullying Report- October 2025 - 0, November 2025 - 1

Missing Child Report - October 2025 - 0, November 2025 - 0

Monthly Security Drills

Bus Evacuation Drill - Required once annually for walking districts - November 3, 2025

Shelter In Place - Medical Emergency Drill - November 12, 2025

Fire Drill - November 17, 2025

Upcoming Events: November, December 2025 & January 2026

11/26: Early Dismissal for Students (12:30pm)

11/27 & 11/28: School Closed - Thanksgiving

12/10 & 12/11: Booster Holiday Shop

12/11: Board of Education Meeting at 7pm in the Wilson Library

12/18: Winter Concert @ 6:30pm in the Wilson Gymnasium

12/23: Early Dismissal for Students (12:30pm)

12/24/25 - 1/2/26 - School Closed - Winter Break

1/2/26: Remote/Virtual PD Day for Faculty - State Mandated Training Completion

1/8/26: Board of Education Reorganization Meeting at 7pm in the Wilson Library

A. RESOLUTIONS

1. BE IT RESOLVED, by the Neptune City Board of Education, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve VIII - Administration Report.
2. BE IT RESOLVED, by the Neptune City Board of Education, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve the QSAC District Improvement Plan for submission.
3. BE IT RESLOVED, by the Neptune City Board of Education to Approve the Stronge Evaluation Framework as the tool for evaluating administrators for the 2025-2026 school year.
4. BE IT RESOLVED, by the Neptune City Board of Education, upon recommendation of the Chief School Administrator, that the Neptune City

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Board of Education approve the Memorandum of Agreement (MOA) between the Neptune City School District and the Neptune City Police Department.

5. BE IT RESOLVED, by the Neptune City Board of Education, to affirm the finding of Not Substantiated in the HIB Allegation 2526-01 Investigation.
6. BE IT RESOLVED, by the Neptune City Board of Education, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve the School Safety and Security Plan Statement of Assurances for the 2025-2026 school year.
7. BE IT RESOLVED, by the Neptune City Board of Education, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve the Health and Safety Evaluation of School Buildings Checklist Statement of Assurances for the 2025-2026 school year.

MOTION, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve the Chief School Administrator's Report section VIII A item(s) 1-7 as presented.

Motion by: _____ Seconded by: _____

DISCUSSION:

Mr. Calhoun _____ Ms. Bale _____ Mrs. Dellett _____

Ms. Emmons _____ Ms. Lashley _____ Ms. Santana _____

Mr. Van Huff _____ Mrs. Zanni _____ Mr. Susino _____

IX. CORRESPONDENCE

X. BOARD PRESIDENT AND COMMITTEE REPORTS

Board President's Report - Mr. Anthony Susino

XI. EDUCATION COMMITTEE- Mrs. Zanni, Chairperson, Mr. Susino, Mrs. Dellet

A. COMMITTEE REPORTS

B. RESOLUTIONS - No resolutions for this month's meeting

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

A. COMMITTEE REPORTS

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PAYROLL CERTIFICATION

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

October 30, 2025	\$164,823.67
November 14, 2025	\$154,070.08

B. RESOLUTIONS

1. BE IT RESOLVED, by the Neptune City Board of Education, that the November 2025 claims for goods received and services rendered and certified to be correct by the Business Administrator be approved for payment in the amount of \$642,296.15.
2. BE IT RESOLVED, that the Neptune City Board of Education hereby approves the termination agreement between the Neptune City Board of Education and FinalSite, effective June 30, 2026.
3. BE IT RESOLVED, by the Neptune City Board of Education, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve the School District Agreement to Participate in the Teen Arts NJ for the 2025-2026 school year. The cost to attend will be funded by the parent.
4. BE IT RESOLVED, that the Neptune City Board of Education hereby approves the following staff members to attend the NJASA Techspo Convention in Atlantic City, New Jersey, from January 28–30, 2026. The individual registration rate is \$610 per person, plus lodging, taxes, and fees in the amount of \$97.00 per night, not to exceed two nights per individual, and travel reimbursement at a rate of \$0.47 per mile.
 - a. Daniel Layton - January 28-30, 2026
 - b. Keith Larson - January 28-30, 2026
 - c. Haley Mulroy - January 28-30, 2026
5. BE IT RESOLVED, by the Neptune City Board of Education, to approve a tuition contract with the Children's Center for student (SID #2295759489) for an out-of-district placement, in accordance with the costs detailed in the contract.
6. BE IT RESOLVED, by the Neptune City Board of Education, to authorize the submission of the FY25 Projected Preschool Enrollment Report, as required by the NJDOE.
7. BE IT RESOLVED, by the Neptune City Board of Education, to authorize the submission of the FY25 Projected Preschool Operational Plan, as presented and required by the NJDOE.

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8. BE IT RESOLVED, by the Neptune City Board of Education, to approve Pre-Referendum Marketing Services to be provided by Settembrino Architects for the amount of \$34,500.
9. RESOLUTION OF THE BOARD OF EDUCATION OF THE BOROUGH OF NEPTUNE CITY IN THE COUNTY OF MONMOUTH, NEW JERSEY AUTHORIZING THE SUBMISSION OF A BOND PROPOSAL QUESTION TO THE SCHOOL DISTRICT VOTERS AT A SPECIAL SCHOOL DISTRICT ELECTION TO BE HELD ON MARCH 10, 2026

BE IT RESOLVED BY The Board of Education of the Borough of Neptune City in the County of Monmouth, New Jersey (the "Board") (not less than a majority of the full membership of the Board concurring) as follows:

A. The following bond proposal (the "Proposal") shall be submitted to the legal voters of the School District at a special School District election (the "Election") to be held on Tuesday, March 10, 2026 commencing at 6:00 a.m. for the purposes hereinafter provided. The polls shall remain open until 8:00 p.m. and as much longer as may be necessary to permit all the legal voters then present to vote and cast their ballot. The form of the Proposal will read substantially as follows except as otherwise may be set forth herein:

BOND PROPOSAL QUESTION

The Board of Education of the Borough of Neptune City in the County of Monmouth, New Jersey (the "Board") is authorized to (a) undertake various improvements, alterations, renovations, and upgrades at Woodrow Wilson School, including but not limited to replacing the roof, HVAC and electrical upgrades, boiler replacements, toilet room renovations and various renovations to the corridors, including acquisition and installation of fixtures, equipment, and any site work; (b) appropriate \$8,446,700 for such improvements; and (c) issue bonds in an amount not to exceed \$8,446,700.

The final eligible costs for the projects approved by the New Jersey Commissioner of Education are \$8,446,700. The projects include \$0 for school facility construction elements in addition to the facilities efficiency standards developed by the Commissioner of Education or not otherwise eligible for State support pursuant to N.J.S.A. 18A:7G-5(g). The State debt service aid percentage will equal 40% of the annual debt service due with respect to the final eligible costs of the projects. The Board of Education is authorized to transfer funds among the projects approved at this election.

Do you approve this Bond Proposal Question?

B. The Board hereby approves and adopts the Proposal set forth above and, subject to the approval of the legal voters of the School District, hereby determines to carry out the same as described therein (the

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“Project”). The Board authorizes the Business Administrator/Board Secretary, consistent with any advice received from bond counsel, to revise the Proposal, if necessary, prior to the Election.

C. The Board hereby acknowledges and confirms that, in accordance with the requirements of N.J.S.A. 18A:24-16 and N.J.S.A. 18A:24-17, a Supplemental Debt Statement has been prepared as of the date of this resolution by the Chief Financial Officer of the Borough, giving effect to the proposed total authorization of School Bonds of the School District in the maximum amount provided for in the Proposal, and that such Supplemental Debt Statement has been filed in the office of the Borough Clerk, and in the office of the Business Administrator/Board Secretary prior to the adoption of this resolution, and will be filed in the office of the Director of the Division of Local Government Services, State of New Jersey, Department of Community Affairs prior to the date of the Election.

D. The Business Administrator/Board Secretary is hereby authorized and directed, in conjunction with Bond Counsel, to deliver a certified copy of this resolution and such other information as shall be necessary to the County Clerk as required by N.J.S.A. 19:60-2, to request the County Clerk to submit the Proposal to the voters at the Election and to seek the assistance of the county officials and the municipal clerk in conducting the Election.

E. The Board hereby: (i) accepts the determination of Preliminary Eligible Costs as set forth in the letter from the New Jersey Department of Education and not to appeal such determinations made therein; (ii) determines to construct the Project itself; (iii) agrees to locally fund any excess costs, if any; and (iv) delegates the supervision of the Project to the Business Administrator/Board Secretary.

F. Settembrino Architects, the School District’s appointed architect for the Project (the “Project Architect”), has heretofore been authorized and delegated the responsibility to prepare the plans and specifications for the Project in consultation with and under the supervision of the Business Administrator/Board Secretary, who has been delegated the responsibility to work with the Project Architect for this purposes on behalf of the Board, in accordance with the requirements of N.J.S.A. 18A:18A-16, and such authorizations and delegations are hereof reconfirmed.

G. The School Administration and such other officers, professionals and agents of the Board as are necessary, including Wilentz, Goldman &

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Spitzer, P.A., Bond Counsel, and the Project Architect, are each hereby authorized and directed to perform such acts, execute such documents and do such things as are necessary and proper for the submission of the Proposal to the voters of the School District at the Election.

H. This Board hereby makes the following covenants and declarations with respect to obligations determined to be issued by the Business Administrator/Board Secretary through a public offering of private placement or through a conduit borrower on a tax exempt basis. The Board hereby covenants that it will comply with any conditions subsequent imposed by the Internal Revenue Code of 1986, as amended (the "Code"), in order to preserve the exemption from taxation of interest on its bonds or notes if issued as tax exempt, including, if necessary, the requirement to rebate all net investment earnings on the gross proceeds above the yield on its bonds or notes. The Business Administrator/Board Secretary is hereby authorized to act on behalf of the Board to deem the obligations authorized herein as bank qualified for the purposes of Section 265 of the Code, when appropriate. The Board hereby declares its intent to issue bonds or notes in the amount set forth in the Proposal approved by the voters as set forth in Section 1 and to use the proceeds to pay or to reimburse expenditures for the costs of the Projects authorized herein. This resolution is a declaration of intent within the meaning and for the purposes of Treasury Regulations 1.150-2 or any successor provisions of federal income tax law,

I. This resolution shall take effect immediately.

10. BE IT RESOLVED, that the Neptune City Board of Education to approve the following travel expenses for School District Staff as follows:

Item	Name(s)	Date(s) and Description	Registration Fees	Travel Fees
A.	Michael Haynes	12/18/25 - Preparing for Mediation and Due Process	\$195	\$0.47 per mile

11. BE IT RESOLVED, that the Neptune City Board of Education to approve the submission of the Annual (Comprehensive Maintenance Plan) CMP & M-1.

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MOTION, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve Item(s) 1- 11 listed under Finance and Operations as presented.

Motion by: _____ Seconded by: _____

DISCUSSION:

Mr. Calhoun _____ Ms. Bale _____ Mrs. Dellett _____

Ms. Emmons _____ Ms. Lashley _____ Ms. Santana _____

Mr. Van Huff _____ Mrs. Zanni _____ Mr. Susino _____

XIII. HUMAN RESOURCES - Ms. Bale, Chairperson, Mr. Calhoun, Ms. Dellett

A. COMMITTEE REPORTS

B. RESOLUTIONS

1. BE IT RESOLVED, by the Neptune City Board of Education, to approve the appointment of Maria Coppola to the position of School Counselor at a prorated salary of \$58,541 Step 1 MA to be funded by a Mental Health Grant from January 2, 2025 through June 30, 2026 pending criminal history clearance.
2. BE IT RESOLVED, by the Neptune City Board of Education to approve Maria Coppola as a secondary district Anti-Bullying Specialist for the 2025-2026 school year.
3. BE IT RESOLVED, by the Neptune City Board of Education, to approve the appointment of Constance Pietranico to the position of Grade 1 Leave Replacement Teacher at a prorated salary of \$56,931 Step 1 BA from January 8, 2026 through May 1, 2026 pending criminal history clearance. This includes two transition days on January 8 and 9, 2026.
4. BE IT RESOLVED, that the Neptune City Board of Education hereby accepts the resignation of Bridgid Loveland, Accounts Payable/Human Resources/Assistant to the Business Administrator, effective January 2, 2026, as submitted on November 3, 2025.
5. BE IT RESOLVED, by the Neptune City Board of Education to approve the adjustment to NJFLI/FMLA leave for employee number 64604317 from December 5, 2025, to March 30, 2026.
6. BE IT RESOLVED, by the Neptune City Board of Education, to approve the appointment of Jake Jobes as a Substitute Custodian at the district's daily substitute custodian rate of \$115 for the remainder of the 2025-2026 school year pending criminal history clearance.

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7. BE IT RESOLVED, that the Neptune City Board of Education hereby accepts the resignation of Lori Ortega McAtasney, Paraprofessional, effective November 24, 2025, as submitted on November 18, 2025.

MOTION, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve item(s) 1 - 7 listed under Human Resources as presented.

Motion by: _____ Seconded by: _____

DISCUSSION:

Mr. Calhoun _____ Ms. Bale _____ Mrs. Dellett _____

Ms. Emmons _____ Ms. Lashley _____ Ms. Santana _____

Mr. Van Huff _____ Mrs. Zanni _____ Mr. Susino _____

XIV. POLICY

A. RESOLUTIONS - No resolutions for this month's meeting

XV. REPORT ON NEPTUNE CITY BOROUGH COUNCIL MEETING

XVI. OLD BUSINESS

XVII. NEW BUSINESS

XVIII. PUBLIC FORUM ON NON-AGENDA ITEMS

XIX. ADJOURNMENT

Motion to Adjourn

Motion by: _____ Seconded by: _____

All in Favor: _____ Oppose: _____

At: _____ pm