

# 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

September 18, 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

# Neptune City Board of Education

## Board Meeting Agenda

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 - New Jersey American Water Grant Check 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
- ☐ Student Matters
- ☒ Matters of Attorney/Client Privilege
- ☐ Pending or Anticipated Contract Negotiations

Motion by \_\_\_\_\_ Second by \_\_\_\_\_

# Neptune City Board of Education

## Board Meeting Agenda

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 August 14, 2025 (Regular) Board Meeting and the Addendum Minutes of the August 14, 2025 (Regular) Board Meeting.

Motion by:   Seconded by:

All in Favor: All   Oppose: \_\_\_\_\_

## **VIII. ADMINISTRATION REPORT**

Chief School Administrator's Report

### **Enrollment - September 2025**

88	Neptune High School
10	Poseidon
1	Allied Health
0	BioTechnology
1	High Tech
2	Law & Public Safety
0	Marine Academy
1	Wall Communications
13	Red Bank Regional
17	Out of District Special Education
228	Neptune City - September 2025
361	Total Enrollment -September 2025

# Neptune City Board of Education

## Board Meeting Agenda

Nurse's Monthly Report - July, 2025; September 4-18, 2025

### **Monthly SSDS (School Safety Data System) Report**

In-School Student Suspensions - 0

Out of School Student Suspensions - 0

Harassment, Intimidation, and Bullying Report- September 2025- 1

Missing Child Report - September 2025 - 0

### **Monthly Security Drills**

Fire Drill - September 9 , 2025

Non-Evacuation Fire Drill - September 16, 2025

### **Upcoming Events: September/October 2025**

9/19: Birthday Friday

9/30: Picture Day

10/6-10/10: Week of Respect

10/13: School Closed for Students and Staff

10/16: Board of Education Meeting at 7pm in the Woodrow Wilson Library

10/30: Joint Informational Meeting with the BOE & Neptune City Borough at 6pm in the Woodrow Wilson Gymnasium

10/30: Picture Day Make-up

#### **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 the recommendation of the Chief School Administrator, that the Neptune City Board of Education approves the submission of the 2024-2025 HIB Self Assessment.
3. BE IT RESOLVED, by the Neptune City Board of Education, upon recommendation of the Chief School Administrator, approves the following members to participate in the district ScIP (School Improvement Panel) for the 2025-2026 school year:

Katie Porter  
Barbara Reynolds  
Susan Tonzola

**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 items 1-3 as presented.

# Neptune City Board of Education

## Board Meeting Agenda

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

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

DISCUSSION:

Mr. Calhoun \_\_\_\_\_ Ms. Bale \_\_\_\_\_ Mrs. Dellett \_\_\_\_\_

Ms. Emmons \_\_\_\_\_ Ms. Lashley \_\_\_\_\_ Ms. Santana \_\_\_\_\_

Mr. Van Huff \_\_\_\_\_ Mrs. Zanni \_\_\_\_\_ Mr. Susino \_\_\_\_\_

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

#### A. COMMITTEE REPORTS

#### 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 August/September payroll amounts:

August 15

\$39,298.01

Agenda September 18, 2025

# Neptune City Board of Education

## Board Meeting Agenda

August 30	\$33,826.33
September 15	\$156,492.32

### B. RESOLUTIONS (Item 13 has been added to the Agenda)

1. BE IT RESOLVED, by the Neptune City Board of Education, that the September 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 \$548,243.12
2. BE IT RESOLVED that the Neptune City Board of Education approves the following Substitute Nurse Rate of \$250.
3. BE IT RESOLVED that the Neptune City Board of Education approves Sarah Grady as the mentor for Karlee Robertson for the 2025-2026 school year in accordance with the District Mentoring Plan.
4. BE IT RESOLVED that the Neptune City Board of Education accepts the following ESEA Grant Allocations for the 2025-2026 school year
  - Title I-A - \$147,537
  - Title II-A - \$18,262
  - Title III - \$5,163
  - Title III Immigrant - \$1,368
  - Title IV-A - \$10,172
5. BE IT RESOLVED that the Neptune City Board of Education will enter into a Memorandum of Agreement to participate in a Title III Consortium with the Belmar School District for the 2025-2026 school year.
6. BE IT RESOLVED that the Neptune City Board of Education approves the contract with Right At School to provide after care services for the Neptune City School District for the 2025-2026 school year.
7. BE IT RESOLVED that the Neptune City Board of Education approves the contract with Apptegy for the development and implementation of our schools website and mass alert system for the 2025-2026 school year.
8. BE IT RESOLVED, by the Neptune City Board of Education, to approve Debbie Heuer, Psychologist, to provide services for the Child Study Team for through December 20, 2025 at the rate of \$350.00 per evaluation and \$50.00 per meeting as needed.
9. BE IT RESOLVED, by the Neptune City Board of Education, to approve the Memorandum of Agreement between the Board of Education and the Neptune City Education Association,  
WHEREAS, a grievance filed regarding the reduction in sick leave on various dates for Employee #35834266 is hereby resolved.
10. BE IT RESOLVED, by the Neptune City Board of Education, to approve the Memorandum of Agreement between the Board of Education and the Neptune City Education Association,

# Neptune City Board of Education

## Board Meeting Agenda

WHEREAS, a grievance filed regarding the payment of the Toileting Stipend for Paraprofessionals is hereby resolved.

11. BE IT RESOLVED, by the Neptune City Board of Education, to approve the Memorandum of Agreement between the Board of Education and the Neptune City Education Association,

WHEREAS, the Board and Association seek to clarify the procedure by which employees' leave time is adjusted and reflected in employees' attendance records.

12. BE IT RESOLVED, by the Neptune City Board of Education to approve the Neptune City Board of Recreation for the use of the School Facilities on Tuesday's and Thursday's plus 1 Friday in March from 6:00-8:00pm beginning on 11/11/2025 through 3/26/2026. Agreement to the Rules and Regulations Pertaining to the Use of School Facilities has been submitted.

13. BE IT RESOLVED, by the Neptune City Board of Education, to approve the achievement of tenure with congratulations for the following staff members:

- a. Kristin Bernhard

14. BE IT RESOLVED, by the Neptune City Board of Education to approve the following members of the Neptune City Board of Education to attend NJSBA Annual Conference in Atlantic City, NJ. The group registration rate is \$2300 plus lodging, taxes & fees in the amount of \$869.00 and travel at \$0.70 per mile to be reimbursed.

- a. Daniel Layton - October 20-23, 2025
  - b. Drisana Lashley - October 20-23, 2025
  - c. Kimberly Bale - October 20-23, 2025
  - d. Corey Van Huff - October 20-23, 2025
  - e. Bridgid Loveland - October 20-21, 2025

15. 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.	Daniel Layton	Monthly Superintendents Roundtable Meetings 9/26/25 10/17/25 11/21/25 12/12/25 1/23/26 2/27/26 3/27/26 4/24/26 5/21/26 6/12/26	\$0	\$0.70 per mile

# Neptune City Board of Education

## Board Meeting Agenda

B.	Michael Haynes	Monthly Special Education Directors Meetings 9/19/25 10/24/25 12/5/25 1/9/26 2/6/26 3/13/26 4/24/26 5/15/26 6/12/26	\$0	\$0.70 per mile
C.	Michael Haynes	10/1/25 - Hot Issues in Special Education Law	\$195	\$0.70 per mile
D.	Grizel Wilson	10/1/25 - Hot Issues in Special Education Law	\$0 (Guest under Mr. Haynes Registration Fee)	\$0.70 per mile
E.	Michael Haynes	9/ 23/25 - NJSLA Adaptive Field Test Training	\$0	\$0.70 per mile
F.	Keith Larson	9/ 23/25 - NJSLA Adaptive Field Test Training	\$0	\$0.70 per mile
G.	Lisa Meyer	9/ 23/25 - NJSLA Adaptive Field Test Training	\$0	\$0.70 per mile
H.	Haley Mulroy	Neptune Library/Media Specialist PLC Meetings 10/2/25 3/18/26 5/12/26	\$0	\$0.70 per mile
I.	Tracy Whitt	10/22/25 - United States Holocaust Memorial Museum/Kean University	\$0	\$0.70 per mile
J.	Heather Stryker	RPDA: 10/21/25 - Effective Behavior Interventions and De-escalation Strategies ABA 4/15/26 De-Escalating and Addressing Problem Behaviors in Class; Supporting Students with Autism	\$0	\$0.70 per mile
K.	Leigh White	RPDA: 12/18/25 - Best Practices for Social Emotional Learning 2/12/26 - Interventions and Strategies for Students with ADHD and Emotional Regulation Difficulties	\$0	\$0.70 per mile
L.	Lisa Meyer	RPDA: 2/12/26 - Interventions and Strategies for Students with ADHD and Emotional Regulation Difficulties	\$0	\$0.70 per mile



# Neptune City Board of Education

## Board Meeting Agenda

M.	Sherry Rotem	RPDA: 12/18/25 - Best Practices for Social Emotional Learning 2/17/26 - Move to Learn: Simple Fun Ways to Energize Your Teaching	\$0	\$0.70 per mile
N.	Sarah Grady	RPDA: 10/22/25 - Part 1 - A Structured Approach to Teach Reading 2/17/26 - Move to Learn: Simple Fun Ways to Energize Your Teaching	\$0	\$0.70 per mile
O.	Douglas Willms	RPDA: 10/21/25 - Effective Behavior Interventions and De-escalation Strategies ABA 12/11/25 - Applied Behavior Analysis in Action: Empowering Special Educators with Practical ABA Tools	\$0	\$0.70 per mile
P.	Bethany O'Brien	RPDA: 4/16/26 - Interventions and Strategies to Support Reading Comprehension & Small Group Instruction	\$0	\$0.70 per mile
Q.	Katie Porter	RPDA: 10/15/25 - Part 1 AI Education 101: A Crash Course on the Basics and Benefits of Artificial Intelligence in Education (All Grades) 10/16/25 - Part 2 Teaching and Learning with AI: A Hands-on Workshop for Educators	\$0	\$0.70 per mile
R.	Val Levy	RPDA: 3/3/26 - Getting to the Why: Using Data to Drive Tier 3 Conversations 4/16/26 - Interventions and Strategies to Support Reading Comprehension & Small Group Instruction	\$0	\$0.70 per mile
S.	Susan Tonzola	RPDA: 3/5/26 - The Reading-Writing Connection: Skills and Strategies to Support all Students	\$0	\$0.70 per mile
T.	Barbara Reynolds	RPDA: 12/10/25 - Revising & Editing Reboot: Simple Strategies that Build Content Knowledge & Revising & Editing Skills	\$0	\$0.70 per mile
U.	Keith Larson	10/30/25 - Transform Your Organization's Safety & Communications Profile with Innovative Tech	\$0	\$0.70 per mile
V.	Lisa Meyer	Gifted & Talented Consortium Meetings 9/26/25 10/14/25	\$200 annual membership	\$0.70 per mile

# Neptune City Board of Education

## Board Meeting Agenda

		10/30/25 12/19/25 2/25/26 4/5/26		
W.	Daniel Layton	New Superintendents Academy 10/29/25 1/14/26 3/18/26 5/27/26	\$0	\$0.70 per mile
X.	Laurie McEvoy	10/25/25 - HS Application Training for Monmouth County Vocational School Districts	\$0	\$0.70 per mile

**MOTION**, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve Items 1- 15 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 Heidi Ross to the position of ESL Teacher at a prorated salary of \$63,406 Step 6 BA from November 17, 2025 through June 30, 2026 pending criminal history clearance.
2. BE IT RESOLVED, by the Neptune City Board of Education, to approve the appointment of Brian Adams to the position of Middle School Special Education Leave Replacement Teacher at a prorated salary of \$56,931 Step 1 BA from October 9, 2025 through March 30, 2026 pending criminal history clearance. This includes two transition days on October 9 and 10, 2025.
3. BE IT RESOLVED, by the Neptune City Board of Education, to accept the resignation of School Psychologist, Carolina Bezerra from August 14, 2025 effective October 13, 2025.

# Neptune City Board of Education

## Board Meeting Agenda

4. BE IT RESOLVED, by the Neptune City Board of Education, to approve the appointment of Dee Slattery as a Substitute Teacher at the district's daily substitute teacher rate of \$125 for the remainder of the 2025-2026 school year pending criminal history clearance.
5. BE IT RESOLVED, by the Neptune City Board of Education, to approve the Memorandum of Agreement between the Board of Education and the Neptune City Education Association,  
WHEREAS, the Board and Association seek to correct an inadvertent overpayment to Employee #87894945.
6. BE IT RESOLVED, by the Neptune City Board of Education, to approve the Memorandum of Agreement between the Board of Education and the Neptune City Education Association,  
WHEREAS, the Board and Association seek to correct an inadvertent overpayment to Employee #97521157.
7. BE IT RESOLVED, by the Neptune City Board of Education, to approve the appointment of the following stipend positions for the 2025-2026 school year as per the agreement between the Board of Education of Neptune City and the Neptune City Education Association:

	Staff Member Name	Position	Per Hour Rate
A.	Bethany O'Brien	After School Monitor (Admin. Certificate Required)	\$60
B.	Grizel Wilson	After School Monitor	Contractual Hourly Rate of \$49.50
C.	Lili Koblentz	After School Monitor	Contractual Hourly Rate of \$45.99

**MOTION**, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve items 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 _____

# Neptune City Board of Education

## Board Meeting Agenda

### XIV . POLICY

1. BE IT RESOLVED, by the Neptune City Board of Education, complete a second reading of Strauss Esmay Associates, policy revisions #:
  - a. P 0173 Duties of Public School Accountant (Revised)
  - b. P 0174 Legal Services (M) (Revised)
  - c. P 0177 Professional Services (M) (Revised)
  - d. P & R 1570 Internal Controls (M) (Revised)
  - e. P 1620 Administrative Employment Contracts (M)(Revised)
  - f. P & R 6111 Special Education Medicaid Initiative (SEMI) Program (M) (Revised)
  - g. P 6220 Budget Preparation (M) (Revised)
  - h. R 6220 Budget Preparation (Revised)
  - i. P 0143 Board Member Election and Appointment (Revised)
  - j. P 1636.01 Notification of Promotion, New Job, and Transfer Opportunities (New)
  - k. P 1648.15 Recordkeeping for Healthcare Settings In School Buildings Covid-19 (M) (Abolished)
  - l. P 2422 Statutory Curricular Requirements (M) (Revised)
  - m. P & R 5117 Interdistrict Public School Choice (Revised)
  - n. P 5339.01 Student Sun Protection (M) (New)

**MOTION**, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve item 1, a-n listed under Policy 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 \_\_\_\_\_

### XV. REPORT ON NEPTUNE CITY BOROUGH COUNCIL MEETING

### XVI. OLD BUSINESS

### XVII. NEW BUSINESS

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

# Neptune City Board of Education

## Board Meeting Agenda

### **XIX. ADJOURNMENT**

Motion to Adjourn

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

All in Favor: \_\_\_\_\_ Oppose: \_\_\_\_\_

At: \_\_\_\_\_ pm