



# Neptune City Board of Education

## GYMNASIUM

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

August 17, 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. OATH OF NEW BOARD MEMBER

On Thursday, July 20, 2023, the Neptune City Board of Education approved Bruce Wescott to fill the vacant school board member position.

Ms. Mindy Green, School Business Administrator/Board Secretary, will perform the Oath of Office and swear in the duly Elected School Board Member.

**-TABLED-**

#### III. ROLL CALL

Mr. Calhoun      P        Ms. Lashley      P        Mrs. McGuigan      A

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Mrs. Rummel      P                        Mrs. Zanni              P - 6:10 pm arrival    
Mrs. Smith         P                        Mr. Susino             P    
Others Present:                      Dr. Boccuti             P      Ms. Green         P  

#### IV.    **FLAG SALUTE** - President Susino led the Flag Salute

#### 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:

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

Time: 6:03 pm

Motion by Ms. Lashley

All in Favor 6

Second by Mrs. Smith

Oppose 0

Motion to return to Public Session

Motion by Ms. Lashley

All in Favor 6

Second by Mrs. Rummel

Oppose 0

Motion to open to Public Session

Motion by Mrs. Smith

All in Favor 6

Second by Mrs. Zanni

Oppose 0

#### VI.    **PUBLIC FORUM ON AGENDA ITEMS**

- Barbara Reynolds, staff - Mrs. Reynolds asked for clarification on the MOESC agreement on the need for a Para.  
Also, Mrs. Reynolds asked about the NJSLA Stipend that was on the Agenda and if that referred to the Afterschool tutoring.

#### VII.    **MINUTES**

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**MOTION**, that the Neptune City Board of Education approve the Minutes of the July 20, 2023 Regular Board Meeting.

Motion by Mrs. Smith  
All in Favor 6

Second by Ms. Lashley  
Oppose 0

### **VIII. ADMINISTRATION REPORT**

Chief School Administrator's Report

#### **Enrollment - SEPTEMBER 2023**

90 Neptune High School  
10 Poseidon  
2 Allied Health  
1 BioTechnology  
0 High Tech  
14 Red Bank  
2 Wall Communications  
10 Acelero PreK Center  
17 Out of District Special Education  
268 Neptune City - September 2023  
414 Total Enrollment - September 2023

#### **Monthly Requirements**

Fire Drill - July 24, 2023  
Shelter In Place Drill - July 12, 2023  
In-School Student Suspensions - July 2023 - 0  
Out of School Student Suspensions - July 2023 - 0  
Harassment, Intimidation, and Bullying Report - July 2023 - 0  
Missing Child Report - July 2023 - 0  
Nurse's Monthly Report - June 2023

#### **2023-2024 School Year NJDOE Requirements**

1. Health Services Manual
2. Emergency Virtual or Remote Instruction Program
3. Comprehensive Equity Plan Statement of Assurance
4. Mentoring Plan
5. Professional Development Plan
6. Dr. Charlotte Danielson Observation, Evaluation Model

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

Motion by Mrs. Smith

Second by Mr. Calhoun

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DISCUSSION: none

Mr. Calhoun      X      Ms. Lashley      X  

Mrs. McGuigan      A      Mrs. Rummel      X      Mrs. Zanni      X  

Mrs. Smith      X      Mr. Susino      X  

### IX. CORRESPONDENCE

- email from Board Member Lindsey McCarthy
- Senator Gopal Legislative Update Letter

### X. BOARD PRESIDENT AND COMMITTEE REPORTS

Board President's Report - Mr. Anthony Susino

Mr. Susino announced that Mrs. McCarthy resigned from the board after reading the email from her. He announced that we will advertise for new candidates for the unexpired term.

Mr. Susino commented that there is "progress" happening in the school district.

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

Mrs. McCarthy, Ms. McGuigan, Mrs. Zanni

Mrs. Smith reported that members discussed the website layout.

### XII. FINANCE AND OPERATIONS

Mr. Calhoun, Ms. Lashley, Mr. Susino

#### A. COMMITTEE REPORTS

#### 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 July amounts:

July 15, 2023	\$54,637.08
July 31, 2023	\$38,373.79

#### B. RESOLUTIONS

1. BE IT RESOLVED, by the Neptune City Board of Education, that the August 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 \$499,571.49.
2. BE IT RESOLVED, by the Neptune City Board of Education, that the board approve (1) Special Education Tuition contract with Collier Youth Services for the 2023-2024 at the tuition cost of \$65,700. The total contract amount including \$10,950 for ESY is \$76,650.

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3. BE IT RESOLVED, by the Neptune City Board of Education, to approve budget appropriation transfers for July 2023.
4. BE IT RESOLVED, by the Neptune City Board of Education, to approve June Zarra, LDTC, to provide services for the Child Study Team for 2023-2024 at the rate of \$375 per evaluation and \$70 per meeting as needed.

**MOTION**, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve Items 1-4 listed under Finance and Operations as presented.

Motion by Mrs. Smith

Second by Mr. Calhoun

DISCUSSION: none

Mr. Calhoun      X      Ms. Lashley      X  

Mrs. McGuigan      A      Mrs. Rummel      X      Mrs. Zanni      X  

Mrs. Smith      X      Mr. Susino      X  

5. BE IT RESOLVED, by the Neptune City Board of Education, to approve an agreement with Monmouth-Ocean Educational Services for Instructional, Special Education and/or Non-Instructional Aides as needed at the rate of \$48,900 for Full-Time staff or \$30.00 an hour for Part-Time for the 2023-2024 school year.

**MOTION**, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve Item 5 listed under Finance and Operations as presented.

Motion by Mrs. Smith

Second by Mr. Calhoun

DISCUSSION: none

Mr. Calhoun      X      Ms. Lashley      No  

Mrs. McGuigan      A      Mrs. Rummel      X      Mrs. Zanni      X  

Mrs. Smith      X      Mr. Susino      X  

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

#### **A. COMMITTEE REPORTS-** The Committee met and discussed HR motions.

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### B. RESOLUTIONS

1. BE IT RESOLVED, by the Neptune City Board of Education, to approve the following 2023-2024 school year Schedule B appointments and NCEA CBA stipends:
  - a. Arts and Crafts, Kevin Henry, \$1,157.42
  - b. Band, TBA, \$39.05 hourly rate
  - c. Breakfast Monitor, Barbara Reynolds, \$37.69 hourly rate
  - d. Creative Writing, Leigh White, \$1,157.42
  - e. Grade 8 Advisor, Carole Gunderson, \$1,157.42
  - f. Grade 8 Advisor, Tracy Whitt, \$1,157.42
  - g. National Junior Honor Society, Bethany O'Brien, \$1,289.00
  - h. NJSLA, Lisa Meyer, \$45.64 hourly rate**
  - i. Pirate Press, Kathleen Porter, \$1,157.42
  - j. Yearbook, Tracy Whitt, \$1,920.03
  - k. Boys Soccer, Rafael Kassin, \$2,465.20
  - l. Girls Soccer, Brittany Cernak, \$2,465.20
  - m. Boys Basketball, Rafael Kassin, \$3,837.49
  - n. Girls Basketball, Brittany Cernak, \$3,837.49
  - o. Cheerleading, Devin Guthrie, \$3,837.49
  - p. Baseball, Rafael Kassin, \$2,465.20
  - q. Softball, Brittany Cernak, \$2,465.20

**MOTION**, that the Neptune City Board of Education strike Letter “h” from Resolution #1.

Motion by Mrs. Smith

Second by Mr. Calhoun

DISCUSSION: none

Mr. Calhoun       X       Ms. Lashley       X  

Mrs. McGuigan       A       Mrs. Rummel       X       Mrs. Zanni       X  

Mrs. Smith       X       Mr. Susino       X  

2. BE IT RESOLVED, by the Neptune City Board of Education, to approve the appointment of Angela Monaco to the position of PreK Teacher at the NCEA CBA 2023-2024 salary schedule BA, Step 1 salary \$53,676.
3. BE IT RESOLVED, by the Neptune City Board of Education, to approve the appointment of Isabella Bulhoes to the position of Kindergarten Teacher at the NCEA CBA 2023-2024 salary schedule BA, Step 1 salary \$53,676.
4. BE IT RESOLVED, by the Neptune City Board of Education, to approve the appointment of Lili Koblentz to the position of **Music** Teacher at the NCEA CBA 2023-2024 salary schedule BA, Step 1 salary \$53,676.

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5. BE IT RESOLVED, by the Neptune City Board of Education, to approve the appointment of Daisha Abrams to the position of Paraprofessional at the NCEA CBA 2023-2024 salary \$21,056.
6. BE IT RESOLVED, by the Neptune City Board of Education, to approve the appointment of Andrea McCollum to the position of Paraprofessional at the NCEA CBA 2023-2024 salary \$21,056.
7. BE IT RESOLVED, by the Neptune City Board of Education, to approve the appointment of Nicole Richardson to the position of Paraprofessional at the NCEA CBA 2023-2024 salary \$21,056.
8. BE IT RESOLVED, by the Neptune City Board of Education, to approve the following 2023-2024 list of substitutes:
  - a. Kathleen Baird
  - b. Jess Chioelis
  - c. Sheryl Fordin
  - d. Erin McEvoy
  - e. Jennifer Neice
  - f. Megan Whitt
  - g. Faith Williams
  - h. N’Kiyah Jones, pending completion of new substitute teacher requirements.
9. BE IT RESOLVED, by the Neptune City Board of Education, to approve the Chief School Administrator recommended, Board approved, Paraprofessional appointment declination by Marjorie Moore to accept a Paraprofessional position in another school district.

**MOTION**, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve items 1 - 9 listed under Human Resources as presented.

Motion by Mr. Susino

Second by Mrs. Smith

DISCUSSION: Correction to #4 from Kindergarten Teacher to Music Teacher

Mr. Calhoun      X      Ms. Lashley      X  

Mrs. McGuigan      A      Mrs. Rummel      X      Mrs. Zanni      X  

Mrs. Smith      X      Mr. Susino      X  

#### **XIV. POLICY**

A. BE IT RESOLVED, that the Neptune City Board of Education approve a first reading of:

1. Policy #8454 - Management of Pediculosis
2. Strauss Esmay Associates, LLP Policy Alert Packet #230

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- a. Policy #0144 - Board Member Orientation and Training - Revised and recommended
- b. Policy and Regulation #2520 - Revised and mandatory
- c. Policy #3217 - Use of Corporal Punishment - Revised and recommended
- d. Policy #4217 - Use of Corporal Punishment - New and recommended
- e. Policy #5305 - Health Services Personnel - Revised and mandated
- f. Policy and Regulation #5308 - Student Health Records - Revised and mandated
- g. Policy and Regulation #5310 - Health Services - Revised and mandated
- h. Policy #6112 - Reimburse of Federal and Other Grant Expenditures - Revised and mandated
- i. Regulation #6115.01 - Federal Awards/Funds Internal Controls - Allowability of Costs - New and mandated
- j. Policy #6115.04 - Federal Funds - Duplication of Benefits - New and mandated
- k. Policy #6311 - Contracts for Goods and Services Funded by Federal Grants - Revised and mandated
- l. Policy #7440 - School District Security - Revised and mandated
- m. Policy #9100 - Public Relations - Abolished
- n. Policy #9140 - Citizens Advisory Committees - Revised and recommended
- o. Regulation #9140 - Citizens Advisory Committees - Abolished

**MOTION**, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve items 1 - 2 listed under Policy as presented.

Motion by Mrs. Smith

Second by Ms. Lashley

DISCUSSION: none

Mr. Calhoun      X      Ms. Lashley      X  

Mrs. McGuigan      A      Mrs. Rummel      X      Mrs. Zanni      X  

Mrs. Smith      X      Mr. Susino      X  

\*Preview for September 2023:

- Chapter 95 Policy and Regulation first reading
- Behavior Threat Assessment Team Policy first reading



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

**XVI. REPORT ON NEPTUNE CITY BOROUGH COUNCIL MEETING**  
none

**XVII. OLD BUSINESS** - Dr. Boccuti commented that transfers are well vetted by Ms. Green and reminded the board that the budget spending has good oversight.

**XVIII. NEW BUSINESS** - Dr. Boccuti brought up the discussion regarding the after school program and commented that parents are asking about a before school program. He will get information from the program facilitators regarding that.

Dr. Boccuti discussed the practice of allowing residents to use the facility. President Susino polled the board members about allowing residents who would like to use the school for meetings. 4 said yes and 1 said no (Ms. Lashley).

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

Carole Gunderson, staff - Mrs. Gunderson announced that there will be fundraisers for 8th grade including a Mum sale between September 6-20 and a car wash on 9/22/23.

**XX. ADJOURNMENT**

Motion to Adjourn

Motion by: Mrs. Zanni      Seconded by: Mrs. Rummel

All in Favor: Aye      Oppose: o

At: 7:24 pm

Respectfully Submitted:

*Mindy Green*

Mindy Green School Business Administrator/Board Secretary