



Neptune City Board of Education

GYMNASIUM

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

June 15, 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.

As the Neptune City Board of Education continues to transition back to in-person Board meetings from the pandemic, it is important that everyone adhere to the following guidelines in the interests of maintaining health and safety:

- Board meetings will be held in the gymnasium with no access to the rest of the building.
- As per the Governor's lifting of the universal mask mandate on March 7, 2022, masks are now optional for attendees but entrance into and exit out of the Gymnasium Door #13 is still required.
As you enter door #13, please sign in for the meeting.
- 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 with our health and safety guidelines and welcome to this meeting of the Neptune City Board of Education.

II. ROLL CALL

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

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III. FLAG SALUTE - President Susino led the Flag Salute

IV. EXECUTIVE SESSION - cancelled

Discussion regarding the postponement of this Executive Session until June 22, 2023.

V. PUBLIC FORUM ON AGENDA ITEMS

- Sherry Rotem, staff- Mrs. Rotem commented on the salary increases on the Agenda and stated that the teachers hope to see similar increases in the next contract. She also stated that this is a public entity and increases should reflect that.
- Bethany O'Brien, staff - Mrs. O'Brien commented that the staff in the district are one family and it seems that only a part of the family is being taken care of.
- Barbara Reynolds, staff- Mrs. Reynolds commented that when the Agenda came out with salary increases, the morale went down.
- Tracy Brand, staff- Mrs. Brand expressed disappointment in the salary increases on the Agenda.

VI. MINUTES

MOTION, that the Neptune City Board of Education approve the Minutes of the May 25, 2023 Regular Board Meeting.

Motion by Ms. Lashley
All in Favor 8

Second by Mrs. Smith
Oppose 0

VII. ADMINISTRATION REPORT

Chief School Administrator's Report

Enrollment - May 2023

104	Neptune High School
15	Poseidon
2	Allied Health
1	BioTechnology
0	High Tech
12	Red Bank
2	Wall Communications
15	Acelero PreK Center
17	Out of District Special Education
253	Neptune City - May 2023
421	Total Enrollment - May 2023

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Monthly Requirements

Fire Drill - May 24, 2023

Shelter In Place Safe Room May 3, 2023

In-School Student Suspensions - May 2023 - 0

Out of School Student Suspensions - May 2023 - 6

Harassment, Intimidation, and Bullying Report - May 2023 - 0

Missing Child Report - May 2023 - 0

Nurse's Monthly Report - May 2023

2023-2024 Enrollment Update

Communications

1. May 26, 2023 approval by the NJDOE of the Bilingual Program waiver.
2. June 5, 2023 invitation for the CSA to attend the Neptune High School Graduation on June 21 2023 at the Historic Ocean Grove Auditorium.

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. McCarthy

Second by Mrs. Rummel

DISCUSSION: none

Mr. Brown A Mr. Calhoun X Ms. Lashley X

Ms. McCarthy X Ms. McGuigan X Mrs. Rummel X

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

VIII. CORRESPONDENCE - Mr. Susino read an email that announced the resignation of Robert Brown from the Board.

IX. BOARD PRESIDENT AND COMMITTEE REPORTS

Board President's Report - Mr. Anthony Susino

Mr. Susino thanked the Administration and staff for a wonderful Graduation ceremony.

X. EDUCATION COMMITTEE - Mrs. Smith, Chairperson

Mrs. McCarthy, Ms. McGuigan, Mrs. Zanni

Mrs. Smith discussed the curriculum that was approved.

XI. FINANCE AND OPERATIONS - Mr. Brown, Chairperson

Mr. Calhoun, Ms. Lashley, Mr. Susino

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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 May amounts:

May 15, 2023	\$154,102.38
May 30, 2023	\$154,195.39

B. RESOLUTIONS

1. BE IT RESOLVED, by the Neptune City Board of Education, that the June 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 \$438,212.11
2. BE IT RESOLVED, by the Neptune City Board of Education, to approve the Certification of Implementation (COI) for the 2021-2022 Corrective Action Plan.
3. BE IT RESOLVED, by the Neptune City Board of Education, to approve a transfer of current year surplus to the Capital Reserve:
WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permits a Board of Education to establish and/or deposit into certain reserve accounts at year end and
WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue and/or unexpended appropriations into revenue accounts during the month of June by board resolution and,
WHEREAS, the Neptune City Board of Education wishes to deposit excess current revenue or unexpended appropriations into a Capital Reserve Account at year-end in the amount of up to \$100,000.
4. BE IT RESOLVED, by the Neptune City Board of Education, to amend the 2023 Section 125 Cafeteria Plan as follows:
Health FSA participants shall be allowed to contribute up to \$3,050 to their Health FSA.
Health FSA participants shall be allowed to carryover \$610 from the 2023 plan year to the next plan year, and beyond.
5. BE IT RESOLVED, by the Neptune City Board of Education, to approve submission of the Federal Elementary and Secondary Education Act (ESEA) grant funds for the 2023-2024 school year:
 - Title I \$157,601
 - Title II-A \$20,312
 - Title III \$5,150
 - Title III IM \$2,155
 - Title IV \$10,573

Contracts:

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6. BE IT RESOLVED, by the Neptune City Board of Education, that the board approve (3) Special Education Tuition contracts with Children's Center of Monmouth County, Inc. for the 2023-2024 School Year including Extended Year Program at the tuition cost of \$77,503.72 each plus an additional cost for Extraordinary Services at the cost of \$37,975.00 each.
7. BE IT RESOLVED, by the Neptune City Board of Education, that the board approve (1) Special Education Tuition contract with The Rugby School for the 2023-2024 School Year including Extended Year Program at the tuition cost of \$86,431.10
8. BE IT RESOLVED, by the Neptune City Board of Education, that the board approve (1) Special Education Tuition contract with The Rugby School for the 2023-2024 School Year at the tuition cost of \$51,779.00
9. BE IT RESOLVED, by the Neptune City Board of Education, to approve a legal services agreement with Cornell, Merlino, McKeever, & Osborne, LLC for the period of July 1, 2023 through June 30, 2024 at the rate of \$170 per hour.
10. BE IT RESOLVED, by the Neptune City Board of Education, to approve a financial services agreement with Acacia Financial Group, Inc. as per contract terms for Pre-Referendum Services, Bond Anticipation Note Issuance, Bonds, Statement Preparation and Annual Disclosure filing services.
11. BE IT RESOLVED, by the Neptune City Board of Education, to approve the 2023-2024 Early Childhood Contract with the preschool program provider ACELERO Learning Monmouth/Middlesex County.
12. BE IT RESOLVED, by the Neptune City Board of Education, to approve an agreement with Preferred Behavioral Health Group to provide Fit to Return Assessment services at the rate of \$300 per assessment for the 2023-2024 school year.
13. BE IT RESOLVED, by the Neptune City Board of Education, to approve tuition contract rate with Red Bank Regional High School for the period September 1, 2023 - June 30, 2024:

Regular Education	\$16,836.00
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14. BE IT RESOLVED, by the Neptune City Board of Education, to approve tuition contract rates with Monmouth County Vocational School District for the period September 1, 2023 - June 30, 2024:

Academy of Allied Health & Science	\$7,374.00
Biotechnology High School	\$7,374.00
Communications High School	\$7,374.00
High Technology High School	\$7,374.00
Career Center	\$6,554.00
Shared-Time Regular Education	\$1,087.00
15. BE IT RESOLVED, by the Neptune City Board of Education, to renew Student Accident Insurance with Bob McCloskey for the policy term 9/1/23 - 9/1/24 with a premium of \$1,950.
16. BE IT RESOLVED, by the Neptune City Board of Education, to approve an agreement with Cowbell to provide a 250k limit of insurance with a 25k deductible to fill the NJSIG cyber deductible for a premium of \$3,575 for the 2023-2024 school year.

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17. BE IT RESOLVED, by the Neptune City Board of Education, to renew its membership with New Jersey School Insurance Group, Monmouth Ocean County Shared Services Insurance Fund as per the schedule of NJSIG premiums.

Resolution:

WHEREAS, N.J.S.A. 18A:18B-1, et seq., enables boards of education to join with other boards of education in school board insurance trusts for the purpose of forming self-insurance pools;

WHEREAS, the New Jersey Schools Insurance Group (“NJSIG”) is a joint insurance fund authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members;

WHEREAS, the Neptune City School District, hereinafter referred to as the “Educational Institution,” has resolved to apply for and/or renew its membership with NJSIG;

WHEREAS, the Educational Institution certifies that it has not defaulted on a claim, and has not been cancelled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG;

WHEREAS, the Educational Institution desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and,

WHEREAS, the Educational Institution finds that the best and most efficient way of securing this protection and services is by cooperating with other boards of education in the State of New Jersey.

NOW THEREFORE, BE IT RESOLVED, THAT:

- 1) This agreement is made by and between NJSIG and the Educational Institution;
- 2) The Educational Institution joins with other boards of education in organizing and becoming members of NJSIG pursuant to N.J.S.A. 18A:18B-3(a), for a period of three years, beginning on July 1, 2023, and ending July 1, 2026 at 12:01 a.m.;
- 3) In consideration of membership in NJSIG, the Educational Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liabilities of each and every member of NJSIG to such agreement arising from their participation in NJSIG. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, the plan of risk management, this Agreement and any applicable statute or regulation;
- 4) The Educational Institution and NJSIG agree that NJSIG shall hold all monies paid by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations;
- 5) NJSIG shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1, et seq. and such other statutes and regulations as may be applicable;

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6)By adoption and signing of this resolution, the Educational Institution is hereby joining NJSIG in accordance with the terms of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership, effective the date indicated below, for the types of insurance as indicated in the Insurance Binder issued by NJSIG;

7)The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG, and as from time to time amended by NJSIG and/or the State of New Jersey, Department of Banking and Insurance, in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith;

8)The Educational Institution agrees to be a participating member of NJSIG for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership, including, but not limited to the NJSIG's Plan of Risk Management;

9)The Educational Institution under its obligations as a member of NJSIG agrees to allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of NJSIG including the plan of risk management;

10)If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the Educational Institution agrees to reimburse NJSIG for all such reasonable expenses, fees and costs on demand;

11)The Business Administrator is hereby authorized in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq., to execute such contracts and documentation with NJSIG as is necessary to effectuate this resolution; and,

12)The Business Administrator is directed to send a certified copy of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership to NJSIG.

MOTION, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve Items 1-17 listed under Finance and Operations as presented.

Motion by Mr. Susino

Second by Mrs. Smith

DISCUSSION: none

Mr. Brown A Mr. Calhoun X Ms. Lashley X

Ms. McCarthy X Ms. McGuigan X Mrs. Rummel X

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

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XII. HUMAN RESOURCES - Mr. Susino, Chairperson Mr. Calhoun, Mrs. Rummel, Mrs. Smith

A. COMMITTEE REPORTS

B. RESOLUTIONS

1. BE IT RESOLVED, that the Neptune City Board of Education, upon recommendation of the CSA, renew employment contracts for the following 12 month employees for the 2023-2024 school year, effective July 1, 2023 through June 30, 2024:

Green, Mindy	School Business Administrator, Board Secretary	\$140,000.00
Haynes, Michael	Supervisor of Special Services	\$96,600.00
Larson, Keith	Technology Coordinator	\$57,352.00
Brand, Tracy	Confidential Secretary, CSA, Principal	\$50,547.00
McEvoy, Laurie	Confidential Secretary, CST	\$45,150.00
Vitello, Mary Anne	Payroll, Accounts Payable	\$52,000.00
Folk, Kevin	Head Custodian, Facilities Director, CEFM	\$62,000.00
Byers, Michael	Custodian	\$32,527.00
Edmonds, Charles	Custodian	\$34,440.00
Reynolds, Steven	Maintenance	\$23,625.00

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 Mr. Calhoun

Second by Mrs. McCarthy

DISCUSSION: Dr. Boccuti thanked those who came to talk to him about salaries and gave an overview of the background regarding salary increases.

The board discussed the motion and took a vote to table the motion:

MOTION, to table Item XII. B. 1

Motion by Mrs. McGuigan

Second by Ms. Lashley

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Mr. Brown	<u>A</u>	Mr. Calhoun	<u>no</u>	Ms. Lashley	<u>yes</u>
Ms. McCarthy	<u>yes</u>	Ms. McGuigan	<u>yes</u>	Mrs. Rummel	<u>yes</u>
Mrs. Zanni	<u>no</u>	Mrs. Smith	<u>no</u>	Mr. Susino	<u>no</u>

Board President, Anthony Susino, stated that with a 4:4 vote to table the motion, it will be tabled until a Special meeting on June 22, 2023.

2. BE IT RESOLVED, that the Neptune City Board of Education approve the Agreement for Services with responsibilities as presented to transition Lisa A. Emmons from Interim Supervisor of Special Services to Contractor for consultation to the Board and Administration at the rate of \$50 per hour not to exceed 18 hours per week for the 2023-2024 school year.
3. Addendum brought to the Board with the CSA recommendations to date for Board approval of new hires for the 2023-2024 school year:

The following internal transfers for the 2023-2024 school year are provided as information for the Board as the following staff members have formally requested a transfer, were interviewed for the transfer, and approved by the Chief School Administrator with no changes in Board approved salaries and benefits:

- Bridgid Loveland transferred from Grade 2 Teacher to Grade 5 Teacher
- Claire Jacomme transferred from Kindergarten Teacher to Grade 2 Teacher
- Kaitlyn Clayton transferred from Kindergarten Teacher to PreK Teacher pending successful completion of her NJDOE PreK-3 certification

The following resolutions are for one promotion and four new appointments for the 2023-2024 school year:

3.1 BE IT RESOLVED, upon recommendation of the Chief School Administrator, to approve the promote the promotion of Heather Stryker from Paraprofessional to .6 Health and Physical Education Teacher/.4 Paraprofessional at the NCEA CBA 2023-2024 salary schedule .6 BA Step 9 \$34,898.40 + .4 Paraprofessional salary \$9159.20 for a total salary of \$44,057.60.

3.2 BE IT RESOLVED, upon recommendation of the Chief School Administrator, to approve the promote the employment of Karen Lyons as Paraprofessional for the 2023 Summer Enrichment, Remediation, and Fine Arts Program - ARP ESSER funds - Account 20-489-100-101-000-00.

3.3 BE IT RESOLVED, upon recommendation of the Chief School Administrator, to approve the appointment of Shannon Frankenfeld as full time Psychologist at the NCEA CBA 2023 salary schedule MA+30 Step 1 \$59,484.00 pending completion of all new employee requirements.

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3.4 BE IT RESOLVED, upon recommendation of the Chief School Administrator, to approve the appointment of Lori McAtasney as full time Paraprofessional at the NCEA CBA 2023 salary of \$21,056.00 pending completion of all new employee requirements.

Outstanding vacancies yet to be filled for the 2023-2024 school year:

- Autism Teacher
- Kindergarten Teacher
- Kindergarten Teacher - Anticipated
- Four (4) Paraprofessionals
- Long Term Substitute Special Education Teacher

MOTION, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve items 2 - 3 listed under Human Resources as presented.

Motion by Mr. Susino

Second by Mr. Calhoun

Discussion: Mrs. McGuigan asked about the possibility of a Full-time Phys. Ed teacher rather than .6 position.

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

XIII. POLICY

Dr. Boccuti is working on the next set of Board policies and regulations that will require a first reading by the Board tentatively planned for the July 20, 2023 Board meeting.

XIV. REPORT ON NEPTUNE TOWNSHIP BOARD OF EDUCATION MEETING none

XV. REPORT ON NEPTUNE CITY BOROUGH COUNCIL MEETING none

XVI. OLD BUSINESS - none

XVII. NEW BUSINESS - none

XVIII. PUBLIC FORUM ON NON-AGENDA ITEMS

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Sherry Rotem, staff- Mrs. Rotem asked for clarification on the Bi-Lingual Waiver.

XIX. ADJOURNMENT

Motion to Adjourn

Motion by: Mr. Calhoun Seconded by: Ms. Lashley

All in Favor: Aye Oppose: o

At: 7:08 pm

Respectfully Submitted:

Mindy Green

Mindy Green School Business Administrator/Board Secretary