

# 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

August 14, 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.

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### II. ROLL CALL

Mr. Calhoun Present      Ms. Bale Present      Mrs. Dellett Present

Ms. Emmons Present      Ms. Lashley Present      Ms. Santana Present

Mr. Van Huff Present      Mrs. Zanni Present      Mr. Susino Present

Others Present:      Mr. Layton Present      Mr. Gahles Present

Board Attorney NA

### III. FLAG SALUTE

### IV. PRESENTATION

### V. EXECUTIVE SESSION - NA

**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

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

Ms. Meyer - NCEA upset about proposed ESL teacher starting at step 13, concerns of staff loyalty, yrs of service don't seem to matter.

## **VII. MINUTES**

**MOTION**, that the Neptune City Board of Education approve the Minutes of the July 17, 2025 (Regular) Board Meeting.

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

All in Favor: All Oppose: Ms. Lashley abstained

## **VIII. ADMINISTRATION REPORT**

Chief School Administrator's Report

### **Enrollment - July 2025**

83	Neptune High School
9	Poseidon
1	Allied Health
0	BioTechnology
0	High Tech
2	Law & Public Safety
0	Marine Academy
0	Wall Communications
13	Red Bank Regional

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16 Out of District Special Education  
207 Neptune City - July 2025  
335 Total Enrollment -July 2025

- Ms. Lashley questioned the 207 enrollment

### Monthly Requirements

Fire Drill - July 14 , 2025  
Shelter in Place - July 15, 2025  
In-School Student Suspensions - - 0  
Out of School Student Suspensions - 0  
Harassment, Intimidation, and Bullying Report- July 2025- 0  
Missing Child Report - July 2025 - 0  
Nurse's Monthly Report - None

### Upcoming Events: September 2025

9/2 & 9/3 Teacher In Service  
9/3 Pre K, Kindergarten and New student orientation 9:00 am  
9/4 First Day of School for Students  
9/11 Patriot Day  
9/16 Back To School Night 6:00 – 8:00  
9/19 Birthday Friday  
9/24 Picture Day

### RESOLUTIONS

- A. BE IT RESOLVED, by the Neptune City Board of Education, to approve the following annual New Jersey Department of Education requirements for the 2025-2026 school year:

1. Mentoring Plan
2. Professional Development Plan
3. Dr. Charlotte Danielson Observation, Evaluation Model
4. Chart of Discipline/Code of Conduct 2025-2026

**MOTION**, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve the VIII. Administration Report inclusive of A. Resolutions, Items 1-4.

Motion by: Mr. Van Huff Seconded by: Ms. Dellet

### DISCUSSION:

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Motion passed all AYE'S None Opposed

### IX. CORRESPONDENCE - None

### X. BOARD PRESIDENT AND COMMITTEE REPORTS

Board President's Report - Mr. Anthony Susino

- Live stream is up and running

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

#### A. COMMITTEE REPORTS

Education: None

Finance: discussed Bond/LRFP referendum details

### 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 July payroll amounts:

July 30, 2025	\$42,238.99
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#### B. RESOLUTIONS

(Wording highlighted in yellow has been added to agenda item 4 under Finance and Operations.)

1. BE IT RESOLVED, by the Neptune City Board of Education, that the August 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 \$400,418.77
2. BE IT RESOLVED, by the Neptune City Board of Education, to approve a tuition contract with the Wall Township School District for student (SID # 4354910212) for an out of school district student placement as per the costs detailed in the contract.
3. BE IT RESOLVED, by the Neptune City Board of Education, to approve a tuition contract with the Howell Township School District for student

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(SID # 1038447883) for an out of school district student placement as per the costs detailed in the contract.

4. BE IT RESOLVED, that the Neptune City Board of Education hereby approves the shared services agreement between the Belmar School District and the Neptune City School District for the provision of a Board Certified Behavior Analyst (BCBA) for the 2025–2026 school year. Under the terms of this agreement, the Neptune City School District shall be responsible for forty percent (40%) of the total cost, which includes a salary of \$25,884.00, FICA contributions in the amount of \$1,980.13, and health insurance expenses totaling \$5,939.27, for a combined total of \$33,803.40.
5. BE IT RESOLVED, by the Neptune City Board of Education, to approve Daniel Layton's Membership with the New Jersey Principal and Supervisors Association (NJPSA) for the 2025-2026 school year.
6. BE IT RESOLVED, by the Neptune City Board of Education, to approve Daniel Layton's Membership with the New Jersey Association of School Administrators (NJASA) for the 2025-2026 school year.
7. BE IT RESOLVED, by the Neptune City Board of Education, to approve Submission of the IDEA Grant Application.
8. BE IT RESOLVED, by the Neptune City Board of Education, to authorize Administration to submit the annual ESEA (Title funds) grant application to the Monmouth County Education Office for review and approval.
9. BE IT RESOLVED, by the Neptune City Board of Education, upon recommendation of the Chief School Administrator and Business Administrator, to approve the NJDOE Annual Toilet Room Facilities requirements for Pre-Kindergarten, and Kindergarten Classrooms for the 2025-2026 School Year.
10. BE IT RESOLVED by the Neptune City Board of Education to approve Gabrielle Lafer to attend the 34th Annual School Health Conference on October 22, 2025, at a cost of \$215 for early registration. Mileage will be reimbursed at the state approved rate.
11. BE IT RESOLVED by the Neptune City Board of Education to approve a contract with Preferred Behavioral Health Group to provide Fit to Return Assessments as needed for a cost of \$350 per screening.
12. BE IT RESOLVED by the Neptune City Board of Education to approve a withdrawal from the Capital Reserve account of \$11,000 for the purchase of 1. Scag 61" Tiger Cat II Commercial Zero Turn Mower - Kawasaki 26hp FT EFI Engine. For exterior property maintenance.
13. RESOLUTION AUTHORIZING CERTAIN ACTIONS IN CONNECTION WITH THE PROPOSED SCHOOL FACILITIES PROJECTS
14. BE IT RESOLVED by the Neptune City Board of Education to approve the Board of Education of Neptune City, in the County of Monmouth, New Jersey (the "Board" when referring to the governing body and the

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"School District" when referring to the territorial boundaries governed by the Board) seeks to submit to the voters various school facilities projects (collectively, the "Projects") consisting generally of capital improvements to its school facility as set forth in Section 6; and

WHEREAS, the School District will seek debt service aid with respect to the Projects; and

WHEREAS, the Board now seeks to take the initial steps in order to proceed with the planning and authorization of: (i) the Projects; and (ii) a School District election at which time a bond referendum authorizing the Projects shall be presented to the voters of the School District.

15. **NOW, THEREFORE, BE IT RESOLVED**, by the Board of Education of Neptune City, in the County of Monmouth, New Jersey that:

Section 1. The Board hereby approves the preparation of schematic plans and educational specifications, as necessary in accordance with the requirements of Section 6A:26-5.1 through 6A:26-5.3 of the New Jersey Administration Code ("N.J.A.C."), by Settembrino Architects ("Settembrino") in connection with the Projects and the Board further authorizes and directs Settembrino to submit the same to the New Jersey Department of Education and to the Monmouth County Superintendent of Schools for review and approval. The Board further authorizes and directs the submission of the schematic plans to the municipal planning board for review, if required pursuant to N.J.A.C. 6A:26- 3.2(c), and the New Jersey Department of Environmental Protection for review, to the extent required by law.

Section 2. The Board hereby approves an amendment to the Long Range Facilities Plan, as necessary in accordance with the requirements of N.J.A.C. 6A:26-2.3, to reflect the Projects and approves the submission of any such amendment to the New Jersey Department of Education.

Section 3. The Board hereby approves the applications for the Projects and Settembrino is hereby directed to submit such applications to the New Jersey Department of Education seeking debt service aid for the Projects, in accordance with the requirements of N.J.A.C. 6A:26-3.2.

Section 4. With respect to the Projects, the Board hereby authorizes and directs the Board President, the Superintendent and the Business Administrator/Board Secretary, as applicable, to execute the schematic plans and educational specifications, the amendment to the Long Range Facilities Plan, the Project cost estimate sheets and all related documents

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allowing submission of same to the New Jersey Department of Education.

Section 5. The Board hereby authorizes and directs the Board President, the Superintendent, the Business Administrator/Board Secretary, Settembrino, and Bond Counsel, as applicable, to take all action required to preserve the opportunity to present the Projects to the voters via a bond referendum at the School District election to be held on March 10, 2026, or such other date as may be available to the Board.

Section 6. School Facilities Projects to include the following:

Woodrow Wilson Elementary School (25-3500-060)

- Roof Replacement
- HVAC Equipment Replacement
- Boiler Replacement
- Toilet Room Renovations and Upgrades
- Flooring Replacement throughout building
- Repaint walls in main corridor

Section 7. This resolution shall take effect immediately

**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: Mr. Calhoun      Seconded by: Ms. Emmons

DISCUSSION:

Mr. Calhoun    Yes                      Ms. Bale    Yes                      Mrs. Dellett    Yes

Ms. Emmons    Yes                      Ms. Lashley    Yes                      Ms. Santana    Yes

Mr. Van Huff    Yes                      Mrs. Zanni    Yes                      Mr. Susino    Yes

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

A. COMMITTEE REPORTS i None

B. RESOLUTIONS

(Wording highlighted in yellow has been added to agenda item 2 under Human Resources.)

1. BE IT RESOLVED, by the Neptune City Board of Education, to approve the appointment of Hayley Mooney to the position of Pre-Kindergarten



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Teacher at a salary of \$59,741 Step 1 MA + 30 for the 2025-2026 school year.

2. BE IT RESOLVED, by the Neptune City Board of Education, to approve the appointment of Virginia Maloney to the position of ESL Teacher at a salary of **\$79,816 Step 13 MA** for the 2025-2026 school year.
3. BE IT RESOLVED, by the Neptune City Board of Education, to retroactively approve Daniel Layton to attend School Safety Specialist Training from August 11 through August 15, 2025.
4. BE IT RESOLVED, by the Neptune City Board of Education, to approve Daniel Layton as the district's School Safety Specialist for the 2025-2026 school year.
5. BE IT RESOLVED, by the Neptune City Board of Education, to approve Grizel Wilson as the district's Anti-Bullying Specialist for the 2025-2026 school year.
6. BE IT RESOLVED, by the Neptune City Board of Education, to approve Michael Haynes as the district's Anti-Bullying Coordinator for the 2025-2026 school year.
7. BE IT RESOLVED, by the Neptune City Board of Education, to approve Michael Haynes as the district's Title IX Coordinator for the 2025-2026 school year.
8. BE IT RESOLVED, by the Neptune City Board of Education to approve the NJFLI/FMLA leave for employee number 64604317 from January 2, 2026, to March 27, 2026.
9. BE IT RESOLVED, by the Neptune City Board of Education to approve the NJFLI/FMLA leave for employee number 60335221 from October 13, 2025 to March 30, 2026.
10. BE IT RESOLVED, upon recommendation of the Chief School Administrator, to approve the renewal of a contract with Alexis Marissa Oram, M.D., M.B.A., to continue in the position of School District Physician at the annual stipend of \$6,700 for the 2025- 2026 school year.
11. BE IT RESOLVED, that the Neptune City Board of Education, upon recommendation of the CSA, approve the following employment contracts for the following 10 month employees for the 2025-2026 school year, effective July 1, 2025 through June 30, 2026 updated to include a longevity stipend as per the NCEA agreement:

	<b>Staff Member</b>	<b>2025-2026 Base Salary</b>	<b>Longevity Payment</b>	<b>2025-2026 Total Salary</b>
a.	Reynolds, Barbara	\$89,326	\$2,250	\$91,576
b.	White, Leigh	\$81,206	\$2,250	\$83,456
c.	White, Steve	\$85,201	\$2,250	\$87,451
d.	Whitt, Tracy	\$76,016	\$1,500	\$77,516
e.	Meyer, Lisa	\$73,206	\$1,500	\$74,706

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f.	Bonney, Karen	\$73,206	\$1,500	\$74,706
g.	Salera, Kathleen	\$73,206	\$1,000	\$74,206
h.	Rotem, Sherry	\$76,016	\$1,000	\$77,016
i.	Tonzola, Susan	\$82,816	\$1,000	\$83,816
j.	Gunderson, Carole	\$67,106	\$1,000	\$68,106

**MOTION**, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve items 1 - 10 and 11a-j as listed under Human Resources as presented.

Motion by: Ms. Bale                      Seconded by: Ms/ Lashley

DISCUSSION:

Mr. Calhoun    Yes                      Ms. Bale    No to 2, Yes Remainder

Mrs. Dellett    No to 2, Yes Remainder    Ms. Emmons    Yes

Ms. Lashley    No to 2, Yes Remainder    Ms. Santana    No to 2, Yes Remainder

Mr. Van Huff    Abstain from 2, yes to Remainder    Mrs. Zanni    Yes

Mr. Susino    Yes

Motion Carried with the exception of #2

### XIV . POLICY

1. BE IT RESOLVED, by the Neptune City Board of Education, complete a first 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)

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- 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: Ms. Lashley      Seconded by: Ms. Dellet

DISCUSSION:

Motion passed all AYE'S    None Opposed

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

**None**

### **XVI. OLD BUSINESS**

**None**

### **XVII. NEW BUSINESS**

**None**

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

**Ms. Gundersen after approving a chart of code of conduct, will it be posted or in a handbook?**

### **XIX. ADJOURNMENT**

Motion to Adjourn

Motion by: Ms. Lashley      Seconded by: Ms. Dellet

All in Favor: AYE'S      Oppose: None

At: 7:30 pm