

Neptune City Board of Education

Board Meeting Minutes



Neptune City Board of Education

SCIENCE ROOM

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

June 20, 2024
5:30 p.m.

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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.

Welcome to this meeting of the Neptune City Board of Education. 5:35 PM

II. ROLL CALL

Mr. Calhoun	<u>P</u>	Mrs. Connor	<u>P</u>	Mrs. Dellet	<u>P</u>
Ms. Lashley	<u>P</u>	Mrs. McGuigan	<u>P</u>	Mr. Wescott	<u>P</u>
Mrs. Zanni	<u>P</u>	Mr. Susino	<u>P</u>		
Others Present:		Dr. Boccuti	<u>P</u>		

III. FLAG SALUTE

IV. EXECUTIVE SESSION #1

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:

X Personnel Matters

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

Motion by Ms. Lashley
All in Favor 8

Second by Mrs. McGuigan 5:37 PM
Oppose 0

Motion to return to Public Session

Motion by Ms. Lashley
All in Favor 8

Second by Mrs. McGuigan 6:28 PM
Oppose 0

Motion to open to Public Session

Motion by Ms. Lashley
All in Favor 8

Second by Mrs. McGuigan 6:48 PM
Oppose 0

V. PRESENTATION

Financials Update - Mr. Bruce Quinn, Interim Business Administrator

VI. BOARD INTERVIEW OF APPLICANT FOR THE VACANT BOARD OF EDUCATION POSITION:

VIII. MOTION TO APPROVE NEW BOARD MEMBER

MOTION, the Neptune City Board of Education approves the appointment of Mrs. Kim Bale to the Board of Education.

Motion by Ms. Lashley
All in Favor 8

Second by Mrs. Dellett
Oppose 0

IX. PUBLIC FORUM ON AGENDA ITEMS

Public comments should be directed to the President. Commentators should present themselves in a strong voice stating their name, address and affiliation.

Mrs. Rotem asked - if the new Occupational Therapist would be a savings for the district due to not using an agency for these services.
requested Committee meeting dates be posted so the NCEA can be involved in these meetings.
- financial concerns regarding the new locks being installed throughout the building, what line are the funds allocated from in the budget ?

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Concerns about some employees receiving raises in their salary when said employees received additional raises during the school year 2023-2024.

Mrs. McGuigan asked- about the school supplies for Fall 2024-2025, Dr. Boccuti responded teachers were given \$250.00 to get started for the school year with their supplies. Administration is working with the NCEA and will regroup in September to see if there is a need for additional funds. Is the district supplying basic standard supplies (ie. paper, pencils, staples etc.) ? Are we ready for September with supplies? Supply orders have been processed and we will re-evaluate in September.

X. MINUTES

1. BE IT RESOLVED, by the Neptune City Board of Education, to approve the Minutes of the May 23, 2024 Regular Meeting of the Board.

MOTION, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve Item 1. under VII. Minutes.

Motion by: Mr. Calhoun

Seconded by: Mrs. Dellett

All in Favor: 8

Oppose: 0

XI. ADMINISTRATION REPORT

Chief School Administrator's Report

Enrollment - May 2024

88	Neptune High School
9	Poseidon
2	Allied Health
0	BioTechnology
0	High Tech
0	Law & Public Safety
0	Marine Academy
0	Wall Communications
14	Red Bank Regional
13	Acelero PreK Center
17	Out of District Special Education
261	Neptune City - May 2024
404	Total Enrollment - May 2024

Monthly Requirements

Fire Drill - May 7, 2024

Non Fire Evacuation Drill - May 3, 2024

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In-School Student Suspensions -June 2024 - 0
Out of School Student Suspensions - June 2024 - 1
Harassment, Intimidation, and Bullying Report - June 2024 - 1
Missing Child Report - June 2024 - 0
Nurse's Monthly Report - June 2024

NJDOE, Rutgers University School Climate Survey Results- results will be forwarded to our data analysis committee and staff

A. RESOLUTIONS

1. BE IT RESOLVED, by the Neptune City Board of Education, to approve no finding of HIB in the HIB Allegation #5 Investigation.

MOTION, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve the XI. Administration Report inclusive of A. Resolutions, Item 1.

Motion by: Mr. Calhoun

Seconded by: Mr. Wescott

All in Favor: 8

Oppose: 0

DISCUSSION: none

XII. CORRESPONDENCE

1. Application letter dated June 4, 2024 to fill the vacant seat Board of Education.

XIII. BOARD PRESIDENT AND COMMITTEE REPORTS

Board President's Report - Mr. Anthony Susino

XIV. EDUCATION COMMITTEE - Mrs. Sheryl Zanni, Chairperson

Mrs. Connor, Mrs. Dellett, Mrs. McGuigan

A. COMMITTEE REPORTS- no meeting this month

XV. FINANCE AND OPERATIONS - Mr. David Calhoun, Chairperson

Ms. Lashley, Mr. Susino, Mr. Wescott

A. COMMITTEE REPORTS- meeting was 6/5/2024, discussed 12 month employee salaries and full time custodial position

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PAYROLL CERTIFICATION

The Interim School Business Administrator, Board Secretary reports, in compliance with N.J.S.A 18A:19-1b, that he has certified the following April 2024 payroll amounts:

May 30, 2024	\$177,400.13 (All employees)
June 13, 2024	\$176,503.48 (All employees)
June 14, 2024	\$162,152.70 (10 month employees)

B. RESOLUTIONS

1. BE IT RESOLVED, by the Neptune City Board of Education, that the May 2024 claims for goods received and services rendered and certified to be correct by the Interim Business Administrator, be approved for payment in the amount of \$559,299.37 .
2. BE IT RESOLVED, by the Neptune City Board of Education, to approve Part Time Business Administrator, Board Secretary employment contract reviewed by the Board Attorney and reviewed, approved by the Executive County Superintendent in the amount of \$60,0000 for the 2024-2025 school year.
3. BE IT RESOLVED, by the by the Neptune City Board of Education:

WHEREAS, P.L. 2024, c. 13: Stabilized School Budget Aid Grant Program and Increased Tax Levy Cap for Certain Districts, and;

WHEREAS, Under the Stabilized School Budget Aid Grant Program a school district subject to t State school aid reduction in the 2024-2025 school year is eligible for an aid grant equal to 45% of the amount of the school district's State aid reduction, and;

WHEREAS, Districts were provided notice of the amounts eligible on or about May 15, 2024, and;

WHEREAS, District must appropriate these funds no later than July 5, 2024, and;

BE IT RESOLVED, that the Neptune City Board of Education appropriates the additional funds received in the amount of \$20,851 in the following line item: Budget line - 71260, Amount - \$20,851, Description - Employee benefits.

4. BE IT RESOLVED, by the by the Neptune City Board of Education:

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

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WHEREAS, the Neptune City School District, hereinafter referred to as the "Educational Institution," is a member of NJSIG, and;

WHEREAS, in accordance with NJSIG Policy 3710 the goal of the safety grant program is to provide members the necessary resources to complete risk reduction projects and improve the safety of the population NJSIG serve;

NOW THEREFORE BE IT RESOLVED THAT:

1. The Educational Institution applies for a safety grant through NJSIG safety grant program for the 2024 fiscal year in the amount of \$2,000 for the purposes set forth in their safety grant application, which is attached hereto, and;
2. The Business Administrator or designee is hereby authorized to take all action necessary to apply for and receive a safety grant award.

The Business Administrator certifies that the foregoing is a true copy of the resolution passed by the Educational Institution at the meeting duly held on this 20th day of June, 2024.

5. BE IT RESOLVED, by the by the Neptune City Board of Education: approve the Systems 3000 Inc. 3 Year Software License Agreement with the following license fees:
 - a. 7/1/24 - \$12,386
 - b. 7/1/25 - \$12,634
 - c. 7/1/26 - \$12,887
6. BE IT RESOLVED, by the by the Neptune City Board of Education:

WHEREAS, the food service contract with Maschio's Food Service expires on June 30, 2024, and;

WHEREAS, the State of New Jersey mandates that school districts use a formal request for proposals (RFP) process for new contracts, and;

WHEREAS, the Neptune City School District properly advertised and set a response date of June 5, 2024, and;

WHEREAS, Maschio's Food Service was the only vendor that replied to the RFP, and;

WHEREAS, the administration reviewed the proposal and found it to comply with all specifications;

NOW THEREFORE BE IT RESOLVED, by the Neptune City Board of Education that it does hereby award the food service contract for the 2024-2025 school year to Maschio's Food Service with the opportunity

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to renew said contract according to state law and regulation for future years.

7. BE IT RESOLVED, by the by the Neptune City Board of Education, to approve reconciliation services to its current vendor PANDA LLC for the 2024-2025 school year as per the terms of the contract between the parties at a rate of \$350 per month, unchanged from the 2023-2024 school year.
8. BE IT RESOLVED, by the by the Neptune City Board of Education, to approve the following people and expenses to attend the 2024 New Jersey School Boards Association Conference in Atlantic City, NJ October 21-24, 2024:
 - a. Keith Larson, Drisana Lashley, Michele McGuigan
 - b. Registration fees - \$2,100
 - c. Hotel rooms - \$1,296
 - d. Mileage - \$.47 per mile
 - e. Meals - GSA.gov per diem
 - f. Estimated total - \$4,000 - \$5,000
9. BE IT RESOLVED, by the Neptune City Board of Education, to approve a tuition contract with the Rugby School for an out of school district student placement as per the costs detailed in the contract.
10. BE IT RESOLVED, by the Neptune City Board of Education, to approve a tuition contract with the Bayshore Jointure Commission for an out of school district student placement as per the costs detailed in the contract.
11. BE IT RESOLVED, by the Neptune City Board of Education, to approve a tuition contract with the Bayshore Jointure Commission for an out of school district student placement as per the costs detailed in the contract.
12. BE IT RESOLVED, by the Neptune City Board of Education, to approve a tuition contract with the OT/PT services, Children's Specialized Hospital (CSH) for an out of school district student placement as per the costs detailed in the contract.
13. BE IT RESOLVED, by the Neptune City Board of Education, authorize the Business Administrator to pay the Depository Trust Company the amount of \$605,000 due for the redemption of school debt service bonds payable on July 15, 2024 on or before the due date.

MOTION, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve under XV. Finance and Operations B. Resolutions inclusive of B. Resolutions, Item 1, 3-13. Item 2 is tabled for further discussion.

Motion by: Mr. Calhoun

Seconded by: Mrs. Zanni

DISCUSSION:

Mr. Calhoun Y Mrs. Connor Y Mrs. Dellet Y

Ms. Lashley Y Mrs. McGuigan Y Mr. Wescott Y

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Mrs. Zanni Y Mr. Susino Y

XVI. HUMAN RESOURCES - Vacancy, Chairperson (Dr. Boccuti reported) Mr. Calhoun, Mrs. Connor, Mrs. Dellett

A. COMMITTEE REPORTS

B. RESOLUTIONS

1. BE IT RESOLVED, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve the renewal of employment for the following 12 month employees in the following positions for the 2024-2025 school year, effective July 1, 2024 through June 30, 2025:
 - a. Michael Haynes, Supervisor of Special Services
 - b. Keith Larson, Technology Coordinator
 - c. Tracy Brand, Confidential Secretary
 - d. Laurie McEvoy, Confidential Secretary
 - e. Kevin Folk, Head Custodian, Head Custodian, Facilities Director
 - f. Charles Edmonds, Custodian
 - g. Steven Reynolds, Custodian
2. BE IT RESOLVED, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve the following salaries for the following 12 month employees in the following positions for the 2024-2025 school year, effective July 1, 2024 through June 30, 2025:

a. Michael Haynes, Supervisor of Special Services	\$99,498
b. Keith Larson, Technology Coordinator	\$59,073
c. Tracy Brand, Confidential Secretary	\$52,063
d. Laurie McEvoy, Confidential Secretary	\$46,505
e. Kevin Folk, Head Custodian, Head Custodian, Facilities Director	\$63,860
f. Charles Edmonds, Custodian	\$39,140
g. Steven Reynolds, Custodian	\$26,852
3. BE IT RESOLVED, by the Neptune City Board of Education, to approve Grade 1 Teacher Brianna Paulowsky from NCEA CBA Salary Schedule BA+30 Step 5 \$56,083 to MA Step 5 \$56,985 with congratulations to Mrs. Paulowsky for achieving her Master's degree.
4. BE IT RESOLVED, by the Neptune City Board of Education, to approve the appointment of James D. Larkin to the position of evening Custodian at the annual salary of \$38,000 prorated to the start date pending completion of all new employee requirements.
5. BE IT RESOLVED, by the Neptune City Board of Education, to approve the appointment of Adam Blecki to the position of substitute Custodian at the daily rate of \$115 pending completion of all new employee requirements.
6. BE IT RESOLVED, by the Neptune City Board of Education, to approve the employment of the following additional staff member for the 2024 Summer Programs at her NCEA Collective Bargaining Agreement contracted hourly rate for the 2024 Summer Programs:

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- a. 2024 Summer Enrichment, Remediation, and Fine Arts Program - Compensation provided through ARP ESSER grant funding:
 - i. Haley Mulroy - Library Media Specialist
7. BE IT RESOLVED, by the Neptune City Board of Education, to approve an updated maternity leave letter from Grade 1 Teacher Brianna Paulowsky.
8. BE IT RESOLVED, by the Neptune City Board of Education, to approve the resignation of Kindergarten Teacher Isabella Bulhoes.
9. BE IT RESOLVED, by the Neptune City Board of Education, to approve a posting for an Occupational Therapist (OT) position.

MOTION, upon recommendation of Mrs. Michele McGugian, that the Neptune City Board of Education, table Item 2. under XVI. Human Resources B. Resolutions inclusive of B. Resolutions, until an agreement has been reached with the NCEA for teachers' contracts..

Motion by: Mrs. McGuigan Seconded by: Ms. Lashley

DISCUSSION:

Mr. Calhoun	<u> N </u>	Mrs. Connor	<u> Y </u>	Mrs. Dellet	<u> Y </u>
Ms. Lashley	<u> Y </u>	Mrs. McGuigan	<u> Y </u>	Mr. Wescott	<u> Y </u>
Mrs. Zanni	<u> Y </u>	Mr. Susino	<u> Y </u>		

XVII. POLICY

Dr. Boccuti is reviewing and working through the latest Strauss Esmay Associates, LLC Board of Education Policies, Regulations Alerts update packet and will bring the packet to the Board with recommendations for a first reading as soon as the review work is completed.

XVIII. REPORT ON NEPTUNE TOWNSHIP BOARD OF EDUCATION MEETING

Ms. Lashley- Neptune High School graduation is tonight, June 20, 2024. Congratulations to all the graduates.

XIX. REPORT ON NEPTUNE CITY BOROUGH COUNCIL MEETING - Mrs.

McGuigan - D-Day celebration was a great success. Students from Neptune High School R.O.T.C. were in attendance along with students from Neptune City School. Former Neptune City school student, Madelyn Dellett, was a guest speaker.

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XX. OLD BUSINESS

July 18, 2024 Regular Board Meeting- Chief Quagliato may start the NCPD safety drill earlier in the day which may result in the drill being completed before the board meeting begins.

XXI. NEW BUSINESS

Mrs. McGuigan asked about the progress with the exterior lights. Mr. Folk said he followed up with the residents last week and there is a “punch list” and inspection set up for Tuesday, Jun 25, 2024 , with the company that installed the lights. All light issues should be taken care of after this inspection.

XXII. PUBLIC FORUM ON NON-AGENDA ITEMS none

XXIII. ADJOURNMENT

Motion to Adjourn

Motion by: Mr. Calhoun

Seconded by: Ms. Lashley

All in Favor: 8

Oppose: 0

At: 7:52 PM

XXIV. RE-OPEN MEETING 7:55 PM

Motion to Re-open meeting

Motion by: Ms. Lashley

Seconded by: Mrs. Dellett

All in Favor: 8

Oppose: 0

MOTION, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve XVI. Human Resources inclusive of B. Resolutions, Items 1., 3 - 9. as presented.

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Motion by: Ms. Lashley

Seconded by: Mr. Wescott

DISCUSSION:

Mr. Calhoun	<u>Y</u>	Mrs. Connor	<u>Y</u>	Mrs. Dellett	<u>Y</u>
Ms. Lashley	<u>Y</u>	Mrs. McGuigan	<u>Y</u>	Mr. Wescott	<u>Y</u>
Mrs. Zanni	<u>Y</u>	Mr. Susino	<u>Y</u>		

XXV. ADJOURNMENT

Motion to Adjourn

Motion by: Mrs. Connor

Seconded by: Ms. Lashley

All in Favor: 8

Oppose: 0

At: 7:56 PM