

Neptune City Board of Education

Board Meeting Minutes



Neptune City Board of Education

LIBRARY MEDIA CENTER

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

October 16, 2025
7:00 p.m.

Board Meeting Minutes

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](#). 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 Minutes

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

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

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

Others Present: Mr. Layton Present Mr. Gahles Present

Board Attorney Present

III. FLAG SALUTE

IV. PRESENTATION - State Assessment Data Presentation

Ms. Lashley asked about interest in afterschool programs, possibly outdated curriculum.

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

Neptune City Board of Education

Board Meeting Minutes

Motion by Ms. Lashley
All in Favor All Ayes

Second by Ms. Dellett
Oppose - None

Motion to return to Public Session

Motion by Ms. Lashley
All in Favor All Ayes

Second by Mr. Van Huff
Oppose - None

Motion to open to Public Session

Motion by Ms. Lashley
All in Favor All Ayes

Second by Mr. Van Huff
Oppose - None

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. Carlson asked about the lack of attendance in district improvement presentation.
Commented on Neptune HS enrollment dropping.

VII. MINUTES

MOTION, That the Neptune City Board of Education approve the minutes of the Regular Board Meeting held on September 18, 2025, as well as the minutes of the Executive Session held on September 18, 2025.

Motion by Ms. Lashley
All in Favor All Ayes

Second by Mr. Calhoun
Oppose - None

VIII. ADMINISTRATION REPORT

Chief School Administrator's Report

Enrollment - September 2025

85	Neptune High School (Including 10 Poseidon)
1	Allied Health
0	BioTechnology
1	High Tech
2	Law & Public Safety
0	Marine Academy
1	Wall Communications
14	Red Bank Regional

Agenda October 16, 2025

Neptune City Board of Education

Board Meeting Minutes

16 Out of District Special Education
225 Neptune City - September 2025
345 Total Enrollment -September 2025

Nurse's Monthly Report - September, 2025

Monthly SSDS (School Safety Data System) Report

In-School Student Suspensions - September 2025 - 0, October 2025 - 0
Out of School Student Suspensions - September 2025 - 0, October 2025 - 1
Harassment, Intimidation, and Bullying Report- September 2025 - 2, October 2025 - 0
Missing Child Report - September 2025 - 0, October 2025 - 0

Monthly Security Drills

Fire Drill - October 10, 2025
Evacuation Drill - October 15, 2025

Upcoming Events: October/November 2025

10/14: SUSHI program (4th grade)
10/17: Birthday Friday (October)
10/17: Boosters Middle School Dance at 6pm in the Wilson Gymnasium
10/20: Fire Prevention Assembly (Grades PK-3) @ 9:30am
10/21: SUSHI program (4th grade)
10/21: End of Season soccer party 3:00 - 4:15 pm
10/27-10/29: NJSLA Adaptive Field Testing - Grad
10/28: SUSHI program (4th grade)
10/29: Grades 7 & 8 Mandatory Parent Meeting for Washington DC Trip at 6pm
10/29: NJHS Induction Ceremony @ 7pm
10/30: Joint Informational Meeting with the BOE & Neptune City Borough at 6pm in the Woodrow Wilson Gymnasium
10/30: Picture Day Make-up
10/31: Halloween Parade PK-3 @ 1:45pm - Playground (Weather Permitting) - Parents are welcome to attend. In the event of inclement weather, the parade will take place in the gymnasium and parents will not be able to attend.
11/3: Parent/Teacher Evening Conferences - from 6-8pm;
11/3: Student of the Month Parade 9:00 am
11/4: Early Dismissal for Students (12:30pm) : Afternoon Conferences - from 1:10-3:40pm
11/5: School Closed for Student - Staff Professional Development Day
11/6 & 11/7: School Closed for NJEA Convention
11/11: End of Marking Period 1
11/11: Veterans Day Breakfast - 9:30am in the Wilson Gymnasium
11/14: Report Cards will be available via the Genesis Parent Portal at 3:00pm
11/14: Birthday Friday (November)
11/14: 6th Grade Trip- Allaire State Park

Neptune City Board of Education

Board Meeting Minutes

11/18: SUSHI program (4th grade)

11/19: Booster Meeting at 7pm in the Wilson Library

11/20: Board of Education Meeting at 7pm in the Wilson Library

NJQSAC Monitoring Report

Report on the New Jersey Quality Single Accountability Continuum (NJQSAC) Monitoring, Spring 2025.

NJ QSAC Area	October '25
Instruction and Programming	49%
Fiscal Management	74%
Governance	74%
Operations	79%
Personnel	85%

The Chief School Administrator will be creating a District Improvement Plan (DIP) to be approved for submission to the New Jersey Department of Education at the November 20, 2025

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 recommendation of the Chief School Administrator, that the Neptune City Board of Education approve Mr. Daniel Layton's Board Goals for the 2025-2026 school year.

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 item(s) 1-2 as presented.

Motion by Ms. Lashley
All in Favor All Ayes

Second by Ms. Dellett
Oppose - None

Neptune City Board of Education

Board Meeting Minutes

IX. CORRESPONDENCE - None

X. BOARD PRESIDENT AND COMMITTEE REPORTS

Board President's Report - Mr. Anthony Susino - None

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

A. COMMITTEE REPORTS - None

B. RESOLUTIONS

1. BE IT RESOLVED, that the Neptune City Board of Education to approve the following class trip(s):

Item	Class	Teachers	Destination	Transportation Cost
A.	Grade 6	Douglas Willms, Bethany O'Brien	Historic Allaire Village	\$400

MOTION, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve Item(s) 1 listed under Education as presented.

Motion by Mr. Van Huff
All in Favor All Ayes

Second by Ms. Lashley
Oppose - None

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 September/October payroll amounts:

September 30, 2025	\$161,637.70
October 15, 2025	\$155,877.31

B. RESOLUTIONS

1. BE IT RESOLVED, by the Neptune City Board of Education, that the October 2025 claims for goods received and services rendered and

Neptune City Board of Education

Board Meeting Minutes

certified to be correct by the Business Administrator be approved for payment in the amount of \$644,456.02.

2. BE IT RESOLVED, by the Neptune City Board of Education, to appoint Methfessel & Werbel, Esqs., To provide legal counsel for Special Education Matters, through June 30, 2026 at the rate of \$175.00 per hour.
3. BE IT RESOLVED that the Neptune City Board of Education hereby approves the Safety-Care Third Party Training Agreement, to be funded through Title II, Part A, at a rate of \$150 per staff member with a maximum of ten staff members per training.
4. BE IT RESOLVED, by the Neptune City Board of Education, to approve Dr. Ankur Desai (MD), to perform psychiatric evaluations and prepare reports at the rate of \$700 per report for the 2025-2026 school year as needed.
5. BE IT RESOLVED, by the Neptune City Board of Education, to approve Dr. Richard Worth (MD), to perform psychiatric evaluations and prepare reports at the rate of \$700 per report for the 2025-2026 school year as needed.
6. BE IT RESOLVED, by the Neptune City Board of Education, to approve an updated 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.
7. BE IT RESOLVED, that the Neptune City Board of Education hereby approves the correction of the district travel reimbursement rate, previously stated at the September 18, 2025 Regular Board of Education Meeting, revising it from \$0.70 per mile to \$0.47 per mile, in accordance with N.J.A.C. 6A:23A-7.9, which stipulates that the allowable mileage reimbursement rate for district travel shall be the rate authorized by the annual State Appropriations Act.
8. BE IT RESOLVED, that the Neptune City Board of Education hereby approves the submission of the ESEA and IDEA Final Expenditure Reports for the 2024-2025 school year.
9. 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
	Daniel Layton	Monmouth County Curriculum	\$0	\$0.47 per mile

Neptune City Board of Education

Board Meeting Minutes

A.		Consortium Meetings 10/8/25 11/13/25 1/9/26 2/19/26 3/26/26 4/23/26		
B.	Kevin Folk	School IMP Coordinator Training 12/5/25	\$0	\$0.47 per mile
C.	Kevin Folk	PEOSH/NJADP - Indoor Air Quality Training 12/19/25	\$0	\$0.47 per mile

MOTION, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve Item(s) 1- 9 listed under Finance and Operations as presented.

Motion by Mr. Van Huff

Second by Ms. Lashley

DISCUSSION:

Mr. Calhoun Yes Ms. Bale Absent

Mrs. Dellett Yes

Ms. Emmons Absent Ms. Lashley Yes

Ms. Santana Absent

Mr. Van Huff Yes Mrs. Zanni Absent

Mr. Susino Yes

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 Mary Claire Kinsley 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.
2. BE IT RESOLVED, by the Neptune City Board of Education, to approve the appointment of Olivia Krupinski to the position of School Psychologist at a prorated salary of \$60,241 Step 2 MA + 30 from November 10, 2025 through June 30, 2026 pending criminal history clearance.
3. BE IT RESOLVED, that the Neptune City Board of Education hereby approves the appointment of Susan Tonzola to the position of After School Wilson Reading Teacher, funded through Title I, Part A. Compensation shall be provided at her contractual hourly rate in

Neptune City Board of Education

Board Meeting Minutes

accordance with the agreement between the Neptune City Board of Education and the Neptune City Education Association, with total compensation not to exceed \$4,933.32.

4. BE IT RESOLVED, that the Neptune City Board of Education hereby approves the appointment of Kathleen Salera to the position of After School Wilson Reading Teacher, funded through Title I, Part A. Compensation shall be provided at her contractual hourly rate in accordance with the agreement between the Neptune City Board of Education and the Neptune City Education Association, with total compensation not to exceed \$4,396.77.
5. BE IT RESOLVED, by the Neptune City Board of Education to approve the NJFLI/FMLA leave for employee number 74798109 from January 12, 2026, to May 1, 2026.

MOTION, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve item(s) 1 - 5 listed under Human Resources as presented.

Motion by Mr. Van Huff

Second by Ms. Lashley

DISCUSSION:

Mr. Calhoun	Yes	Ms. Bale	Absent	Mrs. Dellett	Yes
Ms. Emmons	Absent	Ms. Lashley	Yes	Ms. Santana	Absent
Mr. Van Huff	Yes	Mrs. Zanni	Absent	Mr. Susino	Yes

XIV . POLICY

A. RESOLUTIONS - No resolutions for this month's meeting

XV. REPORT ON NEPTUNE CITY BOROUGH COUNCIL MEETING

XVI. OLD BUSINESS

XVII. NEW BUSINESS

XVIII. PUBLIC FORUM ON NON-AGENDA ITEMS

XIX. ADJOURNMENT

Neptune City Board of Education

Board Meeting Minutes

Motion to Adjourn

Motion by Ms. Lashley

Second by Ms. Dellett

All in Favor All Ayes

Oppose - None

At:8:22pm