



Neptune City Board of Education

GYMNASIUM

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

April 26, 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> A </u>
Mrs. Zanni	<u> P </u>	Mrs. Smith	<u> P (6:15 pm) </u>	Mr. Susino	<u> P </u>
Others Present:		Dr. Boccuti	<u> P </u>	Ms. Green	<u> P </u>

Neptune City Board of Education

Board Meeting Minutes

III. FLAG SALUTE - President Susino led the Flag Salute

IV. PRESENTATION #1
Assemblywomen Marilyn Piperno and Kim Eulner visit

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

Time: 6:07 pm

Motion by Mr. Calhoun

All in Favor 7

Second by Ms. Lashley

Oppose 0

Motion to return to Public Session

Motion by Ms. Lashley

All in Favor 7

Second by Mrs. McGuigan

Oppose 0

Motion to open to Public Session

Motion by Mrs. McGuigan

All in Favor 7

Second by Mrs. Zanni

Oppose 0

VI. PRESENTATION #2 - Public Hearing on the 2023-2024 Budget
Mindy Green, Business Administrator/Board Secretary

VII. PUBLIC FORUM ON AGENDA ITEMS - none

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

Neptune City Board of Education

Board Meeting Minutes

VIII. MINUTES

MOTION, that the Neptune City Board of Education approve the Minutes of the March 16, 2023 Regular Board Meeting.

Motion by Ms. Smith
All in Favor 7

Second by Mr. Calhoun
Oppose 0

IX. ADMINISTRATION REPORT

Chief School Administrator's Report

Enrollment - March 2023

106	Neptune High School
15	Poseidon (1 less)
2	Allied Health
1	BioTechnology
0	High Tech
12	Red Bank
2	Wall Communications
15	Acelero PreK Center
17	Out of District Special Education
257	Neptune City - March 2023
427	Total Enrollment - March 2023

Monthly Requirements

Fire Drill - March 20, 2023
Non Fire Evacuation Drill- March 9, 2023
In-School Student Suspensions - March 2023 -2
Out of School Student Suspensions - March 2023 -7
Harassment, Intimidation, and Bullying Report - March 2023 - 0
Missing Child Report - March 2023 - 0
Nurse's Monthly Report - March 2023

Communications

1. March 20, 2023 New Jersey Department of Education approval of the Neptune City School District New Jersey Quality Single Accountability Continuum (NJQSAC) District Improvement Plan (DIP)
2. March 23, 2023 New Jersey Department of Education approval of the Neptune City School District request to continue participation in the Special Education Medicaid-Initiative (SEMI) for the 2023-2024 school year
3. April 23, 2023 New Jersey Department of Education Office of Grants Management approval of the IDEA-B Neptune City - 2023 IDEA Consolidated Application.

Neptune City Board of Education

Board Meeting Minutes

2023-2024 Enrollment Update

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 Ms. Lashley

DISCUSSION: none

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>A</u>
Mrs. Zanni	<u>X</u>	Mrs. Smith	<u>X</u>	Mr. Susino	<u>X</u>

X. CORRESPONDENCE

XI. BOARD PRESIDENT AND COMMITTEE REPORTS

Board President's Report - Mr. Anthony Susino

Mr. Susino announced a Fundraiser sponsored by Senator Gopal on 5/2/23

XII. EDUCATION COMMITTEE - Mrs. Smith, Chairperson

Mrs. McCarthy, Ms. McGuigan, Mrs. Zanni

A. COMMITTEE REPORTS -Mrs. Smith stated that there was a meeting in April and plans for next year were discussed.

XIII. FINANCE AND OPERATIONS - Mr. Brown, Chairperson

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 March amounts:

March 15, 2023	\$151,990.83
March 30, 2023	\$145,533.43

B. RESOLUTIONS

1. BE IT RESOLVED, by the Neptune City Board of Education, that the April 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 \$996,148.27.

Neptune City Board of Education

Board Meeting Minutes

2. BE IT RESOLVED, by the Neptune City Board of Education, that the board accept School Climate Change funds in the amount of \$6,660 to be utilized to support locally focused climate awareness initiatives.
3. BE IT RESOLVED, by the Neptune City Board of Education, that the board approve (1) Special Education Tuition contract with Search Day Program for the 2023-2024 Regular School/ESY School Year at the tuition cost of \$84,416.20.
4. BE IT RESOLVED, by the Neptune City Board of Education, that the board approve (1) Special Education Tuition contract with Search Day Program for the 2023-2024 Regular School/ESY School Year at the tuition cost of \$84,416.20 plus an additional cost for Extraordinary Services at the cost of \$50,600.
5. BE IT RESOLVED, by the Neptune City Board of Education, that the board approve the Neptune Township Board of Education hosting jointure transportation Services for 2022-2023 school year in the amount of \$279,106.50.
6. BE IT RESOLVED, by the Neptune City Board of Education, that the board approve submission of the 2023 Safety Grant Application through NJSIG (New Jersey State Insurance Group) in the amount of \$2,000 towards upgrading the district's interior and exterior camera systems throughout the Woodrow Wilson Elementary school building.
7. 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. (retro to 4/5/23 for student need)
8. BE IT RESOLVED, by the Neptune City Board of Education, that the board approve submission of the Superintendent's application for Supplemental Stabilization Aid in the amount of \$94,305 to the Commissioner of Education. The funds will be appropriated in salaries and benefits for a Kindergarten Para and an Autistic Para in the 2023-2024 budget.
There was a discussion on the use of funds for the Supplemental Stabilization Aid for personnel additions to the 23-24 budget including a Kindergarten Para, Autistic Para and benefits for these positions.

MOTION, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve Items 1-8 listed under Finance and Operations as presented.

Motion by Mr. Calhoun

Second by Ms. Lashley

DISCUSSION: Discussion regarding #8

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

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

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

Neptune City Board of Education

Board Meeting Minutes

C-1. Resolutions to Adopt the 2023-2024 School Budget and Related Staff Travel

The Superintendent recommends approval to adopt the Tentative Budget for FY 2023-2024:

WHEREAS, the Neptune City Board of Education adopted a tentative budget on March 16, 2023, and submitted it to the Executive County Superintendent of Schools for approval, and

WHEREAS, the tentative budget was approved by the Executive County Superintendent of Schools on April 18, 2023 and

WHEREAS, the tentative budget was advertised in the legal section of the Asbury Park Press on April 21, 2023 and

WHEREAS, the final budget was presented to the public during a hearing held in the Board of Education Administrative Offices Neptune City, NJ, on April 26, 2023.

WHEREAS, the Board of Education has now determined to make the following corrections to the adoption of the final budget resolution to meet state budget reporting requirements:

The adjustment for enrollment was reported in the adoption of the 2023-24 Tentative Budget as \$142,939. The correct adjustment for enrollment in the 2023-24 budget is \$140,136. Correction will be reflected in the adoption of the Final Budget.

		General Fund	Special Revenue	Debt Service	TOTAL
2023-2024 Total Expenditures		\$ 9,491,020	\$ 815,906	\$ 655,250	\$ 10,962,176
Less: Anticipated Revenues		\$ 2,044,467	\$ 815,906	\$ 163,557	\$ 3,023,930
Taxes to be Raised		\$ 7,446,553	\$0	\$491,693	\$ 7,938,246

Adjustment for ENROLLMENT

Minutes April 26, 2023

Neptune City Board of Education

Board Meeting Minutes

BE IT RESOLVED that the Neptune City Board of Education includes in the final budget the adjustment for enrollment in the amount of \$140,136. The district intends to utilize this adjustment for supplies and materials necessary for the additional students.

Adjustment for HEALTH CARE COSTS

BE IT RESOLVED that the Neptune City Board of Education includes in the final budget the adjustment for increased costs of health benefits in the amount of \$67,181. The additional funds will be used to pay for the additional increases in health benefit premiums.

C. 2. Travel and Related Expense Reimbursement 2023-2024

WHEREAS, the Neptune City Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.3 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, the Neptune City Board of Education established \$8,000 as the maximum travel amount for the current school year and has expended \$6,181.51 as of this date; now

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$8,000 for the 2023-2024 school year.

MOTION, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education adopt the Budget for FY 2023-2024:

Motion by Ms. Lashley

Second by Mrs. McCarthy

DISCUSSION: none

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> A </u>
Mrs. Zanni	<u> X </u>	Mrs. Smith	<u> X </u>	Mr. Susino	<u> X </u>

Neptune City Board of Education

Board Meeting Minutes

C. 3. Resolution to Adopt Tax Levy and Collection Schedule

BE IT RESOLVED that the amount that is required to be levied for local school district purposes for the 2023-2024 Budget is \$7,938,246 .

THEREFORE, BE IT RESOLVED, that the Neptune City Board of Education adopt the tax levy schedule for the 2023-2024 school year and authorizes the Business Administrator to submit said schedule to the Neptune City Municipal Clerk for collection of the local school district taxes for school district purposes.

General Fund Levy	\$7,446,553
Debt Service Tax levy	<u>491,693</u>
Total Taxes to be Raised	<u>\$7,938,246</u>

MONTH	AMOUNT
July 2023	\$661,520.50
August 2023	\$661,520.50
September 2023	\$661,520.50
October 2023	\$661,520.50
November 2023	\$661,520.50
December 2023	\$661,520.50
January 2024	\$661,520.50
February 2024	\$661,520.50
March 2024	\$661,520.50
April 2024	\$661,520.50
May 2024	\$661,520.50
June 2024	\$661,520.50
TOTAL	<u>\$7,938,246</u>

MOTION, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education adopt the Tax Levy Schedule for the FY 2023-2024 School Budget:

Neptune City Board of Education

Board Meeting Minutes

Motion by Mrs. McCarthy

Second by Mrs. Zanni

DISCUSSION: none

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>A</u>
Mrs. Zanni	<u>X</u>	Mrs. Smith	<u>X</u>	Mr. Susino	<u>X</u>

XIV. 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 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.

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

Motion by Mrs. Smith

Second by Mr. Calhoun

DISCUSSION: Board members discussed the certification and credentialing for this professional service.

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

Neptune City Board of Education

Board Meeting Minutes

2. BE IT RESOLVED, that the Neptune City Board of Education approve the the employment of the following additional staff members at their NCEA Collective Bargaining Agreement contracted hourly rates for the 2023 Summer Programs:
 - a. 2023 Summer Program Enrichment Program - ARP ESSER funds - Account 20-489-100-101-000-00
 - i. Brittany Cernak - Teacher
 - ii. Kevin Henry - Teacher
 - iii. Kay Salera - Special Education Teacher
 - iv. Heather Stryker - Paraprofessional, Teacher
 - v. Erin McEvoy - Substitute Teacher
 - b. 2023 Extended School Year (ESY) Program
 - i. Maria Cuevas - Previously approved for Speech Therapist, additional approval to serve as back up for Autism Teacher
3. BE IT RESOLVED, that the Neptune City Board of Education approve Elyse Sansone for an extended maternity leave through the 2023-2024 school year as per the NCEA Collective Bargaining Agreement Article 10, Section 10.1.
4. BE IT RESOLVED, that the Neptune City Board of Education approve the following additions to substitute list pending the completion of all requirements:
 - a. Jennifer Bruzzano-Neice
 - b. Megan Whitt

MOTION, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve items 2 - 4 listed under Human Resources as presented.

Motion by Mrs. Smith

Second by Mr. Calhoun

DISCUSSION: none

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> A </u>
Mrs. Zanni	<u> X </u>	Mrs. Smith	<u> X </u>	Mr. Susino	<u> X </u>

Neptune City Board of Education

Board Meeting Minutes

5. BE IT RESOLVED, that the Neptune City Board of Education approve the termination of Employee #84942788 effective May 30, 2023.

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

Motion by Mrs. Smith

Second by Mr. Calhoun

DISCUSSION: none

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

XV. POLICY

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

1. Regulation #2530 - Resource Materials
2. Strauss Esmay Associates, LLP Policy Alert Packet #229
 - a. COVID-19 Policy Update
 - i. Policy #1648.11 - The Road Forward - M - Abolished
 - ii. Policy #1648.13 - School Employee Vaccination - M - Abolished
 - b. Bylaw, Policy, and Regulation Updates
 - i. Policy #0152 - Board Officers - Revised
 - ii. Policy #0161 - Call, Adjournment, and Cancellation - Revised
 - iii. Policy #0162 - Notice of Board Meetings - Revised
 - iv. Policy, Regulation #2423 - Bilingual and ESL Education - M - Revised
 - v. Policy #2425 - Emergency Virtual or Remote Instruction Program - M - Revised
 - vi. Regulation #2425 - Emergency Virtual or Remote Instruction Program - M - New
 - vii. Policy 5512 - Harassment, Intimidation, or Bullying - M - Revised
 - viii. Policy, Regulation #5200 - Attendance - M - Revised
 - ix. Policy #8140 - Student Enrollments - M - Revised

Neptune City Board of Education

Board Meeting Minutes

- x. Policy #8140 - Enrollment Accounting - M - Revised
- xi. Policy, Regulation #8330 - Student Records - M - Revised
- xii. Regulation #8420.2 - Bomb Threats - M - Revised
- xiii. Regulation #8420.7 - Lockdown Procedures - M - Revised
- xiv. Regulation #8420.10 - Active Shooter - M - Revised

MOTION, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve items 1 and 2 for a first reading listed under Policy as presented.

Motion by Mr. Calhoun

Second by Mrs. Smith

DISCUSSION: none

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>A</u>
Mrs. Zanni	<u>X</u>	Mrs. Smith	<u>X</u>	Mr. Susino	<u>X</u>

XVI. REPORT ON NEPTUNE TOWNSHIP BOARD OF EDUCATION MEETING

Ms. Lashley attended the NTBOE meeting and reported there was a discussion on state funding that the district received.

XVII. REPORT ON NEPTUNE CITY BOROUGH COUNCIL MEETING

Mrs. McGuigan reported that the town is participating in a Historical collection.

XVIII. OLD BUSINESS

Mrs. Zanni thanked everyone who participated in Autism Awareness events.

XIV. NEW BUSINESS - none

XV. PUBLIC FORUM ON NON-AGENDA ITEMS

Mrs. Gunderson gave an update on the T-Shirt fundraiser and announced a Car Wash will be held soon.

Neptune City Board of Education

Board Meeting Minutes

XVI. ADJOURNMENT

Motion to Adjourn

Motion by: Mr. Calhoun Seconded by: Mrs. Zanni

All in Favor: Aye Oppose: o

At: 8:25 pm

Respectfully Submitted:

Mindy Green

Mindy Green School Business Administrator/Board Secretary