



Neptune City Board of Education

GYMNASIUM

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

March 16, 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> P </u>	Mr. Calhoun	<u> P </u>	Ms. Lashley	<u> P </u>
Ms. McCarthy	<u> A </u>	Ms. McGuigan	<u> P </u>	Mrs. Rummel	<u> A </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. PRESENTATION - 2023-2024 Preliminary Budget Discussion - Ms. Green

V. 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.

Mrs. Barbara Reynolds, staff, discussed mileage reimbursement for all staff.

VI. MINUTES

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

Motion by Ms. Lashley

All in Favor 6

Abstain 1

Second by Mrs. Smith

Oppose 0

VII. ADMINISTRATION REPORT

Chief School Administrator's Report

Enrollment - February 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 - February 2023

427 Total Enrollment - February 2023

Fire Drill - February 16, 2023

Active Shooter Drill- February 13, 2023

In-School Student Suspensions - February 2023 - 0

Out of School Student Suspensions - February 2023 - 2

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

Missing Child Report - February 2023 - 0

Nurse's Monthly Report - February 2023

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A. RESOLUTIONS

1. BE IT RESOLVED, that the Neptune City Board of Education approve the updated NJDOE QSAC District Improvement Plan (DIP).

MOTION, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve the Chief School Administrator's Report and item 1 as presented.

Motion by Mrs. Smith

Second by Mr. Brown

DISCUSSION: none

Mr. Brown	<u> X </u>	Mr. Calhoun	<u> X </u>	Ms. Lashley	<u> X </u>
Ms. McCarthy	<u> A </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>

VIII. CORRESPONDENCE - Thank you card to NCBOE from Mrs. Karen Bonney

IX. BOARD PRESIDENT AND COMMITTEE REPORTS

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

X. EDUCATION COMMITTEE - Mrs. Smith, Chairperson
Ms. McGuigan, Mrs. Rummel, Mrs. Zanni

A. COMMITTEE REPORTS - none

B. RESOLUTIONS

1. BE IT RESOLVED, that the Neptune City Board of Education approve the 2023-2024 School Calendar version #1 .

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

Motion by Mrs. Smith

Second by Ms. Lashley

DISCUSSION: none

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

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

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

XI. FINANCE AND OPERATIONS - Mr. Brown, Chairperson

Mr. Brown, Ms. Lashley, Mrs. McCarthy

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 February amounts:

February 15, 2023 \$155,314.10
February 28, 2023 \$154,148.80

B. RESOLUTIONS

1. BE IT RESOLVED, by the Neptune City Board of Education, that the March 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 \$1,124,643.79.
2. BE IT RESOLVED, by the Neptune City Board of Education, to approve travel expenses for School District Staff as follows:

Name(s)	Date(s)	Description	Registration Fees	Travel Fees	Total
Mindy Green	June 6-9, 2023	2023 NJASBO Annual Conference	\$275	152 mil*.47= \$71.44 M&I \$207 3 nights hotel \$351.24	\$905
Dr. Raymond Boccuti	2022-2023	Travel for district business		State mileage rate at \$0.47 per mile	TBD
Mindy Green	2022-2023	Travel for district business		State mileage rate at \$0.47 per mile	TBD
Michael Haynes	2022-2023	Travel for		State mileage	TBD

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		district business		rate at \$0.47 per mile	
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3. BE IT RESOLVED, by the Neptune City Board of Education, to approve an agreement with Professional Therapy Associates, LLC for OT, PT, SLP, ABA services at the rate of \$200.00 per hour as needed effective 2/17/23 - 6/30/23.
4. BE IT RESOLVED, by the Neptune City Board of Education, to approve a contract renewal with Maschio's Food Service Management Company (FSMC) for the 2023-2024 school year.
5. BE IT RESOLVED, by the Neptune City Board of Education, to approve a contract with Heartland School Solutions for Mosaic Cloud products and services to be utilized by Food Services at the cost of \$5,296 with an annual subscription of \$1,150.
6. BE IT RESOLVED, by the Neptune City Board of Education, to approve an agreement with Advance Education Assessment for Child Study Team and Related Services as per 2022-2023 Rate schedule.
7. BE IT RESOLVED, by the Neptune City Board of Education, to approve submission of the Pre-School Education Expansion Aid Budget Workbooks for the 2023-2024 school year.

MOTION, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve Items 1-7 listed under Finance and Operations as presented.

Motion by Mr. Brown

Second by Mr. Calhoun

DISCUSSION: none

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

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

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

Resolutions for the 2023-2024 Tentative Budget

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

BE IT RESOLVED that the tentative budget be approved for the 2023-2024 School Year using the 2023-2024 state aid figures and the School Business Administrator/Board Secretary be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

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		General Fund	Special Revenue	Debt Service	TOTAL
2023-2024 Total Expenditures		\$ 9,396,715	\$ 815,906	\$ 655,250	\$ 10,867,871
Less: Anticipated Revenues		\$ 1,950,162	\$ 815,906	\$ 163,557	\$ 2,929,625
Taxes to be Raised		\$ 7,446,553	\$0	\$491,693	\$ 7,938,246

And to advertise said tentative budget in the Asbury Park Press in accordance with the form required by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held at the Woodrow Wilson Elementary School, 210 West Sylvania Avenue, Neptune City, New Jersey on April 26, 2023 at 6:00 PM the for the purpose of conducting a public hearing on the budget for the 2023-2024 School Year.

Adjustment for ENROLLMENT

BE IT RESOLVED that the Neptune City Board of Education includes in the final budget the adjustment for enrollment in the amount of \$142,939. 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.

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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 approve the Tentative Budget for FY 2023-2024:

Motion by Mr. Brown

Second by Mrs. Smith

DISCUSSION: none

Mr. Brown	<u> X </u>	Mr. Calhoun	<u> X </u>	Ms. Lashley	<u> X </u>
Ms. McCarthy	<u> A </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>

XII. HUMAN RESOURCES COMMITTEE - Mr. Susino, Chairperson Ms. Lashley, Mrs. McCarthy, Mrs. Smith

A. COMMITTEE REPORTS - none

B. RESOLUTIONS

1. BE IT RESOLVED, that the Neptune City Board of Education approve the employment of the following staff members at their NCEA Collective

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Bargaining Agreement contracted hourly rates for homebound instruction retroactive to March 15, 2023:

- a. Bridgid Loveland
- b. Tracy Whitt

- 2. BE IT RESOLVED, that the Neptune City Board of Education approve the employment of the following staff members at their NCEA Collective Bargaining Agreement contracted hourly rates for the 2023 Summer Programs:
 - a. 2023 Summer Enrichment Program - ARP ESSER funds- Account 20-489-100-101-000-00
 - i. Amy Bennett. Teacher
 - ii. Emily Feldman - Teacher
 - iii. Katherine Porter - Teacher
 - iv. Barbara Reynolds - Teacher
 - v. Susan Tonzola - Teacher
 - vi. Tracy Whitt - Teacher
 - vii. Bridgid Loveland - Substitute Teacher
 - b. 2023 Extended School Year (ESY) Program
 - i. Maria Cuevas - Speech Therapist
 - ii. Nancy Salamone - PreK Teacher
 - iii. Grizel Wilson - Social Worker
 - iv. Nicole Shutman - Paraprofessional

MOTION, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve items 1. and 2. listed under Human Resources as presented.

Motion by Mr. Calhoun

Second by Mrs. Zanni

DISCUSSION: none

Mr. Brown	<u> X </u>	Mr. Calhoun	<u> X </u>	Ms. Lashley	<u> X </u>
Ms. McCarthy	<u> A </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>

XIII. POLICY

A. Discussion and review of process for adding, deleting, editing, and updating Board of Education Policies and Regulations moving forward following Policies and Regulations being made publicly available on the website. - Dr. Boccuti

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B. RESOLUTIONS

1. BE IT RESOLVED, that the Neptune City Board of Education approve a second reading and final approval of regulation #5111.4 - Non-Resident Tuition Student Contract to accompany the previously approved policy and regulations.

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

Motion by Mr. Susino

Second by Mrs. McGuigan

DISCUSSION: Mrs. Smith noted policy regarding non-resident students may need to be revised if we get tuition students from other districts for the Autism program.

Mr. Brown	<u> X </u>	Mr. Calhoun	<u> X </u>	Ms. Lashley	<u> X </u>
Ms. McCarthy	<u> A </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. REPORT ON NEPTUNE TOWNSHIP BOARD OF EDUCATION MEETING

Update on Neptune Township - District had a 4.2 Million reduction in State Aid for the 23-24 budget.

XV. OLD BUSINESS

Mr. Brown asked for a follow up on the impact of the Sub rate increase - do we have more subs? Yes

Ms. Lashley - Discussion on Field Trips and Mrs. Gunderson was asked to provide an update on Fundraising for 8th grade trip.

XVI. NEW BUSINESS

Dr. Boccuti reviewed the approved 2023-2024 Calendar.

Mrs. McGuigan asked if the board could consider an increase in pay for Paras.

Mrs. Zanni - Thanked Councilman Thomas for support for Autism programs in recognition of Autism Awareness Day in April.

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Dr. Boccuti - Thanked the Boosters for supporting the Suicide Program coming up.

XVII. PUBLIC FORUM ON NON-AGENDA ITEMS

Mrs. Karen Bonney, staff, announced that the 4th Grade will have the Wax Museum on March 30, 2023 at 6:15 pm.

Mrs. Tracy Brand, staff, asked the Board if someone on the board could reach out to the Borough and put announcements out for Preschool registration.

XVIII. ADJOURNMENT

Motion to Adjourn

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

All in Favor: Aye Oppose: o

At: 6:52 pm

Respectfully Submitted:

Mindy Green

Mindy Green School Business Administrator/Board Secretary