



# Neptune City Board of Education

## GYMNASIUM

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

May 25, 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>  P  </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** - 2021-2022 Audit Presentation  
Allen Shechter, CPA  
Alvino & Shechter, L.L.C. Certified Public Accountants

### **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: 6:13 pm

Motion by Mrs. Zanni

All in Favor 8

Second by Mrs. McCarthy

Oppose 0

Motion to return to Public Session

Motion by Mrs. Rummel

All in Favor 8

Second by Mr. Calhoun

Oppose 0

Motion to open to Public Session

Motion by Mrs. Smith

All in Favor 8

Second by Mrs. McGuigan

Oppose 0

### **VI. 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.

### **VII. MINUTES**

**MOTION**, that the Neptune City Board of Education approve the Minutes of the April 26, 2023 Regular Board Meeting.

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Motion by Mr. Calhoun  
All in Favor 8

Second by Mrs. McGuigan  
Oppose 0

### VIII. ADMINISTRATION REPORT

#### Chief School Administrator's Report

##### **Enrollment - April 2023**

105 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  
258 Neptune City - April 2023  
427 Total Enrollment - April 2023

##### **Monthly Requirements**

Fire Drill - April 6, 2023  
Off Site Evacuation Drill - April 20, 2023  
In-School Student Suspensions - April 2023 - 0  
Out of School Student Suspensions - April 2023 - 7  
Harassment, Intimidation, and Bullying Report - April 2023 - 0  
Missing Child Report - February 2023 - 0  
Nurse's Monthly Report - April 2023

##### **2022-2023 School Year Class Trips, Celebrations**

May 11, 2023 - Grade 1, Allaire Community Farm  
May 18, 19, 2023 - Grade 8, Overnight Trip to Gettysburg, PA  
May 24, 2023 - Grade PreK, Allaire Community Farm  
May 25, 2023 - Grade 4, Huber Woods Monmouth County Parks  
May 26, 2023 - Grade K, Memorial Park walking trip  
June 5, 2023 - Grade 2, Neptune City Library, Police Station walking trip  
June 6, 2023 - Grade 6, Memorial Park walking trip  
June 8, 2023 - Grade 3, Manasquan Reservoir  
June 9, 2023 - Grade 5, L.E.A.D. Graduation Memorial Park  
June 12, 2023 - Grade 7, Memorial Park walking trip  
June 12, 2023 - Grade 1, Neptune City Library, Police Station walking trip

##### **2023-2024 Enrollment Update**

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**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**, 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. Rummel

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

### IX. CORRESPONDENCE - none

### X. BOARD PRESIDENT AND COMMITTEE REPORTS

Board President's Report - Mr. Anthony Susino

Mr. Susino discussed the MOA signed with NCEA that raises the salary increase from 3.15% to 3.45% in the 23-24 school year.

### XI. EDUCATION COMMITTEE - Mrs. Smith, Chairperson

Mrs. McCarthy, Ms. McGuigan, Mrs. Zanni

A. COMMITTEE REPORTS -Mrs. Smith commented that the LA and Math Curriculum adoptions were discussed in the meeting. Job postings and room changes were also discussed.

#### B. RESOLUTION

1. **MOTION**, upon recommendation of the Chief School Administrator, following review of the Board Education Committee, and consensus achieved on the following recommendations of the K-8 ELA Program Adoption Committee and K-8 Mathematics Program Adoption Committee:

- a. K-2 ELA - McGraw Hill Wonders
- b. 3-5 ELA - McGraw Hill Wonders
- c. 6-8 ELA - Houghton Mifflin Harcourt Into Literature
- d. K-2 Mathematics - SAVVAS (former Pearson) Realize enVision
- e. 3-5 Mathematics - SAVVAS (former Pearson) Realize enVision

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- f. 6-8 Mathematics - SAVVAS (former Pearson) Realize enVision
- g. Algebra - SAVVAS (former Pearson)

Let it further be resolved that the Board authorizes the Business Administrator to immediately process the three purchases as soon as the proposals are ready to remain within the grant purchase window prior to expiration.

Motion by Mrs. Smith

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

### **XII. 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 April amounts:

April 15, 2023    \$146,113.00  
April 30, 2023    \$149,621.98

#### **B. RESOLUTIONS**

1. BE IT RESOLVED, by the Neptune City Board of Education, that the May 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 \$665,703.50
2. BE IT RESOLVED, by the Neptune City Board of Education to approve a Public Employer Trust Agreement through Brown & Brown Advisors for Horizon Dental coverage renewal with a 2% increase for 2 years effective July 1, 2023 – June 30, 2025.
3. BE IT RESOLVED, by the Neptune City Board of Education, that the board approve (1) Special Education Tuition contract with Hawkswood School for the 2023-2024 Regular School/ESY School Year at the tuition cost of \$82,981.50.

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4. BE IT RESOLVED, by the Neptune City Board of Education, that the board approve (1) Special Education Tuition contract with Hawkswood School for the 2023-2024 Regular School/ESY School Year at the tuition cost of \$82,981.50 plus an additional cost for Extraordinary Services at the cost of \$45,570.
5. BE IT RESOLVED, by the Neptune City Board of Education, that the board approve (3) Special Education Tuition contracts with The Shore Center for the 2023-2024 Extended Year Program at the tuition cost of \$8,000 each.
6. BE IT RESOLVED, by the Neptune City Board of Education, that the board approve (1) Special Education Tuition contract with The Shore Center for the 2023-2024 Extended Year Program at the tuition cost of \$8,000 plus an additional cost for Extraordinary Services at the cost of \$3,500.
7. BE IT RESOLVED, by the Neptune City Board of Education, that the board approve (3) Special Education Tuition contracts with The Shore Center for the 2023-2024 Regular Program at the tuition cost of \$54,000 each.
8. BE IT RESOLVED, by the Neptune City Board of Education, that the board approve (1) Special Education Tuition contract with The Shore Center for the 2023-2024 Regular Program at the tuition cost of \$54,000 plus an additional cost for Extraordinary Services at the cost of \$44,000.
9. BE IT RESOLVED, by the Neptune City Board of Education, that the board approve an agreement for nursing services for (3) students with Preferred Home Health Care & Nursing Services for the 2023-2024 school year at the rate of \$55 per hour for an LPN and \$65 an hour for a RN.
10. BE IT RESOLVED, by the Neptune City Board of Education, that the board approves the renewal contract with Maschio's Food Services for the 2023-2024 School Year:  
Lunch Price: \$3.75  
Breakfast Price \$1.60  
Total Cost of the Contract: \$129,385.31  
FSMC Fee:\$10,440.00  
Guarantee: breakeven
11. BE IT RESOLVED, by the Neptune City Board of Education to approve submission of the application for Extraordinary Aid in the amount of \$1,442,725
12. BE IT RESOLVED, by the Neptune City Board of Education to approve a nursing services contract with Monmouth-Ocean Educational Services Commission for 2023-2024 school year based on the 2023-2024 Fee Schedule.
13. BE IT RESOLVED, by the Neptune City Board of Education to approve a contract with Monmouth-Ocean Educational Services Commission for Child Study Team and/or Related Services 2023-2024 school year based on the 2023-2024 Fee Schedule.
14. BE IT RESOLVED, by the Neptune City Board of Education to approve a contract with Trinitas Children's Therapy Services for the 2023-2024 school year for OT & PT Services at \$89.50 per hour.
15. WHEREAS, the Neptune City Board of Education, in accordance with NJSA 18A-23-1, must have a certified External Audit of the district's account and financial transactions; and

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WHEREAS, the Neptune City Board of Education received the audit performed by Alvino & Shechter, L.L.C, and discussed said audit at its public meeting held on May 25, 2023;

NOW THEREFORE BE IT RESOLVED that the Neptune City Board of Education accepts the audit for the 2021-2022 School Year, fiscal year ending June 30, 2022. It is noted that there are 12 ACFR findings and 10 AMR recommendations.

16. BE IT RESOLVED, by the Neptune City Board of Education to approve the Corrective Action Plan (CAP) for the fiscal year ended June 30, 2022.
17. BE IT RESOLVED, by the Neptune City Board of Education to approve travel expenses for Board Members and School District Staff as follows:

Name(s)	Date(s)	Description	Registration Fees	Travel Fees	Est. Total
Dr. Ray Boccuti Mindy Green Keith Larson Drisana Lashley Anthony Susino Sheryl Zanni	October 23-26, 2023	NJSBA Annual Conference Atlantic City, NJ	\$2,100	Hotel \$100 -\$200 pp per night for room and fees Mileage \$0.47 per mile Meals per GSA.gov per diem	\$5,500 to \$7,000 Reg & Travel

**MOTION**, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve Items 1-17 listed under Finance and Operations as presented.

Motion by Mr. Susino

Second by Mrs. Smith

DISCUSSION: none

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

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

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

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### **XIII. 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 employment of the following additional staff members for the 2023 Summer Programs:
  - a. 2023 Summer Program Enrichment Program - ARP ESSER funds - Account 20-489-100-101-000-00
    - i. Devin Guthrie - Teacher
    - ii. Michelle Cjaskowski - Paraprofessional
  - b. 2023 Extended School Year (ESY) Program
    - i. Brianna Signorino - School Nurse at her NCEA Collective Bargaining Agreement contracted hourly rate
    - ii. Mia Apostle - Speech Pathologist, \$50.45 per hour
2. BE IT RESOLVED, that the Neptune City Board of Education approve the following additions to substitute list pending the completion of all requirements:
  - a. Sheryl Fordin
  - b. Faith Williams
3. BE IT RESOLVED, that the Neptune City Board of Education, upon recommendation of the CSA, renew employment contracts for the following 10 month employees for the 2023-2024 school year, effective July 1, 2023 through June 30, 2024:

Salamone, Nancy	PreK Teacher	\$ 66,940.00	BA 14
Clayton, Kaitlyn	Kindergarten	\$ 58,164.00	BA 8
Jacomme, Claire	Kindergarten	\$ 64,734.00	MA 12
Bennett, Amy	1st Grade	\$ 54,177.00	BA 4
Paulowsky, Brianna	1st Grade	\$ 55,381.00	BA 5
Feldman, Emily	2nd Grade	\$ 55,280.00	MA 2
Loveland, Brigid	2nd Grade	\$ 53,676.00	BA 2



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Rotem, Sherry	3rd Grade	\$ 69,749.00	MA+30 14
White, Leigh	3rd Grade	\$ 73,359.00	BA 17
Bonney, Karen	4th Grade	\$ 66,940.00	BA 14
Cernak, Brittany	4th Grade	\$ 55,381.00	BA 5
Reynolds, Barbara	5th Grade	\$ 87,401.00	BA 21
Henry, Kevin	Art Education/STEAM	\$ 55,381.00	BA 5
Larkins, Stacey	Music Education	\$ 70,551.00	MA 15
Meyer, Lisa	Spanish Teacher	\$ 66,940.00	BA 14
Mulroy, Haley	Media Center Basic Skills	\$54,177.00	BA 4
White, Stephen	Physical Education	\$ 75,917.00	BA 18
Porter, Katherine	Middle School Science/ Grade 6	\$ 58,164.00	BA 9
Whitt, Tracy	Middle School/Social Studies	\$ 68,545.00	MA 14
Tonzola, Susan	Middle School ELA	\$ 74,964.00	MA 17
Willms, Doug	Middle School/ELA	\$ 54,177.00	BA 4
Gunderson, Carole	8th Grade/Math	\$ 61,323.00	BA 11
Kassin, Rafael	Middle School Math	\$ 61,323.00	BA 11
Bacigalupi, Irene	Special Education	\$ 59,668.00	BA 10
O'Brien, Bethany	Special Ed Self Contained II	\$ 59,769.00	MA 9
Salera, Kathleen	Special Education	\$ 66,940.00	BA 14
Bernhard, Kirstin	Autism Teacher	\$ 62,928.00	MA 11

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Wilson, Grizel	Social Worker	\$56,985.00	MA 5
Bouney, Michele	English Second Language	\$ 66,589.00	MA 13
Signorini, Brianna	Nurse	\$ 54,177.00	BA 4
Cuevas, Maria	Speech Therapist	\$ 81,734.00	MA +30 19

### Paraprofessionals:

Chiotellis, Lou Ann	Paraprofessional	\$ 22,898.00	Para
Lyons, Karen	Para/Aide PreK	\$ 21,056.00	Para
Shutman, Nicole	Autism Paraprofessional	\$ 21,056.00	Para
Stryker, Heather	Paraprofessional	\$ 22,898.00	Para
Washington, Adrienne	Para/Aide PreK	\$ 22,338.00	Para

### Funded with Title I funds:

20-231-100-101-000-01

Levy, Valerie	Reading/Basic Skills TITLE I	\$ 64,132.00	MA+30 11
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### Funded with PreSchool Education Aid:

20-218-100-101-000-00

Guthrie, Devin	Fund 20 PreK II Prog Tchr	\$ 58,164.00	BA 9
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### Funded with PreSchool Education Aid:

20-218-100-106-000-00

Czajkowski, Michelle	Fund 20 PreK II Prog	\$ 22,338.00	Para
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**MOTION**, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve items 1 - 3 listed under Human Resources as presented.

Motion by Mr. Calhoun

Second by Mrs. McCarthy

DISCUSSION:none

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

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

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

### **XIV. POLICY**

A. BE IT RESOLVED, that the Neptune City Board of Education approve a second reading and approval 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
    - 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

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**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 Mrs. McCarthy

Second by Mrs. Rummel

DISCUSSION: none

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

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

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

### **XV. REPORT ON NEPTUNE TOWNSHIP BOARD OF EDUCATION MEETING**

none

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

none

### **XVII. OLD BUSINESS - none**

### **XVIII. NEW BUSINESS -**

- Spring Concert coming up May 31, 2023
- Thank you from Mrs. Zanni to Admin and teachers for having school trips again. The children enjoyed it.
- Discussion regarding BOE donation for 8th grade dance:

#### **MOTION:**

BE IT RESOLVED, that the Neptune City Board of Education approve a transfer from General Fund to Student Activity Account in the amount of \$300 to pay for 8th grade dance expenses.

Motion by Mr. Susino

Second by Mr. Calhoun

DISCUSSION: none

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

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

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

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

- NCEA - Sherry Rotem thanked the Board for coming through on opening the contract during the third year of the contract with an additional .30% in salary increases.
- Carole Gunderson, staff, - thanked the board for the \$300 for the 8th grade dance. Carole also commented that the Gettysburg trip was terrific - the students had a wonderful time. Thank you for your support on the T-shirt fundraiser as well.
- Tracy Brand, staff -asked if the leftover 8th grade funds will be donated to the upcoming 8th grade? Yes

### **XX. ADJOURNMENT**

Motion to Adjourn

Motion by:   Mrs. McCarthy       Seconded by:   Mrs. Zanni  

All in Favor:   Aye       Oppose:   O  

At:   7:08   pm

Respectfully Submitted:

*Mindy Green*

Mindy Green School Business Administrator/Board Secretary