

**NEPTUNE CITY BOARD OF EDUCATION
NEPTUNE CITY, NEW JERSEY 07753**

December 20, 2017
6:00 p.m.

Neptune City School District
Woodrow Wilson School

BUSINESS MEETING MINUTES

I. CALL TO ORDER

This 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 Calendar of Meetings in the Main Office of the Woodrow Wilson School, and by delivery to the Coaster, the Asbury Park Press and the Neptune City Municipal Clerk.

As a courtesy, please turn off cell phones and refrain from conversations in the meeting room.

II. ROLL CALL

Board Members

Mrs. Oppegaard	<u> X </u>	Mr. Calhoun	<u> X </u>	Mrs. Smith	<u> X </u>
Mr. Susino	<u> A </u>	Mr. Lopez	<u> X </u>	Mr. Wescott	<u> X </u>
Mrs. Lewis	<u>A(6:24)</u>	Ms. Mordaunt	<u> X </u>	Mrs. Saldutti	<u>A(6:05)</u>

Others Present

Dr. Mercora	<u> X </u>	Mr. Folk	<u> X </u>
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III. FLAG SALUTE

IV. RESOLUTION

Resolution by A. Lopez and seconded by M. Smith to adjust agenda to add #6 to personnel, to approve Shae Moorer as a Substitute Teacher for the 2017-2018 pending completion of paperwork.

Mrs. Oppegaard	<u> X </u>	Mr. Calhoun	<u> X </u>	Mrs. Smith	<u> X </u>
Mr. Susino	<u> A </u>	Mr. Lopez	<u> X </u>	Mr. Wescott	<u> X </u>
Mrs. Lewis	<u> X </u>	Ms. Mordaunt	<u> X </u>	Mrs. Saldutti	<u> X </u>

V. PRESENTATIONS

- 1) Presentation by the Lighthouse Team
- 2) Allen B. Shechter from the auditing firm of Alvino & Shechter presented the 2016-2017 audit report. Mr. Shechter stated that based on the examination of the Board’s financial statements for the fiscal year ending June 30, 2017, the Board complied with the material financial terms and other applicable compliance terms and conditions that are required.
- 3) Mrs. Oppegaard presented certificate to David Calhoun and Kaitlyn Saldutti for their service as Board Members of the Neptune City Board of Education.

VI. PUBLIC FORUM ON AGENDA ITEMS

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

None

VII. MINUTES

MOTION, The Board of Education approves the Minutes of the Business Meetings of November 20, 2017 and November 21, 2017.

Motion: _____ C. Mordaunt _____ Second: _____ D. Calhoun _____.

All in Favor _____ X _____ Oppose _____.

VIII. ADMINISTRATION AND COMMITTEE REPORTS

A. CHIEF SCHOOL ADMINISTRATOR'S REPORT

MOTION, The Board of Education approve the Chief School Administrator's Report as per Document A, as posted

Motion: _____ K. Saldutti _____ Second: _____ M. Smith _____.

All in Favor _____ X _____ Oppose _____.

B. CORRESPONDENCE - DOCUMENT B

MOTION, The Board of Education receive and file all items listed under Correspondence as per Document B, as posted

Motion: C. Mordaunt Second: M. Lewis .

All in Favor X Oppose .

IX. BOARD PRESIDENT AND COMMITTEE REPORTS:

Board President:

Congratulations on Twitter

The Winter concert was wonderful "small but mighty"

NJSBA Leadership Program

RESOLUTION by C. Oppegaard and seconded by M. Smith to have the reorganization meeting On Thursday, January 4, 2018, 6 p.m.

Mrs. Oppegaard	<u> X </u>	Mr. Calhoun	<u> X </u>	Mrs. Smith	<u> X </u> .
Mr. Susino	<u> A </u>	Mr. Lopez	<u> X </u>	Mr. Wescott	<u> X </u> .
Mrs. Lewis	<u> X </u>	Ms. Mordaunt	<u> X </u>	Mrs. Saldutti	<u> X </u> .

C. CURRICULUM AND INSTRUCTION

DISCUSSION - Meeting last Wednesday

RESOLVE, The Board of Education approve the items listed under Curriculum and Instruction as per Document C - 1

Motion: M. Smith Second: D. Calhoun .

Mrs. Oppegaard	<u> X </u>	Mr. Calhoun	<u> X </u>	Mrs. Smith	<u> X </u> .
Mr. Susino	<u> A </u>	Mr. Lopez	<u> X </u>	Mr. Wescott	<u> X </u> .
Mrs. Lewis	<u> X </u>	Ms. Mordaunt	<u> X </u>	Mrs. Saldutti	<u> X </u> .

D. FINANCE AND OPERATIONS

RESOLVE, The Board of Education approve the items listed under Finance and Operations as per Document C - 2

Motion: D. Calhoun Second: M. Lewis

Mrs. Oppegaard	<u> X </u>	Mr. Calhoun	<u> X </u>	Mrs. Smith	<u> X </u>
Mr. Susino	<u> A </u>	Mr. Lopez	<u> X </u>	Mr. Wescott	<u> X </u>
Mrs. Lewis	<u> X </u>	Ms. Mordaunt	<u> X </u>	Mrs. Saldutti	<u> X </u>

E. HUMAN RESOURCES

RESOLVE, The Board of Education approve the items listed under Human Resources as per Document C - 3

Motion: M. Lewis Second: M. Smith

Mrs. Oppegaard	<u> X </u>	Mr. Calhoun	<u> X </u>	Mrs. Smith	<u> X </u>
Mr. Susino	<u> A </u>	Mr. Lopez	<u> X </u>	Mr. Wescott	<u> X </u>
Mrs. Lewis	<u> X </u>	Ms. Mordaunt	<u> X </u>	Mrs. Saldutti	<u> X </u>

Mrs. Oppegaard wishes Mrs. Emmons a wonderful retirement

X. REPORT ON NEPTUNE TOWNSHIP BOARD OF EDUCATION MEETING

XI. OLD BUSINESS

None

XII. NEW BUSINESS

Mr. Susino, Mrs. Lewis, Mr. Calhoun and Mrs. Saldutti are donating \$540.87 to use towards chrome books

Mr. Calhoun - thankful for the opportunity and the experience and friendships he has developed.

Neptune City Board of Education
Tuesday, December 20, 2017
Business Meeting 6:00 P.M

Chief School Administrator's Report:

Agenda:

Enrollment
November

Schools

140	Neptune Senior High School
4	Poseidon High School
7	High Tech (1); Allied Health (2); Wall Communications (1); BioTechnology (3)
17	Red Bank High School For Performing Arts (7); Information Technology (1); Academy of Finance (1); Academy of Engineering (4); Family and Consumer Science (4)
0	Class Academy
27	Special Education (Out of District)
286	Neptune City

481 Total Enrollment

Fire Drill: 11/27/2017 Table Top/Active Shooter Drill - 11/21/2017

Student Suspension Report: One - November

Missing Child Report: None - November

Enrollment Report for October: 286 Neptune City

Discussion

- Chorus and Band Concert - Thank you to all that attended and to the participants
- Twitter Account - WWESPIRATE
- NJBOE Visit
- Leader In Me
- Pep Rally
- Senator Elect Vin Gopal will visit on January 19, 2018
- Thank you Bedrock Café for donations
- Thank you Pastors Dana and Jenee Farley from Dunamis Life International Church for donations

Use of Building

Neptune Soccer Association

Gym - Monday and Wednesdays - 6:30 - 8:00 p.m. - January 22, 2017 - March 21, 2018*

*Not including 2/15/18 & 3/22/18. The gym will not be available.

Approval (s):

- 1) See Section C

DOCUMENT A - continued

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Reports Filed

Title I Performance Report

DOCUMENT A-1

Informational Material:

1. Enrollment as of November 30, 2017
2. Nurses report for November, 2017
3. Bullying report for December, 2017

CORRESPONDENCE

December 20, 2017

1. Letter of Retirement from Lisa Emmons effective July 1, 2018.
2. Letter from NJDOE regarding appropriate representation of sending district board of education members on the receiving board of education.
3. Letter from NJSBA informing the Board of attendance of Governance III: Student Achievement training by Christina Mordaunt.
4. Letter from NJSBA informing the Board of attendance of Governance II: Finance training by Bruce Wescott.
5. Letter from NJSBA informing the Board of attendance of Governance III: Student Achievement training by David Calhoun.
6. Letter from Red Bank Regional High School regarding invoicing for the 2018-2019 school year.
7. Letter from NJDOE Monmouth County Office regarding approval of employment contract for Mr. Mars Mellish, as Business Administrator/Board Secretary, commencing on January 15, 2018.
8. Email from NJDOE Monmouth County Office correcting time of employment for Mr. Mars Mellish; employment commencing on February 1, 2018.
9. Certification of the results of election held on November 7, 2017 from the Monmouth County Canvassers:

Elected to a Full Term:

Michelle Lewis, David J. Whalen, Jr., and Anthony Susino

Elected to a Two Year Unexpired Term:

Madeline Tallman

Neptune City Board of Education
December 20, 2017
Business Meeting

1. CURRICULUM AND INSTRUCTION

RESOLUTIONS

1. To approve, upon recommendation of the CSA, Jenna Minerly, Georgian Court University student, for practicum with Phoebe Pennypacker, Psychologist, for the period January, 2018 – June, 2018.
2. To approve mandatory workshop, *2018 Mandatory District Test Coordinator and District Technology Coordinator Training*, for Sherry Rotem, Lisa Meyer and Ken Dioguardi held in Monroe, NJ on March 5, 2018 at no cost to the District.
3. To reaffirm November, 2017 Bullying Report and approve December, 2017 Bullying Report.
4. To approve workshop, *NJASA Techspo 2018 Tech Conference*, for Ken Dioguardi, Technology Coordinator, held in Atlantic City on January 25 & 26, 2018, at a cost of \$425.00

ACTION FOLLOWUP _____.

2. FINANCE AND OPERATIONS

RESOLUTIONS

1. That the amount of district taxes, exclusive of debt service requirements needed to meet the obligations of this Board for the next eight weeks is \$571,569.75 and the Mayor and Council is hereby requested to place in the hands of the Treasurer of School Moneys that amount within the next thirty days in accordance with the statutes relating hereto.
2. To approve the Payment of Bills per attached.
3. To approve Payroll Vouchers per attached
4. To approve Monthly Budget Certification Pursuant to N.J.A.C.6A:23-2.11(c)3, I, William Folk, Board Secretary certify that as of November 30, 2017, no budgetary line item account has obligations (contractual orders) which in total exceed the amount appropriated by the District Board of Education pursuant to N.J.A.C.6A:23- 2.11(a). Through the adoption of this resolution, we, the Neptune City Board of Education, pursuant to N.J.A.C. 6:6A:23-2-11(c)4, certify that as of November 30, 2017 after review of the Secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge no major account or fund has been overexpended in violation of N.J.A.C. 6A:23-2.11(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
5. To approve the Monthly Secretary's and Treasurer's Reports for the month of November, 2017
6. To approve payment of cafeteria bills.
7. To approve transfer of appropriations.
8. To approve Agreement with Children's Center to provide Consultation Services in the amount of \$125/hour (up to 10 hours total) and Administrative Fee in the amount of \$25/hour (not to exceed 10 hours total for the school year) for one student for the period December 18, 2017 to June 15, 2018.

2. FINANCE AND OPERATIONS - completed

9. To accept the 2016-2017 Auditor's Report:
The Board of Education has reviewed and accepted the Audit Report submitted by Mr. Shechter and hereby acknowledges that there are no recommendations pertaining to the 2016-2017 audit.
10. To approve 2017-2018 Parental Contract for transportation with Jennifer Lasche for \$7,000.00 to provide transportation to Ocean County Vocational School.

ACTION FOLLOWUP _____.

3. HUMAN RESOURCES

RESOLUTIONS

1. To accept, upon recommendation of the CSA, the retirement letter from Lisa Emmons, LDTTC, effective July 1, 2018.
2. To approve, upon recommendation of the CSA, Gregory Shorter, substitute custodian on an as-needed basis, for the 2017-2018 school year.
3. To approve, upon recommendation of the CSA, Brendan Sullivan, as substitute teacher for the 2017-2018 school year upon completion of paperwork.
4. To approve, upon recommendation of the CSA, Mars Mellish as Accountant in the Business Administration office for the period January 15, 2018 - January 31, 2018. Salary is \$3,958.33.
5. To approve, upon recommendation of the CSA, Mars Mellish as Business Administrator/ Board Secretary, commencing on February 1, 2018 at a prorated annual salary of \$95,000.00 as per contract approved by the Monmouth County Superintendent of Schools.
6. To approve, upon recommendation of the CSA, Shae Moorner, as substitute teacher for the 2017-2018 school year upon completion of paperwork.

ACTION FOLLOWUP _____.