

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

March 27, 2018
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. Lopez	<u> X </u>	Mr. Wescott	<u> A </u>
Mr. Susino	<u> X </u>	Ms. Mordaunt	<u> X </u>	Mr. Whalen	<u> X </u>
Mrs. Lewis	<u> X </u>	Mrs. Smith	<u> A </u>	Miss Tallman	<u> X </u>

Others Present

Dr. Mercora	<u> X </u>	Dr. Mellish	<u> X </u>	.
-------------	--------------	-------------	--------------	---

III. FLAG SALUTE

IV. PRESENTATIONS

V. 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

VI. MINUTES

MOTION, The Board of Education approves the Minutes of the Business Meeting of February 22, 2018.

Motion: D. Whalen Second: C. Mordaunt

All in Favor X Oppose

VII. 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: C. Mordaunt Second: M. Lewis

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: A. Lopez Second: M. Lewis

All in Favor X Oppose

VIII. BOARD PRESIDENT AND COMMITTEE REPORTS:

Board President

A Class-3 Officer for the school is to be scheduled in the near future

Dr. Mercora and Mrs. Oppegaard will be attending a school safety seminar

Leadership weekend - to discuss things to do in the community to help kids

Dr. Mars has met with Mr. Leonard, Business Administrator for Neptune Township BOE

C. CURRICULUM AND INSTRUCTION

DISCUSSION - The Committee looked at Safety policy, Kindergarten packets are available, discussed Ocean First Grant, Teacher of the Year, hall duty, Leader in Me, rock garden and job descriptions for future administrative positions.

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

Motion: A. Lopez Second: A. Susino
Mrs. Oppegaard X Mr. Lopez X Mr. Wescott A
Mr. Susino X Ms. Mordaunt X Mr. Whalen X
Mrs. Lewis X Mrs. Smith A Miss Tallman X

D. FINANCE AND OPERATIONS

DISCUSSION - Food service is buying tables, freezers, locked gates, light in front of school (waiting to hear back from JCP & L)

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

Motion: C. Mordaunt Second: A. Lopez
Mrs. Oppegaard X Mr. Lopez X Mr. Wescott A
Mr. Susino X Ms. Mordaunt X Mr. Whalen X
Mrs. Lewis X Mrs. Smith A Miss Tallman X

E. HUMAN RESOURCES

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

Motion: A. Susino Second: M. Lewis
Mrs. Oppegaard X Mr. Lopez X Mr. Wescott A
Mr. Susino X Ms. Mordaunt X Mr. Whalen X
Mrs. Lewis X Mrs. Smith A Miss Tallman X

Meeting
 March 27, 2018
 Page 4

IX. REPORT ON NEPTUNE TOWNSHIP BOARD OF EDUCATION MEETING

None

X. TENTATIVE BUDGET

Neptune City Board of Education
 ADOPTION OF THE TENTATIVE BUDGET
 2018-2019
 March 27, 2018

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-7.2 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, a Board of Education may establish, for regular district business travel as defined in NJAC 6A:23A-1.2, which includes attendance at regularly scheduled in-State county meetings, Department or Association sponsored events or in-State professional development activities for which the registration fee does not exceed \$150.00 per employee or board member, where prior Board approval shall not be required unless the annual threshold for a staff member exceeds \$1,500 in a given school year (July 1 through June 30); and

WHEREAS, the Neptune City Board of Education established \$8,000 as the maximum travel amount for the current school year and has expended \$2,407 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 all staff and board members for the 2018-2019 school year.

BE IT FURTHER RESOLVED that the tentative budget be approved for the 2018-2019 School Year using the 2018-2019 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2018-19 Total Expenditures	9,286,551	281,826	652,075	10,220,452
Less: Anticipated Revenues	<u>2,747,838</u>	<u>281,826</u>	224,848	<u>3,254,512</u>
Taxes to be Raised	<u>6,538,713</u>	<u>0</u>	<u>427,227</u>	<u>6,965,940</u>

And to advertise said tentative budget in *The Coaster* on April 20, 2018 in accordance with the form required by the State Department of Education and according to law; and

Meeting
March 27, 2018
Page 5

BE IT FURTHER RESOLVED, that a public hearing be held at the Woodrow Wilson School, 210 West Sylvania Avenue, Neptune City, New Jersey on April 26, 2018_ at 6:00 PM for the purpose of conducting a public hearing on the budget for the 2018-2019 School Year.

I hereby certify that the above resolutions were approved by the Neptune City Board of Education at a meeting held on March 27, 2018

Dr. Mars Mellish
Bus. Adm./Board Secretary

Resolution by A. Susino and seconded by M. Lewis to approve adoption of 2018-2019 Tentative Budget

Board Members

Mrs. Oppegaard	<u> X </u>	Mr. Lopez	<u> X </u>	Mr. Wescott	<u> A </u>
Mr. Susino	<u> X </u>	Ms. Mordaunt	<u> X </u>	Mr. Whalen	<u> X </u>
Mrs. Lewis	<u> X </u>	Mrs. Smith	<u> A </u>	Miss Tallman	<u> X </u>

XI. OLD BUSINESS

XII. NEW BUSINESS

RESOLVE, the Board of Education appoint Antonio Lopez as our representation at the Neptune Township Board of Education meetings

Motion: _____ Second: _____

Mrs. Oppegaard	<u> X </u>	Mr. Lopez	<u> X </u>	Mr. Wescott	<u> A </u>
Mr. Susino	<u> X </u>	Ms. Mordaunt	<u> X </u>	Mr. Whalen	<u> X </u>
Mrs. Lewis	<u> X </u>	Mrs. Smith	<u> A </u>	Miss Tallman	<u> X </u>

Good luck Antonio!!

XIII. PUBLIC PARTICIPATION

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

XIV. MOTION TO ADJOURN

Motion: C. Mordaunt Second: D. Whalen.

All in Favor X Oppose _____.

Time: 6:45 P.M.

Neptune City Board of Education
Tuesday, March 27, 2018
Business Meeting 6:00 P.M

Chief School Administrator's Report:

Agenda:

<u>Enrollment</u> <u>February</u>	<u>Schools</u>
133	Neptune Senior High School
3	Poseidon High School
7	High Tech (1); Allied Health (2); Wall Communications (1); BioTechnology (3)
11	Red Bank High School For Performing Arts (4); Information Technology (0); Academy of Finance (2); Academy of Engineering (2); Family and Consumer Science (3)
0	Class Academy
23	Special Education (Out of District)
282	Neptune City

459 Total Enrollment

Fire Drill: 2/21/18 Lockdown - 2/9/18

Student Suspension Report: None - February

Missing Child Report: None - February

Enrollment Report for February: 282 Neptune City

Discussion

- PARCC Update
- Baseball/Softball Update
- Run for the Girls Update
- Spelling Bee Winner was Juan Osorio; Runner-Up was Angelique Gallera
- Egypt Night
- Read Across America
- Leaders of the Month
- Kindergarten Registration to date is 9 students
- Considering the Washington trip every other year (8th and 7th grades go together)

Building Use

Monmouth University Focus Group Seminar - Use of one classroom
Possible dates: March 29, April 13 or April 20 - 3:30 - 5:00 p.m.

Approval (s):

See Section C

Reports Filed

None

Informational Material:

1. Enrollment as of February 28, 2018
2. Nurses report for February, 2018
3. Immunization Audit Report
4. March, 2018 Bullying Report
5. Amended 2017-2018 school calendar

CORRESPONDENCE

March 27, 2018

1. Letter of resignation from Michelle McGuigan.

Neptune City Board of Education
March 27, 2018
Business Meeting

1. CURRICULUM AND INSTRUCTION

RESOLUTIONS

1. To approve *School Safety Specialist Certification Training* for Deb Mercora held in Robbinsville on June 25 - June 28, 2018 at no cost to the District.
2. To approve *Black Seal Low Pressure Boiler Operator Training* for Deb Mercora held in Tinton Falls on March 14, 28, April 11, 25, 2018 at a cost of \$550.00.
3. To approve our summer enrichment program. It will run Monday - Thursday; 8:30 a.m. to 11:30 a.m.; July 2 - August 2, 2018, closed July 4th. Personnel to be approved.
4. To approve workshop, *Continuing the Conversation in Youth Suicide Prevention*, for Gina Nastro, Nurse, held at Monmouth University on May 4, 2018, at no cost to the District.
5. To approve workshop, *Homeless Children and Youth Program Statewide Technical Assistance Session*, for Lonjeté Nias, held in Princeton on March 23, 2018 at no cost to the District.
6. To reaffirm February, 2018 Bullying Report (no incidents) and approve March, 2018 Bullying Report.
7. To approve workshop, *Great Schools New Jersey: The Association of High Need School Districts*, for Deb Mercora held in Trenton on April 18, 2018 at no cost to the District.

*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, Mars Mellish, Board Secretary, certify that as of February 28, 2018, 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 February 28, 2018 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 January, 2018
6. To approve payment of cafeteria bills.
7. To approve transfer of appropriations.

8. To accept the Donor Choose Project. We have received 2 document cameras, 200 earbuds, a screen and 2 digital cameras.
9. To approve Neptune Township BOE transportation contract for the 2017-2018 school year:
- | | <u>Route</u> | <u>Amount</u> |
|--------------------|--------------|---------------|
| Neptune Track Home | ENT63PM | \$1,650.00 |
10. To approve Special Education Tuition Contract between Neptune City BOE and Coastal Learning Center for one student at a tuition charge based upon a per diem rate of \$276.36/day for a total cost of \$22,385.16 for the 2017-2018 school year, commencing on February 20, 2018.
11. *The State of New Jersey has revised code 6-A 23-4.5(A20) and is requiring State Approved Private Schools designed for students with disabilities to charge for reduced and paid meals.* The Board hereby resolves that Coastal Learning Center can continue to provide meals to our students at no cost to the student's families and the sending district will not incur any additional costs for the 2018-2019 school year.
12. To approve Neptune Township BOE transportation contract for the 2017-2018 school year:
- | | <u>Route</u> | <u>Amount</u> |
|-------------------------------|--------------|---------------|
| Children's Center | CC24 | \$8,064.00 |
| Career Center to Rugby | CCR26MD | \$6,840.00 |
| Collier School | COL 27 | \$10,145.45 |
| Emergency NHS to Rugby School | ENRS50 | \$4,500.00 |
| Gables Elementary School | GSD 18 | \$4,187.70 |
| Harbor School | HB42 | \$8,094.30 |
| Brookdale Community College | HCB16 | \$395.81 |
| Neptune High School | HCB16 | \$683.67 |
| Neptune High School | HMD 17 | \$1,495.61 |
| Neptune High School | HMD 18 | \$3,722.40 |
| Hawkwood School | HW43 | \$50,009.40 |
| Jackson Regional Day School | JRD 34 | \$35,820.00 |
| Deal Elementary School | NP64 | \$9,076.39 |
| New Road School | NR 35 | \$9,060.00 |
| Oakwood | OK 36 | \$4,834.29 |
| Rugby School | RS 39 | \$6,660.00 |
| The Shore Center for Autism | SCA41 | \$16,704.00 |
| Search Day | SDP | \$4,923.51 |
| Schroth School | SH49 | \$7,432.20 |
| Career Center AM | VCFA10 | \$6,390.09 |
| Career Center PM | VCFP10 | \$7,052.22 |
| Career Center MD | VCM1 | \$1,569.00 |
| Communications High School | VCW14 | \$1,571.14 |
| Rugby School | RS 40 | \$2,725.71 |
| Coastal South | CS 31 | \$6,867.69 |
| NHS/Woodrow Wilson | D12 | \$4,935.00 |
| Midtown Community | PEC57 | \$296.35 |
| Bowling | E7143 | \$1,965.60 |
| Asbury Vocational School | VAPA | \$2,100.00 |
| | | \$228,121.53 |
13. To approve contract with Educational Services Commission of New Jersey (ESCNJ) for Participation in Coordinated Transportation for the 2018-2019 school year
14. To approve Special Education Medicaid Initiative (SEMI) Action Plan for 2017.
15. To approve adjustment to 2017-2018 school calendar.

ACTION FOLLOWUP

3. HUMAN RESOURCES

1. To approve, upon recommendation of the CSA, Barbara Kelly as a substitute custodian upon completion of paperwork.
2. To accept letter of resignation from Michelle McGuigan.

ACTION FOLLOWUP _____.