

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

July 21, 2016  
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>	Mrs. Lewis	<u>  A  </u>	Mr. Lopez	<u>  X  </u>
Mr. Susino	<u>  X  </u>	Mr. Calhoun	<u>  X  </u>	Ms. Mordaunt	<u>  X  </u>
Mrs. Houllier	<u>  X  </u>	Mr. Cousins	<u>  X  </u>	Mrs. Smith	<u>  X  </u>

Others Present

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

**IV. CAUCUS**

Motion by A. Susino and seconded by C. Mordaunt to go into caucus to discuss personnel at 6:02 pm.

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



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. Susino Second: C. Mordaunt

All in Favor X Oppose \_\_\_\_\_

VIII. BOARD PRESIDENT AND COMMITTEE REPORTS:

Board President

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Mrs. Oppegaard, Dr. Mercora, Mr. Calhoun, and Mrs. Lewis attended Christies Fair Funding  
Thank you to John Gunderson for letter to editor

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C. EDUCATION

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

Motion: M. Smith Second: L. Houllier

Mrs. Oppegaard X Mrs. Lewis A Mr. Lopez X

Mr. Susino X Mr. Calhoun X Ms. Mordaunt X

Mrs. Houllier X Mr. Cousins X Mrs. Smith X

D. OPERATIONS

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

Motion: D. Calhoun Second: C. Mordaunt

Mrs. Oppegaard X Mrs. Lewis A Mr. Lopez X

Mr. Susino X Mr. Calhoun X Ms. Mordaunt X

Mrs. Houllier X Mr. Cousins X Mrs. Smith X

E. PUBLIC RELATIONS

DISCUSSION - A Public Relations Committee Meeting was held on July 20, 2016

MOTION – None

RESOLUTION – None

F. PERSONNEL

RESOLVE, The Board of Education approve the items listed under  
Personnel as per Document C - 5

Motion:	<u>    A. Susino    </u>	Second:	<u>    D. Calhoun    </u>		
Mrs. Oppegaard	<u>    X    </u>	Mrs. Lewis	<u>    A    </u>	Mr. Lopez	<u>    X    </u>
Mr. Susino	<u>    X    </u>	Mr. Calhoun	<u>    X    </u>	Ms. Mordaunt	<u>    X    </u>
Mrs. Houllier	<u>    X    </u>	Mr. Cousins	<u>    X    </u>	Mrs. Smith	<u>    X    </u>

**IX. REPORT ON NEPTUNE TOWNSHIP BOARD OF EDUCATION MEETING**

**X. OLD BUSINESS**

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None

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**XI. NEW BUSINESS**

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None

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**XII. 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.

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- E. Makrowitz – Rally Team to Wall Library?

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  - P. Renee – Governor’s comments - # of free and reduced

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  - Ribbon Cutting – Noon at Boardwalk

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  - 8/2 – National Night Out 6-9 p.m.

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**XIII. CAUCUS**

Motion by A. Susino and seconded by A. Lopez to go into caucus to discuss personnel at 7:08 p.m.

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

Motion by G. Cousins and seconded by A. Lopez to reconvene from caucus at 7:40 p.m.

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

**XIII. MOTION TO ADJOURN**

Motion:  G. Cousins  Second:  A. Susino

All in Favor  X  Oppose \_\_\_\_\_.

Time:  7:45  P.M.

Neptune City Board of Education  
Tuesday July 21, 2016  
Business Meeting 6:00 p.m.

**Chief School Administrator's Report:**

Agenda:

Enrollment

<u>May</u>	<u>June</u>	<u>Schools</u>
133	126	Neptune Senior High School
3	3	Poseidon High School
12	12	High Tech (1); Allied Health (6); Wall Communications (3); BioTechnology (2)
28	28	Red Bank High School For Performing Arts (12); Information Technology (3); Academy of Finance (3); Academy of Engineering (5); Family Consumer Science (5)
1	1	Class Academy
24	24	Special Education: Out of District
358	358	Neptune City
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559	552	Total Enrollment

Fire Drills: 6/6/16  
Evacuation Drill (non-fire): 6/10/16

Student Suspension Report: Three - May  
Student Suspension Report: Five - June

Missing Child Report: None - May  
Missing Child Report: None - June

Enrollment Report for May: 358 Neptune City  
Enrollment Report for June: 358 Neptune City

Discussion

Summer Update

Approval (s):

See Section C

Staff In-Service

None

Reports Filed:

- HIB-ITP Data Collection
- NJ DOE Self-Assessment - Anti-Bullying Bill of Rights
- NCLB (No Child Left Behind) Grant
- IDEA (Individuals with Disabilities Education Act) Grant for 2016-2017 school year
- Electronic Violence and Vandalism Report (EVVRS)
- School Register Summary
- Debt Service Collection

1. Enrollment as of June 22, 2016
2. Nurses' Report for June, 2016
3. Education Committee Minutes
4. Public Relations Committee Minutes
5. Joint Project with Monmouth County DOE office

**CORRESPONDENCE**  
**JULY 21, 2016**

- 1) Letter from NJ Department of Education regarding approval of contract for William Folk, Business Administrator/Board Secretary.
- 2) Thank you card from Woodrow Wilson PTO for donation to PTO Gift Auction.

Neptune City Board of Education  
July 21, 2016  
Business Meeting

## 1. EDUCATION

### RESOLUTIONS

1. To approve the following persons for the School Improvement Panel for the 2016-2017 school year: Debra Mercora, Lisa Emmons, and Rachael Twigg
2. To approve the following persons for the District Evaluation Advisory Committee for the 2016-2017 school year: Debra Mercora, Lisa Emmons, Margo O'Connor and Lisa Houllier
3. To reaffirm the Bullying Report from June, 2016 as submitted by Lisa Emmons, Woodrow Wilson Anti-Bullying Specialist.
4. To approve participation in the Joint Project with Monmouth County Department of Education office. This is a comprehensive plan for diversity training.

*ACTION FOLLOWUP* \_\_\_\_\_.

## 2. 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 \$560,295.83 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 June 30, 2016, 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 June 30, 2016 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 April, 2016
6. To approve payment of cafeteria bills.
7. To approve transfer of appropriations.
8. To approve Special Education Tuition Contract for the 2016-2017 school year between Neptune City Board of Education and Children's Center for one student or the period commencing on July 5, 2016 at a tuition charge based upon a per diem rate of \$293.96/day per student; extraordinary services at a rate of \$160.00/day
9. Resolution to award a contract for a Food Service Management Company to Maschio's Food Service, Inc. for the 2016-2017 school year as follows:
  - 1) MANAGEMENT FEE(S)  
The management fee for the 2016-2017 school year shall be \$8,080.00 per year payable at \$808.00 per month prorated over a 10-month period.
  - 2) GUARANTEE  
Maschio's Food Service Inc. guarantees a minimum profit of \$5,000.00. If said profit is not achieved, the difference will be deducted from the management fee.

**2. OPERATIONS - continued**

- 10. To approve submission of HIB Investigations, Trainings and Programs (HIB-ITP) Data Collection.
- 11. To approve submission of NJ DOE Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Acts.
- 12. To approve submission of the IDEA Grant (Individuals with Disabilities Education Act) for the 2016-2017 school year.

*ACTION FOLLOWUP* \_\_\_\_\_.

**3. PUBLIC RELATIONS**

RESOLUTIONS

None

*ACTION FOLLOWUP* \_\_\_\_\_.

**4. PERSONNEL**

RESOLUTIONS

- 1. To approve, upon the recommendation of the CSA, the hiring of Stacey Larkins as Music Teacher, Step 7+MA for the 2016-2017 school year, salary to be determined by negotiations.
- 2. To approve, upon the recommendation of the CSA, Robert Burt as a substitute teacher for the 2016-2017 school year pending completion of paperwork.
- 3. To approve, upon recommendation of the CSA, the hiring of Gina Nastro as a Nurse, Step 1, for the 2016-2017 school year pending completion of paperwork.
- 4. To approve, upon recommendation of the CSA, the hiring of Kathleen Lykes as a Teacher, Step 1, for the 2016-2017 school year pending completion of paperwork.
- 5. To approve, upon recommendation of the CSA, the hiring of Ken O'Donnell as Boys' Basketball Coach for the 2016-2017 school year, fee is \$3,545.68 (pending negotiations)
- 6. To approve, upon recommendation of the CSA, the contract for Lisa Emmons, LDTC/Bullying Coordinator for the 2016-2017 school year.
- 7. To approve, upon recommendation of the CSA, the support staff and salaries for the 2016-2017 school year.
- 8. To approve, upon recommendation of the CSA, the hiring of Deidre Phillips as LDTC (Learning Disabled Teacher Consultant) Step 3+MA+30, one day per week, salary pending negotiations.

*ACTION FOLLOWUP* \_\_\_\_\_.