

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

February 21, 2019
5:00 p.m. NJSBA presentation
6:00 p.m. meeting

Neptune City School District
Woodrow Wilson School

BUSINESS AGENDA

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

Mr. Susino	_____	Mrs. Smith	_____	Mr. Lopez	_____.
Ms. Mordaunt	_____	Mr. Wescott	_____	Mr. Whalen	_____.
Miss Tallman	_____	Mrs. McGuigan	_____	Mr. Brown	_____.

Others Present

Dr. Mercora	_____	Ms. Considine	_____ .
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III. FLAG SALUTE

IV. OATH OF OFFICE - Robert Brown

V. PRESENTATIONS

5:00 - Kathy Winecoff is presenting

Allen B. Shechter from the auditing firm of Alvino & Shechter will present the 2017-2018 Comprehensive Annual Financial Audit (CAFRA)

VI. CODE OF ETHICS

- a. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
- c. I will confine my Board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow Board members, to see that they are well run.
- e. I will recognize that authority rests with the Board of Education and will make no personal promises nor take any private action which may compromise the Board.
- f. I will refuse to surrender my independent judgment to special interest or partisan, political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow Board members, interpret to the staff the aspirations of the community for its schools.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

II. 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.

VIII. MINUTES

Approval of the minutes of the following meetings:

January 3, 2019 – Reorganization

January 10, 2019 – Goal Setting

January 24, 2019 – Regular Meeting

Motion: _____

Second: _____

All in Favor _____

Oppose _____

IX. ADMINISTRATION AND COMMITTEE REPORTS

CHIEF SCHOOL ADMINISTRATOR'S REPORT

Enrollment - November 2018

127	Neptune Senior High School
5	Poseidon
9	High Tech (1); Allied Health (3); Wall Communications (2); BioTechnology (3)
7	Red Bank High School For Performing Arts (2); Information Technology (1); Academy of Finance (1); Academy of Engineering (1); Family and Consumer Science (2)
27	Special Education
263	Neptune City
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438	Total Enrollment

Fire Drills: 1/4/19

Shelter in Place - 1/22/19

Student Suspension Report: Eight - January

Missing Child Report: None - January

Enrollment Report for December: 263 Neptune City

Discussion

- Math League Competition
- MCAL Cheerleading Exhibition
- Read Across America
- Strategic Plan Update

Reports Filed

- SEMI Quarterly Report

Informational Material:

- Enrollment as of January 31, 2019
- Bullying Report for February, 2019
- Nurses' Report for January 31, 2019

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

Motion: _____

Second: _____.

All in Favor _____

Oppose _____.

CORRESPONDENCE

- Thank you letter from Monmouth County Freeholders for our participation in the Recycling Essay Contest

MOTION, The Board of Education receives and file all items listed under Correspondence as posted

Motion: _____ Second: _____.

All in Favor _____ Oppose _____.

X. BOARD PRESIDENT AND COMMITTEE REPORTS:

BOARD PRESIDENT

CURRICULUM AND INSTRUCTION

COMMITTEE REPORTS - Marissa Smith (Chair)
Antonio Lopez, Madeline Tallman, Michele McGuigan

RESOLUTIONS

- To approve the following workshops:
How to Teach the Holocaust, for Tracy Whitt held in New Brunswick on February 25, 2019 at no cost to the District
Leader In Me, Principal Community Coaching Day for Debra Mercora held in Linden on February 25, 2019 at no cost to the District.
Leader in Me, Lighthouse Coordinators Community Coaching Day for Bethany O'Brien and Tracy Whitt held in Linden on February 26, 2019 at no cost to the District.
New Jersey Association of School Social Workers for Lonjeté Nias held in Iselin on March 25, 2019 at a cost of \$95.00.
NJDOE Curriculum Units Project for Margo O'Connor held in Monroe on March 4, 2019 at no cost to the District.
Annual Regional Women's Educational Leadership Forum for Debra Mercora held in Garfield on March 1, 2019 at a cost of \$40.00
- To approve, upon recommendation of the CSA, a Monmouth University student, Barbara Magnusson, for clinical practice for the 2018-2019 school year

RESOLVE, The Board of Education approve the items listed under Curriculum and Instruction as posted

Motion: _____ Second: _____.

Mr. Susino	_____	Mrs. Smith	_____	Mr. Lopez	_____.
Ms. Mordaunt	_____	Mr. Wescott	_____	Mr. Whalen	_____.
Miss Tallman	_____	Mrs. McGuigan	_____	Mr. Brown	_____.

FINANCE AND OPERATIONS

COMMITTEE REPORTS - Chrissy Mordaunt (Chair)
Dave Whalen, Bob Brown

RESOLUTIONS

1. To approve the Bills List attached in the amount of \$338,724.42
2. To approve attached Payroll for the Month of January
3. To approve attached Transfer of Appropriations
4. To approve attached Monthly Transfer Report
5. To approve Monthly Budget Certification Pursuant to N.J.A.C.6A:23-2.11(c)3, I, Linda M. Considine, Board Secretary certify that as of January 31, 2019 no budgetary line item account has obligations (contractual orders) which in total exceed the amount appropriated by the Neptune City 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 January 31, 2019 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.
6. To approve the Monthly Secretary's and Treasurer's Reports for the month of January 31, 2019
7. To accept the 2017-2018 Auditor's Report:
8. The Board of Education has reviewed and accepted the Audit Report submitted by Mr. Schechter with the following recommendations:
 - The Board of Education should designate someone to prepare and submit the certification as required by N.J.S.A. 18A:14-4 and submit the E-CERT1.
 - That the Board should establish control procedures to ensure that annual or more frequent review of the Position Control Roster is performed.
 - The Board Secretary should promptly deposit all cash receipts.
 - Approved budgetary line accounts should not be over-expended. The Board Secretary should not approve the issuance of purchase orders that would cause over-expenditure in the line account to be charged, prior to the board approving the requested transfer of additional appropriations to cover such orders.
- A corrective action plan will be submitted.
9. To approve the following Contracts: Tuition Contract with Coastal Learning Center for one student at a cost of \$63,285.88 for the 2018-2019 school year, effective January 29, 2019.
10. To approve the submission of the 2019-2022 Preschool Education Expansion Aid Application.
11. To approve the submission of the Sustainable NJ PSEG grant in the amount of \$10,000.00.
12. To approve the Waiver Application for NJ Department of Agriculture Summer Food Service Program.
13. To approve 2-18-2019 Transportation Contract with Neptune Township in the amount of \$256,774.60.

RESOLVE, The Board of Education approve the items listed under Finance and Operations as posted

Motion: _____ Second: _____.

Mr. Susino	_____	Mrs. Smith	_____	Mr. Lopez	_____.
Ms. Mordaunt	_____	Mr. Wescott	_____	Mr. Whalen	_____.
Miss Tallman	_____	Mrs. McGuigan	_____	Mr. Brown	_____.

HUMAN RESOURCES

COMMITTEE REPORTS - Anthony Susino (Chair)
Chrissy Mordaunt, Bruce Wescott

1. To approve the Job Description Manual inclusive of the District jobs.

RESOLVE, The Board of Education approve the items listed under Human Resources as posted

Motion: _____ Second: _____.

Mr. Susino	_____	Mrs. Smith	_____	Mr. Lopez	_____.
Ms. Mordaunt	_____	Mr. Wescott	_____	Mr. Whalen	_____.
Miss Tallman	_____	Mrs. McGuigan	_____	Mr. Brown	_____.

XI. REPORT ON NEPTUNE TOWNSHIP BOARD OF EDUCATION MEETING

XII. OLD BUSINESS

XIII. NEW BUSINESS

XIV. 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.

XV. CAUCAS

RESOLVED, that pursuant to the Open Public Meetings act of 1975, the board is now going into Caucus to discuss matters relating to:

- ☐ Matters rendered confidential by state or federal law
- ☐ Personnel
- ☐ Appointment of a public official
- ☒ Matters covered by Attorney/Client Privilege
- ☐ Pending or anticipated litigation
- ☐ Pending or anticipated contract negotiations
- ☐ Protection of the safety or property of the public
- ☐ Matters which would constitute an unwarranted invasion of privacy
- ☐ Matters in which the release of information would impair a right to receive funds from the United States Government
- ☐ Matters concerning collective negotiations and/or the negotiations of terms and conditions of employment of employees of the Board of Education
- ☐ Possible imposition of a civil penalty or suspension
- ☐ Proposed goals of the Superintendent or evaluations of Superintendent.

XVI. MOTION TO ADJOURN

Motion: _____ Second: _____.

All in Favor _____ Oppose _____.

Time: _____ P.M.