

**NEPTUNE CITY BOARD OF EDUCATION  
GYMNASIUM**

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

April 29, 2021  
6:00 p.m.

**Board Meeting Agenda**

**I. CALL TO ORDER**

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, on Municipal Clerk.

*As the Neptune City School District Board of Education transitions back to in person Board meetings in the pandemic, it is important that everyone strictly adhere to the following guidelines in the interests of maintaining health and safety:*

- *Board meetings will be held in the gymnasium, socially distanced, with no access to the rest of the building.*
- *Attendees must wear masks and may only enter and exit the gymnasium through exterior door #13.*
- *As you enter door #13, you will be directed to walk through the temperature scanner, use hand sanitizer, and sign in for the meeting. After signing in, you will be provided with a QR code to link your cell phone directly to the meeting agenda to remain as contactless as possible.*
- *Proceed to one of the socially distanced chairs and please do not move the chair selected.*
- *You may not remove your mask at any time during the Board meeting.*
- *At the end of the meeting, exit through door #13 only.*
- *Every attempt will be made to provide a "view only" Zoom option for the meeting. For those viewing the meeting through Zoom, you may email any comments/questions to the Interim Board Secretary, Ms. Yvonne Hellwig, at [yhellwig@neptunecityschool.org](mailto:yhellwig@neptunecityschool.org) or mail to 210 West Sylvania Avenue, Neptune City, NJ 07753 by 5:00 PM on the day of the meeting.*

*Thank you for your cooperation in our health and safety guidelines and welcome to this meeting of the Board of Education.*

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**II. ROLL CALL**

Mr. Susino \_\_\_\_\_ Mrs. Smith \_\_\_\_\_ Mr. Brown \_\_\_\_\_

Mr. Lopez \_\_\_\_\_ Ms. McCarthy \_\_\_\_\_ Ms. McGuigan \_\_\_\_\_

Ms. Mordaunt \_\_\_\_\_ Mrs. Rummel \_\_\_\_\_ Mrs. Zanni \_\_\_\_\_

Others Present:

Dr. Boccuti \_\_\_\_\_ Ms. Hellwig \_\_\_\_\_

**III. FLAG SALUTE**

**IV. PRESENTATION**

- 1) Presentation – Update on Pre-K Program; Dr. Raymond Boccuti, Mrs. Lisa Emmons
- 2) Presentation – Public Hearing on the 2021-2022 School Budget, Ms. Yvonne Hellwig

**V. MINUTES**

Resolve, that the Neptune City Board of Education approve the Minutes of the March 18, 2021 Board Meeting and the April 13, 2021 Special Executive Session Board Meeting.

Motion to approve the Minutes as presented.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

All in Favor: \_\_\_\_\_ Oppose: \_\_\_\_\_

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**VI. ADMINISTRATION AND COMMITTEE REPORTS**

**Chief School Administrator’s Report**

Enrollment – March 31, 2021

- 112 Neptune Senior High School
- 10 Poseidon
- 7 High Tech (0); Allied Health (2); Wall Communications (3);  
BioTechnology (2)
- 9 Red Bank High School
- 21 Out of District Special Education
- 225 Neptune City (February 28, 2021: 156 in building, 69 remote)
- 384 Total Enrollment

8 students - Acelero Head Start enrollment

17 students - 2021 – 2022 Kindergarten Registration as of March 31, 2021

Audible Fire Drills: March 23, 2021

Lockdown: March 30, 2021

In-School Student Suspensions – March 2021: 0

Out of School Student Suspensions - March 2021: 0

Bullying Report – March 2021: 0

Missing Child Report – March 2021: 0

Nurse’s Monthly Report – March 2021

Motion to approve the Chief School Administrator's Report as presented.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

All in Favor: \_\_\_\_\_ Oppose: \_\_\_\_\_

**VII. 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.

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**VIII. CORRESPONDENCE**

There is no correspondence.

**IX. POLICY**

**A. RESOLUTIONS**

1. To approve, upon recommendation of the CSA, that the Board of Education approve a Second Reading and approval of the Strauss Esmay 2000 Series of Board Policies and Regulations.
  
- 2 To approve, upon recommendation of the CSA, that the Board of Education approve a First Reading of the Strauss Esmay 3000 Series of Board Policies and Regulations.

Motion to approve the Items 1 – 2 listed under Policy as presented.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

Mr. Susino \_\_\_\_\_ Mrs. Smith \_\_\_\_\_ Mr. Brown \_\_\_\_\_

Mr. Lopez \_\_\_\_\_ Ms. McCarthy \_\_\_\_\_ Ms. McGuigan \_\_\_\_\_

Mrs. Mordaunt \_\_\_\_\_ Mrs. Rummel \_\_\_\_\_ Mrs. Zanni \_\_\_\_\_

**X. BOARD PRESIDENT AND COMMITTEE REPORTS:**

BOARD PRESIDENT

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**XI. CURRICULUM AND INSTRUCTION – Mrs. Smith, Chairperson**

Ms. McGuigan, Mrs. Rummel, Mrs. Zanni

**A. COMMITTEE REPORTS**

**B. RESOLUTIONS**

1. To approve, upon recommendation of the CSA, the implementation of an Autism support class for the 2021-2022 school year.

Motion, upon recommendation of the CSA, that the Neptune City Board of Education approve the items listed under Curriculum and Instruction as presented.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Mr. Susino \_\_\_\_\_ Mrs. Smith \_\_\_\_\_ Mr. Brown \_\_\_\_\_

Mr. Lopez \_\_\_\_\_ Ms. McCarthy \_\_\_\_\_ Ms. McGuigan \_\_\_\_\_

Ms. Mordaunt \_\_\_\_\_ Mrs. Rummel \_\_\_\_\_ Mrs. Zanni \_\_\_\_\_

**XII. FINANCE AND OPERATIONS - Mr. Lopez, Chairperson, Mr. Brown, Ms. McCarthy, Ms. Mordaunt**

**A. COMMITTEE REPORTS**

**B. RESOLUTIONS**

1. To approve attached Bills List
2. To approve the Payroll for the Month of March 2021
3. To approve attached Appropriations Adjustment Journal
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, Yvonne Hellwig, Board Secretary certify that as of March 31, 2021 no budgetary line item account has obligations 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 March 31, 2021 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 current fiscal year.

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6. To approve the Secretary’s and Treasurer’s Reports for the month of March 31, 2021.
7. To approve the SFA to SFA Vendor Meals Contract between the AVON BOE and Neptune City BOE as required by the NJ State School Nutrition Program of the Department of Agriculture for school year 2021-2022.
8. To approve submission of the June 30, 2020 Corrective Action Plan pertaining to the 2019-2020 Annual Audit.

To approve, upon recommendation of the School Business Administrator, Items #1 - 8 listed under Finance and Operations as presented.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Mr. Susino \_\_\_\_\_ Mrs. Smith \_\_\_\_\_ Mr. Brown \_\_\_\_\_

Mr. Lopez \_\_\_\_\_ Ms. McCarthy \_\_\_\_\_ Ms. McGuigan \_\_\_\_\_

Ms. Mordaunt \_\_\_\_\_ Mrs. Rummel \_\_\_\_\_ Mrs. Zanni \_\_\_\_\_

**C-1. Resolution to Adopt the 2021-2022 School Budget**

**ADOPTION OF THE 2021-2022 BUDGET  
of the Neptune City Board of Education**

**RESOLVE**, that the Neptune City Board of Education Adopt the 2021-2022 School Year Budget using the 2021-2022 state aid figures, and, that the Secretary to the Board of Education be authorized to submit the school budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline.

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
<b>2021-2022 Total Expenditures</b>	<b>9,359,224</b>	<b>992,652</b>	<b>654,525</b>	<b>11,006,401</b>
<b>Less: Anticipated Revenues</b>	<b>2,403,791</b>	<b>992,652</b>	<b>163,376</b>	<b>3,559,819</b>
<b>Taxes to be Raised</b>	<b>6,955,433</b>	<b>- 0-</b>	<b>491,149</b>	<b>7,446,582</b>

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Motion, that the Neptune City Board of Education Adopt the budget for the 2021-2022 School Year.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Mr. Susino \_\_\_\_\_ Mrs. Smith \_\_\_\_\_ Mr. Brown \_\_\_\_\_

Mr. Lopez \_\_\_\_\_ Ms. McCarthy \_\_\_\_\_ Ms. McGuigan \_\_\_\_\_

Ms. Mordaunt \_\_\_\_\_ Mrs. Rummel \_\_\_\_\_ Mrs. Zanni \_\_\_\_\_

**C-2. Resolution to Approve Related Staff Travel**

**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 N.J.A.C. 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, to date the district has expended \$4,285.00; now

**THEREFORE, BE IT RESOLVED**, that the Board of Education approve 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 2021-2022 school year.

Motion, that the Neptune City Board of Education approve Staff Travel for the 2021-2022 school year.

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Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Mr. Susino _____	Mrs. Smith _____	Mr. Brown _____
Mr. Lopez _____	Ms. McCarthy _____	Ms. McGuigan _____
Ms. Mordaunt _____	Mrs. Rummel _____	Mrs. Zanni _____

**C-3 Resolution to Adopt Tax Levy and Collection Schedule**

**BE IT RESOLVED**, that the amount required for school purposes in the school district of Neptune City, County of Monmouth for the 2021-2022 school year is \$7,446,582 and is required to be levied for local school district purposes.

**THEREFORE, BE IT RESOLVED**, that the Board of Education Adopt the tax levy schedule for the 2021-2022 school year and authorizes the Business Administrator to submit said schedule to the Neptune City Municipal Clerk for collection of the local school district taxes for school district purposes.

General Fund Tax Levy	\$, 6,955,433
Debt Service Tax Levy	<u>491,149</u>
Total Taxes to be Raised	<u>\$ 7,446,582</u>

<i>DATE</i>	<i>AMOUNT</i>
July	620,548.50
August	620,548.50
September	620,548.50
October	620,548.50
November	620,548.50
December	620,548.50
January	620,548.50
February	620,548.50
March	620,548.50
April	620,548.50
May	620,548.50
June	620,548.50
	<b>\$ 7,446,582.00</b>

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Motion, that the Neptune City Board of Education approve the Tax Levy Collection Schedule for the 2021-2022 school year.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Mr. Susino \_\_\_\_\_ Mrs. Smith \_\_\_\_\_ Mr. Brown \_\_\_\_\_

Mr. Lopez \_\_\_\_\_ Ms. McCarthy \_\_\_\_\_ Ms. McGuigan \_\_\_\_\_

Ms. Mordaunt \_\_\_\_\_ Mrs. Rummel \_\_\_\_\_ Mrs. Zanni \_\_\_\_\_

**XIII. HUMAN RESOURCES** - Mr. Susino, Chairperson, Mrs. Smith, Ms. Mordaunt, Ms. McCarthy

**A. COMMITTEE REPORTS**

**B. RESOLUTIONS**

1. To approve, upon recommendation of the CSA, a medical leave for Mrs. Kaitlyn Clayton, Kindergarten Teacher, effective May 3, 2021 through June 18, 2021 using a total of 34 sick days followed by a Family Medical Leave of Absence (FMLA) from the beginning of the 2021-2022 school year through November 29, 2021.
2. To approve, upon recommendation of the CSA, a temporary change in assignment for Paraprofessional, Haley J. Mulroy, to serve in the position of long term substitute Kindergarten Teacher effective May 3, 2021 through June 18, 2021. Let it further be resolve Ms. Mulroy will be provided two transition days in the upcoming position to be served on April 29 and 30, 2021.
3. To approve, upon recommendation of the CSA, Rodolph Jean-Pierre, Monmouth University Social Worker Certification Student, to serve a student internship for the 2021-2022 school year under the supervision of Social Worker, Mrs. Grizel Wilson.
4. To approve, upon recommendation of the CSA, Kerianne Clayton, Monmouth University Social Worker Certification Student, to serve a student internship for the 2021-2022 school year under the supervision of Social Worker, Mrs. Grizel Wilson.
5. To approve, upon recommendation of the CSA, that Katelyn Saldutti be added to the approved list of substitutes for the school district.

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MOTION, that the Neptune City Board of Education approve the items listed under Human Resources as presented.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Mr. Susino \_\_\_\_\_ Mrs. Smith \_\_\_\_\_ Mr. Brown \_\_\_\_\_

Mr. Lopez \_\_\_\_\_ Ms. McCarthy \_\_\_\_\_ Ms. McGuigan \_\_\_\_\_

Ms. Mordaunt \_\_\_\_\_ Mrs. Rummel \_\_\_\_\_ Mrs. Zanni \_\_\_\_\_

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

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**XV. OLD BUSINESS**

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**XVI. NEW BUSINESS**

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**XVII. PUBLIC FORUM NON-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.

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**XVIII. MOTION TO ADJOURN**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Aye \_\_\_\_\_ Nay \_\_\_\_\_

Time: \_\_\_\_\_ P.M.