

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

February 25, 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> X </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> A </u>	Mrs. Smith	<u> A (6:02) </u>

Others Present

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

**IV. PRESENTATIONS**

1. Resolution to recognize Mrs. Leigh White as Teacher of the Year.

RESOLUTION By A. Susino and seconded by L. Houllier to approve the Selection of the Neptune City and Monmouth County Superintendent's Award Recipient as follows:

WHEREAS, the Neptune City Board of Education, the Wilson School PTO and the Monmouth County Superintendents' Teacher Recognition Program recognize an outstanding teacher of the Neptune City School District, and

WHEREAS, a panel from the Neptune City School District Community has met to review candidates and select a Neptune City Board of Education, Wilson School PTO and Monmouth County Superintendents' Teacher Recognition Program Award Recipient for the 2015-2016 school year, now therefore,

BE IT RESOLVED, that Leigh White be recognized for her outstanding efforts and achievements on behalf of the children of the Neptune City School through her effective teaching, maintenance of productive classroom environment, her genuinely warm and sincere concern for young children, and development of self-worth and love of learning in children, and therefore,

BE IT RESOLVED, that Leigh White is selected as the 2015-2016 Neptune City Board of Education, the Wilson School PTO and the Monmouth County Superintendent's Award Recipient, making her eligible to receive all honors and awards associated with her selection.

Motion:	<u>   A. Susino   </u>	Second:	<u>   L. Houllier   </u>	.
Mrs. Oppegard	<u>   X   </u>	Mrs. Lewis	<u>   X   </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>   A   </u>	Mrs. Smith <u>   X   </u>

**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.

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**VI. CAUCUS**

Motion by A. Susino and seconded by C. Mordaunt to go into caucus to discuss legal matters at 6:04 p.m.

Mrs. Oppegard	<u>   X   </u>	Mrs. Lewis	<u>   X   </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>   A   </u>	Mrs. Smith	<u>   X   </u>

Motion by A. Susino and seconded by M. Lewis to reconvene from caucus at 6:16 p.m.

Mrs. Oppegaard	<u> X </u>	Mrs. Lewis	<u> X </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> A </u>	Mrs. Smith	<u> X </u>

**VII. MINUTES**

MOTION, The Board of Education approves the Minutes of the Reorganization Meeting on January 7, 2016 and the Business/Work Meeting on January 28, 2016

Motion:  L. Houllier  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:  A. Susino  Second:  C. Mordaunt

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. Susino  Second:  A. Lopez

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

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

Board President

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- Mrs. Oppegaard – expressed appreciation to Mrs. Hansen and wish her well in retirement
- 
- 2/4 Joint Board and PTO meeting – very good meeting
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- Heat issue was quickly repaired
- 
- Attended Neptune Board Meeting
- 
- 3/1 meeting with Assembly members
- 
- 3/16 meeting with Senator Beck. Senator Beck bill to adjust under adequacy aid.
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C. EDUCATION

DISCUSSION – Budget considerations / ELL Program/ 3<sup>rd</sup> computer lab / new curriculum  
Being written in summer for science and language arts / Read Across America

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

Motion:  M. Smith  Second:  A. Susino .

Mrs. Oppegaard	<u> X </u>	Mrs. Lewis	<u> X </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> A </u>	Mrs. Smith	<u> X </u>

D. OPERATIONS

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

Motion:  D. Calhoun  Second:  A. Susino .

Mrs. Oppegaard	<u> X </u>	Mrs. Lewis	<u> X </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> A </u>	Mrs. Smith	<u> X </u>

E. PUBLIC RELATIONS

DISCUSSION - None

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>    M. Lewis    </u>	.		
Mrs. Oppegaard	<u>    X    </u>	Mrs. Lewis	<u>    X    </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>    A    </u>	Mrs. Smith	<u>    X    </u>	.

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

**XI. OLD BUSINESS**

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None

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**XII. NEW BUSINESS**

Resolution by L. Houllier and seconded by C.Mordaunt to put a full page advertisement in the Woodrow Wilson School Yearbook.

Mrs. Oppegaard	<u>    X    </u>	Mrs. Lewis	<u>    X    </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>    A    </u>	Mrs. Smith	<u>    X    </u>	.

**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.

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M. McGuigan – No bullying reports? Dr. Mercora clarified that the reports were up to the time of the meeting.

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Tammy Robertson – Softball last year – would like to see some recognition of their successful season.

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Mrs. Oppegaard said this was a great suggestion

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Mr. Zakerowski – wished Mrs. Hansen well

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**XIV. MOTION TO ADJOURN**

Motion:   A. Susino  

Second:   M. Lewis  

All in Favor   X  

Oppose   

Time:   7:12   P.M.

Neptune City Board of Education  
Wednesday February 25, 2016  
Business Meeting 6:00 P.M

**Chief School Administrator's Report:**

Agenda:

Enrollment

<u>December</u>	<u>January</u>	<u>Schools</u>
137	135	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
23	23	Special Education: Out of District
364	366	Neptune City
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568	568	Total Enrollment

Fire Drills: 1/11/16

False Alarm: 1/6/2016

Shelter in Place: 1/28/16

Student Suspension Report: One - December

Student Suspension Report: None - January

Missing Child Report: None - December

Missing Child Report: None - January

Enrollment Report for December: 364 Neptune City

Enrollment Report for January: 366 Neptune City

Discussion

- PARCC
- 2015-2016 Amended Calendar
- Kindergarten Registration packets were available on February 2, 2015. Registration dates June 8 - 12<sup>th</sup>, 1 - 3 pm. Enrollment as of February 18<sup>th</sup> - 3 students
- Wax Museum
- Read Across America
- Boosters Gift Auction is March 12<sup>th</sup>
- Reminder - School Board Members must fill out School Board Ethics form.

Approval (s):

1. See Section C

Staff In-Service

February 12, 2016 - Cultural Awareness

Reports Filed:

None

1. Enrollment as of January 31, 2016
2. Nurses' report for January, 2016
3. 2015-2016 Amended Calendar
4. Minutes from Operations Committee Meeting on February 16, 2016 (also in dropbox)
5. Minutes from Education Committee Meeting on February 17, 2016 (also in dropbox)



**CORRESPONDENCE**

**February 25, 2016**

- 1) Letter from Kayla Nino, a student from Woodrow Wilson, regarding Yearbook Ad.
- 2) Letter of retirement from Betsy Hansen, Kindergarten Teacher, effective June 30, 2016.
- 3) Letter of resignation from Brian Adams, Paraprofessional, effective February 29, 2016.
- 4) Letter of resignation from Stacy Pecchia, Paraprofessional, effective February 19, 2016.
- 5) Email from Carol Friedman regarding utility accounts.
- 6) Invitation from NJSBA to attend a special training event, NJSBA's 2016 School Public Relations Forum on Friday, April 8, 2016.

Neptune City Board of Education  
February 25, 2016  
Business Meeting

1. EDUCATION

RESOLUTIONS

- 1. To approve amended 2015-2016 school calendar.
- 2. There were no HIB incidents in January, 2016 and there were no incidents in February, 2016.
- 3. To approve Columbia Readers/Writers Workshop on Saturday, 3/19/16.

*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 \$548,476.25 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 January 31, 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 January 31, 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 per attached
- 6. To approve payment of cafeteria bills.
- 7. To approve transfer of appropriations.
- 8. To approve for second reading the following policies and regulations:

Policies:

- 1240 Evaluation of Superintendent
- 2510 Adoption of Textbooks
- 2622 Student Assessment
- 3218 Substance Abuse (teaching staff)
- 3431.1 Family Leave (teaching staff)
- 4218 Substance Abuse (support staff)
- 4431.1 Family Leave (support staff)
- 5120 Assignment of Students
- 5330 Administration of Medication
- 5466 Graduation and Yearbook Fees
- 5519 Dating Violence at School
- 6112 Reimbursement of Federal and Other Grant Expenditures
- 6471 School District Travel
- 6480 Purchase of Food Supplies
- 6660 Student Activity Fund
- 7434 Smoking in School Buildings and on School Grounds
- 7436 Drug and Alcohol Free Workplace
- 8130 School Organization
- 8601 Student Supervision After School Dismissal

- 8. To approve for second reading the following policies and regulations: (continued)

Regulations:

- 1240 Evaluation of Superintendent
- 1570 Internal Controls
- 2200 Curriculum Content
- 2411 Guidance and Counseling
- 2415.20 No Child Left Behind Complaints
- 2460.1 Special Education - Location, Identification and Referral
- 2460.9 Special Education - Transition from Early Intervention Programs to Preschool Programs
- 2510 Adoption of Textbooks
- 3218 Substance Abuse (teaching staff)
- 3244 In-Service Training
- 5331 Management of Life-Threatening Allergies in Schools
- 5338 Diabetes Management
- 5410 Promotion and Retention
- 5519 Dating Violence at School
- 5860 Rules for Safety Patrol Members
- 6111 Special Education - Medicaid Initiative (Semi) Program
- 6112 Reimbursement of Federal and Other Grant Expenditures
- 6471 School District Travel Procedures
- 6810 Financial Objectives
- 7100 Long-Range Facilities Planning
- 7420.1 Bloodborne Pathogen Exposure Control Plan
- 7430 School Safety
- 7650 School Vehicle Assignment, Use, Tracking, Maintenance and Accounting
- 8420.4 Kidnapping
- 8420.5 Asbestos Release
- 8420.6 Accidents to and From School
- 8420.7 Lockdown Procedures
- 8420.10 Active Shooter
- 8461 Reporting Violence, Vandalism, Harassment Intimidation, Bullying, Alcohol, and Other Drug Use
- 9140 Citizens Advisory Committee

- 9. To approve agreement with Children’s Center for home instruction services for one student for the period 2/29/16 - 6/17/16 at a rate of \$68.00/hour. Also, an administrative fee will apply for team meetings, coordination, written reports, e-mails, and phone conservation at a rate of \$25.00/hour not to exceed 10 hours total for entire school year.
- 10. To approve the proposed 2016-2017 budget calendar.

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

**3. PUBLIC RELATIONS**

RESOLUTIONS

None

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

**4. PERSONNEL**

RESOLUTIONS

1. To approve the hiring of Kristina Santella as a Paraprofessional at a salary of \$17,960.00 for the 2015-2016 school year, effective February 26, 2016.
2. To approve the hiring of Michael Nastasi as a Paraprofessional at a salary of \$17,960.00 for the 2015-2016 school year, effective March 1, 2016.
3. To accept the letter of retirement from Betsy Hansen, Kindergarten Teacher, effective June 30, 2016.
4. To accept the letter of resignation from Brian Adams, Paraprofessional, effective February 29, 2016.
5. To accept the letter of resignation from Stacy Pecchia, Paraprofessional, effective February 19, 2016.
6. To approve the hiring of Devin Guthrie as a Paraprofessional at a salary of \$17,960.00 for the 2015-2016 school year, effective February 29, 2016.
7. To approve personnel for PARCC Math Class, fees pending negotiated salaries: Karen O'Donnell and Tracy Whitt.

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