

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

May 27, 2014  
7:30 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. Susino	<u>  X  </u>	Mr. Albano	<u>  A (7:35)  </u>
Mr. Burr	<u>  X  </u>	Mrs. Rust	<u>  X  </u>	Dr. Jodry	<u>  A  </u>
Mr. Zakerowski	<u>  X  </u>	Mrs. Houllier	<u>  X  </u>		<u>          </u>

Others Present

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

**IV. RESOLUTIONS**

Resolution by A. Susino and seconded by R. Burr to appoint Michelle Lewis as our new Board Member of the Neptune City Board of Education.

Mrs. Oppegaard	<u>  X  </u>	Mr. Susino	<u>  X  </u>	Mr. Albano	<u>  X  </u>
Mr. Burr	<u>  X  </u>	Mrs. Rust	<u>  X  </u>	Dr. Jodry	<u>  A  </u>
Mr. Zakerowski	<u>  X  </u>	Mrs. Houllier	<u>  X  </u>		<u>          </u>

**V. PRESENTATIONS**

- 1. To recognize Mrs. Kathleen Salera as Teacher of the Year.
- 2. PTO presentation to Mrs. Kathleen Salera for recognition as Teacher of the Year.
- 3. To award Katherine Cusack a Scholarship Award in the amount of \$750.00 presented by Wilson School PTO.
- 4. To award 2013-2014 National Honor Society Inductees: Peter Davis, Natalie Shephard and Nicole Susino

**VI. RECESS**

At 7:39 p.m. motion by L. Houllier and seconded by E. Zakerowski to recess for ten minutes

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

At 7:51 p.m. motion by A. Susino and seconded by E. Zakerowski to return from recess

All in Favor       X                            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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None

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**VIII. APPROVAL OF ORGANIZATIONAL ITEMS**

- 1. Request approval of the Board of Education Meeting Format for the 2014-15 School Year, as per Document 1.1

Motion:       R. Burr                            Second:       J. Albano      .

Mrs. Oppegaard	<u>  X  </u>	Mr. Susino	<u>  X  </u>	Mr. Albano	<u>  X  </u>
Mr. Burr	<u>  X  </u>	Mrs. Rust	<u>  X  </u>	Dr. Jodry	<u>  A  </u>
Mr. Zakerowski	<u>  X  </u>	Mrs. Houllier	<u>  X  </u>	Mrs. Lewis	<u>  X  </u>

2. Request approval of the organizational items indicated as per Document 1.2

Motion:     A. Susino                        Second:     L. Houllier    .

Mrs. Oppegaard	<u>  X  </u>	Mr. Susino	<u>  X  </u>	Mr. Albano	<u>  X  </u>
Mr. Burr	<u>  X  </u>	Mrs. Rust	<u>  X  </u>	Dr. Jodry	<u>  A  </u>
Mr. Zakerowski	<u>  X  </u>	Mrs. Houllier	<u>  X  </u>	Mrs. Lewis	<u>  X  </u>

3. Request approval of Board of Education Committees to include Education, Operations, Personnel & Public Relations. In addition, to authorize the Board President to appoint representatives and alternates to the following:  
Monmouth/Ocean Educational Services Commission, Monmouth County School Boards Association, New Jersey School Boards Association, Urban School Boards Association.

Motion:     A. Susino                        Second:     E. Zakerowski    .

Mrs. Oppegaard	<u>  X  </u>	Mr. Susino	<u>  X  </u>	Mr. Albano	<u>  X  </u>
Mr. Burr	<u>  X  </u>	Mrs. Rust	<u>  X  </u>	Dr. Jodry	<u>  A  </u>
Mr. Zakerowski	<u>  X  </u>	Mrs. Houllier	<u>  X  </u>	Mrs. Lewis	<u>  X  </u>

**NEPTUNE CITY BOARD OF EDUCATION  
AGENDA FORMAT FOR REGULAR MEETINGS**

- I. OPEN MEETING NOTICE - statement read by the Chair (in accordance with Chapter 231, Public Laws of 1975)
- II. ROLL CALL
- III. SALUTE TO THE FLAG
- IV. PRESENTATIONS
- V. PUBLIC FORUM ON AGENDA ITEMS
- VI. MINUTES
- VII. ADMINISTRATION
  - A. CHIEF SCHOOL ADMINISTRATOR REPORT (Document A)
  - B. CORRESPONDENCE (Document B)
- VIII. PRESIDENT'S AND COMMITTEES REPORTS
- IX. NEPTUNE TOWNSHIP BOARD OF EDUCATION LIASON REPORT
- X. OLD BUSINESS
- XI. NEW BUSINESS
- XII. PUBLIC FORUM (See note below)
- XIII. MOTION TO ADJOURN

*Note: No formal action is taken at work sessions. Public participation is limited to items on the agenda. Formal action is limited to regular and special meetings, at which time the public may participate.*

## **Neptune City Board of Education Organizational Items**

The following Neptune City Board of Education items/terms/appointments are for the Fiscal year, July 1, 2014 through June 30, 2015.

1. Request approval for the use of the following newspapers:
  - The New Coaster
  - The Asbury Park Press
  - The Star Ledger
  
2. Request approval of the following Bank Depositories:
  - Bank of America
  - PNC Bank
  - Wells Fargo Bank
  - Investors Savings & Loan
  - Central Jersey Bank (Division of Kearney Federal Savings)
  - New Jersey Community
  
3. Request approval of the existing Board of Education Policies and Administrative Regulations subject to review and revision.
  
4. Request approval of the District's existing curriculums and textbooks subject to review and revision.
  
5. Request approval to authorize the appointments of the following:
  - William L. Folk - Board Secretary
  - William L. Folk - Public Agency Compliance Officer
  - William L. Folk - Qualified Purchasing Agent
  - Lisa A. Emmons - Affirmative Action/Gender Equity Officer/504 Officer
  - Lisa A. Emmons - NCLB contact person and representative
  - Debra Mercora - Treasurer
  
6. Request approval to appoint Sanford Brown - Board Attorney at a rate of \$ 150 /hr.
  
7. Request approval to appoint Allen Shechter - Public School Accountant (Of Alvino & Shechter, CPAs) at an annual fee of \$ 13,600.
  
8. Request approval to appoint Lisa Emmons - Officer for Disabled Students.
  
9. Request approval to appoint Dennis Cottrell - Right To Know contact person.
  
10. Request approval to appoint Dennis Cottrell - AHERA Representative.
  
11. Request approval to authorize the Business Office to maintain a petty cash account not to exceed \$150.00.

12. Request approval of Strauss-Esmay Associates as the Policy Advisor.
13. Request approval of Siracusa and AXA/Equitable as providers of tax shelter annuities.
14. Request of approval of E & K Agency and Brown and Brown Benefit Advisors as insurance consultants.

**IX. MINUTES**

MOTION, The Board of Education approves the Minutes of the Work Session of April 22 and the Regular Meeting of April 29, 2014.

Motion: A. Susino Second: L. Houllier.

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

**X. 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: E. Zakerowski Second: A. Susino.

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: R. Burr.

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

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

Board President

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C. EDUCATION

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

Motion:     A. Rust     Second:     R. Burr    

Mrs. Oppegaard	<u>  X  </u>	Mr. Susino	<u>  X  </u>	Mr. Albano	<u>  X  </u>
Mr. Burr	<u>  X  </u>	Mrs. Rust	<u>  X  </u>	Dr. Jodry	<u>  A  </u>
Mr. Zakerowski	<u>  X  </u>	Mrs. Houllier	<u>  X  </u>	Mrs. Lewis	<u>  X  </u>

D. OPERATIONS

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

Motion:     R. Burr     Second:     A. Susino    

Mrs. Oppegaard	<u>  X  </u>	Mr. Susino	<u>  X  </u>	Mr. Albano	<u>  X  </u>
Mr. Burr	<u>  X  </u>	Mrs. Rust	<u>  X  </u>	Dr. Jodry	<u>  A  </u>
Mr. Zakerowski	<u>  X  </u>	Mrs. Houllier	<u>  X  </u>	Mrs. Lewis	<u>  X  </u>

E. PUBLIC RELATIONS

DISCUSSION – Working on updating brochure

MOTION - None

RESOLUTION - None

F. PERSONNEL

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

Motion:     A. Susino     Second:     E. Zakerowski    

Mrs. Oppegaard	<u>  X  </u>	Mr. Susino	<u>  X  </u>	Mr. Albano	<u>  X  </u>
Mr. Burr	<u>  X  </u>	Mrs. Rust	<u>  X  </u>	Dr. Jodry	<u>  A  </u>
Mr. Zakerowski	<u>  X  </u>	Mrs. Houllier	<u>  X  </u>	Mrs. Lewis	<u>  X  </u>



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

Anthony Susino did not go to the May meeting.

**XIII. OLD BUSINESS**

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None

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**XIV. NEW BUSINESS**

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None

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**XV. 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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McGuigan – Neptune Avene – asked about #4 under “Organizational Items”

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M. Duggan – 55 Third Avenue – Preschool summer program – Is it in 2014/2015 budget?

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NCEA – Thank you to LisaMarie Yavarone and Maureen McConville for their years of service

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C. McDowell – 17 Lawrence Drive – saddened by cuts over last few years

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**XV. CAUCUS**

Motion by A. Susino and seconded by E. Zakerowski to go into caucus at 8:07 to discuss personnel.

Mrs. Oppegaard   X                        Mr. Susino   X                        Mr. Albano   X  

Mr. Burr   X                                Mrs. Rust   X                                Dr. Jodry   A  

Mr. Zakerowski   X                        Mrs. Houllier   X                        Mrs. Lewis   X

Motion by A. Susino and seconded by L. Houllier to return from caucus at 9:28 p.m.

Mrs. Oppegaard	<u> X </u>	Mr. Susino	<u> X </u>	Mr. Albano	<u> X </u>
Mr. Burr	<u> X </u>	Mrs. Rust	<u> X </u>	Dr. Jodry	<u> A </u>
Mr. Zakerowski	<u> X </u>	Mrs. Houllier	<u> X </u>	Mrs. Lewis	<u> X </u>

**XVI. MOTION TO ADJOURN**

Motion:  A. Susino

Second:  E. Zakerowski .

All in Favor  X

Oppose  .

Time:  9:28  P.M.

Neptune City Board of Education  
Tuesday May 27, 2014  
Business Meeting 7:30 P.M

**Chief School Administrator's Report:**

Agenda:

Enrollment

<u>March</u>	<u>April</u>	<u>Schools</u>
147	146	Neptune Senior High School
10	10	High Tech (2); Allied Health (3); Wall Communications (4); BioTechnology (1)
33	33	Red Bank High School For Performing Arts (9); Information Technology (6); Academy of Finance (4); Academy of Engineering (8); Graphic Communication (2); Pre-School Studies(1); and Food Preparation (3)
23	24	Special Education: Private (24)
400	395	Neptune City
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613	608	Total Enrollment

Fire Drills: 4/7/14 and 4/11/14      Nonfire Evacuation: 4/2/14

Student Suspension Report:      Four - March  
Student Suspension Report:      Four - April

Missing Child Report:              None - March  
Missing Child Report:              None - April

Enrollment Report for March:      400 Neptune City  
Enrollment Report for April:      395 Neptune City

Discussion

Kindergarten Registration packets were available on March 1, 2014.  
Registration is scheduled for Monday - Friday, June 9 - 13, 2014, 1 - 3 p.m. (Count as of 5/13/14 is 28)  
Washington Trip Review  
Congratulations Mrs. Salera, Teacher of the Year  
Congratulations Ms Johnson – Jester & Pharley Fund collected \$3,209. Will visit Jersey Shore  
Medical Center on June 3, 2014  
The 8<sup>th</sup> grade Washington trip was a success

Approval (s):

1. See Section C

Staff In-Service

None

Reports Filed:

IDEA Final Report

1. Enrollment as of April 30, 2014
2. Bullying report for April, 2014
3. Operations Committee Meeting Minutes for May 15, 2014
4. Education Committee Meeting for May 12, 2014

**CORRESPONDENCE**

**May 27, 2014**

1. Letter of retirement from Maureen McConville, Art Teacher, effective July 1, 2014.
2. Letter of retirement from LisaMarie Yavarone, Music Teacher, effective July 1, 2014.
3. Letter from Jessica and Chuck Latshaw with Information on PARCC (Partnership for Assessment of Readiness for College and Careers) Assessments

Neptune City Board of Education  
May 27, 2014  
Business Meeting

1. EDUCATION

RESOLUTIONS

- 1. Neptune City’s Teacher Recognition Committee Meeting was held in April, 2014. Resolution by A. Rust and seconded by A. Susino to approve the Selection of the Neptune City and Monmouth County Superintendent's Award Recipient as follows:

BE IT RESOLVED, that Kathleen Salera 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 Kathleen Salera is selected as the 2013-2014 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.

- 2. To reaffirm the Bullying Report for April, 2014 and to approve the Bullying Report for May, 2014 as submitted by Susan Cousins, Woodrow Wilson Anti-Bullying Specialist.
- 3. To renew the Voluntary Student Accident Insurance Coverage for the 2014-2015 school year with Bolinger Insurance at no cost to the District.
- 4. To approve the Fine Arts Curriculum for Visual Arts
- 5. To approve Summer Enrichment program: Preschool/Summer Enrichment, July 7 - August 1, 2014, 8 a.m.-12 noon, Monday - Thursday. Program to include three teachers and one paraprofessional. All personnel and rates to be listed at June meeting.

*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 \$491,752.67 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 April 30, 2014, 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 April 30, 2014 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.

**2. OPERATIONS - continued**

- 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

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

**3. PUBLIC RELATIONS**

RESOLUTIONS

None

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

**4. PERSONNEL**

RESOLUTIONS

- 1. To approve the fingerprinting process for Christine Chocolate and Angelina Colon, students from Monmouth University who will be participating in the Monmouth University Student Assistant Counselor program during the 2014-2015 school year.
- 2. To approve retirement of Maureen McConville, Art Teacher, effective July 1, 2014.
- 3. To approve retirement of LisaMarie Yavarone, Music Teacher, effective July 1, 2014.

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