

**NEPTUNE CITY BOARD OF EDUCATION  
GYMNASIUM**

Woodrow Wilson Elementary School  
Neptune City, NJ 07753

April 28, 2022  
6:00 pm

**Board Meeting Minutes**

**I. CALL TO ORDER – 6:00 PM**

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 Board of Education continues to transition back to in-person Board meetings from 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.
- As per the Governor’s lifting of the universal mask mandate on March 7, 2022, masks are now optional for attendees but entrance into and exit out of the Gymnasium Door #13 is still required.
- As you enter door #13, you will be directed to use hand sanitizer and sign in for the meeting.
- Proceed to one of the socially distanced chairs and please do not move the chair selected.

Thank you for your cooperation with our health and safety guidelines and welcome to this meeting of the Neptune City Board of Education.

**II. ROLL CALL**

Mr. Brown	<u>  A  </u>	Ms. Lashley	<u>  X  </u>	Mrs. McCarthy	<u>  X  </u>
Ms. McGuigan	<u>  X  </u>	Ms. Mordaunt	<u>  A  </u>	Mrs. Rummel	<u>  A  </u>
Mrs. Zanni	<u>  X  </u>	Mrs. Smith	<u>  X  </u>	Mr. Susino	<u>  X  </u>

Others Present:

Dr. Boccuti	<u>  X  </u>	Ms. Hellwig	<u>  X  </u>	QUORAM
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**III. FLAG SALUTE**

**IV. EXECUTIVE SESSION – 6:04PM**

MOTION, to enter into Executive Session pursuant to the Open Public Meetings act of 1975, which allows the Board to go into Executive Session to discuss matters relating to:

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- Personnel Matters
- Student Matters
- Matters of Attorney/Client Privilege
- Pending or Anticipated Contract Negotiations

Motion by     Mrs. Smith          Second by     Mrs. McCarthy    

All in Favor         Aye              Oppose         None        

Motion to Adjourn Executive and return to Public Session at     6:34pm     pm.

Motion by     Mrs. Smith          Seconded by     Mrs. McCarthy    

All in Favor      Aye               Oppose          None         

Motion to Re-Open Public Session at     6:40pm     pm.

Motion by     Mr. Susino          Seconded by     Mrs. Zanni    

All in Favor               Oppose         

**V. PRESENTATION**

Presentation – Public Hearing on the 2022-2023 School Budget,  
Yvonne Hellwig, Interim School Business Administrator

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Presentation – Right at School after school program, sponsored by AASA,  
Dr. Raymond J. Boccuti, CSA/Principal, Julie Lyon, Right at School  
Representative

**MOTION**, upon recommendation of the CSA, and at no cost to the Neptune City School District, that the Neptune City Board of Education approve the Right at School after school program sponsored by the American Association of School Administrators (AASA) for the 2022-2023 school year.

**Let it further be resolved**, that Right at School will begin advertising their program to parents/guardians, and any contractual needs that arise will be reviewed by the Board Attorney before being processed by the Administration.

Motion:       Mrs. Smith                            Second:       Mrs. Zanni      

Mr. Brown	<u>  A  </u>	Ms. Lashley	<u>  X  </u>	Mrs. McCarthy	<u>  X  </u>
Ms. McGuigan	<u>  X  </u>	Ms. Mordaunt	<u>  A  </u>	Mrs. Rummel	<u>  A  </u>
Mrs. Zanni	<u>  X  </u>	Mrs. Smith	<u>  X  </u>	Mr. Susino	<u>  X  </u>

**VI. MINUTES**

**MOTION**, that the Neptune City Board of Education approve the Minutes of the March 23, 2022 Regular Board Meeting and the April 13, 2022 Special Board Meeting.

Motion by       Mrs. McCarthy                            Seconded by   Ms. McGuigan  

All in Favor:       Aye                            Oppose:       None      

**VII. ADMINISTRATION AND COMMITTEE REPORTS**

**Chief School Administrator’s Report**

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A. UPDATE

Enrollment – March 31, 2022

105 Neptune Senior High School  
13 Poseidon  
7 High Tech (0); Allied Health (2); Wall Communications (3);  
BioTechnology (2)  
9 Red Bank High School  
20 Out of District Special Education  
230 Neptune City March 31,2021  
384 Total Enrollment

14/15 ACELERO Head Start

Fire Drills: March 16, 2022

Shelter in place/Safe room: March 21, 2022

In-School Student Suspensions – March 2022: 0

Out of School Student Suspensions - March 2022: 6

Bullying Report – March 2022: 0

Missing Child Report - February 2022: 0

Nurse’s Monthly Report – March 2022

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

Motion by  Mrs. Smith                      Seconded by  Ms. Lashley

All in Favor:  Aye                      Oppose:  None

RESOLUTION

MOTION, upon recommendation of the CSA, to approve the 2022-2023 school year calendar previously submitted for review.

Motion:  Mrs. Smith                      Second:  Ms. McGuigan

Mr. Brown       A       Ms. Lashley       X       Mrs. McCarthy       X

Ms. McGuigan       X       Ms. Mordaunt       A       Mrs. Rummel       A

Mrs. Zanni       X       Mrs. Smith       X       Mr. Susino       X

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**VIII. 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.

The question was raised as to who pays for the After-School Program. The parents do.

**IX. CORRESPONDENCE**

There is no correspondence at this time.

**X. POLICY**

**A. RESOLUTIONS**

**MOTION**, upon recommendation of the CSA, that the Board of Education approve the second and final approval Reading of the Strauss Esmay 9000 Series of Board Policies and Regulations.

**MOTION**, that the Neptune City Board of Education approve Item 1 listed under Policy as presented.

Motion: Mrts. McCarthy Second: Mrs. Smith

Mr. Brown	<u>  A  </u>	Ms. Lashley	<u>  X  </u>	Mrs. McCarthy	<u>  X  </u>
Ms. McGuigan	<u>  X  </u>	Ms. Mordaunt	<u>  A  </u>	Mrs. Rummel	<u>  A  </u>
Mrs. Zanni	<u>  X  </u>	Mrs. Smith	<u>  X  </u>	Mr. Susino	<u>  X  </u>

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

BOARD PRESIDENT – Mr. Anthony Susino

Mr. Susino invited everyone to attend the press conference scheduled for May 4<sup>th</sup> at 4:00pm on the front side of the Woodrow Wilson Elementary School.

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**XII. CURRICULUM AND INSTRUCTION** – Mrs. Smith, Chairperson  
Ms. McGuigan, Mrs. Rummel, Mrs. Zanni

A. COMMITTEE REPORTS – The Committee did not meet.

**XIII. FINANCE AND OPERATIONS** – Mr. Brown, Chairperson  
Mrs. McCarthy, Ms. Mordaunt, Mr. Susino

A. COMMITTEE REPORTS

B. RESOLUTIONS

1. To approve attached Bills List
2. To approve the Payroll for the Month of March 2022
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, 2022 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, 2022 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 Secretary’s Reports and Treasurer’s Reports for the months of February 28, 2022 and March 31, 2022.
7. To approve a sending contract with the Rugby School of Monmouth County effective March 23, 2022 through June 30, 2022. This comprises 59 days at the rate of \$398.30 per day totaling \$23,499.70 for the remainder of the current school year.

Be It Resolved, upon recommendation of the School Business Administrator, that the Neptune City Board of Education approve Items 1-7 under Finance Operations as presented.

Motion:       Mrs. McCarthy                            Second:       Mrs. Smith      

Mr. Brown	<u>   A   </u>	Ms. Lashley	<u>   X   </u>	Mrs. McCarthy	<u>   X   </u>
Ms. McGuigan	<u>   X   </u>	Ms. Mordaunt	<u>   A   </u>	Mrs. Rummel	<u>   A   </u>
Mrs. Zanni	<u>   X   </u>	Mrs. Smith	<u>   X   </u>	Mr. Susino	<u>   X   </u>

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**C-1.** Resolution to adopt the 2022-2023 School Budget and related staff travel.

**ADOPTION OF THE 2022-2023 BUDGET  
of the Neptune City Board of Education**

The Superintendent recommends approval to adopt the School Budget for Fiscal Year 2022-2023:

**BE IT RESOLVED** that the budget be approved for the 2022-2023 School Year using the 2022-2023 state aid figures and the Interim School Business Administrator/Board Secretary be authorized to submit the following 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>2022-2023 Total Expenditures</b>	<b>\$ 9,375,609</b>	<b>\$ 2,164,940</b>	<b>\$ 652,650</b>	<b>\$ 12,193,199</b>
<b>Less: Anticipated Revenues</b>	<b>\$ 2,281,067</b>	<b>\$ 2,164,940</b>	<b>\$ 162,908</b>	<b>\$ 4,608,915</b>
<b>Taxes to be Raised</b>	<b>\$ 7,094,542</b>	<b>- 0-</b>	<b>\$ 489,742</b>	<b>\$ 7,584,284</b>

**C.2 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**, the Neptune City Board of Education established \$8,000 as the maximum travel amount for the current school year and has expended \$ 7,499.56 as of this date; now

**THEREFORE, BE IT RESOLVED**, 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 2022-2023 school year.

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Be It Resolved that the Neptune City Board of Education approve Adoption of the 2022-2023 School Budget and related staff travel resolution.

Motion:       Mrs. McCarthy                            Second:       Mrs. McGuigan      

Mr. Brown	_A_	Ms. Lashley	_X_	Mrs. McCarthy	_X_
Ms. McGuigan	_X_	Ms. Mordaunt	_A_	Mrs. Rummel	_A_
Mrs. Zanni	_X_	Mrs. Smith	_X_	Mr. Susino	_X_

**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 2022-2023 school year is \$7,584,284 and is required to be levied for local school district purposes.

**THEREFORE, BE IT RESOLVED**, that the Neptune City Board of Education Adopt the tax levy schedule for the 2022-2023 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	\$, 7,094,542
Debt Service Tax Levy	<u>489,742</u>
Total Taxes to be Raised	<u>\$ 7,584,284</u>

<i>DATE</i>	<i>AMOUNT</i>
July	632,023.67
August	632,023.67
September	632,023.67
October	632,023.67
November	632,023.67
December	632,023.67
January	632,023.67
February	632,023.67
March	632,023.67
April	632,023.67
May	632,023.67
June	632,023.67
	<b>\$ 7,584,284.00</b>



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Be It Resolved that the Neptune City Board of Education approve Adoption of the 2022-2023 School Budget and related staff travel resolution.

Motion: Ms. Lashley Second: Mrs. Smith

Mr. Brown	<u>  A  </u>	Ms. Lashley	<u>  X  </u>	Mrs. McCarthy	<u>  X  </u>
Ms. McGuigan	<u>  X  </u>	Ms. Mordaunt	<u>  A  </u>	Mrs. Rummel	<u>  A  </u>
Mrs. Zanni	<u>  X  </u>	Mrs. Smith	<u>  X  </u>	Mr. Susino	<u>  X  </u>

XIV. **HUMAN RESOURCES** – Mr. Susino, Chairperson  
Mr. McCarthy, Mrs. Mordaunt, Mrs. Smith

A. COMMITTEE REPORTS – The Committee did not meet.

B. RESOLUTIONS

1. **MOTION**, upon recommendation of the CSA, to accept, with regret, a letter of resignation from Ms. Jackie Tinik, Grade 5 Teacher. The Administration and Board wish Ms. Tinik continued success in her educational career.
2. **MOTION**, upon recommendation of the CSA, approval to appoint Elyse Jankowski to the position of Long Term Substitute Grade 5 Teacher, at the rate of \$100 per day. Ms. Jankowski will begin transitioning with Mrs. Tinik effective April 29, 2022 and continuing through the end of the 2021-2022 school year.  
Account Code: 11.120.100.101.000.00.02
3. **MOTION**, upon recommendation of the CSA, to approve Mrs. Jacqueline Tinik to serve as a mentor teacher April 26, 2022 through May 6, 2022 for long term substitute Grade 5 teacher, Ms. Elyse Jankowski. As reviewed with the New Jersey Department of Education and Monmouth County Education office, this Board approval will permit Ms. Jankowski to complete the final 13 hours of her full school year mentorship program she started in the Tinton Falls School District.

Let it further be resolved that there will be no cost to the school district as the state mentorship program provides for the mentee to be compensate the mentor.

