

NEPTUNE CITY BOARD OF EDUCATION
210 West Sylvania Avenue
NEPTUNE CITY, NEW JERSEY 07753

September 24, 2020
6:00 p.m. meeting

Board Meeting Minutes

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 Regular Board Meetings in the Asbury Park Press, on the Board of Education website and by delivering a notice to the Neptune City Municipal Clerk.

Due to the Coronavirus pandemic, the Regular Board Meeting is held via a virtual format in an abundance of caution for everyone concerned.

II. ROLL CALL

Mr. Susino	<u> P </u>	Mrs. Smith	<u> A </u>	Mr. Brown	<u> P </u>
Mr. Lopez	<u> P </u>	Mrs. McGuigan	<u> P </u>	Ms. Mordaunt	<u> P </u>
Mrs. Rummel	<u> P </u>	Mr. Whalen	<u> A </u>	Mrs. Zanni	<u> P </u>
Dr. Boccuti	<u> P </u>	Ms. Hellwig	<u> P </u>		<u>QUORAM</u>

III. FLAG SALUTE

IV. PRESENTATIONS

No presentations are scheduled

V. PUBLIC FORUM ON AGENDA ITEMS

Public comments should be directed to the President. Commentators should present in a loud clear voice and state their name and address or affiliation.

There were no public comments

NEPTUNE CITY BOARD OF EDUCATION
Board Meeting Minutes

VI. MINUTES

BE IT RESOLVED, that the Neptune City Board of Education approve the Special Board Minutes of August 4, 2020 and August 11, 2020 in addition to the Minutes of the Regular Board Meeting of August 20, 2020.

Motion to approve the Minutes of August 4th, August 11th and August 20th as presented.

Motion by ___Mrs. Zanni_____ Seconded by ___Ms. Mordaunt_____

All in Favor: _____Yes_____ Oppose: _____None_____

Motion Carries

VII. ADMINISTRATION AND COMMITTEE REPORTS

Chief School Administrator's Report

Statement of Assurance - Paraprofessionals

Statement of Assurance - Lead Testing/Drinking Water

Additional Informational Materials:

Enrollment: September 2020 - 212 students (137 in Building and 74 remote)

Bullying Report for September, 2020: There were no incidences reported

Nursing Services Plan for the 2020-2021 School Year

Professional Development Plan for the 2020-2021 School Year

School District Mentoring Plan for the 2020-2021 School Year

Air Quality Analysis Report

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

Motion by ___Ms. Mordaunt_____ Seconded by ___Mrs. Rummel_____

All in Favor: _____Yes_____ Oppose: _____None_____

Motion Carries

VIII. CORRESPONDENCE

Letter from Senator Vin Gopal, Assemblyman Eric J. Houghtaling, and Assemblywoman Joann L. Downey, regarding the 11th Legislative District COVID-19 Economic Recovery Advisory Council.

NEPTUNE CITY BOARD OF EDUCATION
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IX. BOARD PRESIDENT AND COMMITTEE REPORTS:

Board President – Mr. Susino

Mr. Susino reported that he attended the Town Council Meeting. He also reported that the Teachers did a great job restarting school in a hybrid format. Mr. Susino stated that this will be the last virtual meeting.

X. POLICY

A. Resolutions – Dr. Boccuti

1. To approve the Second Reading of Administration Policy #1648 Restart and Recovery Plan as described on the August 20, 2020 Minutes.
2. To approve the Second Reading of Administration Policy #1648.02 Remote Learning options for Families as described on the August 20, 2020 Minutes

BE IT RESOLVED, that the Neptune City Board of Education approve the Second Reading of Policy # 1648 and Policy #1648.02 and recorded in the Policies Book.

Motion by _____Mrs. Zanni_____ Seconded by _____Ms. Mordaunt_____

Mr. Susino	__Y__	Mrs. Smith	__A__	Mr. Brown	__Y__
Mr. Lopez	__Y__	Mrs. McGuigan	__Y__	Ms. Mordaunt	__Y__
Mrs. Rummel	__Y__	Mr. Whalen	__A__	Mrs. Zanni	__Y__

Motion Carries

XI. CURRICULUM AND INSTRUCTION

A. Committee Reports – Mrs. Zanni

Mrs. Zanni reported that the Education Committee met on September 15th. The Committee discussed the seamless reopening of the school. They discussed preparing for the QSAC requirements. They discussed The ACELERO Preschool program not moving to Woodrow Wilson. And they discussed a Non-Residential Tuition Program and that a policy would be needed before moving forward.

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B. Resolutions

1. Resolution to designate 10/5/20 - 10/9/20 as “Annual Week of Respect”
2. Resolution to designate 10/19/20 - 10/23/20 as “Annual School Violence Awareness Week”

BE IT RESOLVED, that the Board of Education approve the items listed under Curriculum and Instruction as presented.

Motion by		____ Mrs. Zanni _____		Seconded by		____ Mr. Brown _____	
Mr. Susino	____ Y ____	Mrs. Smith	____ A ____	Mr. Brown	____ Y ____		
Mr. Lopez	____ Y ____	Mrs. McGuigan	____ Y ____	Ms. Mordaunt	____ Y ____		
Mrs. Rummel	____ Y ____	Mr. Whalen	____ A ____	Mrs. Zanni	____ Y ____		

Motion Carries

XII. FINANCE AND OPERATIONS

A. Committee Reports – Ms. Mordaunt

Ms. Mordaunt reported that there has not been a Finance Committee Meeting yet

FINANCE AND OPERATIONS (Con’t)

B. Resolutions

1. To approve Bills List
2. To approve attached Payroll for the Month of August
3. To approve attached Transfer of Appropriations Report
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, Yonne Hellwig, Board Secretary certify that as of August 31, 2020, 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 August 31, 2020 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 August, 2020.

NEPTUNE CITY BOARD OF EDUCATION
Board Meeting Minutes

7. Tuition and Special Services:

- a) To approve a tuition Contract with Hawkswood School for one student (AM) in the amount of \$68,560.20 tuition and \$33,840.00 extraordinary services for the 2020-2021 school year.
- b) To approve a tuition Contract with Red Bank Regional High School for nine (9) students: AM, AD, CF, GW, JN, DB, SL, JB, in the amount of \$141,750.00 (\$15,750 per student) for the 2020- 2021 school year.
- c) To approve a tuition Contract with Coastal Learning Center for one student (BV) in the amount of \$67,183.20 for the 2020-2021 school year.
- d) To approve a tuition Contract with Coastal Learning Center for one student (AH) in the amount of \$9,288.00 for one month (September, 2020) of the 2020-2021 school year.
- e) To approve a tuition Contract with Manchester Township BOE (Regional Day School) in the amount of \$72,500.00 for one student (MD) for the 2020-2021 school year.
- f) To approve a tuition contract with Bayshore Jointure Commission - The Shore Center for six (6) students as follows: JB - \$51,000 charge for Tuition, \$2,000 charge for \$51,000 charge for Tuition; LOS - \$51,000 charge for Tuition; JT - \$51,000 charge for Tuition; BJ - \$51,000 charge for Tuition and \$2,000 charge for Pre Vocational; total tuition cost = \$312,000 and personal aide = \$42,000 for the 2020-2021 school year
- g) To approve a tuition Contract with Neptune Township BOE as follows:

Full Time Regular Ed 9-12	Pupil Rate \$15,000.00 x 104 students	= \$1,560,000.00
Shared Time Regular Ed 9-12	Pupil Rate \$ 7,500.00 x 10 students	= \$ 75,000.00
Full Time MD Program	Pupil Rate \$31,000.00 x 3 students	= \$ 93,000.00
(Multiply Disabled Program)	Pupil Rate \$28,000.00 x 1 students	= \$ 28,000.00
Full Time BD Program		
(Behaviorally Disturbed Program)		

- h) To approve a tuition contract agreement with Monmouth County Vocational School District for the 2020-2021 school year as follows:

Academy of Allied Health & Science	\$6,750.00
Academy of Law & Public Safety	\$6,750.00
Biotechnology High School	\$6,750.00
Communications High School	\$6,750.00
Design Academy	\$6,750.00
High Technology High School	\$6,750.00
Marine Academy of Science & Technology	\$6,750.00
Class Academy	\$6,750.00
Career Center	\$6,000.00
Shared-Time Regular Education	\$ 950.00

- 8. To approve submission of the **2020 Bridging the Digital Divide Grant** Application to the NJDOE for approval. The purpose of the grant is to provide students and teachers access to remote learning devices
- 9. To approve the Air Quality Analysis Report as performed by Environmental Safety Management Corporation on September 8, 2020

NEPTUNE CITY BOARD OF EDUCATION
Board Meeting Minutes

10. To approve a Resolution to Join/Renew Membership in the NJSIG Monmouth Ocean County Shared Services Insurance Fund Indemnity and Trust Agreement for the 2020-2021 School Year. (lengthy Resolution is appended)
11. To approve Lonjete Nias, Supervisor of Special Services, to attend the virtual meeting entitled Mental Health First Aid USA, sponsored by the Monmouth University Center for Professional Development in Health and Nursing on October 3rd, 2020 at a cost of \$150.00.
12. To approve Paraprofessional, Michelle Czajkowski and Kindergarten Teachers Claire Jacomme and Devin Guthrie to attend a series of Co-Teaching Professional Development Training sessions for a total cost of \$1,800.00. The session dates are TBD.

BE IT RESOLVED, that the Board of Education approve the items listed under Finance and Operations as presented.

Motion by __Ms. Mordaunt__ Seconded by __Mrs. Rummel__

Mr. Susino	__Y__	Mrs. Smith	__A__	Mr. Brown	__Y__
Mr. Lopez	__Y__	Mrs. McGuigan	__Y__	Ms. Mordaunt	__Y__
Mrs. Rummel	__Y__	Mr. Whalen	__A__	Mrs. Zanni	__Y__

Motion Carries

XIII. HUMAN RESOURCES - Mr. Susino

A. Committee Reports – Mr. Susino

Mr. Susino stated there was no update to report.

B. Resolutions

1. To approve, upon recommendation of the CSA, the following Interns hired as Substitute Teachers for the 2020-2021 school year, upon completion of requisite paperwork:
Kailey Monteiro
Ashley Plummer
Emelyn Galvez
Amelia Dominguez
2. To approve, upon recommendation of the CSA, a student teacher from Monmouth University, Abigayle Musto, to be assigned to the Neptune City School District and to be co-supervised by Mrs. Barbara Reynolds and Mrs. Katherine Salera for the 2020-2021 School Year.
3. To approve, upon recommendation of the CSA, the termination of Employee # 00285 effective - September 9, 2020.
4. To approve, upon recommendation of the CSA, medical leave for the Supervisor of Special Services, Lonjete Nias, effective October 16, 2020 return date to TBD.

NEPTUNE CITY BOARD OF EDUCATION
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BE IT RESOLVED, that the Board of Education approve the items listed under Human Resources as presented

Motion by ___Mr. Susino - _____ Seconded by ___Mr. Brown _____

Mr. Susino ___Y___ Mrs. Smith ___A___ Mr. Brown ___Y___

Mr. Lopez ___Y___ Mrs. McGuigan ___Y___ Ms. Mordaunt ___Y___

Mrs. Rummel ___Y___ Mr. Whalen ___A___ Mrs. Zanni ___Y___

Motion Carries

XIV. REPORT ON NEPTUNE TOWNSHIP BOARD OF EDUCATION MEETING –
Mr. Lopez

Mr. Lopez reported that the Educational Committee met and discussed a number of ESL students beginning to exit the programs; the District is considering starting the SAT's; District is considering reopening on phases on or about October 1st and perhaps also sports.

XV. OLD BUSINESS

Mr. Susino explained that the Ballot question wasn't on the Ballot. The Board Secretary is looking is looking into it. Dr. Boccuti spoke on updating the Policy Manual through Strauss Esmay. Dr. Boccuti explained that this will be an intensive process.

XVI. NEW BUSINESS

There was no business to discuss.

XVII. PUBLIC FORUM ON 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.

Ms. Rotem asked if the district can leave the old policies up on the website with the manual is being updated. She also asked if once the in-person meetings begin, can ZOOM access still be available for those who can't attend.

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XVIII. EXECUTIVE SESSION

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:

- X Personnel Matters
- Student Matters
- Matters of Attorney/Client Privilege
- Pending or anticipated contract negotiations

Motion by Ms. Mordaunt Second by Mr. Brown

All in Favor Yes Oppose None

Mrs. Smith and Mr. Whalen were absent.

Motion to Adjourn Executive and return to Public Session at 7:09 pm.

Motion by Mrs. Zanni Seconded by Ms. Mordaunt to

All in Favor Yes Oppose None

XIX. MOTION TO ADJOURN PUBLIC SESSION

Motion by Ms. Mordaunt Seconded by Mr. Brown

All in Favor: Yes Oppose: None

Time: 7:10pm P.M.

**NEPTUNE CITY BOARD OF EDUCATION
Woodrow Wilson School
NEPTUNE CITY, NEW JERSEY 07753**

August 4, 2020
6:00 p.m. meeting

Board Meeting Minutes

I. CALL TO ORDER

This was 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.

Due to the Coronavirus pandemic, this special Board Meeting was held via a virtual format in an abundance of caution for everyone concerned.

II. ROLL CALL

Mr. Susino	<u> X </u>	Mrs. Smith	<u> X </u>	Mr. Brown	<u> X </u>
Mr. Lopez	<u> X </u>	Mrs. McGuigan	<u> X </u>	Ms. Mordaunt	<u> X </u>
Mrs. Rummel	<u> X </u>	Mr. Whalen	<u> X </u>	Mrs. Zanni	<u> X </u>

Others Present

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

IV. 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.

None

VI. SCHOOL OPENING FOR 2020-2021

Dr. Boccuti, on behalf of the work of the Restart Committee, presented the Restart Plan for the Board's review and approval followed by addressing the Board's questions. He then further explained, as per New Jersey Department of Education (NJDOE) guidelines, following Board approval of the plan, he would submit the plan to the Monmouth County Executive Superintendent for the next level of review and approval.

August 4, 2020

Board Meeting Minutes

*Added note – As the NJDOE sent an additional checklist on August 3, 2020 just before the Board special meeting, Dr. Boccuti is prepared for the Restart Plan to either be approved as is or possibly sent back with a request for additional information.

Resolution to approve the Restart Plan and the submission of such Plan to the Monmouth County Executive Superintendent for review and approval

Motion by Mrs. McGuigan Seconded by Mrs. Rummel

Mr. Susino X Mrs. Smith X Mr. Brown X

Mr. Lopez X Mrs. McGuigan X Ms. Mordaunt X

Mrs. Rummel X Mr. Whalen X Mrs. Zanni X

STATEMENTS FROM THE PUBLIC:

Mr. David Whalen stated “Thank you to all who worked on the Restart Committee”

Mrs. McGuigan questioned “Should professional days be done now?”

Dr. Boccuti answered explaining this helps teachers with planning.

Mrs. Marisa Smith explained “Teachers need time to plan to learn Google should we go remote.

Mrs. Lisa Meyer – “How do we handle families without internet?”

Dr. Boccuti – “We will find out who has that problem and see what we can do to help.”

Mr. Robert Brown – questioned the kiosks for temperature reading

Dr. Boccuti explained how the kiosks worked

Mr. Keith Larson explained it can read up to 6” away

Mrs. Michelle McGuigan – Questioned dismissal and staggered timing?

VI. OLD BUSINESS

Mr. Anthony Susino had been asked if we were changing the name of the school.

Mr. David Whalen suggested the students do an essay on the name change.

Motion by Mr. Susino and seconded by Mr. Whalen to put the question of the November Municipal ballot.

Mr. Susino Yes Mrs. Smith X Mr. Brown X

Mr. Lopez No Mrs. McGuigan X Ms. Mordaunt X

Mrs. Rummel X Mr. Whalen X Mrs. Zanni X

August 4, 2020

VII. NEW BUSINESS

Dr. Boccuti spoke about professional opportunities for staff. The protocol is:

- 1) Talk to Business Administrator
- 2) Talk to Board
- 3) Talk to President of Union and then posting goes up.
- 4) Opportunities go internal first. Any employee with proper credentials get an automatic interview

VIII. PUBLIC FORUM ON 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.

Mrs. Sherry Rotem said "Thank you" for creating the reopening plan but stated that the staff is nervous about the capacity in the school.

IX. MOTION TO ADJOURN

Motion by _____ Mrs. Smith _____ Seconded by _____ Ms. Mordaunt _____

All in Favor: _____ X _____ Oppose _____

Time: _____ 7:28 _____ P.M.

August 4, 2020

NEPTUNE CITY BOARD OF EDUCATION
210 West Sylvania Avenue
NEPTUNE CITY, NEW JERSEY 07753

August 11, 2020
 6:00 p.m. meeting

MINUTES of the Special Board Meeting

I. CALL TO ORDER – 6:08pm

This was 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.

Due to the Coronavirus pandemic, this Special Board Meeting was held via a virtual format in an abundance of caution for everyone concerned.

II. ROLL CALL

Mr. Susino	<u> X </u>	Mrs. Smith	<u> X </u>	Mr. Brown	<u> X </u>
Mr. Lopez	Absent	Mrs. McGuigan	<u> X </u>	Ms. Mordaunt	<u> X </u>
Mrs. Rummel	<u> X </u>	Mr. Whalen	Absent	Mrs. Zanni	<u> X </u>

Others Present:

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

IV. 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.

There were no public comments.

August 11, 2020

MINUTES of the Special Board Meeting

V. EXECUTIVE SESSION

RESOLVED, that pursuant to the Open Public Meetings Act of 1975, the Board went into Executive Session to discuss matters relating to:

- ☒ Personnel Matters
- ☐ Student Matters
- ☐ Matters of Attorney/Client Privilege
- ☐ Pending or anticipated contract negotiations

Motion to go into Executive Session

Motion by Mrs. Smith Seconded by Mr. Brown at 6:11pm

All in Favor: Yes Oppose: None

Motion to return to Public Session

Motion by Ms. Mordaunt Seconded by Mr. Brown at 6:40pm

All in Favor Yes Oppose None

VI. HUMAN RESOURCES – presented by Dr. Raymond Boccuti

RESOLUTIONS

BE IT RESOLVED, that the Neptune City Board of Education approve, upon the recommendation of the CSA, a contract with Casey Dowling, Emergency Hire-School Nurse, pending completion of certification through the Monmouth County Superintendent's Office, effective September 1, 2020 through June 30, 2021, at Step 1-BA with an annual salary of \$50,465 as per the negotiated Memorandum of Agreement for the 2020-2021 school year and charged to budget account 11.000.213.100.000.00.

BE IT RESOLVED, that the Neptune City Board of Education approve, upon the recommendation of the CSA, a contract with Amy Bennett, 2nd Grade Teacher, effective September 1, 2020 through June 30, 2021 at Step 1-BA with an annual salary of \$50,465 as per the negotiated Memorandum of Agreement for the 2020-2021 school year and charged to budget account 11.120.100.101.000.00.

August 11, 2020

MINUTES of the Special Board Meeting

BE IT RESOLVED, that the Neptune City Board of Education approve, upon the recommendation of the CSA, a contract with Salvatore Caliendo, in the position of Full Time Custodian, 3:00pm – 11:00pm shift, effective September 1, 2020 through June 30, 2021, at the annual salary of \$30,000 and charged to budget account 11.000.262.100.000.00.

Motion to TABLE Items #4 and #5 of the Addendum.

Motion by __Mr. Susino____ Seconded by __Mrs. Zanni____

All in Favor ____Yes____ Oppose ____None____

ADDENDUM

1. BE IT RESOLVED, that the Neptune City Board of Education approve, upon the recommendation of the CSA, 2020-2021 Contracts of Employment for the following staff members:

Linda Smith, Payroll Clerk	11.000.240.105.000.00
Laurie McEvoy, CST Secretary	11.000.219.105.000.00
Tracy Brand, Secretary, CSA/Main Office	11.000.211.100.000.00
Kevin Folk, Custodian	11.000.262.100.000.00
Charles Edmonds, Custodian	11.000.262.100.000.00
Steven Reynolds, Custodian	11.000.261.100.000.00
Keith Larson, IT Coordinator	11.000.222.177.000.00
Lonjete Nias, Supr Sp. Srvc/Social Worker	11.000.219.104.000.00
Yvonne Hellwig, Interim SBA/ Board Secretary	11.000.251.100.000.00

2. BE IT RESOLVED, that the Neptune City Board of Education approve, upon the recommendation of the CSA, a one-time salary adjustment of \$3,000 for Mrs. Tracy Brand, Secretary to the Superintendent/Main Office to more appropriately align with the current Monmouth County Secretarial salary range. The adjustment will reflect a revised annual salary of \$43,880.
3. BE IT RESOLVED, that the Neptune City Board of Education approve, upon the recommendation of the CSA, a one-time salary adjustment of \$3,000 for Mrs. Laurie McEvoy, CST Secretary to more appropriately align with the current Monmouth County Secretarial salary range. The adjustment will reflect a revised annual salary of \$39,741.

TABLED

4. BE IT RESOLVED, that the Neptune City Board of Education approve, upon the recommendation of the CSA, the 2020-2021 Memorandum of Agreement, including Salary Guide, between the Association and the Board dated July 28, 2020.

August 11, 2020

MINUTES of the Special Board Meeting

TABLED

5. BE IT ESOLVED, that the Neptune City Board of Education, upon the recommendation of the CSA, review for approval the final Draft of the 2020-2021 Memorandum of Agreement, including a salary increase of 3%, between the Paraprofessional and the Board dated August 7, 2020.

RESOLVE, that the Neptune City Board of Education approve the items listed under Human Resources.

Motion by _____ Ms. Mordaunt _____ Seconded by _____ Mrs. Zanni _____

Mr. Susino - Abstain from Addendum Item #3 (Custodian's appointment)

Mrs. Smith – Abstained from Addendum Items # 4 and 5 (MOA Contracts Tabled)

Mr. Brown	Yes	Mr. Lopez - Absent	Mrs. McGuigan	Yes
Ms. Mordaunt	Yes	Mrs. Rummel	Yes	Mr. Whalen
Mrs. Zanni	Yes			Absent

MOTION CARRIES**VII. PUBLIC FORUM ON 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.

Ms. Sherry Rotem stated the MOA has not been ratified.

Ms. Cathy Williams also stated that the MOA has not been ratified.

Mrs. Sue Tonzola stated that in the past it has always been ratified first.

VIII. OLD BUSINESS

Ms. Hellwig thanked Mrs. Zanni for doing a great job on preparing the Initiative Ballot Question for the November 3rd Elections. Ms. Hellwig read the Ballot question for everyone.

August 11, 2020

4747

MINUTES of the Special Board Meeting

IX. NEW BUSINESS

None

X. EXECUTIVE SESSION (2nd)

RESOLVE, that pursuant to the Open Public Meetings Act of 1975, the Board went into Executive Session to discuss matters relating to:

 X Personnel Matters
 Student Matters
 Matters of Attorney/Client Privilege
 Pending or anticipated contract negotiations

Motion to go into Executive Session (No action to be taken)

Motion by Mr. Brown Seconded by Mrs. Smith at 7:15pm

All in Favor: Yes Oppose: None

Motion to return to Public Session

Motion by Mrs. Smith Seconded by Mr. Brown at 7:23pm

All in Favor Yes Oppose None

X. MOTION TO ADJOURN

Motion by Mrs. Smith Seconded by

All in Favor: X Oppose

Time: 7:25pm

August 11, 2020

NEPTUNE CITY BOARD OF EDUCATION
210 West Sylvania Avenue
NEPTUNE CITY, NEW JERSEY 07753

August 20, 2020
6:00 p.m. meeting

Board Meeting Minutes

I. CALL TO ORDER

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Due to the Coronavirus pandemic, the Regular Board Meeting was held via a virtual format in an abundance of caution for everyone concerned.

II. ROLL CALL

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

Others Present

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

IV. PRESENTATIONS

No presentations. But there was a Moment of Silence for Sue Cousins and William Steel, both former teachers from Woodrow Wilson School.

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.

August 20, 2020

Board Meeting Minutes

VI. MINUTES

BE IT RESOLVED, that the Neptune City Board of Education approved the Minutes of the Board Meeting of July 23, 2020

Motion by ___Mrs. L. Rummel___ Seconded by ___Ms. C. Mordaunt___

All in Favor: _____X_____ Oppose: _____

VII. ADMINISTRATION AND COMMITTEE REPORTS

Chief School Administrator's Report

New School Year Information

- Professional Days – September 2nd and 3rd 2020
- Pre-K Orientation - TBD
- Kindergarten Orientation - TBD.
- First Day of School - September 8, 2020
- Back-to-School Night - TBD
- Picture Day - TBD

Informational Material:

Enrollment Projections for School Year 2020-2021

Preschool	08
Kindergarten	18
1st Grade	27
2nd Grade	23
3rd Grade	20
4th Grade	27
5th Grade	25
6th Grade	19
7th Grade	18
8th Grade	17
Self-Contained	<u>12</u>
	214

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

Motion by ___Ms. C. Mordaunt___ Seconded by ___Mrs. S Zanni___

All in Favor: _____X_____ Oppose: _____

August 20, 2020

VIII. CORRESPONDENCE - There was no correspondence presented**IX. BOARD PRESIDENT AND COMMITTEE REPORTS:**

Board President – Mr. Susino

After the last Board meeting, there was confusion about the Memorandum of Agreement. We realized there was a page added for signature. It has been corrected

POLICY

BE IT RESOLVED, that the Neptune City Board of Education approve the first reading of Administration Policy #1648 RESTART AND RECOVERY PLAN. The Policy provides school officials with the information necessary to ensure that school reopens safely and are prepared to accommodate staff and students' unique needs during these unprecedented times.

BE IT RESOLVED, that the Neptune City Board of Education approve the first reading of Administration Policy #1648.02 REMOTE LEARNING OPTIONS FOR FAMILIES. This supplemental guidance includes an additional 'anticipated minimum standard' which provides that, in addition to the methods and considerations explicitly referred to in the NJDOE Guidance for scheduling students for in-person, remote or hybrid learning, parents/guardians may submit, and school districts shall accommodate, requests for full time remote learning.

BE IT RESOLVED, that the Board of Education approve the items listed under Policy as presented

Motion by ____ Ms. C. Mordaunt ____ Seconded by ____ Mrs. M. Smith ____

Mr. Susino	__X__	Mrs. Smith	__X__	Mr. Brown	__A__
Mr. Lopez	__A__	Mrs. McGuigan	__A__	Ms. Mordaunt	__X__
Mrs. Rummel	__X__	Mr. Whalen	__X__	Mrs. Zanni	__X__

CURRICULUM AND INSTRUCTION

A. Committee Reports – Mrs. Smith

B. Resolutions

August 20, 2020

Board Meeting Minutes

1. RESOLUTION FOR REOPENING OF SCHOOLS

WHEREAS, the plan to reopen schools for the 2020-2021 school year includes, to the extent possible and within the confines as dictated by the District's buildings and facilities, the health, safety, and "Leadership and Planning" measures identified as "Anticipated Minimum Standards" (minimum standards) in the Department of Education's The Road Back, Restart and Recovery Plan for Education; and

WHEREAS, the District's plan, to the extent possible will implement those minimum standards as outlined in the District's reopening plan; and

WHEREAS, the District's plan, to the extent possible, will adhere to the directives of the Governor and the Department of Education of the State of New Jersey regarding the reopening of schools for 2020-2021; and

NOW, BE IT RESOLVED, that the Board has considered the above and, upon the recommendation of the Superintendent, approves the submission of the District's plan for reopening schools for the 2020-2021 school year to the Department of Education.

2. RESOLUTION FOR A BALLOT QUESTION

BE IT RESOLVED, that the Neptune City Board of Education approve submitting a Ballot Question to the Board of Elections for inclusion on the November 3, 2020 voting ballot as follows:

INITIATIVE FOR CHANGING THE NAME OF THE WOODROW WILSON SCHOOL

The proposed initiative would give the Board of Education of the Woodrow Wilson School the authority to change the name of the school considering recent discussions regarding ethnically sensitive names on public institution buildings. Based on current events and the resulting public discussion, do you believe the name of school should be changed?"

Vote 'Yes' to change the name

Vote 'No' to leave it as Woodrow Wilson Elementary School

3. To approve Josephine Gargiulo, from Monmouth University's School of Education, as a Split Placement K-6 General and K-6 Special Education Student Teacher. Ms. Gargiulo will student teach under Ms. O'Brien for Special Education and under Ms. Cernak for Grade 4 General Education.

BE IT RESOLVED, that the Board of Education approve the items listed under Curriculum and Instruction as presented

Motion by ___Mrs. M. Smith___ Seconded by ___Mr. D. Whalen___

Mr. Susino ___X___ Mrs. Smith ___X___ Mr. Brown ___A___

Mr. Lopez ___A___ Mrs. McGuigan ___A___ Ms. Mordaunt ___X___

Mrs. Rummel ___X___ Mr. Whalen ___X___ Mrs. Zanni ___X___ August 20, 2020

Board Meeting Minutes

X. FINANCE AND OPERATIONS**A. Committee Reports – Ms. Mordaunt****B. Resolutions**

1. To approve Bills List
2. To approve attached Payroll for the Month of July
3. To approve attached Transfer of Appropriations Report
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 July 31, 2020, 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 July 31, 2020 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 Unaudited Monthly Secretary's and Treasurer's Reports for the month of July 31, 2020.
7. To approve the following contracts and agreements:
 - To approve Request to provide Services Contract from NJ Commission for the Blind and Visually Impaired for one student (AH) in the amount of \$5,000.00 for the 2020-2021 school year.
 - To approve Tuition Contract with Regional Day School, Manchester Township for one student MD in the amount of \$7,400.00 for the ESY program July 6 – August 13, 2020.
 - To approve nursing services with Bayada Nursing Services for two (2) students EB, MB for the 2020-2021 school year at a rate of one nurse providing care to one student: \$55.75/hour for RN services and \$45.75/hour for LPN; or one nurse providing care to two students: \$83.63/hour for RN and \$68.63/hour for LPN services.
 - To approve the 2020-2021 Services Contract with Strauss Esmay to provide Policy and Support Services on Board of Education regulations including online services for the period of July 1, 2020 through June 30, 2021.
 - To approve the 2020-2021 Legal Services Agreement with Sciarillo, Cornell, Merlino, McKeever and Osbourne, LLC as Board Attorney for Labor/Negotiations Counsel for the period of July 1, 2020 through June 30, 2021 at the same rate as the 2019-2020 school year.
 - To approve the one year Teachers Memorandum of Agreement and the Paraprofessionals Memorandum of Agreement for the 2020-2021 school year as negotiated.

BE IT RESOLVED, that the Board of Education approve the items listed under Finance and Operations as presented

Motion by _____ Ms. C. Mordaunt _____ Seconded by _____ Mrs. M. Smith _____

August 20, 2020

Board Meeting Minutes

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

XI. HUMAN RESOURCES

A. Committee Reports – Mr. Susino

B. Resolutions

1. To approve the following tenures effective September 1, 2020:
 Devin Guthrie
 Claire Jacomme
 Stacey Larkins
 Katherine Porter
 Lonjeté Nias
2. To accept, upon recommendation of the CSA, the School Resource Officer, Officer Andrew Hanson, funded by the Neptune City Police Department.
3. To accept, upon the recommendation of the CSA, the appointment of Mrs. Lisa Emmons, Learning Disabilities Teacher Consultant (LDTTC), effective September 1, 2020. Ms. Emmons will provide LDTTC services two days per week at a salary of \$350.00 per diem charged to account code 11.000.219.104.000.00.

BE IT RESOLVED, that the Board of Education approve the items listed under Human Resources as presented

Motion by Mr. A. Susino Seconded by Mr. D. Whalen

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

XII. REPORT ON NEPTUNE TOWNSHIP BOARD OF EDUCATION MEETING

None – Mr. Lopez was not in attendance

August 20, 2020

Board Meeting Agenda

XIII. OLD BUSINESS

Dr. Boccuti stated information on his residency waiver for transparency. He will contact NJDOE to update waiver. Dr. Boccuti also received notice to reformat the Restart and Recovery Plans and reformat and resubmit the Plans. Dr. Boccuti requested first reading of two policies presented in Addendum.

The CSA announced Bobby Brown's new baby girl!

XIV. NEW BUSINESS

Dr. Boccuti read the Addendum regarding two policies on reopening and restarting the school year.

Dr. Boccuti would like to participate in Equity Consortium for Teams at a cost of \$2,000.

A new Executive Order closed schools on November 3, 2020 but we can use this day for remote learning to complete 180 days and not change calendar.

XV. PUBLIC FORUM ON 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.

Ms. C. Mordaunt brought up future board meetings. September will be Zoom and then see how the school opening goes

Mrs. Sherry Rotem thanked the Board and Dr. Boccuti for help with the negotiations. They will be posted on the website.

XVI. MOTION TO ADJOURN

Motion by _____ Ms. C. Mordaunt _____ Seconded by _____ Mr. D. Whalen _____

All in Favor: _____ X _____ Oppose: _____

Time: _____ 6:41 _____ P.M.

August 20, 2020

Month September Year 2020

[illegible]

**Statement of Assurance Regarding the Use of Paraprofessional Staff
2020-21 School Year**

Instructions:

This biannual Statement of Assurance must be completed twice yearly and submitted to the County Office of Education no later than **September 30, 2020** and **January 31, 2021**.

- Districts, charter and renaissance school projects must maintain a list of paraprofessional employees and their titles.
- Approved Private Schools for Students with Disabilities must also submit a list of paraprofessional staff and their titles along with the completed Statement of Assurance.

Contact Information

County: Monmouth
District: NEPTUNE CITY
Superintendent: RAYMOND BOCCUTI, Ed.D.
Phone: 732-775-5319
Email: rboccuti@neptunecityschools.org

Compliance with State Regulatory Requirements: Check yes, no or N/A:

<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Paraprofessional staff, as defined in N.J.A.C. 6A:9, were hired as instructional, health and safety personnel in accordance with the requirements of individualized educational programs, N.J.A.C. 6A:32-4.2 and N.J.A.C. 6A:23A-18.
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Job descriptions for special education classroom aides have been previously submitted and approved by the County Office of Education in accordance with N.J.A.C. 6A:14-4.1(e). Any changes to previously approved job descriptions or new job descriptions are attached to this SOA. If no special education aides are used, check N/A.

Compliance with Federal Title I Requirements: Check yes, no or N/A:

<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Paraprofessional staff supported in whole or in part by Title I or Title I blended funds meet the <i>Every Student Succeeds Act (ESSA)</i> requirements: completed at least two years of study at an institution of higher education; obtained an associate's (or higher) degree; or met a rigorous standard of quality and demonstrated, through a formal state or local academic assessment, knowledge of and the ability to assist in instructing, reading, writing and mathematics (or, as appropriate), reading readiness, writing readiness and mathematics readiness in accordance with the 34 CFR §200.58. If no Title I funded aides are used, check N/A.
---	--

Raymond J. Boccuti, Ed.D.
Name of Superintendent

DR. RAYMOND J. BOCCUTI

9/22/20
Date

**Lead Testing Program
Statement of Assurance
(Non-Lead Testing Year)**

County: Monmouth

School District, Charter School, Renaissance school project, jointure commission, or other eligible organization as defined in N.J.A.C. 6A:26A-1:

Neptune City School District

Address: 210 W. Sylvania Avenue Neptune City, NJ 07753

Chief School Administrator (CSA): Dr. Raymond Boccuti Telephone #: 732-775-5319

CSA Email: rboccuti@neptunecityschool.org

Alternate Contact Person: Yvonne Hellwig Telephone #: 732-775-5319

Title: Interim School Business Admin Email: yhellwig@neptunecityschool.org

1. The school district, charter school, renaissance school, jointure commission, educational services commission, approved private school for students with disabilities acting under contract to provide educational services on behalf of New Jersey public school districts, state-funded early childcare facilities pursuant to N.J.A.C. 6A:13A, and receiving schools as defined by N.J.A.C. 6A:14-7.1(a) (hereinafter collectively referred to as "District"), has reviewed N.J.A.C. 6A:26 requiring testing for lead in drinking water and has provided assurance that lead testing has been completed within six (6) years in accordance with the technical guidelines established by the NJ Department of Environmental Protection. Additionally, all notifications of test results have been provided consistent with this subchapter, including the requirement to make the test results publicly available on the District's website, and alternate drinking water continues to be made available to all students and staff.
2. The date of the most recent lead testing conducted in accordance with the technical guidelines established by the NJ Department of Environment Protection was: 2-17-2017.
3. The District will continue to fully implement the N.J.A.C. 6A:26-12.4 regulations.
4. The District will maintain compliance with all applicable laws, codes, and regulations governing the provision of potable drinking water and testing of drinking water for lead including, but not limited to, N.J.A.C. 6A:26-12.4; the Safe Drinking Water Act, N.J.S.A. 58:12A-1 et seq., and the rules promulgated pursuant thereto, N.J.A.C. 7:10 and N.J.A.C. 6A:26-6, Planning and Construction Standards for School Facilities.

Certification:

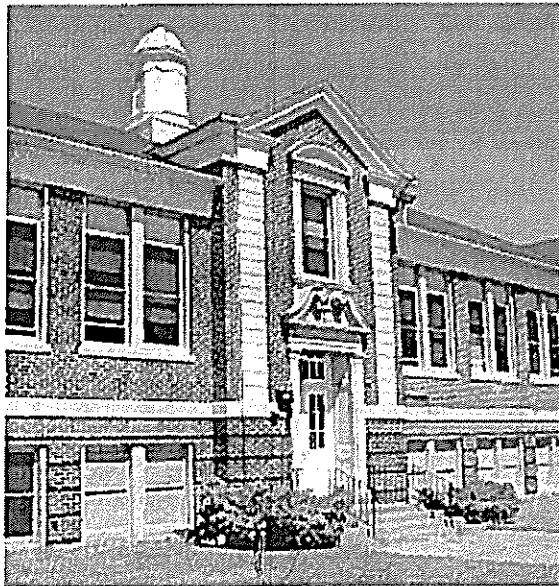
By signing below, the Chief School Administrator certifies that all statements above are true and correct:

Name: Dr. Raymond Boccuti Title: Chief School Administrator

Signature: Raymond J. Boccuti, Ed.D. Date: 9/24/20

Woodrow Wilson School

Nursing Services Plan 2020-2021



Neptune City School District

210 West Sylvania Avenue

Neptune City, NJ 07753

Phone 732-775-5319

Fax 732-775-4335

**Woodrow Wilson School
Neptune City**

Nursing Services Plan for 2020-2021

The Neptune City School District consists of one PreK through Grade 8 elementary school with approximately 244 students determined by 2019-2020 enrollments as of September 20, 2019.

NURSING STAFF

<u>Neptune City School</u>	<u>Nurse</u>	<u>Licenses</u>	<u>CPR</u>	<u>AED</u>	<u>Cert</u>
Woodrow Wilson	Casey Dowling	BSN, RN School Nurse	yes	yes	yes

BUILDING BASED SCHOOL NURSES, N.J.A.C.6A:16-2.1(B):

The certified school nurse of the Neptune City School District has a multitude of roles within her professional scope of practice. In an ongoing effort to insure children remain healthy and ready to learn, the school nurse takes on roles of nursing care provider, investigator, communicator, counselor, educator, child advocate, community liaison, recorder and manager.

NURSING CARE PROVIDER

Within the role of nursing care provider, the school nurse uses the nursing process, which includes assessing, planning, implementing and evaluating the nursing care in an ongoing manner. Individualized Health Care Plans (IHCPs) and Emergency Care Plans (ECPs) are developed and carried out by the school nurse, when applicable, for any student with acute or chronic health concerns.

INVESTIGATOR

The school nurse seeks information regarding student health histories, health practices, environmental concerns, safety issues, communicable disease patterns and current health information relevant to the practice of school nursing. Consultations with parents and guardians, pediatricians, specialists, health agencies, classroom teachers, custodial staff, cafeteria workers, and maintenance staff are sought in order to gather information.

COMMUNICATOR

The school nurse uses varied approaches to share important information with students, parents, staff members, administration, physicians, health care agencies, and governmental entities. Telephone conferences, personal letters, newsletters, flyers, bulletin board postings, email communications, health office website updates including information for bilingual parents/guardians, personal conferences, staff meetings, Intervention and Referral Committee Meetings, and Child Study Team Meetings represent some of the methods and forums in which health information is communicated.

**Woodrow Wilson School
Neptune City**

Nursing Services Plan for 2020-2021

HEALTH COUNSELOR

The school nurse serves in the role of counselor to students, parents and staff alike regarding health issues and personal concerns. Referrals are made to the Child Study Team, school counseling staff, private physicians, or community health resources, as needed

EDUCATOR

The school nurse is a health educator for students, families, and/or staff as they provide information on, but not limited to, acute or chronic health concerns, sensitive topics such as sexually transmitted diseases or head lice, personal hygiene, allergies, conflict resolutions, and growth and development. In the Health Office, the nurse teaches about health maintenance, validating and practicing the "theory" taught in the classroom. The school nurse teaches informally on a one to one basis in the health office or formally in the classroom supplementing the health curriculum provided by the health teacher(s). Staff education on pertinent health topics (asthma, allergies, diabetes, Public Employees Occupational Safety and Health (PEOSH), child abuse, seizure disorders, etc.) is provided at building meetings or in small groups as appropriate. Parent education is provided individually or in a group setting through written materials, discussions, and special programs.

CHILD ADVOCATE

As child advocate, the school nurse works closely with the staff and families to help insure that health needs are identified and accommodations are put into place. Advocacy often includes and extends beyond referrals for health services, counseling, community programs, camps or DCP, if applicable.

COMMUNITY LIAISON

In the role of community liaison, the school nurse works with local groups and various health organizations for the purpose of promoting wellness in the school.

RECORD KEEPER/RECORDER

The school nurse maintains a written record for each student and documentation for each incident of nursing care. Each entry includes the date, time, major complaint and nursing assessment, plan of care, implementation and evaluation. Written communication from parents and health care providers are incorporated into the student records. Data is collected and recorded for state agencies related to immunizations, students without health insurance, absenteeism, tuberculosis testing, medical waste management, and employee injuries.

**Woodrow Wilson School
Neptune City**

Nursing Services Plan for 2020-2021

MANAGER

The school nurse is the manager of the health needs of the school's population. As case manager, the school nurse strives to remove individual and environmental health barriers to learning and employment by promoting a safe and healthy environment for students and staff.

Acuity Levels of Students with Medical Involvement

The assignment of the school nurse must not be based solely upon student enrollment figures, but must also take into consideration the special education enrollment and the severity and acuity of the student's health conditions and/or concerns. Severity or acuity levels can be broken down into four levels:

LEVEL I – NURSING DEPENDENT

Nursing dependent students require 24 hour/day, frequently one-to-one, skilled nursing care for survival. Many are dependent on technological devices for breathing (i.e. a student on a ventilator) and/or require continuous nursing assessment and intervention. Without the use of the correct medical technology and nursing care, the student will experience irreversible damage or death. Children with *Do Not Resuscitate* orders are included in this category.

LEVEL II – MEDICALLY FRAGILE

Students with complicated health care needs in this category face each day with the possibility of a life-threatening emergency requiring the skill and judgment of a professional nurse. Examples may include, but are not limited to: severe seizure disorder requiring medication, sterile procedures, tracheotomy care with suctioning, an unstable or newly diagnosed diabetic with unscheduled blood sugar monitoring and insulin injections, diabetics with insulin pumps requiring monitoring and severe asthmatics requiring nebulizer treatments.

LEVEL III – MEDICALLY COMPLEX

Students with medically complex concerns require daily treatments or close monitoring by a professional nurse. They may have unstable physical and/or social-emotional conditions and the potential for a life-threatening event may exist. Examples include, but are not limited to, Attention Deficit Hyperactivity Disorder (ADHD) and on medication, anaphylactic event, cancer, immune disorders, moderate to severe asthma (requires use of inhaler and peak flow monitoring), adolescent pregnancy, time-sensitive medications, medications with major side effects, unstable metabolic conditions, continuous or intermittent oxygen, and complex mental or emotional disorders.

**Woodrow Wilson School
Neptune City**

Nursing Services Plan for 2020-2021

LEVEL IV – HEALTH CONCERNS

At this level the student's physical and/or social-emotional condition is currently uncomplicated and predictable. Occasional monitoring is required, varying from biweekly to annually. Examples include, but are not limited to, dental disease, migraine headaches, sensory impairments, diabetes self-managed by the student, dietary restrictions, eating disorders, orthopedic conditions requiring accommodations and encopresis.

STAFFING OF NURSE(S)

Certified School Nurse (CSN), N.J.A.C. 6A:16-2.3(b):

The CSN fulfills the duties of the Registered Nurse cited in code. The CSN can also perform the following duties:

- Teach health classes
- Develop curriculum
- Conduct staff trainings
- Educate and train staff delegates to administer Emergency Epinephrine Auto-injectors
- Educate and train delegates to administer Glucagon to students with diabetes in severe hypoglycemic shock
- Assure Diabetes Medical Management Plan compliance
- Inform and educate staff regarding Diastat orders and students with Seizure history
- Review, summarize and transmit available health and medical information in preparation for Child Study Team meetings
- Write and update at least annually accommodation plans included in Individual Healthcare Plans (IHPs) required under Section 504
- Develop and implement the school health programs as per New Jersey Nurse Practice Act, American Nurses Association/National Association of School Nurses (ANA/NASN) Standards of School Nursing, NJAC and the NJ Department of Education Health Services Guidelines
- CPR/ Automated External Defibrillator (AED) Certified

Emergency Safety and Security Plans:

The Neptune City School District has included the nurse in its safety and security plans as outlined in the Quality Single Accountability Continuum (QSAC), Operations: Student Conduct, Safety and Security

**Woodrow Wilson School
Neptune City**

Nursing Services Plan for 2020-2021

School Complex

Walkie-talkies are used inside the buildings to communicate by the nurse as well as the intercom, telephone and e-mail.

Emergency Situations N.J.A.C. 6A:16-2.1(b):

There are a variety of emergency situations that may occur in a school setting. The nurse at Neptune City School District is equipped to handle emergencies that require basic first aid, diabetes, asthma, allergic reactions, Basic Life Support (BLS), and to utilize nursing assessment to evaluate situations that require further medical evaluation.

In emergency situations, we have standing orders from our school physician. These orders are for any student with:

- symptoms of possible contagions-will be sent home with parent
- persistent vomiting - will be sent home with parent
- trauma - maintain airway, monitor vital signs, activate Emergency Medical Services (EMS)
- sprains or fractures- immobilize extremity, ice and elevate, call parent, activate EMS if needed
- bleeding - apply compression bandage, ice if appropriate, apply dressing
- 1st and 2nd degree burns - cleanse the area gently
- 3rd degree burns - apply loose dry and sterile, seek medical attention
- insect bites - apply ice watch for reactions
- anaphylactic reactions - administer epinephrine inter muscular (IM) via auto injector, activate EMS
- abdominal pain - assess for acute pain, assess for rebound tenderness, activate EMS if indicated
- convulsions/seizures - protect against injury, turn student to side and maintain airway, observe time and seizure activity, contact parent, activate EMS
- heat exhaustion - encourage fluids and activate EMS

In emergency situations involving multiple students, triage based on acuity and follow above steps.

In the case of diabetic, asthmatic, anaphylactic and seizure disorder emergencies, orders noted by the student's healthcare provider on district medication forms are followed. These orders include administering medications such as glucagon, insulin, epinephrine, Diastat, and albuterol. The development of student Individual Healthcare Plans is based on information provided by parents/guardians and healthcare providers. School administration is notified of all emergencies, and a delegate is assigned to activate 911. Students are

**Woodrow Wilson School
Neptune City**

Nursing Services Plan for 2020-2021

stabilized until emergency medical care arrives.

Building evacuation plans are developed for students with disabilities who use wheelchairs, crutches and other orthopedic devices that impact ambulation. The implementation of the plan is coordinated with administration and designated staff.

Sudden Cardiac Emergencies – Action Plan/AED Certification

In the event of cardiac emergencies, the school nurse serves as the leader of the Rapid Response Team. The nurse shall:

- Respond to the person experiencing the sudden cardiac event with the automated external defibrillator (AED) and begin providing CPR
- Provide requested information to EMS upon arrival
- Report use of AED to school physician and AED manufacturer
- Replace any used AED equipment after the incident
- Conduct post-event debriefing
- Ensure proper maintenance of AED equipment
- Conduct four cardiac emergency drills annually

MEDICATIONS, N.J.A.C. 6A:16-2.2

The certified school nurse:

- Sends home required forms every year to parents of students requiring daily or as needed medications
- Follows up on incomplete forms and forms not returned by parents
- Calls parents for medication refills
- Administers medication as ordered (may include locating students who forget to come for medication)
- Monitors and addresses expiration dates of medication
- Notes the reason why a student does not receive a daily medication (e.g. early dismissal, half day, absence, etc.)

Asthma

- Obtains asthma treatment plan from student's healthcare provider
- Assists with inhaler administration
- Monitors the use of nebulizers when required
- Coordinates asthma treatment plans with student and coaches

**Woodrow Wilson School
Neptune City**

Nursing Services Plan for 2020-2021

Emergency Epinephrine, N.J.A.C. 6A:16-2.1(b):

- train delegates
- send list of delegates to parents; receive and maintain documentation from parents
- maintain medication log
- provide staff and student education regarding student allergies and the modifications that are required to maintain student health

Diastat-emergency medication for students with prolonged seizures (lasting more than 3-5 minutes); requires privacy and urgency

Insulin-medication used for students with diabetes

Oversee management of student with diabetes as per the Diabetes Medical Management Plan (DMMP) in regard to:

- insulin administration for lunch/snack coverage
- count carbs for snacks and/or lunch
- check for ketones
- trouble shoot insulin pumps
- monitor supplies for insulin administration
- notify parents when supplies need replenishing, including extra snacks
- blood glucose checks as per DMMP
- treat hypoglycemic events as per DMMP; provide snacks when necessary to treat a "low" blood sugar
- inform PE staff of specific student needs as outlined in DMMP
- train staff and student to observe for signs of hyperglycemia and hypoglycemia (both are emergencies and require immediate care)
- glucagon-emergency medication for diabetics

COMMITTEE PARTICIATION:

- Intervention and Referral Services Committee (I&RS)
- IEP Meetings
- Harrassment, Intimidation, and Bullying Meetings
- Food Committee

**Woodrow Wilson School
Neptune City**

Nursing Services Plan for 2020-2021

REQUIRED DOCUMENTATION, N.J.A.C. 6A:16-(2.2) (2.4)

- Annual Tuberculosis Report (State)
- Annual Immunization Report (State)
- Provisional immunization status of new out-of-state/out-of-country students
- Immunization: audit regulations are numerous and time sensitive. The school nurse spends considerable time in scheduling timely immunization as per State mandates
- Permission to disclose information
- Monthly checks of Automated External Defibrillator (AED) with documentation
- Filing Accident Reports for staff and students insurance forms
- Chart all physicals
- Student health concerns, results of physicals, and screening data
- Tuberculosis (TB) compliance for all new staff and students
- Obtain health records and information for all new students
- Order and maintain nursing supplies
- Screenings for I&RS and Special Education referrals

HEALTH SCREENINGS, N.J.A.C. 6A:16-2.3(D):

- Height, weight and blood pressure-all students
- Scoliosis-5th and 7th grade students
- Vision and Hearing-designated grade levels
- Hearing and Vision Screenings for I&RS/Special Education Referrals
- Send home referrals and make follow-up phone calls to parents for failed screening results

EDUCATIONAL EXCURSIONS:

- Arrange for nurse/parent/delegate to attend excursion when health needs warrant
- Coordinate specific student needs with chaperones
- Call parents to coordinate medication and medical issues
- Attend out of state excursions

STAFF EMERGENCY CARDS:

- Review emergency cards annually for emergency contact information and proper signatures

**Woodrow Wilson School
Neptune City**

Nursing Services Plan for 2020-2021

- Emergency cards are updated as needed

WORKMAN'S COMPENSATION:

- Obtain accident report from employees injured on the job and disseminate managed care information
- Act as liaison for any injured employee until care is received for injury

PHYSICAL EDUCATION EXCUSES:

- Provide PE excuse documentation to PE staff

HEALTH OFFICE SUPPLIES:

- Conduct yearly inventory of health office supplies
- Submit yearly order according to projected needs and budget
- Organize all deliveries and confirm all items against packing slips and original orders
- Storage of new supplies; rotate supplies to prevent expiration of health supplies

POLICY DEVELOPMENT:

- Collaborate with administration in developing policy or changing existing policy as need arises according to Neptune City School District and/or State Mandates issued
- Keeps administration and staff fully updated on any upcoming changes as necessary

CONTINUING EDUCATION:

- Attend district in-services as well as outside workshops and in-services that relate directly to school nursing in order to grow professionally as well as to meet the 110 hour/5 year mandate required of all teachers

NJ FAMILY CARE COORDINATOR:

- Distribute Family Care information to student population as needed throughout the school year

MEMBERSHIP:

- Maintain current membership in the County, State, and National School Nurse's Association

**Woodrow Wilson School
Neptune City**

Nursing Services Plan for 2020-2021

DAILY MEDICAL OFFICE TRAFFIC:

- Address all health concerns/emergencies including injuries and illnesses and provide care when appropriate
- Students are seen for a variety of reasons, some of which are: check temperature, inspect throat, otoscopic exam of ears for complaint of (c/o) earaches, auscultate lungs for c/o cough or breathing issues, nosebleeds, eye complaints, stomachaches, hunger, gastrointestinal complaints, splinters, coughs, headaches, dizziness, flu, treatment of infected piercing sites, rashes, allergic reactions and body aches
- First aid for minor and major accidents: abrasions, lacerations, sprains, strains, fractures, head injuries and concussion referrals, jammed fingers, contusions, rings stuck on fingers, fainting, braces repair, broken teeth, burns, bee stings and bites
- Emotional needs: frequently confer with CST, teachers and administrators
- Care and follow up of students who self injure
- Counsel students with hygiene issues
- Assessment of students thought to be under the influence of drug or alcohol; completion of referral papers for administration
- Manage chronic illness of students
- Frequent phone calls to parents

SPORTS, N.J.A.C. 6A:16-2.2(H): Full Physicals or Updates

- Sign students up for sports seasons
- Work with parents to provide and obtain required forms
- Frequent contact with parents to explain process of medical clearance and follow up calls for forms not handed in so as to meet deadlines for tryouts
- Prepare sport forms for school physician review
- Provide coaches with names of students cleared by school physician for sport participation
- Follow and communicate recommendations given by school physician upon review of forms
- Coordinated sports physicals given in school by school physician (make appointments, room setup and breakdown, collect forms, assist doctor as needed during physical exam and follow up with parents)
- Collaborate with coaches re: injuries occurring during practices and games

**Woodrow Wilson School
Neptune City**

Nursing Services Plan for 2020-2021

SECOND AND FOURTH GRADE PHYSICALS:

- Schedule students for physicals
- Room setup and breakdown
- Prepare physical form for school physician
- Assist doctor as needed during exam
- Follow up with parents regarding physician recommendations

HEALTH EDUCATION:

- Daily teaching with students about their health
- Provide staff opportunities for wellness
- Provide parents with resources and information

OTHER:

- Reentry meetings for students returning after hospitalization
- Confer with parents re: homebound status, obtain medical note, and initiate the process for home instruction
- Attend parent meetings
- Referrals to DCCP as needed

**Woodrow Wilson School
Neptune City**

Nursing Services Plan for 2020-2021

RECOMMENDATIONS

The health needs of the students within the district may change at any time with new transfers or the change in health status of a previously enrolled student. This document must be renewed annually and updated as needed. The attached summary of data from the school supports the need for a full-time, certified school nurse.

SCHOOL PHYSICIAN'S REVIEW

I have reviewed the attached recommendations for the Nursing Services Plan for Neptune City School District and approve of this plan.

Bernard Adler, MD
732-455-8559

date

**Woodrow Wilson School
Neptune City**

Nursing Services Plan for 2020-2021

A	Grade Levels	PK - 8
B1	Total Student Enrollment	211
B2	General Education Enrollment	153
B3	Special Education Enrollment	58
B4	Pre-School Handicap Enrollment	8
C	# of Students with severe medical involvement	
D	Chronic Illness	
1)	Asthma	32
2)	Diabetes	0
3)	Seizures	0
4)	Heart Conditions	0
5)	Hirschsprungs disease	1
6)	Anxiety	3
7)	Autism	3
8)	Mental Health	0
9)	Congenital Adrenal Hyperplasia	1
10)	Food Anaphylaxis	1
11)	Functional Abdominal Pain	0
12)	Reactive Airway Disease	3
13)	POTS	0
14)	PTSD	0
15)	Oppositional Defiant Disorder	7
16)	Hashimotos Thyroiditis	1
17)	ADHD	14
18)	Hemophilia	1
19)	Psychiatric	0
20)	Aplastic Anemia	0
21)	Legal Blindness	0
22)	Neurofibromatosis	0
23)	GERD/migraine variant cyclic vomiting	0
24)	Nephrotic Syndrome	0
25)	Autonomic Disorder	0
26)	Bilateral conductive hearing loss	0
	Acuity Levels:	
a)	Level I – Nursing Dependent	0
b)	Level II – Medically Fragile	1
c)	Level III – Medically Complex	10

Nursing Services Plan for 2020-2021

Printed on: 9/21/2020



Neptune City School District
Woodrow Wilson School
210 W. Sylvania Avenue
Neptune City, NJ 07753

Dr. Raymond J. Boccuti
Chief School Administrator, Principal

2020-2021 School District Professional Development Plan

School District - Neptune City	School - Woodrow Wilson	CSA, Principal - Dr. Raymond J. Boccuti	School Year - 2020-2021
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1. Professional Learning Goals

No.	Goal	Identified Group	Rationale
1	Training in ethics, roles and responsibilities, school district goals, Board of Education goals, CSA goals	Board of Education, CSA, School Business Administrator	Governance and management to propel the school district into the future
2	Update every Board Policy and Regulation	Board of Education, CSA, School Business Administrator	Board Policies and Regulation are outdated
3	Training in the observation/evaluation (Dr. Charlotte Danielson) system of the school district	PreK-8 Teachers	Deeper understanding and mastery of the system including the capture of necessary evidence
4	Training in student growth objectives (SGOs)	PreK-8 Teachers	Deeper understanding mastery of SGOs before proceeding to compound SGOs

5	Individual professional development plans (PDPs)	All Staff	Development of meaningful, individual PDPs to assist staff members in achieving higher levels of performance
6	New Jersey Department of Education (NJDOE) required professional development trainings	All Staff	NJDOE requirement
7	Social emotional learning (SEL) program, Leader in Me, expansion and establish an equity team	All Staff	NJDOE requirement
8	Pandemic Restart Plan, develop a safety and security committee	All Staff	Reopening the school district in a pandemic and ongoing safety and security

2. Professional Development Activities

No.	Goal	Identified Group	Activities/Resources
1	Training in ethics, roles and responsibilities, school district goals, Board of Education goals, CSA goals	Board of Education, CSA, School Business Administrator	<ul style="list-style-type: none"> Board Retreat New Jersey
2	Update every Board Policy and Regulation	Board of Education, CSA, School Business Administrator	<ul style="list-style-type: none"> Strauss Esmay
3	Training in the observation/evaluation (Dr. Charlotte Danielson) system of the school district	PreK-8 Teachers	<ul style="list-style-type: none"> CSA facilitated training on professional development days
4	Training in student growth objectives (SGOs)	PreK-8 Teachers	<ul style="list-style-type: none"> CSA facilitated training on professional development days
5	Individual professional development plans (PDPs)	All Staff	<ul style="list-style-type: none"> CSA facilitated training on professional development days
6	New Jersey Department of Education (NJDOE) required professional development trainings	All Staff	<ul style="list-style-type: none"> SafeSchools.com

7	Social emotional learning (SEL) program, Leader in Me, expansion and establish an equity team	All Staff	<ul style="list-style-type: none"> CSA and trained staff members facilitated training on professional development days Monmouth University Equity Consortium
8	Pandemic Restart Plan, establish a safety and security committee	All Staff	<ul style="list-style-type: none"> CSA facilitated training on professional development days Safety and Security Committee

3. Progress Summary

No.	Goal	Identified Group	Progress Notes
1	Training in ethics, roles and responsibilities, school district goals, Board of Education goals, CSA goals	Board of Education, CSA, School Business Administrator	<ul style="list-style-type: none">
2	Update every Board Policy and Regulation	Board of Education, CSA, School Business Administrator	<ul style="list-style-type: none">
3	Training in the observation/evaluation (Dr. Charlotte Danielson) system of the school district	PreK-8 Teachers	<ul style="list-style-type: none">
4	Training in student growth objectives (SGOs)	PreK-8 Teachers	<ul style="list-style-type: none">
5	Individual professional development plans (PDPs)	All Staff	<ul style="list-style-type: none">
6	New Jersey Department of Education (NJDOE) required professional development trainings	All Staff	<ul style="list-style-type: none">
7	Social emotional learning (SEL) program, Leader in Me, expansion and establish an equity team	All Staff	<ul style="list-style-type: none">
8	Pandemic Restart Plan, establish a safety and security committee	All Staff	<ul style="list-style-type: none">

Signature: *Raymond J. Novacki, Ed.D.*
CSA, Principal

Date: September 24, 2020

Board of Education approved on September 24, 2020



**Neptune City School District
Woodrow Wilson School
210 W. Sylvania Avenue
Neptune City, NJ 07753**

**Dr. Raymond J. Boccuti
Chief School Administrator, Principal**

2020-2021 School District Mentoring Plan

Vision and Purpose

The Neptune City School District Mentoring Plan's vision and purpose is to provide non-tenured teachers, including novice teachers in their first year of employment, with an induction to the teaching profession and to the school district community through differentiated supports based on the teacher's individual needs to help them become effective and skilled educators.

The goals of the plan are as follows:

- Enhance teacher knowledge of, and strategies related to, the New Jersey Student Learning Standards (NJSLs) to facilitate student achievement and growth.
- Share and explain pertinent Board of Education policies, regulation, and school district procedures, including teacher observation and evaluation.
- Identify exemplary teaching skills and educational practices necessary to acquire and maintain excellence and effectiveness in teaching.
- Assist first year teachers in the performance of their duties and responding to the challenges of teaching.

Support for First Year Teachers

The school district's Mentoring Plan consists of two phases. The first phase is held in August and serves to provide all first year teachers, and teachers new to the school district, with a comprehensive induction to the Board of Education policies, regulations, school district procedures, introduction to the school district curricula, training on the observation/evaluation model, setting and assessing student growth objectives (SGOs), and developing a professional development plan (PDP).

The second phase of the plan continues throughout the school year. Topics covered include, but are not limited to, parent/teacher conferences, differentiation, IEPs, 504 plans, HIB, I&RS, and classroom management. The plan will be facilitated by the Chief School Administrator and Mentor Teacher in addition to other professionals that may be utilized.

All first year teachers will be assigned to an individual Mentor Teacher at the beginning of his/her contracted teaching assignment.

Mentor Teacher Responsibilities

The responsibilities of the Mentor Teacher are as follows:

- Provide ongoing observation and feedback, opportunities for the first year teacher to observe effective practices, and confidential guidance and support in accordance with the New Jersey Professional Standards for Teachers.
- Maintaining a log of meetings to provide one to one, in person, contact time over the course of the school year. At least one meeting per week will be logged.
- Schedule a joint meeting once per month with the Chief School Administrator.

Mentor Teacher Selection

The Chief School Administrator will select a Mentor Teacher who is not only an experienced and highly competent teacher, but also one willing to help a first year teacher in a collegial and supportive manner.

As mentoring is a serious responsibility and one that should be entered in a careful and thoughtful manner, mentoring requirements are as follows:

- Maintains a teaching certificate and, when possible, certification in the subject area the first year teacher is working.
- Maintains at least three years experience and has taught full time for at least two years within the past five years.
- Does not serve as the mentee's direct supervisor and does not maintain formal observation/evaluation responsibilities of the mentee.
- Demonstrates a strong record of successful teaching including continual improvement in student achievement.
- Understands the social and workplace norms of the school district and community.
- Understands the resources and the opportunities available in the school district.
- Completes a comprehensive mentor training program with the Chief School Administrator and maintains ongoing guidance from the Chief School Administrator.

Implementation Logistics

Annual logistics of the Mentoring Plan include the following:

- The Chief School Administrator will review the plan with, and recommend the plan for, Board of Education approval.
- The Chief School Administrator will share the plan with the School Improvement Panel (SciP) which shall review the school district implementation of the plan and offer recommendations for improvements in the plan.
- The Chief School Administrator shall continually review the plan and revise it as necessary based on feedback from the Mentor Teachers, first year teachers, mentoring logs, SciP, and data on teaching and improving student achievement.

- The Chief School Administrator will certify with the New Jersey Department of Education, through a Statement of Assurance, that the school district is meeting the requirements of the plan as established in N.J.A.C. 6A:9-8.4.

Board of Education approved on September 24, 2020

Environmental Safety Management Corporation

AIR QUALITY, MOLD TESTING, ERGONOMICS, OSHA

21 SCOTT STREET
RIVERSIDE, NJ 08075
TEL: (856) 764-3557
FAX: (856) 764-3558
WWW.ESM-CORP.COM

September 12, 2020

Ms. Yvonne Hellwig
Interim School Business Administrator
Neptune City School
210 West Sylvania Avenue,
Neptune City, NJ

Dear Ms. Hellwig,

This report summarizes the results of the September 8, 2020 mold assessment conducted in select classrooms of the Woodrow Wilson School located at 210 West Sylvania Avenue, Neptune City, NJ. This assessment was conducted at your request following observation of minor mold-like discoloration on desk edges in a few classrooms in the B134-B137 area on or around September 3rd, 2020. It is our understanding that the discoloration was observed to be minor and appeared to be related to elevated humidity within the classroom. Custodial staff inspected the areas and cleaned the discoloration from surfaces using an EPA registered disinfectant over the weekend of September 5-6, 2020. Dr. Richard Lynch Ph.D., CIH of ESM Corp conducted a visual inspection and air sampling of subject rooms as well as several comparison rooms throughout the building on the morning of September 8, 2020 with the assistance of Mr. Kevin Folk of the Neptune Schools Facilities Department.

Executive Summary of Findings

Air samples for mold were collected from 12 classrooms and office areas as well as outdoors for comparison. Airborne mold levels in each of the classrooms and main office comparison location were lower than outdoor levels comprised of a subset of the common outdoor mold types (less than 1/5th to 1/100th of outdoor levels). Classroom B136 contained a slight elevation in *Aspergillus/Penicillium* spores relative to outdoors. A recommendation for inspecting the unit ventilator for this classrooms, as well as for conducting periodic custodial monitoring for temperature and humidity within classrooms and running dehumidifiers where needed during high outdoor humidity periods is contained at the end of this report.

I. Evaluation Criteria

Mold spores are present in normal outdoor and indoor air. Outdoor air sources of mold spores include molds that feed on soil and plants and disperse their spores into the air. Normal outdoor mold species commonly found in indoor and outdoor air include *Cladosporium*, *Alternaria*, *Aspergillus*, *Paecilomyces*, *Penicillium*, *Pithomyces*, myxomycetes, ascospores, basidiospores and many other mold species.

Mold contamination of buildings may occur when building materials such as wallboard, carpets, insulation, wood or other cellulose containing materials become chronically wet due to flooding, chronic roof leaks or if sustained periods of elevated relative humidity (> 70%) or other conditions producing long standing excess moisture exist. Under these conditions, moist locations containing excessive dust accumulations can serve as reservoirs and amplification sites for these microbes and can result in airborne releases of fungal spores associated with this growth, and may be evidenced by elevated indoor levels of normal outdoor spores such as the species listed above, or species more likely associated with wet building materials such as *Stachybotrys*, *Chaetomium*, *Ulocladium* or other indicator species. Many normal and indicator mold spores are known to be allergenic in susceptible humans, or may produce toxins which may produce irritation or central nervous system effects. Because of vast differences in individual susceptibility, any significance of elevated mold spore exposure to individuals must be determined by a trained and experienced occupational/environmental health physician.

Generally, if microbiological amplification sites are identified, mold contaminated material should be safely removed using methods that prevent unintentional dispersal of mold spores to the facility or personnel as described by the [EPA at this link](#), and the source of moisture intrusion should be eliminated.

II. Methods

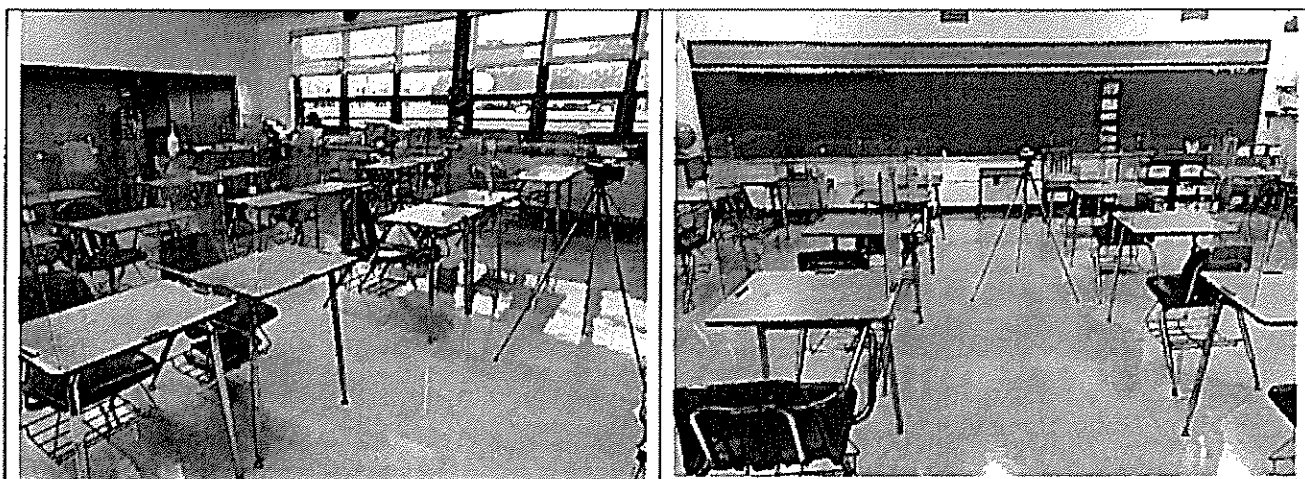
Based upon the above, the following methods were observed:

1. A visual inspection of the following areas of the Woodrow Wilson School was conducted for musty odors and signs of water damage and mold growth:
 - a. B134
 - b. B135
 - c. B136
 - d. B137
 - e. C112
 - f. B152
 - g. Main Office Lounge
 - h. A125
 - i. A124
 - j. A211
 - k. A215
2. Air monitoring was conducted in each of the locations listed above for airborne temperature and humidity using a TSI Q-Trak 7575 IAQ monitor.
3. Air samples were collected for airborne mold spores for 5 minutes each on Air-O-Cell Cassettes using a calibrated Zefon Bio-Pump calibrated to 15 liters per minute prior to sampling, within each of the areas listed above as well as outdoors for comparison.
4. All air samples were hand-delivered to an AIHA Accredited Laboratory for analysis.

III. Findings and Results

General Observations

- The inspection initiated at approximately 6:30 AM.
- Unit ventilators and HVAC systems were operating at the time of inspection. Introducing up to 25% outdoor air.
- There were no mold-like or musty odors present in any of the classrooms inspected at the time of the inspection.
- There were no mold-like or musty odors detected, and **no signs of mold contamination** observed in any of the B134, B135, B136 or B137 classrooms or any of the other comparison classrooms and offices inspected.



Air Monitoring Findings

- Outdoor temperature and humidity was measured at 72°F@71% relative humidity.
- Temperature and Relative humidity within classrooms was lower than or equivalent to outdoor levels ranging between 70-72°F@ 58 to 67% relative humidity. This is expected given outdoor conditions and high levels of outdoor air introduction as recommended to reduce risk of COVID infection.

Air Sampling Results

- Outdoor mold was measured at 4,500 spores per cubic meter of air (spores/m³) comprised of ascospores, basidiospores, *Cladosporium*, *Ganoderma*, and other common outdoor mold types.
- Indoor air levels of mold spores in all indoor classrooms and offices were substantially lower than outdoor levels, ranging between none detected (<13 spores/m³) to 210 spores/m³; comprised of a combination of typical outdoor mold types and considered to be within normal ranges.
- A slight elevation in *Aspergillus/Penicillium*-like spores was detected within room B136 at 590 spores/m³. This mold type is commonly detected indoors and outdoors, in conditions of high humidity.

A copy of laboratory results is attached.

IV. Conclusions and Recommendations

Based upon the findings of this investigation, it is my professional opinion that airborne mold levels were within normal ranges throughout all inspected classrooms and the main office of the Woodrow Wilson School with the exception of room B136 which showed a slight elevation in *Aspergillus/Penicillium*-like spores. Given recent high outdoor humidity in combination with high levels of introduction of outdoor air at the time of sampling, it is likely that this may be related to introduction of high levels of outdoor air into the building.

Based upon these findings, the following recommendations should be considered:

1. Continue regular inspection and enhanced cleaning and disinfection of classrooms throughout the building in accordance with NJDOE Road Back and CDC COVID guidelines. Ensure that undersides of desks and chairs are routinely cleaned to remove accumulations of dust and mold spores introduced via outdoor air.
2. Have custodial staff inspect the interior surfaces of the unit ventilator of room B136 to ensure no accumulations of moisture or mold within the air handler or on the filter. Clean and/or replace the filter if necessary.
3. Have custodial staff periodically monitor temperature and humidity in classrooms during periods of high outdoor humidity and increased outdoor air introduction.
4. Consider installation of portable dehumidifiers for any classrooms where airborne humidity exceeds 70% due to introduction of outdoor air during periods of high outdoor humidity.

Thank you for the opportunity to assist you with the evaluation. Please contact me with any questions at (856)764-3557.

Sincerely,

Richard M. Lynch

Richard M. Lynch, Ph.D., CIH, FAIHA, CMC, CMRS, CHFM

AIHA Fellow

Certified Industrial Hygienist

Certified Microbial Consultant

Certified Microbial Remediation Supervisor

Certified Healthcare Facility Manager

President

Environmental Safety Management Corporation

www.esmcorp.com

rlynch@esmcorp.com



EMLab P&K

Report for:

Dr. Richard Lynch
Environmental Safety Mgmt. Corp.
21 East Scott Street
Riverside, NJ 08075

Regarding: Project: Neptune School 9/8/20
 EML ID: 2476973

Approved by:

Dates of Analysis:
Spore trap analysis: 09-08-2020 and 09-09-2020


Technical Manager
Ariunaa Jalsrai

Service SOPs: Spore trap analysis (EM-MY-S-1038)
AIHA-LAP, LLC accredited service, Lab ID #103005

All samples were received in acceptable condition unless noted in the Report Comments portion in the body of the report. Due to the nature of the analyses performed, field blank correction of results is not applied. The results relate only to the samples as received. Sample air volume is supplied by the client.

Eurofins EMLab P&K ("the Company") shall have no liability to the client or the client's customer with respect to decisions or recommendations made, actions taken or courses of conduct implemented by either the client or the client's customer as a result of or based upon the Test Results. In no event shall the Company be liable to the client with respect to the Test Results except for the Company's own willful misconduct or gross negligence nor shall the Company be liable for incidental or consequential damages or lost profits or revenues to the fullest extent such liability may be disclaimed by law, even if the Company has been advised of the possibility of such damages, lost profits or lost revenues. In no event shall the Company's liability with respect to the Test Results exceed the amount paid to the Company by the client therefor.

Eurofins EMLab P&K's LabServe® reporting system includes automated fail-safes to ensure that all AIHA-LAP, LLC quality requirements are met and notifications are added to reports when any quality steps remain pending.

EMLab P&K, LLC

EMLab ID: 2476973, Page 1 of 4

Client: Environmental Safety Mgmt. Corp.
C/O: Dr. Richard Lynch
Re: Neptune School 9/8/20Date of Sampling: 09-08-2020
Date of Receipt: 09-08-2020
Date of Report: 09-09-2020**SPORE TRAP REPORT: NON-VIABLE METHODOLOGY**

Lab ID-Version† Location	Air vol. (L)	Background Debris	Counts of Fungal Structures	Fungal Structures/m3	Presumptive Fungal ID (raw counts*)	Percentage
11807734-1 09/08/2020 B134	75	1+	16	210 § Total: 210	Basidiospores (4)	100
Comments:						
11807735-1 09/08/2020 B135	75	< 1+	4 4	53 53 § Total: 110	Ascospores (1) Basidiospores (1)	50 50
Comments:						
11807736-1 09/08/2020 B136	75	1+	8 8 4 44	110 110 53 590 § Total: 850	Basidiospores (2) Cladosporium (2) Ganoderma (1) Penicillium/Aspergillus types (11)	13 13 6 69
Comments:						
11807737-1 09/08/2020 B137	75	< 1+	8	110 § Total: 110	Cladosporium (2)	100
Comments:						
11807738-1 09/08/2020 C112	75	< 1+	4	53 § Total: 53	Cladosporium (1)	100
Comments:						
11807739-1 09/08/2020 B152	75	< 1+	4	53 § Total: 53	Penicillium/Aspergillus types (1)	100
Comments:						

Background debris indicates the amount of non-biological particulate matter present on the trace (dust in the air) and the resulting visibility for the analyst. It is rated from 1+ (low) to 4+ (high). Counts from areas with 4+ background debris should be regarded as minimal counts and may be higher than reported. It is important to account for sample volumes when evaluating dust levels.

The analytical sensitivity is the spores/m³ divided by the raw count, expressed in spores/m³. The limit of detection is the analytical sensitivity (in spores/m³) multiplied by the sample volume (in liters) divided by 1000 liters.

*All AIHA accredited laboratories are required to provide raw counts of fungal structures in spore trap reports. These counts are defined by AIHA as "Actual count without extrapolation or calculation". The number in parentheses next to the fungal type represents the exact number (or raw count) of fungal structures observed.

† A "Version" indicated by -"x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

§ Total has been rounded to two significant figures to reflect analytical precision.

Client: Environmental Safety Mgmt. Corp.
C/O: Dr. Richard Lynch
Re: Neptune School 9/8/20Date of Sampling: 09-08-2020
Date of Receipt: 09-08-2020
Date of Report: 09-09-2020**SPORE TRAP REPORT: NON-VIABLE METHODOLOGY**

Lab ID-Version† Location	Air vol. (L)	Background Debris	Counts of Fungal Structures	Fungal Structures/m ³	Presumptive Fungal ID (raw counts*)	Percentage
11807740-1 09/08/2020 Office Lounge	75	1+	4 1	53 13 § Total: 67	Basidiospores (1) Rusts (1)	80 20
Comments:						
11807741-1 09/08/2020 A125	75	1+		§ Total: < 13	No fungi detected	
Comments: No spores detected.						
11807742-1 09/08/2020 A124	75	1+		§ Total: < 13	No fungi detected	
Comments: No spores detected.						
11807743-1 09/08/2020 A211	75	1+	8	110 § Total: 110	Basidiospores (2)	100
Comments:						
11807744-1 09/08/2020 A215	75	1+	8 4	110 53 § Total: 160	Basidiospores (2) Cladosporium (1)	67 33
Comments:						

Background debris indicates the amount of non-biological particulate matter present on the trace (dust in the air) and the resulting visibility for the analyst. It is rated from 1+ (low) to 4+ (high). Counts from areas with 4+ background debris should be regarded as minimal counts and may be higher than reported. It is important to account for samples volumes when evaluating dust levels.

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§ Total has been rounded to two significant figures to reflect analytical precision.

Client: Environmental Safety Mgmt. Corp.
C/O: Dr. Richard Lynch
Re: Neptune School 9/8/20

Date of Sampling: 09-08-2020
Date of Receipt: 09-08-2020
Date of Report: 09-09-2020

SPORE TRAP REPORT: NON-VIABLE METHODOLOGY

Lab ID-Version† Location	Air vol. (L)	Background Debris	Counts of Fungal Structures	Fungal Structures/m3	Presumptive Fungal ID (raw counts*)	Percentage
11807745-1 09/08/2020 Outfront	75	1+	28 264 12 4 1 2 1	370 3,500 160 53 13 27 § Total: 4,100 13	Ascospores (7) Basidiospores (66) Cladosporium (3) Ganoderma (1) Pithomyces (1) Smuts, Periconia, Myxomycetes (2) Hyphal fragments (1)	9 85 4 1 < 1 1 N/A
Comments:						
11811040-1 09/09/2020 B150B	75	< 1+		§ Total: < 13	No fungi detected	
Comments: No spores detected.						

Background debris indicates the amount of non-biological particulate matter present on the trace (dust in the air) and the resulting visibility for the analyst. It is rated from 1+ (low) to 4+ (high). Counts from areas with 4+ background debris should be regarded as minimal counts and may be higher than reported. It is important to account for samples volumes when evaluating dust levels.

The analytical sensitivity is the spores/m³ divided by the raw count, expressed in spores/m³. The limit of detection is the analytical sensitivity (in spores/m³) multiplied by the sample volume (in liters) divided by 1000 liters.

*All AIHA accredited laboratories are required to provide raw counts of fungal structures in spore trap reports. These counts are defined by AIHA as "Actual count without extrapolation or calculation". The number in parentheses next to the fungal type represents the exact number (or raw count) of fungal structures observed.

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§ Total has been rounded to two significant figures to reflect analytical precision.

Client: Environmental Safety Mgmt. Corp.
C/O: Dr. Richard Lynch
Re: Neptune School 9/8/20

Date of Sampling: 09-08-2020
Date of Receipt: 09-08-2020
Date of Report: 09-09-2020

MoldRANGE™: Extended Outdoor Comparison

Outdoor Location: Outfront

Fungi Identified	Outdoor data	Typical Outdoor Data for:						Typical Outdoor Data for:					
		September in New Jersey† (n‡=1768)						The entire year in New Jersey† (n‡=15987)					
	spores/m3	very low	low	med	high	very high	freq %	very low	low	med	high	very high	freq %
Generally able to grow indoors*													
Alternaria	-	13	13	33	90	150	62	10	13	27	67	120	40
Bipolaris/Drechslera group	-	7	7	13	27	53	13	7	7	13	27	40	7
Chaetomium	-	7	7	13	31	40	3	7	7	13	22	40	3
Cladosporium	160	160	270	800	2,000	3,500	92	53	110	400	1,400	2,300	81
Curvularia	-	7	13	20	53	110	42	7	10	13	47	80	17
Ganoderma	53	53	53	150	300	480	40	38	53	110	250	370	15
Nigrospora	-	7	10	13	40	67	29	7	7	13	27	53	12
Penicillium/Aspergillus types	-	53	110	240	640	1,100	44	50	53	160	480	860	37
Pithomyces	13	10	13	33	110	190	62	7	13	27	67	140	26
Stachybotrys	-	-	-	-	-	-	<1	7	7	13	40	110	<1
Torula	-	7	9	20	53	69	9	7	7	13	40	67	5
Seldom found growing indoors**													
Ascospores	370	130	220	610	1,600	2,700	96	53	110	460	1,500	2,600	78
Basidiospores	3,500	800	1,300	3,600	10,000	18,000	> 99	80	200	1,500	5,800	11,000	96
Rusts	-	7	13	27	67	110	48	7	13	20	53	100	22
Smuts, Periconia, Myxomycetes	27	13	19	50	120	210	78	10	13	38	110	200	60
§ TOTAL SPORES/m3	4,100												

†The 'Typical Outdoor Data' represents the typical outdoor spore levels for the location and time frame indicated. The last column represents the frequency of occurrence. The very low, low, med, high, and very high values represent the 10, 20, 50, 80, and 90 percentile values of the spore type when it is detected. For example, if the frequency of occurrence is 63% and the low value is 53, it would mean that the given spore type is detected 63% of the time and, when detected, 20% of the time it is present in levels above the detection limit and below 53 spores/m3. These values are updated periodically, and if enough data is not available to make a statistically meaningful assessment, it is indicated with a dash.

§ Total Spores/m3 has been rounded to two significant figures to reflect analytical precision.

* The spores in this category are generally capable of growing on wet building materials in addition to growing outdoors. Building related growth is dependent upon the fungal type, moisture level, type of material, and other factors. *Cladosporium* is one of the predominant spore types worldwide and is frequently present in high numbers. *Penicillium/Aspergillus* species colonize both outdoor and indoor wet surfaces rapidly and are very easily dispersed. Other genera are usually present in lesser numbers.

** These fungi are generally not found growing on wet building materials. For example, the rusts and smuts are obligate plant pathogens. However, in each group there are notable exceptions. For example, agents of wood decay are members of the basidiomycetes and high counts of a single morphological type of basidiospore on an inside sample should be considered significant.

‡n = number of samples used to calculate data.

Interpretation of the data contained in this report is left to the client or the persons who conducted the field work. This report is provided for informational and comparative purposes only and should not be relied upon for any other purpose. "Typical outdoor data" are based on the results of the analysis of samples delivered to and analyzed by Eurofins EMLab P&K and assumptions regarding the origins of those samples. Sampling techniques, contaminants infecting samples, unrepresentative samples and other similar or dissimilar factors may affect these results. In addition, Eurofins EMLab P&K may not have received and tested a representative number of samples for every region or time period. Eurofins EMLab P&K hereby disclaims any liability for any and all direct, indirect, punitive, incidental, special or consequential damages arising out of the use or interpretation of the data contained in, or any actions taken or omitted in reliance upon, this report.



STATE OF NEW JERSEY

VIN GOPAL
Senator, 11th District
Majority Conference Leader

ERIC J. HOUGHTALING
Assemblyman, 11th District
Deputy Majority Leader

JOANN DOWNEY
Assemblywoman, 11th District
Parliamentarian

August 15, 2020

Dear Friend:

We have been working hard to keep Legislative District 11 residents informed about resources available to help them deal with challenges they face during the COVID-19 health crisis and the economic downturn. We are especially grateful to the weekly papers that have published our columns providing information about resources for residents and small businesses. We also formed the 11th Legislative District COVID-19 Economic Recovery Advisory Council to bring businesses, residents and nonprofits together to seek district-specific solutions and ensure your voice is heard in Trenton and Monmouth County.

Many of our bills have progressed through the legislature during the past quarter as we worked to ease financial burdens on local governments, allow notaries to work remotely, and extend benefits normally given to workers injured on the job to essential workers. We also are continuing to fight to make sure the Senior Freeze and Homestead Rebate programs are fully funded in the state budget to ensure our state is safe and affordable for everyone.

Our constituent services team also has been very busy helping over 1,352 residents since the beginning of the pandemic address a host of challenges, the majority stemming from difficulties accessing unemployment. We always welcome your feedback. If you wish to share your opinions and ideas, or need assistance, please submit a constituent services request form at tinyurl.com/LD11Help, and a member of our team will contact you, or call us at (732) 695-3371.

Thank you for the honor and privilege of serving as your State Legislators.

Sincerely,

Vin Gopal
Senator
11th District

Eric J. Houghtaling
Assemblyman
11th District

Joann L. Downey, Esq.
Assemblywoman
11th District

802 WEST PARK AVENUE, SUITE 302 • OCEAN, NJ 07712
PHONE: (732) 695-3371 • FAX: (732) 695-3374



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Legislative Updates

Bill to Create Permanent Veterans Commission, Ease Transition to Civilian Life

It's no secret that the return to civilian life is a difficult transition for many of our veterans and often leaves them with few options and insufficient support. The Senate unanimously passed Vin's bill to create a Permanent Veterans Commission and Military Post-Deployment Task Force to eliminate the issues veterans face when they are back home safe.

Vin, Eric and Joann Urge Congress to Provide Immediate Financial Assistance to USPS

In response to many rightfully outraged Monmouth County residents who have reported that they are not receiving their bills, medications, or other important documents and packages on time, Vin, Eric and Joann introduced Assembly and Senate resolutions calling on Congress to provide financial assistance to the US Postal Service. The Postal Service has been unable to access \$10 billion in loans made available under the CARES Act in March because of the restrictive terms and conditions the US Treasury would impose. Congress needs to step in and provide the financial assistance and get mail delivery back on track.

Easing the Financial Burdens of Lost Revenue on Local Governments

Local governments are feeling budgetary pressure resulting from lost revenues and emergency spending related to their COVID-19 response. Vin's bill seeks to alleviate the financial pressures on counties and municipalities by allowing local governments to issue "coronavirus relief bonds" to cover revenue shortfalls during the public health emergency so they can continue providing high levels of services to their residents.

Allowing Businesses to Deny Services to Customers who Refuse to Follow Guidelines

No one should put the health and safety of other shoppers and store employees at risk by refusing to follow state health guidelines for wearing masks, social distancing and following hygiene rules when in public places. That's why Vin, Eric and Joann have introduced companion bills in the Assembly and Senate empowering business owners to have patrons removed when they refuse to follow the pandemic guidelines. The bills have moved on to committees in both houses.

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Validating Permits as Temporary Licenses When New Drivers Pass Their Road Test

Joann introduced legislation authorizing new drivers to use their validated permit as a temporary driver's license during the public health emergency when they pass a formal road test. Vin's companion bill has passed the Senate. New drivers have waited long enough, and there's zero reason to make them wait on hours-long lines at a Motor Vehicle Commission office to get their probationary driver's license. They have earned the privilege of driving. This change also helps ease the backlog at MVC agencies, reduces wait times and lowers the risk of COVID-19 spread.

Requiring Insurance Coverage of Telehealth

Joann's bill to require all New Jersey health benefits plans, Medicaid and NJ FamilyCare, and the State Health Benefits Programs (SHBP) and School Employees' Health Benefits Program (SEHBP) to cover telemedicine and telehealth is advancing through the Assembly. Vin has introduced a companion bill in the Senate. The bills would require all health insurance plans to provide the same reimbursement to medical providers for telehealth or telemedicine services as they would receive for providing the same services in person.

Constituent Outreach

Reaching Out to 11th District Constituents

Although our offices remain closed due to the ongoing health crisis, our LD11 constituent services team continues to assist residents having difficulty paying rent or utility bills, accessing unemployment insurance benefits and a host of other challenges. The team is available to help Monmouth County residents solve a wide array of problems by working with various state and local agencies. If you need assistance, please call our District 11 office at (732) 695-3371 or submit a constituent services request form at tinyurl.com/LD11Help, and a member of our team will contact you.

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Kid's Congress

We are proud to host local children at the 3rd Annual Kids Congress, an event that helps kids between the ages of 6 and 12 learn how their government works, why legislators pass laws, and how a law is made. Join us from 2:00 pm to 4:00 pm on Thursday, August 27, 2020, for a virtual event full of fun games, collaborative activities, and educational opportunities! For details and to RSVP please visit <https://www.ericandjoann.com/kidscongress>.
RSVP BY THURSDAY, AUGUST 20.

Senior Freeze Program

The Senior Freeze program, also known as the Property Tax Reimbursement Program, reimburses qualified applicants for the property tax increases they incur each year. Applicants must meet all income eligibility and residency requirements in order to qualify. Please contact our office at (732) 695-3371, for eligibility information and to request an application.

Veterans' Income Tax Exemption

Veterans are eligible for a \$6,000 exemption on their 2019 Income Tax returns. If you were honorably discharged from the US Armed Forces, or if you are the spouse of a veteran who passed away in the last year, please contact our office at (732) 695-3371, to receive a submission form. Our staff is happy to answer your questions or provide assistance with the application process. Thank you for your service and your sacrifices.

Energy Assistance

As we enter into the cooler months of fall, heating bills will begin to dominate residents' budgets. New Jersey's homeowners and renters should not have to struggle to afford their heating costs, and no family should be at-risk for freezing temperatures in their own homes. We would be happy to help you take advantage of any cost-saving programs for heat and air conditioning that you may qualify for.

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MONMOUTH UNIVERSITY
School of Education

CLINICAL PRACTICE
Fall 2020 – Spring 2021
September 2020 to April 2021

Student: Abigayle Musto
Degree: BA: English/Creative Writing, Elementary Education & TSD
District: Neptune City
Placement Request: K-6 Inclusion or Split Placement K-6 General Education & K-6 Special Education

District Recommended School and P-12 Clinical Educator(s)

School: Woodrow Wilson School
Address: 210 W. Sylvania Avenue
City, State, Zip Neptune City, NJ 07753
Phone Number: 732-775-5319
Fax Number: 732-775-4335
Principal: Dr. Raymond J. Boccuti

Cooperating Teacher: Barbara Reynolds **Grade/Subject** Grade 5

Email: breynolds@neptunecityschool.org

Cooperating Teacher: Katherine Salera **Grade/Subject** Special Education

Email: ksalera@neptunecityschool.org

☐ **TEACHER CANDIDATE (STUDENT TEACHER) NOT ACCEPTED**

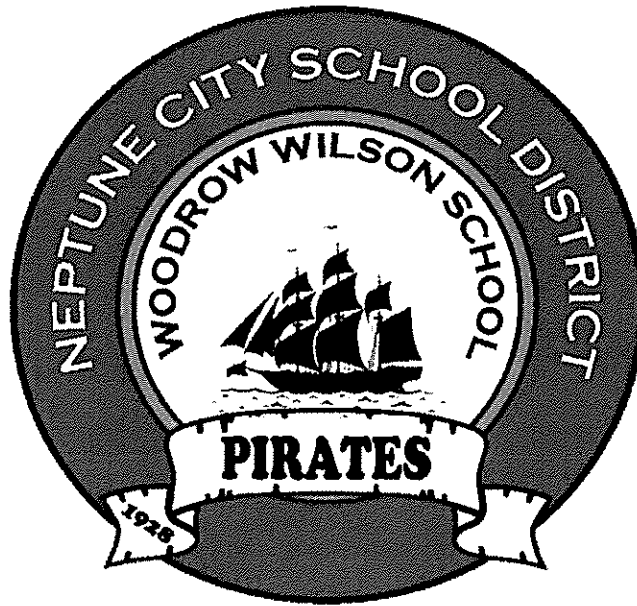
Raymond J. Boccuti, Ed.D. September 24, 2020
Administrator or Principal Signature **Date**

PLEASE RETURN ONE COPY OF THIS COMPLETED FORM TO:

Patricia Heaney, Director of Field Placements
School of Education
MONMOUTH UNIVERSITY
Ph: 732-263-5431 Fx: 732-263-5277
Email: StudentTeachingPlace@monmouth.edu

Monday, September 21, 2020

Yearlong, Fall 2020 – Spring 2021 PLACEMENT APPLICATION



**SECRETARY AND TREASURER
REPORTS
AUGUST 2020**

9/22 6:11pm

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Neptune City
General Fund - Fund 10
Interim Balance Sheet
For 2 Month Period Ending 08/31/2020

=====

ASSETS AND RESOURCES

=====

--- A S S E T S ---

101	Cash in bank		\$979,074.52
121	Tax levy receivable		\$5,612,232.13
	Accounts receivable:		
141	Intergovernmental - State	\$1,474,746.46	
153,154	Other (net of est uncollectible of \$_____)	\$60,003.00	\$1,534,749.46

--- R E S O U R C E S ---

301	Estimated Revenues	\$8,558,785.00	
302	Less Revenues	(\$8,562,531.95)	
			(\$3,746.95)

Total assets and resources

\$8,122,309.16

=====

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Neptune City
General Fund - Fund 10
Interim Balance Sheet
For 2 Month Period Ending 08/31/2020

=====

LIABILITIES AND FUND EQUITY

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FUND BALANCE

--- Appropriated ---

753	Reserve for Encumbrances - Current Year	\$4,569,887.81
	Reserved fund balance:	

601	Appropriations	\$9,399,525.00
602	Less : Expenditures	\$436,475.84
603	Encumbrances	\$4,569,887.81 (\$5,006,363.65)
		\$4,393,161.35

	Total Appropriated	\$8,963,049.16
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--- Unappropriated ---

303	Budgeted Fund Balance	(\$840,740.00)
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	TOTAL FUND BALANCE	\$8,122,309.16
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	TOTAL LIABILITIES AND FUND EQUITY	\$8,122,309.16
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Neptune City
 General Fund - Fund 10
 Interim Balance Sheet
 For 2 Month Period Ending 08/31/2020

RECAPITULATION OF FUND BALANCE:	Budgeted	Actual	Variance
Appropriations	\$9,399,525.00	\$5,006,363.65	\$4,393,161.35
Revenues	(\$8,558,785.00)	(\$8,562,531.95)	\$3,746.95
	<u>\$840,740.00</u>	<u>(\$3,556,168.30)</u>	<u>\$4,396,908.30</u>
Less: Adjust for prior year encumb.	\$0.00	\$0.00	
Budgeted Fund Balance	<u>\$840,740.00</u>	<u>(\$3,556,168.30)</u>	<u>\$4,396,908.30</u>
<hr/>			
Recapitulation of Budgeted Fund Balance by Subfund			
Fund 10 (includes 10, 11, 12, and 13)	\$840,740.00	(\$3,556,168.30)	\$4,396,908.30
Fund 18 (Restricted ED JOBS)	\$0.00	\$0.00	\$0.00
Fund 19 (Restricted FEMA Block Grants)	\$0.00	\$0.00	\$0.00
TOTAL Budgeted Fund Balance	<u>\$840,740.00</u>	<u>(\$3,556,168.30)</u>	<u>\$4,396,908.30</u>
<hr/>			

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Neptune City
GENERAL FUND - FUND 10
INTERIM STATEMENTS COMPARING
BUDGET REVENUE WITH ACTUAL TO DATE AND
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
For 2 Month Period Ending 08/31/2020

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***				
1XXX From Local Sources	\$6,879,055.00	\$6,882,767.42		(\$3,712.42)
3XXX From State Sources	\$1,663,786.00	\$1,663,786.00		.00
4XXX From Federal Sources	\$15,944.00	\$15,944.00		.00
TOTAL REVENUE/SOURCES OF FUNDS	\$8,558,785.00	\$8,562,497.42		(\$3,712.42)
*** EXPENDITURES ***				
	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
--- CURRENT EXPENSE ---				
11-1XX-100-XXX Regular Programs - Instruction	\$1,406,321.39	\$526.45	\$1,310,641.03	\$95,153.91
11-2XX-100-XXX Special Education - Instruction	\$380,638.00	\$1,698.22	\$375,350.78	\$3,589.00
11-230-100-XXX Basic Skills - Remedial Instruction	\$58,976.00	\$0.00	\$0.00	\$58,976.00
11-240-100-XXX Bilingual Education - Instruction	\$57,073.00	\$0.00	\$54,190.00	\$2,883.00
11-401-100-XXX School-Spon. Cocurr. Acti-Instr	\$8,081.00	\$0.00	\$8,081.00	\$0.00
11-402-100-XXX School-Spons. Athletics - Instruction	\$36,840.00	\$1,585.00	\$27,840.44	\$7,414.56
--- UNDISTRIBUTED EXPENDITURES ---				
11-000-100-XXX Instruction	\$3,984,259.00	\$153,135.64	\$761,835.72	\$3,069,287.64
11-000-211-XXX Attendance and Social Work Services	\$44,796.70	\$8,152.32	\$35,727.68	\$916.70
11-000-213-XXX Health Services	\$52,909.00	\$0.00	\$50,617.00	\$2,292.00
11-000-216-XXX Speech, OT,PT & Related Svcs	\$186,961.00	\$1,569.70	\$86,970.30	\$98,421.00
11-000-217-XXX Other Support Serv - Students Extra Srvc	\$171,811.47	\$1,630.20	\$101,364.36	\$68,816.91
11-000-219-XXX Child Study Teams	\$178,492.00	\$21,379.87	\$154,974.13	\$2,138.00
11-000-222-XXX Educational Media Serv/School Library	\$60,597.76	\$10,039.25	\$48,823.05	\$1,735.46
11-000-223-XXX Instructional Staff Training Services	\$5,000.00	\$0.00	\$0.00	\$5,000.00
11-000-230-XXX Supp. Serv.-General Administration	\$215,667.53	\$38,637.37	\$173,580.13	\$3,450.03
11-000-240-XXX Supp. Serv.-School Administration	\$60,538.00	\$9,743.00	\$50,795.00	\$0.00
11-000-25X-XXX Central Serv & Admin. Inform. Tech.	\$127,533.00	\$21,964.45	\$98,584.65	\$6,983.90
11-000-261-XXX Require Maint. for School Facilities	\$49,610.15	\$3,615.28	\$18,174.72	\$27,820.15
11-000-262-XXX Custodial Services	\$280,869.00	\$17,973.71	\$174,982.86	\$87,912.43
11-000-270-XXX Student Transportation Services	\$471,036.00	\$0.00	\$0.00	\$471,036.00
11-000-290-XXX Business And Other Support Services	\$6,000.00	\$0.00	\$1,500.00	\$4,500.00
11-XXX-XXX-2XX Allocated and Unallocated Benefits	\$1,246,938.00	\$144,825.38	\$727,277.96	\$374,834.66
TOTAL GENERAL CURRENT EXPENSE				
EXPENDITURES/USES OF FUNDS	\$9,090,948.00	\$436,475.84	\$4,261,310.81	\$4,393,161.35

REPORT OF THE SECRETARY
 TO THE BOARD OF EDUCATION
 Neptune City
 GENERAL FUND - FUND 10
 INTERIM STATEMENTS COMPARING
 BUDGET REVENUE WITH ACTUAL TO DATE AND
 APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
 For 2 Month Period Ending 08/31/2020

*** EXPENDITURES - cont'd ***	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
10-000-100-56X Transfer of Funds to Charter Schools	\$308,577.00	.00	\$308,577.00	.00
TOTAL GENERAL FUND EXPENDITURES	\$9,399,525.00	\$436,475.84	\$4,569,887.61	\$4,393,161.35
	<u>XXXXXXXXXXXXXXXXXXXX</u>	<u>XXXXXXXXXXXXXXXXXXXX</u>	<u>XXXXXXXXXXXXXXXXXXXX</u>	<u>XXXXXXXXXXXXXXXXXXXX</u>

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Neptune City
GENERAL FUND - FUND 10
SCHEDULE OF REVENUES
ACTUAL COMPARED WITH ESTIMATED
For 2 Month Period Ending 08/31/2020

		ESTIMATED	ACTUAL	UNREALIZED
		<u> </u>	<u> </u>	<u> </u>
--- LOCAL SOURCES ---				
1210	Local Tax Levy	\$6,819,052.00	\$6,819,052.00	.00
1310	Tuition from Individuals	\$10,500.00	\$10,500.00	.00
1320	Tuition from LEAs Within State	\$49,503.00	\$49,503.00	.00
1XX	Miscellaneous	\$0.00	\$3,712.42	(\$3,712.42)
	TOTAL	<u>\$6,879,055.00</u>	<u>\$6,882,767.42</u>	<u>(\$3,712.42)</u>
--- STATE SOURCES ---				
3121	Categorical Transportation Aid	\$56,921.00	\$56,921.00	.00
3131	Extraordinary Aid	\$120,000.00	\$120,000.00	.00
3132	Categorical Special Education Aid	\$348,450.00	\$348,450.00	.00
3176	Equalization	\$1,104,695.00	\$1,104,695.00	.00
3177	Categorical Security	\$33,720.00	\$33,720.00	.00
	TOTAL	<u>\$1,663,786.00</u>	<u>\$1,663,786.00</u>	<u>\$0.00</u>
--- FEDERAL SOURCES ---				
4200	Federal Grants including Medicaid Reimbursement	\$15,944.00	\$15,944.00	.00
	TOTAL	<u>\$15,944.00</u>	<u>\$15,944.00</u>	<u>\$0.00</u>
--- OTHER FINANCING SOURCES ---				
	TOTAL REVENUES/SOURCES OF FUNDS	<u>\$8,558,785.00</u>	<u>\$8,562,497.42</u>	<u>(\$3,712.42)</u>

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Neptune City
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 2 Month Period Ending 08/31/2020

	Appropriations	Expenditures	Encumbrances	Available Balance
*** GENERAL CURRENT EXPENSE ***				
--- Regular Programs - Instruction ---				
11-110-100-101 Kindergarten - Salaries of Teachers	\$111,425.00	.00	\$110,980.00	\$445.00
11-120-100-101 Grades 1-5 - Salaries of Teachers	\$652,871.00	.00	\$646,465.00	\$6,406.00
11-130-100-101 Grades 6-8 - Salaries of Teachers	\$485,224.00	\$528.00	\$479,192.00	\$5,504.00
--- Regular Programs - Home Instruction ---				
11-150-100-101 Salaries of Teachers	\$3,100.00	\$0.00	\$3,100.00	\$0.00
--- Regular Programs - Undistr. Instruction ---				
11-190-100-106 Other Salaries for Instruction	\$61,812.00	.00	\$61,812.00	.00
11-190-100-340 Purchased Technical Services	\$22,416.75	.00	.00	\$22,416.75
11-190-100-500 Other Purch. Serv. (400-500 series)	\$11,224.00	.00	.00	\$11,224.00
11-190-100-610 General Supplies	\$47,130.39	(\$1.55)	\$4,978.81	\$42,153.13
11-190-100-640 Textbooks	\$4,118.25	.00	\$4,113.22	\$5.03
11-190-100-800 Other Objects	\$7,000.00	.00	.00	\$7,000.00
TOTAL	\$1,406,321.39	\$526.45	\$1,310,641.03	\$95,153.91
--- SPECIAL EDUCATION - INSTRUCTION ---				
Learning and/or Language Disabilities Mild or Moderate:				
11-204-100-101 Salaries of Teachers	\$107,059.00	\$0.00	\$106,780.00	\$279.00
11-204-100-106 Other Salaries for Instruction	\$38,108.00	.00	\$38,108.00	.00
11-204-100-610 General Supplies	\$250.00	.00	.00	\$250.00
TOTAL	\$145,417.00	\$0.00	\$144,888.00	\$529.00
Resource Room/Resource Center:				
11-213-100-101 Salaries of Teachers	\$174,430.00	\$0.00	\$172,270.00	\$2,160.00
11-213-100-610 General supplies	\$700.00	.00	.00	\$700.00
TOTAL	\$175,130.00	\$0.00	\$172,270.00	\$2,860.00
Preschool Disabilities - Full-Time:				
11-216-100-101 Salaries of Teachers	\$59,890.00	\$1,698.22	\$58,191.78	\$0.00
11-216-100-106 Other Salaries for Instruction	\$1.00	.00	\$1.00	.00
11-216-100-600 General Supplies	\$200.00	.00	.00	\$200.00
TOTAL	\$60,091.00	\$1,698.22	\$58,192.78	\$200.00
TOTAL SPECIAL ED - INSTRUCTION	\$380,638.00	\$1,698.22	\$375,350.78	\$3,589.00
--- Basic Skills/Remedial-Instruction ---				
11-230-100-101 Salaries of Teachers	\$58,976.00	\$0.00	\$0.00	\$58,976.00
TOTAL	\$58,976.00	\$0.00	\$0.00	\$58,976.00
--- Bilingual Education-Instruction ---				
11-240-100-101 Salaries of Teachers	\$56,273.00	\$0.00	\$54,190.00	\$2,083.00
11-240-100-610 General Supplies	\$800.00	.00	.00	\$800.00
TOTAL	\$57,073.00	\$0.00	\$54,190.00	\$2,883.00
--- School spons.cocurricular activities-Instruction ---				
11-401-100-100 Salaries	\$8,081.00	.00	\$8,081.00	.00

Neptune City
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 2 Month Period Ending 08/31/2020

	Appropriations	Expenditures	Encumbrances	Available Balance
TOTAL	\$8,081.00	\$0.00	\$8,081.00	\$0.00
--- School sponsored athletics-Instruct. ---				
11-402-100-100 Salaries	\$27,840.00	.00	\$27,840.44	(\$0.44)
11-402-100-500 Purchased Services (300-500 series)	\$6,200.00	\$1,585.00	.00	\$4,615.00
11-402-100-600 Supplies and Materials	\$2,800.00	.00	.00	\$2,800.00
TOTAL	\$36,840.00	\$1,585.00	\$27,840.44	\$7,414.56
--- UNDISTRIBUTED EXPENDITURES ---				
--- Instruction ---				
11-000-100-561 Tuition to Other LEAs within State Regular	\$1,973,700.00	.00	.00	\$1,973,700.00
11-000-100-562 Tuition to Other LEAs within State Special	\$725,378.00	\$45,000.00	.00	\$680,378.00
11-000-100-563 Tuition to Co.Voc.School Dist.-reg.	\$47,321.00	.00	.00	\$47,321.00
11-000-100-564 Tuition to Co.Voc. School Dist.-spec.	\$57,250.00	.00	.00	\$57,250.00
11-000-100-565 Tuition to Co.Spec.Serv. & Reg. Day schls	\$79,200.00	.00	.00	\$79,200.00
11-000-100-566 Tuition to Priv Sch for Disbl w/i State	\$1,101,410.00	\$108,135.64	\$761,835.72	\$231,438.64
TOTAL	\$3,984,259.00	\$153,135.64	\$761,835.72	\$3,069,287.64
--- Attendance and social work services ---				
11-000-211-100 Salaries	\$43,880.00	\$8,152.32	\$35,727.68	.00
11-000-211-300 Purchased Prof. & Tech. Svc.	\$916.70	.00	.00	\$916.70
TOTAL	\$44,796.70	\$8,152.32	\$35,727.68	\$916.70
--- Health services ---				
11-000-213-100 Salaries	\$50,909.00	.00	\$50,465.00	\$444.00
11-000-213-300 Purchased Prof. & Tech. Svc.	\$400.00	.00	.00	\$400.00
11-000-213-600 Supplies and Materials	\$1,600.00	.00	\$152.00	\$1,448.00
TOTAL	\$52,909.00	\$0.00	\$50,617.00	\$2,292.00
--- Speech, OT,PT & Related Svcs ---				
11-000-216-100 Salaries	\$89,801.00	\$1,569.70	\$86,970.30	\$1,261.00
11-000-216-320 Purchased Prof. Ed. Services	\$97,160.00	.00	.00	\$97,160.00
TOTAL	\$186,961.00	\$1,569.70	\$86,970.30	\$98,421.00
--- Other support services - Students - Extra Srvc				
11-000-217-320 Purchased Prof. Ed. Services	\$171,811.47	\$1,630.20	\$101,364.36	\$68,816.91
TOTAL	\$171,811.47	\$1,630.20	\$101,364.36	\$68,816.91
--- Child Study Teams ---				
11-000-219-104 Salaries Other Prof. Staff	\$136,751.00	\$16,345.35	\$120,267.65	\$138.00
11-000-219-105 Sal Secr. & Clerical Asst.	\$39,741.00	\$5,034.52	\$34,706.48	.00
11-000-219-320 Purchased Prof. - Ed. Services	\$1,000.00	.00	.00	\$1,000.00
11-000-219-390 Other Purch. Prof. & Tech Svc.	\$1,000.00	.00	.00	\$1,000.00
TOTAL	\$178,492.00	\$21,379.87	\$154,974.13	\$2,138.00
--- Educational media serv./sch.library ---				
11-000-222-177 Salaries of Technology Coordinators	\$51,000.00	\$8,500.00	\$42,500.00	.00
11-000-222-300 Purchased Prof. & Tech Svc.	\$9,547.76	\$1,539.25	\$6,275.21	\$1,733.30
11-000-222-600 Supplies and Materials	\$50.00	.00	\$47.84	\$2.16

Neptune City
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 2 Month Period Ending 08/31/2020

	Appropriations	Expenditures	Encumbrances	Available Balance
TOTAL	\$60,597.76	\$10,039.25	\$48,823.05	\$1,735.46
--- Instructional Staff Training Services ---				
11-000-223-500 Other Purchased Services (400-500 series)	\$5,000.00	.00	.00	\$5,000.00
TOTAL	\$5,000.00	\$0.00	\$0.00	\$5,000.00
--- Support services-general administration ---				
11-000-230-100 Salaries	\$152,084.00	\$24,197.25	\$127,802.75	\$84.00
11-000-230-331 Legal Services	\$15,000.00	.00	\$15,000.00	.00
11-000-230-332 Audit Fees	\$15,000.00	.00	\$15,000.00	.00
11-000-230-339 Other Purchased Prof. Svc.	\$6,235.00	\$6,235.00	.00	.00
11-000-230-340 Purchased Tech. Services	\$5,048.53	.00	\$5,048.53	.00
11-000-230-530 Communications/Telephone	\$6,800.00	\$867.48	\$5,932.52	.00
11-000-230-590 Other Purchased Services	\$3,000.00	\$1,425.00	\$0.00	\$1,575.00
11-000-230-890 Misc. Expenditures	\$8,520.88	\$1,933.52	\$4,796.33	\$1,791.03
11-000-230-895 BOE Membership Dues and Fees	\$3,979.12	\$3,979.12	.00	.00
TOTAL	\$215,667.53	\$38,637.37	\$173,580.13	\$3,450.03
--- Support services-school administration ---				
11-000-240-105 Sal. Secr. & Clerical Asst.	\$58,458.00	\$9,743.00	\$48,715.00	.00
11-000-240-500 Other Purchased Services	\$1,080.00	.00	\$1,080.00	.00
11-000-240-800 Other Objects	\$1,000.00	.00	\$1,000.00	.00
TOTAL	\$60,538.00	\$9,743.00	\$50,795.00	\$0.00
--- Central Services ---				
11-000-251-100 Salaries	\$95,000.00	\$22,500.45	\$72,499.55	.00
11-000-251-330 Purchased Prof. Services	\$27,008.00	(\$1,061.00)	\$25,671.50	\$2,397.50
11-000-251-600 Supplies and Materials	\$5,300.00	\$300.00	\$413.60	\$4,586.40
11-000-251-89X Other Objects	\$225.00	\$225.00	.00	.00
TOTAL	\$127,533.00	\$21,964.45	\$98,584.65	\$6,983.90
TOTAL Cent. Svcs. & Admin IT	\$127,533.00	\$21,964.45	\$98,584.65	\$6,983.90
--- Required Maint. for School Facilities ---				
11-000-261-100 Salaries	\$21,790.00	\$3,615.28	\$18,174.72	.00
11-000-261-420 Cleaning, Repair & Maint. Svc	\$27,820.15	.00	.00	\$27,820.15
TOTAL	\$49,610.15	\$3,615.28	\$18,174.72	\$27,820.15
--- Custodial Services ---				
11-000-262-1XX Salaries	\$96,269.00	\$12,266.92	\$83,744.42	\$257.66
11-000-262-420 Cleaning, Repair & Maint. Svc.	\$13,000.00	\$804.96	\$5,285.95	\$6,909.09
11-000-262-490 Other Purchased Property Svc.	\$6,500.00	\$455.40	\$5,544.60	\$500.00
11-000-262-520 Insurance	\$35,000.00	.00	\$2,055.00	\$32,945.00
11-000-262-610 General Supplies	\$14,920.00	\$228.64	\$2,176.68	\$12,514.68
11-000-262-621 Energy (Natural Gas)	\$45,000.00	\$700.45	\$39,299.55	\$5,000.00
11-000-262-622 Energy (Electricity)	\$45,000.00	\$3,303.34	\$36,696.66	\$5,000.00
11-000-262-8XX Other Objects	\$25,180.00	\$214.00	\$180.00	\$24,786.00

Neptune City
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 2 Month Period Ending 08/31/2020

	Appropriations	Expenditures	Encumbrances	Available Balance
TOTAL	\$280,869.00	\$17,973.71	\$174,982.86	\$87,912.43
TOTAL Oper & Maint of Plant Services	\$330,479.15	\$21,588.99	\$193,157.58	\$115,732.58
 --- Student transportation services ---				
11-000-270-512 Contract Svc (other btw home & sch)-vndrs	\$40,000.00	.00	.00	\$40,000.00
11-000-270-514 Contract Svc (Sp Ed.)-vendors	\$63,122.00	.00	.00	\$63,122.00
11-000-270-515 Contract Svc (Sp Ed.)-joint agreements	\$367,914.00	.00	.00	\$367,914.00
TOTAL	\$471,036.00	\$0.00	\$0.00	\$471,036.00
 --- Business and other supp.serv. ---				
11-000-290-500 Misc Pur Serv(300-500 ser.O/thResid Cst)	\$6,000.00	.00	\$1,500.00	\$4,500.00
TOTAL	\$6,000.00	\$0.00	\$1,500.00	\$4,500.00
 --- Personal Services-Employee Benefits---				
11-XXX-XXX-220 Social Security Contributions	\$70,000.00	.00	.00	\$70,000.00
11-XXX-XXX-241 Other Retirement Contrb. - PERS	\$58,079.00	.00	.00	\$58,079.00
11-XXX-XXX-250 Unemployment Compensation	\$32,000.00	(\$2,110.89)	\$118.50	\$33,992.39
11-XXX-XXX-260 Workman's Compensation	\$29,000.00	.00	.00	\$29,000.00
11-XXX-XXX-270 Health Benefits	\$992,859.00	\$140,936.27	\$727,159.46	\$124,763.27
11-XXX-XXX-280 Tuition Reimbursement	\$4,000.00	.00	.00	\$4,000.00
11-XXX-XXX-290 Other Employee Benefits	\$61,000.00	\$6,000.00	.00	\$55,000.00
TOTAL	\$1,246,938.00	\$144,825.38	\$727,277.96	\$374,834.66
 Total Undistributed Expenditures	\$7,143,018.61	\$432,666.17	\$2,485,207.56	\$4,225,144.88
*** TOTAL CURRENT EXPENSE EXPENDITURES ***	\$9,090,948.00	\$436,475.84	\$4,261,310.81	\$4,393,161.35
*** TOTAL CURRENT EXPENSE EXPENDITURES & TRANSFERS ***	\$9,090,948.00	\$436,475.84	\$4,261,310.81	\$4,393,161.35

Neptune City
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 2 Month Period Ending 08/31/2020

	Appropriations	Expenditures	Encumbrances	Available Balance

EQUIPMENT				

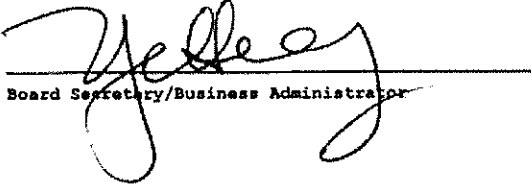
Neptune City
 GENERAL FUND - FUND 10
 STATEMENT OF APPROPRIATIONS
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES
 For 2 Month Period Ending 08/31/2020

	Appropriations	Expenditures	Encumbrances	Available Balance
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
*** EDUCATION JOBS FUND **				
*** FEMA COMMUNITY DEVELOPMENT BLOCK GRANT ***				
10-000-100-56X Transfer of Funds to Charter Schls.	\$308,577.00	.00	\$308,577.00	.00
TOTAL GENERAL FUND EXPENDITURES	\$9,399,525.00	\$436,475.84	\$4,569,887.81	\$4,393,161.35

REPORT OF THE SECRETARY CERTIFICATION PAGE
TO THE BOARD OF EDUCATION
Neptune City
General Fund - Fund 10

For 2 Month Period Ending 08/31/2020

I, Yvonne Hellwig, Board Secretary/Business Administrator
certify that no line item account has encumbrances and expenditures,
which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.


Board Secretary/Business Administrator

8-31-2020
Date

All Accounts in the Expense Account File appear to be included in the details of THE REPORT OF THE SECRETARY

9/22 6:11pm

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Neptune City
Special Revenue Fund - Fund 20
Interim Balance Sheet
For 2 Month Period Ending 08/31/20

ASSETS AND RESOURCES

--- A S S E T S ---

101	Cash in bank		\$88,065.00
	Accounts receivable:		
142	Intergovernmental - Federal	\$544,000.00	
		<hr/>	\$544,000.00

--- R E S O U R C E S ---

301	Estimated Revenues	\$593,687.00	
302	Less Revenues	(\$632,065.00)	
		<hr/>	(\$38,378.00)
			<hr/>
	Total assets and resources		\$593,687.00

REPORT OF THE SECRETARY
 TO THE BOARD OF EDUCATION
 Neptune City
 Special Revenue Fund - Fund 20
 Interim Balance Sheet
 For 2 Month Period Ending 08/31/20

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LIABILITIES AND FUND EQUITY

=====

FUND BALANCE

--- Appropriated ---

753	Reserve for encumbrances - Current Year			\$308,932.62	
601	Appropriations		\$593,687.00		
603	Encumbrances	\$308,932.62	(\$308,932.62)		
				\$284,754.38	
	TOTAL FUND BALANCE				\$593,687.00
	TOTAL LIABILITIES AND FUND EQUITY				\$593,687.00

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REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Neptune City
Special Revenue Fund - Fund 20
INTERIM STATEMENTS COMPARING
BUDGET REVENUE WITH ACTUAL TO DATE AND
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
For 2 Month Period Ending 08/31/20

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***				
3XXX From State Sources	\$124,560.00	\$124,560.00		.00
4XXX From Federal Sources	\$302,003.00	\$340,381.00		(\$38,378.00)
TOTAL REVENUE/SOURCES OF FUNDS	\$426,563.00	\$464,941.00		(\$38,378.00)
*** EXPENDITURES ***				
	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
STATE PROJECTS:				
Preschool Education Aid (218)	\$124,560.00	.00	.00	\$124,560.00
TOTAL STATE PROJECTS	\$124,560.00	\$0.00	\$0.00	\$124,560.00
FEDERAL PROJECTS:				
NCLB Title I - Part A/D	\$144,000.00	.00	\$58,190.00	\$85,810.00
I.D.E.A. Part B (Handicapped)	\$133,495.00	.00	\$127,754.00	\$5,741.00
NCLB Title II - Part A/D	\$16,508.00	.00	.00	\$16,508.00
NCLB Title IV	\$8,000.00	.00	.00	\$8,000.00
CARES Act Education Stabilization Fund	\$167,124.00	.00	\$122,988.62	\$44,135.38
TOTAL FEDERAL PROJECTS	\$469,127.00	\$0.00	\$308,932.62	\$160,194.38
*** TOTAL EXPENDITURES ***	\$593,687.00	\$0.00	\$308,932.62	\$284,754.38

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Neptune City
SPECIAL REVENUE - FUND 20
SCHEDULE OF REVENUES
ACTUAL COMPARED WITH ESTIMATED
For 2 Month Period Ending 08/31/20

	ESTIMATED	ACTUAL	UNREALIZED
--- STATE SOURCES ---			
3218 Preschool Education Aid	\$124,560.00	\$124,560.00	.00
Total Revenue from State Sources	\$124,560.00	\$124,560.00	\$0.00
--- FEDERAL SOURCES ---			
4411-16 Title I	\$144,000.00	\$144,000.00	.00
4451-55 Title II	\$16,508.00	\$16,508.00	.00
4471-74 Title IV	\$8,000.00	\$8,000.00	.00
4420-29 I.D.E.A. Part B (Handicapped)	\$133,495.00	\$133,495.00	.00
4XXX Other Federal Aids	\$0.00	\$38,378.00	(\$38,378.00)
Total Revenues from Federal Sources	\$302,003.00	\$340,381.00	(\$38,378.00)
TOTAL REVENUES/SOURCES OF FUNDS	\$426,563.00	\$464,941.00	(\$38,378.00)

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Neptune City
Special Revenue Fund - Fund 20
STATEMENT OF APPROPRIATIONS - RESTRICTED STATE ENTITLEMENTS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 2 Month Period Ending 08/31/20

	Appropriations	Expenditures	Encumbrances	Available Balance
State Projects:				
PRESCHOOL EDUCATION AID				
--- Preschool Education Aid - Support Services ---				
20-218-200-325 Purchased Educ. Services-Head Start	\$124,560.00	.00	.00	\$124,560.00
TOTAL Support Services	\$124,560.00	\$0.00	\$0.00	\$124,560.00
TOTAL PRESCHOOL EDUCATION AID				
	\$124,560.00	\$0.00	\$0.00	\$124,560.00
Other State Projects:				
PRESCHOOL EXPANSION GRANT				
TOTAL OTHER STATE PROJECTS				
	\$124,560.00	\$0.00	\$0.00	\$124,560.00
Federal Projects:				
--- Support Services ---				
20-477-200-300 Professional Tech Services	\$107,124.00	.00	\$92,229.31	\$14,894.69
20-477-200-600 Supplies and Materials	\$60,000.00	.00	\$30,759.31	\$29,240.69
TOTAL Support Services	\$167,124.00	\$0.00	\$122,988.62	\$44,135.38
TOTAL CARES Act Education Stabilization Fund	\$167,124.00	\$0.00	\$122,988.62	\$44,135.38
TOTAL OTHER FEDERAL PROJECTS				
	\$291,684.00	\$0.00	\$122,988.62	\$168,695.38
20-XXX-XXX-XXX All Other State/Fed/Loc Projects	\$302,003.00	\$0.00	\$185,944.00	\$116,059.00
TOTAL EXPENDITURE	\$593,687.00	\$0.00	\$308,932.62	\$284,754.38

REPORT OF THE SECRETARY CERTIFICATION PAGE
TO THE BOARD OF EDUCATION
Neptune City

Special Revenue Fund - Fund 20
For 2 Month Period Ending 08/31/20

I, Yvonne Hellwig, Board Secretary/Business Administrator
certify that no line item account has encumbrances and expenditures,
which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.



Board Secretary/Business Administrator

8-31-2020
Date

Accounts that are not included in Details of the REPORT OF THE SECRETARY

ACCOUNT NUMBER	DESCRIPTION	APPROPRIATION	EXPENDITURE	ENCUMBRANCES	AVAILABLE BALANCE
20-000-252-340-000-00-	NJSIG GRANT - SECURI	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

9/22 6:11pm

REPORT OF THE SECRETARY
 TO THE BOARD OF EDUCATION
 Neptune City
 Debt Service Fund - Fund 40
 Interim Balance Sheet
 For 2 Month Period Ending 08/31/20

=====
 ASSETS AND RESOURCES
 =====

--- A S S E T S ---

101	Cash in bank		(\$447,946.00)
121	Tax levy receivable		\$488,411.00
	Accounts receivable:		
141	Intergovernmental - State	\$13,460.00	
			<u>\$13,460.00</u>

--- R E S O U R C E S ---

301	Estimated Revenues	\$650,875.00	
302	Less Revenues	(\$650,875.00)	
			<u></u>
			<u></u>
	Total assets and resources		\$53,925.00
			<u>=====</u>

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Neptune City

Debt Service Fund - Fund 40
Interim Balance Sheet
For 2 Month Period Ending 08/31/20

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LIABILITIES AND FUND EQUITY

=====

FUND BALANCE

--- Appropriated ---

Reserved fund balance:

601	Appropriations		\$650,875.00	
602	Less : Expenditures	\$596,950.00		
			(\$596,950.00)	
				\$53,925.00

Total Appropriated

\$53,925.00

--- Unappropriated ---

TOTAL FUND BALANCE

\$53,925.00

TOTAL LIABILITIES AND FUND EQUITY

\$53,925.00

RECAPITULATION OF FUND BALANCE:

	Budgeted	Actual	Variance
Appropriations	\$650,875.00	\$596,950.00	\$53,925.00
Revenues	(\$650,875.00)	(\$650,875.00)	\$0.00
	\$0.00	(\$53,925.00)	\$53,925.00
--- Change in Maint. / Capital reserve account ---			
Subtotal	\$0.00	(\$53,925.00)	\$53,925.00
Less: Adjust for prior year encumb.	\$0.00	\$0.00	
Budgeted Fund Balance	\$0.00	(\$53,925.00)	\$53,925.00

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Neptune City

Debt Service Fund - Fund 40
INTERIM STATEMENTS COMPARING
BUDGET REVENUE WITH ACTUAL TO DATE AND
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
For 2 Month Period Ending 08/31/20

		BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
*** REVENUES/SOURCES OF FUNDS ***					
--- Local Sources ---					
1210	Local tax levy	\$488,411.00	\$488,411.00		.00
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
	Total Local Sources	\$488,411.00	\$488,411.00		\$0.00
		<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>
--- State Sources ---					
3160	Debt service aid Type II	\$162,464.00	\$162,464.00		.00
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
	Total State Sources	\$162,464.00	\$162,464.00		\$0.00
		<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>
	TOTAL REVENUE/SOURCES OF FUNDS	\$650,875.00	\$650,875.00		\$0.00
		<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Neptune City

Debt Service Fund - Fund 40
INTERIM STATEMENTS COMPARING
BUDGET REVENUE WITH ACTUAL TO DATE AND
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
For 2 Month Period Ending 08/31/20

*** EXPENDITURES ***	APPROPRIATIONS	EXPENDITURES/Enc.	AVAILABLE BALANCE
	<u> </u>	<u> </u>	<u> </u>
 --- Debt Service - Regular ---			
40-701-510-834 Interest on Bonds	\$115,875.00	\$61,950.00	\$53,925.00
40-701-510-910 Redemption of Principal	\$535,000.00	\$535,000.00	.00
	<u> </u>	<u> </u>	<u> </u>
TOTAL	\$650,875.00	\$596,950.00	\$53,925.00
	<u> </u>	<u> </u>	<u> </u>
 TOTAL USES OF FUNDS BEFORE TRANSFERS			
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
 *** TOTAL USES OF FUNDS ***			
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>

REPORT OF THE SECRETARY CERTIFICATION PAGE
TO THE BOARD OF EDUCATION
Neptune City
Debt Service Fund - Fund 40

For 2 Month Period Ending 08/31/20

I, Yvonne Hellwig, Board Secretary/Business Administrator
certify that no line item account has encumbrances and expenditures,
which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.



Board Secretary/Administrator

8-31-2020
Date

All Accounts in the Expense Account File appear to be included in the details of THE REPORT OF THE SECRETARY

Neptune City Board of Education
Cash Reconciliation
General Fund
August 31 2020

ACCOUNT ACTIVITY

			\$	2,663,279.06
Increased by Receipts:				
Deposits	\$	13,339.99		
Interest	\$	1,835.21		
	\$	15,175.20	\$	15,175.20
			\$	2,678,454.26
Decreased by Disbursements:				
Expenditures	\$	793,297.89		
VOID check				
			\$	793,297.89
In Transit				\$246,658.24
August 31,, 2020			\$	1,638,498.13

CASH RECONCILIATION

	Balance July 31, 2020	Cash Receipts	Cash Disbursements	Balance August 31 2019
Balance per Kearny Bank Checking Account # xxxx7362	2,663,279.06	\$15,175.20	\$793,297.89	\$ 1,885,156.37
Bank Error 12/14/2017:				
Prior Year void check				\$ -
In Transit			\$ 120,577.33	\$ (120,577.33)
Outstanding Checks:				
Beginning			\$ 126,080.91	\$ (126,080.91)
Ending			\$ 126,080.91	\$ (126,080.91)
	\$ 2,663,279.06	\$ 15,175.20	\$ 1,039,956.13	\$ 1,638,498.13

(0.00)

Neptune City Board of Education
 General Fund
 Outstanding Checks as of August 31, 2020

06/30/2020	18701	22,235.00
06/30/2020	18702	4,110.00
06/30/2020	18715	19,096.00
06/30/2020	18718	3,600.00
06/30/2020	18727	1,000.00
06/30/2020	18728	18,179.97
08/20/2020	18734	45,000.00
08/20/2020	18737	24,926.44
08/20/2020	18739	89.254
08/20/2020	18741	22,853.40
08/20/2020	18746	225.00
08/20/2020	18749	1,450.00
08/20/2020	18750	455.40
08/20/2020	18751	700.45
08/20/2020	18755	13,803.50
08/20/2020	18756	6,235.00
08/20/2020	18757	804.96
08/20/2020	18758	7,913.00
08/20/2020	18759	64.51
08/20/2020	18760	1560
		126,080.91

Neptune City School
Cash Reconciliation
Wilson School Cafeteria Fund
August 31, 2020

ACCOUNT ACTIVITY

			\$ 117,856.28
Increased by Receipts:			
Deposits			
From General			
Interest	\$ 100.14		\$ 100.14
			\$ 117,956.42
Decreased by Disbursements:			
Expenditures	\$ -		
Other			\$ -
Balance as of August 31 2020			\$ 117,956.42

CASH RECONCILIATION

	Balance July 31, 2020	Cash Receipts	Cash Disbursements	Balance August 31, 2020
Balance per Kearny Bank Acct 7370	\$ 117,856.28	\$ 100.14	\$ -	\$ 117,956.42
Outstanding Checks:				
Interfund trans due from General			-	-
	\$ 117,856.28	\$ 100.14	\$ -	\$ 117,956.42

Neptune City School District
Cash Reconciliation
Tax & Agency
August 31, 2020

ACCOUNT ACTIVITY

		\$	752.56
Increased by Receipts:			
Deposits	\$	26,970.03	
Other			\$ 3.82
			<u>\$ 26,970.03</u>
			\$ 27,726.41
Decreased by Disbursements:			
Expenditures	\$	26,970.03	
Ameriflex Funding	\$	551.49	
			<u>\$ 27,521.52</u>
Due from General Fund			\$ 3.75
Balance August 31, 2020			<u><u>\$ 201.14</u></u>

CASH RECONCILIATION

	Balance July 31, 2020	Cash Receipts	Cash Disbursements	Balance August 31, 2020
Balance per Per Kearney Bank Checking Account # 1624	\$ 752.56	\$ 26,973.85	\$ 27,525.27	\$ 201.14
Outstanding Checks:				
Beginning				
Ending				\$ -
Due from General Fund	<u>\$ 752.56</u>	<u>\$ 26,973.85</u>	<u>\$ 27,525.27</u>	<u>\$ 201.14</u>

Neptune City School
Cash Reconciliation
Net Payroll
August 31 2020

ACCOUNT ACTIVITY

			\$ 5,979.79
Increased by Receipts:			
	Deposits-Net Payroll	\$ 40,986.11	
	Current Interest	\$ 8.54	
			\$ 40,994.65
			\$ 46,974.44
	O/S Check Voided		
Decreased by Disbursements:			
	Expenditures-Net Payroll	\$ 45,721.36	
	Other		\$ 45,721.36
			\$ 6.69
	Interest to General Fund		\$ 45,728.05
Balance August 31, 2020			\$ 1,246.39

CASH RECONCILIATION

	Balance July 31, 2020	Cash Receipts	Cash Disbursements	Balance August 31 2020
Balance per Bank of America Checking Account # 1616	\$ 6,559.87	\$ 40,994.65	\$ 45,728.05	\$ 1,826.47
O/S Check Voided (Shjarback)				\$ -
In Transit				\$ -
Outstanding Checks:				
Beginning	\$ (580.08)		\$ (580.08)	\$ -
Ending	\$ -		\$ 580.08	\$ (580.08)
	\$ 5,979.79	\$ 40,994.65	\$ 45,728.05	\$ 1,246.39
Due back to payroll				(0.00)

Neptune City Board of Education
Net Payroll
Outstanding Checks

	AUGUST 2020	
8/28/2020	116354	\$ 580.08
		<u>\$ 580.08</u>

Neptune City School
Cash Reconciliation
Unemployment Trust
August 31 2020

ACCOUNT ACTIVITY

			\$ 100,080.18
Increased by Receipts:			
Deposits			
Interest	\$ 85.03		
	\$ 85.03	\$ 85.03	
		\$ 100,165.21	
Decreased by Disbursements:			
Expenditures			
Other - Fee for Accr Inactivity	\$ 5.00		
		\$ 5.00	
Balance August 31 2020		\$ 100,160.21	

CASH RECONCILIATION

	Balance July 31, 2020	Cash Receipts	Cash Disbursements	Balance August 31, 2020
Balance per Kearny Bank Checking Account # xxxx7396	\$ 100,080.18	\$ 85.03	\$ 5.00	\$ 100,160.21
Outstanding Checks:				
Beginning				
Ending				
	\$ 100,080.18	\$ 85.03	\$ 5.00	\$ 100,160.21

Neptune City

Bills And Claims Report By Vendor Name

Check Date is from 08/01/2020 to 08/31/2020

va_bill5.102317
06/30/2021

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
Posted Checks							
ACTION DATA SERVICES/ 1007							
	21-00086	11-000-251-330-000-00-/ PURCH PROF SVC		CP	PURCH PROF SVC	18730	1,061.50
					Total for ACTION DATA SERVICES/ 1007		\$1,061.50
ASBURY PARK PRESS/ 1035							
	21-00096	11-000-230-890-000-07-/ MISC EXP ADMIN		CP	MISC EXP ADMIN	18731	1,869.01
					Total for GANNETT NEW JERSEY NEWSPAPERS/ 1035		\$1,869.01
AT&T/ 1037							
	21-00026	11-000-230-530-000-00-/ TELEPHONE/POST		CP	TELEPHONE/POST	18732	867.48
					Total for AT&T/ 1037		\$867.48
BAYADA NURSES/ 1046							
	21-00087	11-000-217-320-000-00-/ PUR PR-ED SRV		CP	PUR PR-ED SRV	18733	1,630.20
					Total for BAYADA NURSES/ 1046		\$1,630.20
BAYSHORE JOINTURE COMMISSION/ 1047							
	21-00030	11-000-100-562-000-00-/ TUIT SPEC IN ST		CF	TUIT SPEC IN ST	18734	45,000.00
					Total for BAYSHORE JOINTURE COMMISSION/ 1047		\$45,000.00
BOCCUTI, RAYMOND/ 1658							
	21-00085	11-000-230-500-000-00-/ OTHER PURCH SERV (400-50		CF	OTHER PURCH SERV (400-50	18735	1,425.00
					Total for RAYMOND BOCCUTI/ 1658		\$1,425.00
BUREAU OF FIRE CODE ENFORCEMEN/ 1072							
	21-00097	11-000-262-800-000-04-/ OTH EXP UP GRDS		CF	OTH EXP UP GRDS	18736	214.00
					Total for TREASURER, ST OF NJ/ 1072		\$214.00
CHILDREN'S CENTER OF MON-OC CY/ 1095							
	21-00018	11-000-100-566-000-00-/ TUIT HNCP IN ST		CP	TUIT HNCP IN ST	18737	24,926.44
					Total for CHILDREN'S CENTER OF MON-OC CY/ 1095		\$24,926.44
COASTAL LEARNING CENTER/ 1100							
	21-00015	11-000-100-566-000-00-/ TUIT HNCP IN ST		CP	TUIT HNCP IN ST	18738	9,288.00
					Total for COASTAL LEARNING CENTER/ 1100		\$9,288.00
EASTERN ACOUSTICS COMPANY/ 1556							
	21-00033	11-000-222-340-000-00-/ PURCHASED TECH SERVICES		CF	PURCHASED TECH SERVICES	18739	89.25
					Total for EASTERN ACOUSTICS COMPANY/ 1556		\$89.25
HARBOR SCHOOL/ 1178							

* CF - Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial

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Neptune City

Bills And Claims Report By Vendor Name

Check Date is from 08/01/2020 to 08/31/2020

va_bill5.102317
06/30/2021

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
Posted Checks							
HAWKSWOOD SCHOOL/ 1184	21-00020	11-000-100-566-000-00-/ TUIT HNCP IN ST		CP	TUIT HNCP IN ST	18740	10,104.90
					Total for HARBOR SCHOOL/ 1178		\$10,104.90
	21-00014	11-000-100-566-000-00-/ TUIT HNCP IN ST		CP	TUIT HNCP IN ST	18741	22,853.40
HORIZON BLUE CROSS/SHIELD NJ/ 1191					Total for HAWKSWOOD SCHOOL/ 1184		\$22,853.40
	21-00074	11-000-291-270-000-00-/ HEALTH BENEFITS		CP	HEALTH BENEFITS	18742	3,958.24
					Total for HORIZON BLUE CROSS/SHIELD NJ/ 1191		\$3,958.24
JERSEY CENTRAL POWER & LIGHT/ 1203	21-00088	11-000-262-622-000-01-/ ENERGY ELECTRIC		CP	ENERGY ELECTRIC	18743	3,303.34
					Total for JERSEY CENTRAL POWER & LIGHT/ 1203		\$3,303.34
MANCHESTER TWSP SCHOOL DISTRICT/ 1252	21-00090	11-000-100-566-000-00-/ TUIT HNCP IN ST		CF	TUIT HNCP IN ST	18744	7,400.00
					Total for MANCHESTER TWSP SCHOOL DISTRICT/ 1252		\$7,400.00
MONARCH ELECTRIC/ 1285	21-00078	11-000-262-610-000-01-/ GEN SUPPLIES		CF	GEN SUPPLIES	18745	228.64
					Total for MONARCH ELECTRIC/ 1285		\$228.64
MONMOUTH COUNTY ASSOC SBO/ 1286	21-00072	11-000-251-890-000-00-/ MISC EXPEND		CF	MISC EXPEND	18746	225.00
					Total for MONMOUTH COUNTY ASSOC SBO/ 1286		\$225.00
MONMOUTH COUNTY ATHLETIC LEAGUE/ 1287	21-00095	11-402-100-500-000-00-/ PRUCH SERV		CF	PRUCH SERV	18747	1,200.00
					Total for MCAL/ 1287		\$1,200.00
NAT'L JUNIOR HONOR SOCIETY/ 1315	21-00076	11-402-100-500-000-00-/ PRUCH SERV		CF	PRUCH SERV	18748	385.00
					Total for NASSP/NJHS/ 1315		\$385.00
NEPTUNE CITY BOE PAYROLL/ 1322	21-PRL 20 21	11-000-219-104-000-00-/ SAL CHILD STUDY		HP	CHILD STUDY TEAM	600046	6,907.74
		11-000-219-104-000-00-/ SAL CHILD STUDY		HP	CHILD STUDY TEAM	600047	5,129.61
		11-130-100-101-000-00-01/ SAL 6-8 TEACHER		HP	SAL 6-8 TEACHER	600047	528.00
		11-000-219-105-000-00-01/ SAL SECR/CLER		HP	SAL SECR/CLER	600046	1,230.88

* CF - Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial

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Neptune City

Bills And Claims Report By Vendor Name

Check Date is from 08/01/2020 to 08/31/2020

va_bill5.102317
06/30/2021

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
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Posted Checks

11-000-219-105-000-00-/ SAL SECR/CLER		HP	SAL SECR/CLER	600047	1,355.88
11-000-240-105-000-00-/ SAL SECTY PRINC		HP	SAL SECTY PRINC	600046	2,435.75
11-000-240-105-000-00-/ SAL SECTY PRINC		HP	SAL SECTY PRINC	600047	2,435.75
11-216-100-101-000-00-/ SAL TEACHERS		HP	SAL TEACHERS	600046	1,698.22
11-000-211-100-000-02-/ SAL. ATT. OFF		HP	SAL. ATT. OFF	600046	2,003.33
11-000-211-100-000-02-/ SAL. ATT. OFF		HP	SAL. ATT. OFF	600047	2,128.33
11-000-251-100-000-02-/ SALARIES		HP	SALARIES	600046	5,500.11
11-000-251-100-000-02-/ SALARIES		HP	SALARIES	600047	5,500.11
11-000-216-100-000-00-/ SALARIES-SPEECH		HP	SALARIES SPEECH	600046	1,569.70
11-000-230-100-000-06-01/ SAL SUPR		HP	SALARIES SUPERINTENDENT	600046	6,333.33
11-000-230-100-000-06-01/ SAL SUPR		HP	SALARIES SUPERINTENDENT	600047	6,333.33
11-000-222-177-000-00-/ SALARIES TECH COOR		HP	SALARIES TECH COOR	600046	2,125.00
11-000-222-177-000-00-/ SALARIES TECH COOR		HP	SALARIES TECH COOR	600047	2,125.00
11-000-262-100-000-02-/ SALARIES-CUSTOD		HP	SALARIES-CUSTOD	600046	3,410.48
11-000-262-100-000-02-/ SALARIES-CUSTOD		HP	SALARIES-CUSTOD	600047	2,750.48
11-000-261-100-000-02-/ SALARIES-MAINT		HP	SALARIES-MAINT	600046	821.65
11-000-261-100-000-02-/ SALARIES-MAINT		HP	SALARIES-MAINT	600047	903.82
Total for NEPTUNE CITY BOE PAYROLL/ 1322					\$63,226.50
NETWORKS & MORE/ 1324					
21-00035	11-000-222-340-000-00-/ PURCHASED TECH SERVICES	CF	PURCHASED TECH SERVICES	18749	1,450.00
Total for NETWORKS & MORE/ 1324					\$1,450.00
NEW JERSEY AMERICAN WATER CO/ 1325					
21-00091	11-000-262-490-000-00-/ WATER & SEWER	CP	WATER & SEWER	18750	455.40
Total for NJAWC/ 1325					\$455.40
NEW JERSEY NATURAL GAS/ 1330					
21-00092	11-000-262-621-000-00-/ ENERGY HEAT	CP	ENERGY HEAT	18751	700.45
Total for NEW JERSEY NATURAL GAS/ 1330					\$700.45
NEW JERSEY SCHOOL BOARDS ASSN/ 1331					
21-00036	11-000-230-895-000-00-/ BOE MEMB DUES	CF	BOE MEMB DUES	18752	3,979.12
Total for NEW JERSEY SCHOOL BOARDS ASSN/ 1331					\$3,979.12
NJ STATE HEALTH BENEFITS FUND/ 1341					

* CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial

Run on 05/20/2022 at 12:34:15 PM

Neptune City

Bills And Claims Report By Vendor Name

Check Date is from 08/01/2020 to 08/31/2020

va_bill5.102317
06/30/2021

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
Posted Checks							
PETTY CASH/ 1375	21-00162	11-000-291-270-000-00-/ HEALTH BENEFITS		HP	HEALTH BENEFITS	600050	69,521.93
					Total for NJ STATE HEALTH BENEFITS FUND/ 1341		\$69,521.93
	21-00080	11-000-251-600-000-00-/ SUPPLIES		CP	SUPPLIES	18753	150.00
					Total for PETTY CASH/ 1375		\$150.00
RUGBY SCHOOL/ 1418	21-00021	11-000-100-566-000-00-/ TUIT HNCP IN ST		CP	TUIT HNCP IN ST	18754	11,846.40
					Total for THE RUGBY SCHOOL/ 1418		\$11,846.40
SEARCH DAY PROGRAM, INC./ 1443	21-00019	11-000-100-566-000-00-/ TUIT HNCP IN ST		CP	TUIT HNCP IN ST	18755	13,803.50
					Total for SEARCH DAY PROGRAM, INC./ 1443		\$13,803.50
STRAUSS ESMAY ASSOCIATES/ 1471	21-00064	11-000-230-339-000-04-/ PUR OTH PROF SE		CF	PUR OTH PROF SE	18756	6,235.00
					Total for STRAUSS ESMAY ASSOCIATES/ 1471		\$6,235.00
TERMINIX/ 1487	21-00077	11-000-282-420-000-00-/ CONT OPER PLANT		CF	CONT OPER PLANT	18757	804.96
					Total for TERMINIX/ 1487		\$804.96
THE CENTER SCHOOL/ 1491	21-00017	11-000-100-566-000-00-/ TUIT HNCP IN ST		CP	TUIT HNCP IN ST	18758	7,913.00
					Total for THE CENTER SCHOOL/ 1491		\$7,913.00
THE COASTER INC/ 1492	21-00094	11-000-230-890-000-07-/ MISC EXP ADMIN		CP	MISC EXP ADMIN	18759	64.51
					Total for THE NEW COASTER/ 1492		\$64.51
					Total for Posted Checks		\$316,180.17

Neptune City

Bills And Claims Report By Vendor Name

Check Date is from 08/01/2020 to 08/31/2020

va_bill5.102317
06/30/2021

Resolution that the list of claims for goods received and services rendered and certified to be correct by the Business Administrator, Run on 05/20/2022 at 12:34:15 PM
be approved for payment and further that the Secretary's and Treasurer's financial reports be accepted as filed.

Fund Summary		Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
10	11			\$183,431.74		\$132,748.43		\$316,180.17
GRAND	TOTAL			\$183,431.74	\$0.00	\$132,748.43	\$0.00	\$316,180.17

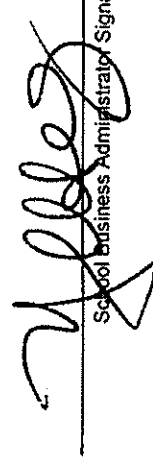
Neptune City Monthly Transfer Report

Budget Category	Accounts	Original Budget	Revenues Allowed + Pr Yr Reserve	Orig + Rvnuets Allowed + Pr Yr Reserve	Maximum Transfer Out Allowed	YTD Net Transfers	% change of Transfers	Remaining Transfers Out Allowed	Account Balance
Regular Programs	11-1XX-100-XXX	1,413,590.00	0.00	1,413,590.00	141,359.00	(7,268.61)	-0.51	134,090.39	95,153.91
	12-1XX-100-XXX								
	13-1XX-100-XXX								
	15-1XX-100-XXX								
	18-1XX-100-XXX								
Special Education, Basic Skills/Remedial and Bilingual Instruction and Speech/OT/PT and Ex	1X-2XX-100-XXX	884,889.00	0.00	884,889.00	88,488.90	(29,429.53)	-3.33	59,059.37	232,685.91
	1X-000-217-XXX								
Vocational Programs-Local	1X-3XX-100-XXX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
School-Spon. Co/Extra-Curr. Activities, School Sponsored Athletics, and Other Instructiona	11-4XX-100-XXX	44,921.00	0.00	44,921.00	4,492.10	0.00	0.00	4,492.10	7,414.56
	11-4XX-200-XXX								
	12-4XX-100-XXX								
	15-4XX-100-XXX								
	15-4XX-200-XXX								
Community Services Programs/Operations	1X-800-330-XXX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
UNDISTRIBUTED EXPENDITURES		2,343,400.00	0.00	2,343,400.00		(36,698.14)			335,254.38
Tuition	11-000-100-XXX	3,984,259.00	0.00	3,984,259.00	398,425.90	0.00	0.00	398,425.90	3,069,287.64
	16-000-100-XXX								
	17-000-100-XXX								
	18-000-100-XXX								
Attendance and Social Work, Health, Guidance, Child Study Teams, Education Media Services/	1X-000-211-XXX	325,285.00	0.00	325,285.00	32,528.50	11,510.46	3.54	44,038.96	7,082.16
	1X-000-213-XXX								
	1X-000-218-XXX								
	1X-000-219-XXX								
	1X-000-222-XXX								
Improvement of Instruction Services and Instructional Staff Training Services	1X-000-221-XXX	5,000.00	0.00	5,000.00	500.00	0.00	0.00	500.00	5,000.00
	1X-000-223-XXX								
General Administration	1X-000-230-XXX	187,300.00	0.00	187,300.00	18,730.00	28,367.53	15.15	47,097.53	3,450.03
School Administration	1X-000-240-XXX	59,538.00	0.00	59,538.00	5,953.80	1,000.00	1.68	6,953.80	0.00
Central Services & Administrative Information Technology	1X-000-25X-XXX	95,800.00	0.00	95,800.00	9,580.00	31,733.00	33.12	41,313.00	6,983.90
Operation and Maintenance of Plant Services	1X-000-26X-XXX	346,659.00	0.00	346,659.00	34,665.90	(16,179.85)	-4.67	18,486.05	115,732.58
Student Transportation Services	1X-000-270-XXX	477,036.00	0.00	477,036.00	47,703.60	(6,000.00)	-1.26	41,703.60	471,036.00

Neptune City Monthly Transfer Report

va_s1701_8919
07/01/2020

Budget Category	Accounts	Original Budget	Revenues Allowed + Pr Yr Reserve	Orig + Rvnues Allowed + Pr Yr Reserve	Maximum Transfer Out Allowed	YTD Net Transfers	% change of Transfers	Remaining Transfers Out Allowed	Account Balance
Personal Services-Employee Benefits	1X-XXX-XXX-2XX	1,266,671.00	0.00	1,266,671.00	126,667.10	(19,733.00)	-1.56	106,934.10	374,834.66
Food Services	11-000-310-XXX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfer Property Sale Proceedes to Debt Service Reserve	11-000-520-934	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfer from General Fund Surplus to Debt Service Fund to Repay CDL	11-000-520-936	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL GENERAL CURRENT EXPENSE		6,747,548.00	0.00	6,747,548.00		30,698.14			4,053,406.97
Equipment	12-XXX-XXX-73X 15-XXX-XXX-73X	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Facilities Acquisition and Construction Services	12-000-4XX-XXX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Capital Reserve-Transfer to Capital Expend. Fund	12-000-4XX-931	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Capital Reserve-Transfer to Repayment of Debt	12-000-4XX-933	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL EXPENDITURES		0.00	0.00	0.00		0.00			0.00
TOTAL SPECIAL SCHOOLS	13-XXX-XXX-XXX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfer of Funds to Charter Schools	10-000-100-56X	308,577.00	0.00	308,577.00	30,857.70	0.00	0.00	30,857.70	0.00
General Fund Contribution to School Based Budgets	10-000-520-930	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OPERATING BUDGET GRAND TOTAL		9,399,525.00	0.00	9,399,525.00		(6,000.00)			4,388,661.35


 School Business Administrator Signature

8-31-2020
 Date

07/01/2020
va_chkr8.082219

Neptune City

Summary Check Register By Check#

Posted Checks : Current Cycle : July

Check Number	Check Date	Vendor No.	Check Vendor Name	Check Amount
POSTED CHECKS				
18730	08/20/2020	1007	ACTION DATA SERVICES	\$1,061.50
18731	08/20/2020	1035	GANNETT NEW JERSEY NEWSPAPERS	\$1,869.01
18732	08/20/2020	1037	AT&T	\$867.48
18733	08/20/2020	1046	BAYADA NURSES	\$1,630.20
18734	08/20/2020	1047	BAYSHORE JOINTURE COMMISSION	\$45,000.00
18735	08/20/2020	1658	RAYMOND BOCCUTI	\$1,425.00
18736	08/20/2020	1072	TREASURER, ST OF NJ	\$214.00
18737	08/20/2020	1095	CHILDREN'S CENTER OF MON-OC CY	\$24,926.44
18738	08/20/2020	1100	COASTAL LEARNING CENTER	\$9,288.00
18739	08/20/2020	1556	EASTERN ACOUSTICS COMPANY	\$89.25
18740	08/20/2020	1178	HARBOR SCHOOL	\$10,104.90
18741	08/20/2020	1184	HAWKSWOOD SCHOOL	\$22,853.40
18742	08/20/2020	1191	HORIZON BLUE CROSS/SHIELD NJ	\$3,958.24
18743	08/20/2020	1203	JERSEY CENTRAL POWER & LIGHT	\$3,303.34
18744	08/20/2020	1252	MANCHESTER TWSP SCHOOL DISTRIC	\$7,400.00
18745	08/20/2020	1285	MONARCH ELECTRIC	\$228.64
18746	08/20/2020	1286	MONMOUTH COUNTY ASSOC SBO	\$225.00
18747	08/20/2020	1287	MCAL	\$1,200.00
18748	08/20/2020	1315	NASSP/NJHS	\$385.00
18749	08/20/2020	1324	NETWORKS & MORE!	\$1,450.00
18750	08/20/2020	1325	NJAWC	\$455.40
18751	08/20/2020	1330	NEW JERSEY NATURAL GAS	\$700.45
18752	08/20/2020	1331	NEW JERSEY SCHOOL BOARDS ASSN	\$3,979.12
18753	08/20/2020	1375	PETTY CASH	\$150.00
18754	08/20/2020	1418	THE RUGBY SCHOOL	\$11,846.40
18755	08/20/2020	1443	SEARCH DAY PROGRAM, INC.	\$13,803.50
18756	08/20/2020	1471	STRAUSS ESMAY ASSOCIATES	\$6,235.00
18757	08/20/2020	1487	TERMINIX	\$804.96
18758	08/20/2020	1491	THE CENTER SCHOOL	\$7,913.00
18759	08/20/2020	1492	THE NEW COASTER	\$64.51
18760	09/10/2020	1375	PETTY CASH	\$150.00
* 600042	07/12/2020	1093	CHASE MANHATTAN BANK	\$535,000.00
600043	07/12/2020	1093	CHASE MANHATTAN BANK	\$61,950.00
600044	07/15/2020	1322	NEPTUNE CITY BOE PAYROLL	\$30,528.97
600045	07/30/2020	1322	NEPTUNE CITY BOE PAYROLL	\$26,395.54
600046	08/15/2020	1322	NEPTUNE CITY BOE PAYROLL	\$34,036.19
600047	08/30/2020	1322	NEPTUNE CITY BOE PAYROLL	\$29,190.31
600048	07/16/2020	1341	NJ STATE HEALTH BENEFITS FUND	\$70,281.51
* 600050	08/15/2020	1341	NJ STATE HEALTH BENEFITS FUND	\$69,521.93

07/01/2020
va_chkr8.082219

Neptune City

Summary Check Register By Check#

Posted Checks : Current Cycle : July

Check Number	Check Date	Vendor No.	Check Vendor Name	Check Amount
POSTED VOIDED CHECK(S)				
600041	07/16/2020	1341	NJ STATE HEALTH BENEFITS FUND	\$70,281.51
600049	09/05/2020	1341	NJ STATE HEALTH BENEFITS FUND	\$69,078.86
Total Current Cycle Voided Checks				\$139,360.37
Total Posted Checks				\$1,179,846.56

07/01/2020
va_chkr8.082219

Neptune City

Summary Check Register By Check#

Posted Checks : Current Cycle : July

Fund Summary

Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
10	11	\$183,581.74		\$259,954.45		\$443,536.19
40	40			\$596,950.00		\$596,950.00
GRAND	TOTAL	\$183,581.74	\$0.00	\$856,904.45	\$0.00	\$1,040,486.19

* Total Prior Cycle Checks Voided in selected cycle(s):	\$0.00
Total Checks from selected cycle(s) voided in the selected cycle(s):	\$139,360.37

va_rec3.012418
07/01/2020

Cycle<=2

Neptune City Receipt Report By Fund

Receipt#	Bill#	Payor No./ Name	Account Number	Rec. Date	Description	Amount
Fund 10						
Receipts						
35 00001		100 /BORO OF NEPTUNE CITY	10-1210-000	07/02/2020	TAX LEVY FOR JUNE 2020	\$597,864.62
35 00002		100 /BORO OF NEPTUNE CITY	10-1210-000	07/28/2020	TAX LEVY JULY 2020	\$608,955.25
35 00003		101 /STATE OF NEW JERSEY	10-3121-000	07/10/2020	Transportation Aid	\$5,698.23
35 00004		101 /STATE OF NEW JERSEY	10-3131-000	07/10/2020	Extraordinary Aid	\$11,776.34
35 00005		101 /STATE OF NEW JERSEY	10-3132-000	07/10/2020	Special Ed	\$33,809.50
35 00006		101 /STATE OF NEW JERSEY	10-3176-000	07/10/2020	Equalization Aid	\$135,238.00
35 00007		101 /STATE OF NEW JERSEY	10-3177-000	07/10/2020	Security Aid	\$3,418.94
30 00012		103 /OTHERS	10-1510-000	07/31/2020	INTEREST INCOME	\$1,833.13
30 00013		103 /OTHERS	10-1510-000	07/01/2020	INTEREST INCOME	\$10.87
30 00014		103 /OTHERS	10-1510-000	07/01/2020	INTEREST INCOME	\$33.21
30 00015		101 /STATE OF NEW JERSEY	10-9421-000	07/22/2020	State Lunch June 2020	\$0.33
30 00016		101 /STATE OF NEW JERSEY	10-9421-000	07/22/2020	HHFKA Program June 2020	\$0.42
30 00017		101 /STATE OF NEW JERSEY	10-9420-000	07/22/2020	Breakfast Program PY	\$13.20
30 00018		101 /STATE OF NEW JERSEY	10-9421-000	07/22/2020	Federal Lunch June 2020	\$20.58
30 00020		104 /INTEREST	10-1510-000	08/03/2020	INTEREST INCOME	\$3.75
30 00021		104 /INTEREST	10-1510-000	08/03/2020	INTEREST INCOME	\$6.69
30 00022		104 /INTEREST	10-1510-000	08/03/2020	INTEREST INCOME	\$1,824.77
Receipts						\$1,400,507.83
Refunds						
26 000001		115 /ACTION DATA	11-000-291-250-000-00-	07/22/2020	Refund SUI 2nd Qtr 2020	\$2,110.89
26 000002		115 /ACTION DATA	11-000-291-270-000-00-	07/02/2020	Refund Mentorship	\$94.16
26 000003		103 /OTHERS	11-000-251-330-000-00-	07/21/2020	Refund P/R Run June 25 2020	\$548.25
26 000004		115 /ACTION DATA	11-000-291-270-000-00-	07/21/2020	Refund ADS HB June 2020	\$548.25
26 000005		115 /ACTION DATA	11-000-291-270-000-00-	07/21/2020	Refund ADS FSA June 2020	\$171.67
26 000006		115 /ACTION DATA	11-000-251-330-000-00-	08/13/2020	PY REFUND - ADS	\$1,025.50
26 000007		115 /ACTION DATA	11-000-291-270-000-00-	08/13/2020	REFUND - ADS P/R RUN 07/15/20	\$171.67
26 000008		115 /ACTION DATA	11-000-291-270-000-00-	08/13/2020	REFUND- ADS HEALTH BENEFITS	\$571.37
26 000009		103 /OTHERS	11-190-100-610-000-01-	08/13/2020	REFUND - AMAZON.COM	\$1.55

Page 1 Legend: UC=Uncommitted Receipts, UN=Uncommitted Non AR Receipts, 26=Refunds, 30=Cash Receipts, 33= Non AR Receipts.

Neptune City Receipt Report By Fund

va_rec03.012418
07/01/2020

Cycle<=2

Receipt#	Bill#	Payor No./ Name	Account Number	Rec. Date	Description	Amount
Fund 10						
Refunds						
26 000010		115 /ACTION DATA	11-000-291-270-000-00-	08/26/2020	REFUND - HEALTH BENEFITS	\$583.87
26 000011		115 /ACTION DATA	11-000-291-270-000-00-	08/26/2020	REFUND - ADS FLEXIBLE SPEND	\$171.67
26 000012		115 /ACTION DATA	11-000-251-330-000-00-	08/26/2020	REFUND P/R RUN 7/30/2020	\$548.75
26 000013		103 /OTHERS	11-000-251-600-000-00-	08/26/2020	REFUND PETTY CASH ACCOUNT	\$150.00
26 000014		115 /ACTION DATA	11-000-291-270-000-00-	08/13/2020	ADS P/R RUN 7/15/2020	\$512.75
26 000015		103 /OTHERS	11-000-251-600-000-00-	08/26/2020	PETTY CASH REVERSE REFUND	(\$150.00)
Non A / R Receipts						\$7,060.35
33 000001		101 /STATE OF NEW JERSEY	DB10-101, CR10-141	07/17/2020	FICA STATE SHARE	\$6,957.79
33 000002		101 /STATE OF NEW JERSEY	DB10-101, CR10-141	07/17/2020	FICA STATE SHARE	\$7,130.91
33 000003		101 /STATE OF NEW JERSEY	DB10-101, CR10-141	07/30/2020	FICA STATE SHARE	\$188.47
33 000004		101 /STATE OF NEW JERSEY	DB10-101, CR10-141	08/14/2020	FICA STATE SHARE	\$187.38
33 000005		101 /STATE OF NEW JERSEY	DB10-101, CR10-141	08/31/2020	FICA STATE SHARE	\$577.98
Non A / R Receipts						\$15,042.53
Total For Fund 10						\$1,422,610.71
Fund 20						

Neptune City Receipt Report By Fund

va_recd3.012418
07/01/2020

Cycle<=2

Receipt#	Bill#	Payor No./ Name	Account Number	Rec. Date	Description	Amount
Fund 20						
Receipts						
30 00009		101 /STATE OF NEW JERSEY	20-4510-218	07/30/2020	Homeless Reimbursement	\$38,378.00
35 00010		101 /STATE OF NEW JERSEY	20-4411-231	07/31/2020	Title I General	\$11,537.00
35 00011		101 /STATE OF NEW JERSEY	20-4411-231	07/31/2020	Title I for 2019-20	\$38,150.00
					Receipts	\$88,065.00
					Total For Fund 20	\$88,065.00
Fund 40						
Receipts						
35 00008		101 /STATE OF NEW JERSEY	40-3160-000	07/15/2020	Debt Service Aid	\$149,004.00
					Receipts	\$149,004.00
					Total For Fund 40	\$149,004.00
Fund 60						
Receipts						
30 00019		110 /AVON BOE	60-1610-000	08/13/2020	PY LUNCH SALES TO AVON	\$8,633.48
30 00023		102 /LUNCH REIMB	60-4462-000	08/03/2020	STATE LUNCH REIMB	\$354.02
					Receipts	\$8,987.50
					Total For Fund 60	\$8,987.50

Neptune City

Receipt Report By Fund

va_recd3.012418
07/01/2020

Cycle<=2

Receipt#	Bill#	Payor No./ Name	Account Number	Rec. Date	Description	Amount
					Total Uncommitted Receipts	\$0.00
					Total Uncommitted Non A/R Receipts	\$0.00
					Total Committed Receipts	\$1,646,564.33
					Total YTD Receipts Adj	\$0.00
					Total YTD Receipts Adj-Prior Month	\$0.00
					Total Refunds	\$7,060.35
					Total Non A/R Receipts	\$15,042.53
					Total Receipts	\$1,668,667.21

Neptune City

Expense Account Adjustment Analysis By Adjustment#

Through Cycle : August

va_exaa2.111317
07/01/2020

Adj #	Description	Account#	Account Description	Date	User	Old Amount	Adjustment	New Balance
Current Appropriation Adjustments								
000001	BUDGET TRANSFER	11-000-230-100-000-06-01	SAL SUPR	07/01/2020	YHELLWIG	\$140,000.00	\$10,084.00	\$150,084.00
	BUDGET TRANSFER	11-216-100-106-000-00-	OTH SAL INSTRUC	07/01/2020	YHELLWIG	\$10,085.00	(\$10,084.00)	\$1.00
			Total for Adjustment #		000001		\$0.00	
000002	BUDGET TRANSFER	11-000-213-100-000-03-03	SAL SCH NURSE	07/01/2020	YHELLWIG	\$53,213.00	(\$2,000.00)	\$51,213.00
	BUDGET TRANSFER	11-000-230-100-000-06-01	SAL SUPR	07/01/2020	YHELLWIG	\$150,084.00	\$2,000.00	\$152,084.00
			Total for Adjustment #		000002		\$0.00	
000003	BUDGET TRANSFER	11-000-222-300-000-00-	PURCHASED PROFESSIONAL A	07/01/2020	YHELLWIG	\$1,200.00	(\$50.00)	\$1,150.00
	BUDGET TRANSFER	11-000-222-600-000-03-	AV MATERIALS	07/01/2020	YHELLWIG	\$0.00	\$50.00	\$50.00
			Total for Adjustment #		000003		\$0.00	
000004	BUDGET TRANSFER	11-000-230-339-000-04-	PUR OTH PROF SE	07/01/2020	YHELLWIG	\$0.00	\$6,235.00	\$6,235.00
	BUDGET TRANSFER	11-000-261-420-000-01-	CLNG RPR MAINT	07/01/2020	YHELLWIG	\$39,000.00	(\$6,235.00)	\$32,765.00
			Total for Adjustment #		000004		\$0.00	
000005	BUDGET TRANSFER	11-000-251-330-000-00-	PURCH PROF SVC	07/01/2020	YHELLWIG	\$800.00	(\$225.00)	\$575.00
	BUDGET TRANSFER	11-000-251-890-000-00-	MISC EXPEND	07/01/2020	YHELLWIG	\$0.00	\$225.00	\$225.00
			Total for Adjustment #		000005		\$0.00	
000006	BUDGET TRANSFER	11-000-230-340-000-00-	PUR TECH SERV	07/01/2020	YHELLWIG	\$0.00	\$2,869.61	\$2,869.61
	BUDGET TRANSFER	11-190-100-610-000-01-	TCH SUP REGULAR	07/01/2020	YHELLWIG	\$50,000.00	(\$2,869.61)	\$47,130.39
			Total for Adjustment #		000006		\$0.00	
000007	BUDGET TRANSFER	11-000-251-330-000-00-	PURCH PROF SVC	07/01/2020	YHELLWIG	\$575.00	(\$300.00)	\$275.00
	BUDGET TRANSFER	11-000-251-600-000-00-	SUPPLIES	07/01/2020	YHELLWIG	\$0.00	\$300.00	\$300.00
			Total for Adjustment #		000007		\$0.00	
000008	BUDGET YTRANSFER	11-000-222-340-000-00-	PURCHASED TECH SERVICES	07/01/2020	YHELLWIG	\$0.00	\$2,869.61	\$2,869.61
	BUDGET YTRANSFER	11-000-230-340-000-00-	PUR TECH SERV	07/01/2020	YHELLWIG	\$2,869.61	(\$2,869.61)	\$0.00
			Total for Adjustment #		000008		\$0.00	
000009	BUDGET TRANSFER	11-000-230-990-000-07-	MISC EXP ADMIN	07/01/2020	YHELLWIG	\$0.00	\$5,000.00	\$5,000.00
	BUDGET TRANSFER	11-190-100-500-000-00-	OTH PURCH SERV	07/01/2020	YHELLWIG	\$16,224.00	(\$5,000.00)	\$11,224.00
			Total for Adjustment #		000009		\$0.00	
000010	BUDGET TRANSFER	11-000-216-320-000-00-	PUR PR-ED SERV	07/01/2020	YHELLWIG	\$110,160.00	(\$13,000.00)	\$97,160.00
	BUDGET TRANSFER	11-000-251-330-000-00-	PURCH PROF SVC	07/01/2020	YHELLWIG	\$275.00	\$13,000.00	\$13,275.00
			Total for Adjustment #		000010		\$0.00	
000011	BUDGET TRANSFER	11-402-100-500-000-00-	PRUCH SERV	07/01/2020	YHELLWIG	\$5,000.00	\$1,200.00	\$6,200.00
	BUDGET TRANSFER	11-402-100-600-000-00-	SUPPLIES	07/01/2020	YHELLWIG	\$4,000.00	(\$1,200.00)	\$2,800.00
			Total for Adjustment #		000011		\$0.00	

Neptune City

Expense Account Adjustment Analysis By Adjustment#

va_exaa2.11/1317
07/01/2020

Through Cycle : August

Adj #	Description	Account#	Account Description	Date	User	Old Amount	Adjustment	New Balance
Current Appropriation Adjustments								
000012	BUDGET TRANSFER	11-000-291-260-000-00-	WORKMAN'S COMP	07/01/2020	YHELLWIG	\$35,000.00	(\$6,000.00)	\$29,000.00
	BUDGET TRANSFER	11-000-291-290-000-00-	UNUSED SICK PAY	07/01/2020	YHELLWIG	\$0.00	\$6,000.00	\$6,000.00
				Total for Adjustment #	000012		\$0.00	
000013	BUDGET TRANSFER	11-190-100-340-000-00-00	PURCHASED TECH SERVICES	07/01/2020	YHELLWIG	\$26,535.00	(\$4,118.25)	\$22,416.75
	BUDGET TRANSFER	11-190-100-640-000-00-	TEXT REGULAR	07/01/2020	YHELLWIG	\$0.00	\$4,118.25	\$4,118.25
				Total for Adjustment #	000013		\$0.00	
000014	BUDGET TRANSFER	11-000-251-600-000-00-	SUPPLIES	07/01/2020	YHELLWIG	\$300.00	\$5,000.00	\$5,300.00
	BUDGET TRANSFER	11-000-262-610-000-01-	GEN SUPPLIES	07/01/2020	YHELLWIG	\$20,100.00	(\$5,000.00)	\$15,100.00
				Total for Adjustment #	000014		\$0.00	
000015	BUDGET TRANSFER	11-000-213-100-000-03-03	SAL SCH NURSE	07/01/2020	YHELLWIG	\$51,213.00	(\$304.00)	\$50,909.00
	BUDGET TRANSFER	11-190-100-106-000-00-	SAL TCHR AIDES	07/01/2020	YHELLWIG	\$61,211.00	\$601.00	\$61,812.00
	BUDGET TRANSFER	11-204-100-106-000-00-	OTH SAL INSTR	07/01/2020	YHELLWIG	\$37,738.00	\$370.00	\$38,108.00
	BUDGET TRANSFER	11-216-100-101-000-00-	SAL TEACHERS	07/01/2020	YHELLWIG	\$60,557.00	(\$667.00)	\$59,890.00
				Total for Adjustment #	000015		\$0.00	
000016	BUDGET TRANSFER	11-000-240-800-000-00-	OTHER OBJECTS	07/01/2020	YHELLWIG	\$0.00	\$1,000.00	\$1,000.00
	BUDGET TRANSFER	11-204-100-101-000-00-	SAL TCHR L/L DI	07/01/2020	YHELLWIG	\$108,059.00	(\$1,000.00)	\$107,059.00
				Total for Adjustment #	000016		\$0.00	
000017	BUDGET TRANSFER	11-000-290-330-000-00-	PURCH PROF SERV	07/01/2020	YHELLWIG	\$0.00	\$6,000.00	\$6,000.00
	BUDGET TRANSFER	11-000-291-270-000-00-	HEALTH BENEFITS	07/01/2020	YHELLWIG	\$1,012,592.00	(\$6,000.00)	\$1,006,592.00
				Total for Adjustment #	000017		\$0.00	
000018	BUDGET TRANSFER	11-000-230-585-000-00-	BOE TRAVEL	07/01/2020	YHELLWIG	\$3,000.00	(\$3,000.00)	\$0.00
	BUDGET TRANSFER	11-000-230-890-000-06-	EXPS SUPER OFF	07/01/2020	YHELLWIG	\$0.00	\$3,000.00	\$3,000.00
				Total for Adjustment #	000018		\$0.00	
000019	BUDGET TRANSFER	11-000-230-890-000-06-	EXPS SUPER OFF	07/01/2020	YHELLWIG	\$3,000.00	\$500.00	\$3,500.00
	BUDGET TRANSFER	11-000-230-895-000-00-	BOE MEMB DUES	07/01/2020	YHELLWIG	\$4,500.00	(\$500.00)	\$4,000.00
				Total for Adjustment #	000019		\$0.00	
000020	BUDGET TRANSFER	11-000-230-890-000-07-	MISC EXP ADMIN	07/01/2020	YHELLWIG	\$5,000.00	\$20.88	\$5,020.88
	BUDGET TRANSFER	11-000-230-895-000-00-	BOE MEMB DUES	07/01/2020	YHELLWIG	\$4,000.00	(\$20.88)	\$3,979.12
				Total for Adjustment #	000020		\$0.00	
000021	BUDGET TRANSFER	11-000-217-320-000-00-	PUR PR-ED SRV	07/01/2020	YHELLWIG	\$176,860.00	(\$5,048.53)	\$171,811.47
	BUDGET TRANSFER	11-000-230-340-000-00-	PUR TECH SERV	07/01/2020	YHELLWIG	\$0.00	\$5,048.53	\$5,048.53
				Total for Adjustment #	000021		\$0.00	
000022	BUDGET TRANSFER	11-000-251-330-000-00-	PURCH PROF SVC	07/01/2020	YHELLWIG	\$13,275.00	\$13,733.00	\$27,008.00

Through Cycle : August

07/01/2020

Adj #	Description	Account#	Account Description	Date	User	Old Amount	Adjustment	New Balance
Current Appropriation Adjustments								
000022	BUDGET TRANSFER	11-000-291-270-000-00-	HEALTH BENEFITS	07/01/2020	YHELLWIG	\$1,006,592.00	(\$13,733.00)	\$992,859.00
					Total for Adjustment #	000022	\$0.00	
000023	BUDGET TRANSFER	11-000-222-340-000-00-	PURCHASED TECH SERVICES	07/01/2020	YHELLWIG	\$2,869.61	\$4,944.85	\$7,814.46
	BUDGET TRANSFER	11-000-261-420-000-01-	CLING RPR MAINT	07/01/2020	YHELLWIG	\$32,765.00	(\$4,944.85)	\$27,820.15
					Total for Adjustment #	000023	\$0.00	
000024	BUDGET TRANSFER	11-000-211-100-000-02-	SAL. ATT. OFF	07/01/2020	YHELLWIG	\$40,880.00	\$3,000.00	\$43,880.00
	BUDGET TRANSFER	11-000-219-105-000-00-	SAL SECR/CCLER	07/01/2020	YHELLWIG	\$36,741.00	\$3,000.00	\$39,741.00
	BUDGET TRANSFER	11-000-270-515-000-00-	CON SPEC ED JOI	07/01/2020	YHELLWIG	\$373,914.00	(\$6,000.00)	\$367,914.00
					Total for Adjustment #	000024	\$0.00	
000025	BUDGET TRANSFER	11-000-211-300-000-00-	PUR PROF & TECH	07/01/2020	YHELLWIG	\$1,500.00	(\$583.30)	\$916.70
	BUDGET TRANSFER	11-000-222-340-000-00-	PURCHASED TECH SERVICES	07/01/2020	YHELLWIG	\$7,814.46	\$583.30	\$8,397.76
					Total for Adjustment #	000025	\$0.00	
000026	BUDGET TRANSFER	11-000-262-610-000-01-	GEN SUPPLIES	07/01/2020	YHELLWIG	\$15,100.00	(\$180.00)	\$14,920.00
	BUDGET TRANSFER	11-000-262-800-000-04-	OTH EXP UP GRDS	07/01/2020	YHELLWIG	\$25,000.00	\$180.00	\$25,180.00
					Total for Adjustment #	000026	\$0.00	
000027	BUDGET TRANSFER	11-000-291-270-000-00-	HEALTH BENEFITS	07/01/2020	YHELLWIG	\$992,859.00	(\$300.00)	\$992,559.00
	BUDGET TRANSFER	11-000-291-270-000-01-	EMPLOYEE BENEFIT REIMBUR	07/01/2020	YHELLWIG	\$0.00	\$300.00	\$300.00
					Total for Adjustment #	000027	\$0.00	
Total Current Appropriation Adjustments							\$0.00	

va_cash2.052217
07/01/2020

Neptune City Cash Report

All Cycles

GL Account	Opening Balance	Cash Receipts	Cash Disbursements	Manual Journal Entries*	Ending Balances
Fund 10 -					
10-101		1,422,610.71	443,536.19		979,074.52
Fund 20 - SPECIAL REVENUE FUNDS					
20-101		88,065.00			88,065.00
Fund 40 - DEBT SERVICE FUNDS					
40-101		149,004.00	596,950.00		-447,946.00
Fund 60 - CAFETERIA FUND					
60-101		8,987.50			8,987.50
Totals		1,668,667.21	1,040,486.19		628,181.02

I certify that the Treasurer of School Monies and the Board Secretary's ending cash balances of these Funds for the fiscal year to date are correct and in agreement.

Chairman Finance Committee

Member Finance Committee

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[See POLICY ALERT No. 221]

1648 RESTART AND RECOVERY PLAN

On June 26, 2020, the New Jersey Department of Education (NJDOE) published "The Road Back - Restart and Recovery Plan for Education" (Guidance), a guidance document for reopening New Jersey schools during the COVID-19 pandemic. The Guidance provided school officials with the information necessary to ensure that schools reopen safely and are prepared to accommodate staff and students' unique needs during these unprecedented times. The NJDOE required school districts in the State to develop, in collaboration with community stakeholders, a "Restart and Recovery Plan" (Plan) to reopen schools that best fits the district's local needs.

The Guidance requires the Board of Education to adopt certain policies and the Board adopts Policy 1648 to address those policy requirements in the Guidance. Policy 1648 shall only be effective through the current COVID-19 pandemic and will take precedence over any existing Policy on the same or similar subject, unless determined otherwise by the Superintendent.

A. NJDOE Guidance – Key Subject Area 1 – Conditions for Learning

1. Transportation

- a. If the school district is providing transportation services on a district-owned school bus, but is unable to maintain social distancing, a face covering must be worn upon entering the school bus by all students who are able to do so in accordance with A.2.c. below.
 - (1) Accommodations for students who are unable to wear a face covering should be addressed according to that student's particular need and in accordance with all applicable laws and regulations.
- b. The school district shall use best practices for cleaning and disinfecting district-owned school buses and other transportation vehicles in accordance with A.3. below.



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- c. District-employed school bus drivers and aides on district-owned school buses shall practice all safety actions and protocols as indicated for other school staff.
- d. If the school district is using contracted transportation services, the contractor shall ensure all Board of Education safety actions and protocols are followed by the contractor and its employees and/or its agents.

[See Policy Guide 1648 – Appendix C for the protocols/procedures for “Transportation” which is also included in the school district’s Restart and Recovery Plan.]

2. Screening, Personal Protective Equipment (PPE), and Response to Students and Staff Presenting Symptoms

- a. The school district shall screen students and employees upon arrival to a school building or work location for COVID-19 symptoms and a history of exposure.
 - (1) School staff must visually check students and employees for symptoms upon arrival (which may include temperature checks) and/or confirm with families that students are free of COVID-19 symptoms.
 - (2) Health checks must be conducted safely and respectfully, and in accordance with any applicable privacy laws and regulations.
 - (3) Results must be documented when signs/symptoms of COVID-19 are observed.
 - (4) The screening protocol will take into account students and employees with disabilities and accommodations that may be needed in the screening process for those students and employees.



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- (5) Students and employees with symptoms related to COVID-19 must be safely and respectfully isolated from others.
- (6) If the school district becomes aware that an individual who has spent time in a school district facility tests positive for COVID-19, district officials must immediately notify local health officials, staff, and families of a confirmed case while maintaining confidentiality.
- b. School staff and visitors are required to wear face coverings unless doing so would inhibit the individual's health or the individual is under two years of age.
 - (1) If a visitor refuses to wear a face covering for non-medical reasons and if such covering cannot be provided to the individual at the point of entry, the visitor's entry to the school/district facility may be denied.
- c. Students are strongly encouraged to wear face coverings and are required to do so when social distancing cannot be maintained, unless doing so would inhibit the student's health. It is also necessary to acknowledge that enforcing the use of face coverings may be impractical for young children or individuals with disabilities.
 - (1) Accommodations for students who are unable to wear a face covering should be addressed according to that student's need and in accordance with all applicable laws and regulations.



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d. Exceptions to the Requirement for Face Coverings

- (1) Doing so would inhibit the individual's health.
- (2) The individual is in extreme heat outdoors.
- (3) The individual is in water.
- (4) A student's documented medical condition, or disability as reflected in an Individualized Education Program (IEP), precludes the use of a face covering.
- (5) The student is under the age of two and could risk suffocation.

[See Policy Guide 1648 – Appendix E for the protocols/procedures for “Screening, PPE, and Response to Students and Staff Presenting Symptoms” which is also included in the school district’s Restart and Recovery Plan.]

3. Facilities Cleaning Practices

- a. The school district must continue to adhere to existing required facilities cleaning practices and procedures and any new specific requirements of the local health department as they arise.
- b. A procedure manual must be developed to establish cleaning and disinfecting schedules for schools and school equipment, targeted areas to be cleaned, and methods and materials to be used.

[See Policy Guide 1648 – Appendix G for the protocols/procedures for – “Facilities Cleaning Practices” which is also included in the school district’s Restart and Recovery Plan.]

4. Wraparound Supports

- a. Mental Health Supports



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The school district's approach to student mental health supports will be affected by the learning environment in place at the beginning of the school year. If in-person instruction is not feasible, the district must find other ways to assess and monitor students' mental health.

[See Policy Guide 1648 – Appendix K for the protocols/procedures for “Academic, Social, and Behavioral Supports” which is also included in the school district's Restart and Recovery Plan.]

5. Contact Tracing

- a. Upon notification that a resident has tested positive for COVID-19, the local health department will call the school district to determine close contacts to whom they may have spread the virus, where close contact is defined as being within six feet for a period of at least ten minutes.
- b. The school district shall assist the local health department in conducting contact tracing activities, including ongoing communication with the identified individual and/or their contacts.
- c. The school district shall ensure adequate information and training is provided to the staff as necessary to enable staff to carry out responsibilities assigned to them.
- d. A staff liaison(s) shall be designated by the Superintendent or designee and shall be responsible for providing notifications and carrying out other components that could help ensure notifications are carried out in a prompt and responsible manner.
- e. School districts shall allow staff, students, and families to self-report symptoms and/or suspected exposure.

[See Policy Guide 1648 – Appendix F for the protocols/procedures for “Contact Tracing” which is also included in the school district's Restart and Recovery Plan.]



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B. NJDOE Guidance – Key Subject Area 2 – Leadership and Planning

1. Scheduling

- a. The school district's Plan must account for resuming in-person instruction and shall provide steps to shift back to virtual learning models if circumstances change and in-person instruction guidelines can no longer be followed.
- b. The school district's Plan accommodates opportunities for both synchronous and asynchronous instruction, while ensuring requirements for a 180-day school year are met.
- c. The school district recognizes special populations will require unique considerations to ensure the continuity of learning as well as the health and safety of students and staff within the least restrictive environment.
 - (1) Special Education and English Language Learners (ELL)
 - (a) The school district shall provide educators with professional development to best utilize the accessibility features and accommodations tools made available through technology-based formats in accordance with this Policy.
 - (b) The school district shall continue to ensure students receive individualized supports that meet the requirements of the IEP and 504 Plans.

[See Policy Guide 1648 – Appendix N for the protocols/procedures for “Scheduling of Students” which is also included in the school district’s Restart and Recovery Plan.]



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2. Staffing

- a. The school district shall comply with all applicable employment laws when making staffing and scheduling requirements, including, but not limited to, the Americans Disabilities Act (ADA), the Health Insurance Portability and Accountability Act (HIPPA), and all applicable State laws.
- b. As the school district adjusts schedules, teaching staff members must maintain quality instruction for students pursuant to the minimum requirements set forth in NJDOE regulation.

[See Policy Guide 1648 – Appendix O for the protocols/procedures for “Staffing” which is also included in the school district’s Restart and Recovery Plan.]

C. NJDOE Guidance – Key Subject Area 3 – Policy and Funding

1. School Funding

a. Purchasing

The school district may likely need to purchase items not needed in the past and may experience increased demand for previously purchased goods and services to implement the Plan. The school district shall continue to comply with the provisions of the “Public School Contracts Law”, N.J.S.A. 18A:18A-1 et seq.

b. Use of Reserve Accounts, Transfers, and Cashflow

The school district shall apply for the approval from the Commissioner of Education, prior to performing certain budget actions, such as withdrawing from the emergency reserve account or making transfers that cumulatively exceed ten percent of the amount originally budgeted.



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c. Costs and Contracting

The school district shall follow all New Jersey State laws and regulations applicable to local school districts for purchasing when procuring devices and connectivity or any technology related item.

D. NJDOE Guidance – Key Subject Area 4 – Continuity of Learning

1. Ensuring the Delivery of Special Education and Related Services to Students with Disabilities

- a. The school district shall continue to meet their obligations to students with disabilities to the greatest extent possible.

2. Professional Learning

- a. The school district shall prepare and support teaching staff members in meeting the social, emotional, health, and academic needs of all students throughout the implementation of the Plan.

(1) Professional Learning

- (a) The school district shall grow each teaching staff member's professional capacity to deliver developmentally appropriate standards-based instruction remotely.

(2) Mentoring and Induction

- (a) The school district shall ensure:
- (i) All novice provisional teachers new to the district be provided induction;
 - (ii) One-to-one mentoring is provided to novice provisional teachers by qualified mentors;



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- (iii) Mentors can provide sufficient support and guidance to novice provisional teachers working in a remote environment;
- (iv) Mentoring is provided in both hybrid and fully remote learning environments and that mentors and provisional teachers will agree upon scheduling, structure, and communication strategies they will use to maintain the mentoring experience; and
- (v) The use of online collaborative tools for school staff to remain connected to other mentors, new teachers, and administrators to maintain a sense of communal support.

(3) Evaluation

- (a) The school district has considered the requirements and best practices with provisional status teachers, nontenured educators, and those on Corrective Action Plans (including extra observations, extra observers, assuring more frequent feedback and face-to-face).

3. Career and Technical Education (CTE)

- a. The school district shall implement innovative learning models for new learning environments regarding CTE.
- b. Quality CTE Programs

The school district shall ensure students have access to appropriate industry-recognized, high-value credentials.



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c. Work-Based Learning

The school district will ensure students are provided the opportunity to participate in safe work-based learning, either remotely (simulations, virtual tours, etc.) or in-person.

New Jersey Department of Education “The Road Back – Restart and Recovery Plan for Education”

Adopted:



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Appendices

The school district must attach Appendices C, E, F, G, K, N, and O from the district's Restart and Recovery Plan here as required by this Policy 1648.



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[See POLICY ALERT No. 221]

1648.02 REMOTE LEARNING OPTIONS FOR FAMILIES

On July 24, 2020, the New Jersey Governor and the Commissioner of Education published a supplemental guidance document titled “Clarifying Expectations Regarding Fulltime Remote Learning Options for Families 2020-2021” as a result of the COVID-19 pandemic. This supplemental guidance includes an additional “anticipated minimum standard,” as this phrase is used throughout “The Road Back: Restart and Recovery Plan for Education” (NJDOE Guidance). This additional “anticipated minimum standard” provides that, in addition to the methods and considerations explicitly referenced in the NJDOE Guidance for scheduling students for in-person, remote, or hybrid learning, families/guardians (hereinafter referred to as “parents”) may submit, and school districts shall accommodate, requests for full-time remote learning.

Requests for full-time remote learning may include any service or combination of services that would otherwise be delivered to students on an in-person schedule, which may be a hybrid schedule, such as instruction, behavioral and support services, special education, and related services. A parent may request some services be delivered entirely remotely, while other services follow the same schedule they otherwise would according to the provisions in the school district’s Restart and Recovery Plan (Plan) and Policy 1648.

A parent may contact the Principal or designee of the building the student would attend with any questions on: a request to transition from in-person services to full-time remote learning; a request to transition from full-time remote learning to in-person services; the procedures of this Policy; and/or any other information regarding the school district’s Plan and Policy 1648.

To ensure clarity and consistency in implementation of full-time remote learning, the Board of Education adopts this Policy that addresses the following:

A. Unconditional Eligibility for Full-time Remote Learning

1. All students are eligible for full-time remote learning.



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- a. Eligibility for full-time remote learning cannot be conditioned on a parent demonstrating a risk of illness or other selective criteria.
- b. Unconditional eligibility for full-time remote learning includes students with disabilities who attend in-district schools or receiving schools (county special services school districts, educational services commissions, jointure commissions, Katzenbach School for the Deaf, regional day schools, college operated programs, and approved private schools for students with disabilities).

B. Procedures for Submitting Full-time Remote Learning Requests

1. A parent may request a student receive full-time remote learning from the school district by submitting a written request to the Principal of the school building their child would attend. The written request shall be provided to the Principal at least _____ calendar days before the student is eligible to commence full-time remote learning in accordance with B.2. below.

2. The student may only begin full-time remote learning

[Choose one or more of the following:

____at the beginning of the school year.

____at the beginning of a marking period.

____at the beginning of a mid-year semester.

____within _____ school days after receiving written approval of the Principal or designee.]

3. The written request for the student to receive full-time remote learning shall include:

- a. The student's name, school, and grade;



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- b. The technology the student will be using to receive full-time remote learning, including the student's connectivity capabilities;
 - c. A request for any service or combination of services that would otherwise be delivered to the student on an in-person or hybrid schedule, such as instruction, behavioral and support services, special education, and related services;
 - d. For students with disabilities, the school district staff will determine if an Individualized Education Plan (IEP) meeting or an amendment to a student's IEP is needed for full-time remote learning; and
 - e. Any additional information the Principal or designee requests to ensure the student, when receiving remote learning, will receive the same quality and scope of instruction and other educational services as any other student otherwise participating in school district programs.
 - (1) The documentation required by the school district to be provided in the parent's request for full-time remote learning shall not exclude any students from the school district's full-time remote learning option, but rather be limited to the minimum information needed to ensure proper recordkeeping and implementation of successful remote learning.
4. Upon receiving the written request, the Principal or designee may request additional information from the parent to assist the Principal or designee in providing the student the same quality and scope of instruction and other educational services as any other student otherwise participating in school district programs.
5. The Principal or designee will review the written request and upon satisfaction of the procedures outlined in this Policy, the Principal or designee will provide written approval of the parent's request for full-time remote learning.



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- a. In the event the request does not satisfy the procedures outlined in this Policy, the Principal or designee will notify the parent in writing of the issues that need to be addressed by the parent to satisfy the procedures outlined in this Policy.
6. The Principal's written approval of the request shall be provided to the parent within _____ calendar days of receiving the parent's written request.
 - a. The written approval will include the date the remote learning program will commence for the student in accordance with B.2. above.

C. Scope and Expectations of Full-Time Remote Learning

1. The scope and expectations of the school district's full-time remote learning program will include, but not be limited to, the following:
 - a. The length of the school day pursuant to N.J.A.C. 6A:32-8.3 and compliance with the Board's Attendance Policy and Regulation 5200; the provisions of the district's remote learning program outlined in the school district's Plan; and any other Board policies and regulations that govern the delivery of services to, and district expectations of, students participating in the remote learning program and their families;
 - b. The technology and the connectivity options to be used and/or provided to the student during remote learning; and
 - c. Any additional information the Principal or designee determines is needed to ensure the student, when receiving remote learning, will receive the same quality and scope of instruction and other educational services as any other student otherwise participating in school district programs (i.e. students participating in a hybrid model).



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- (1) This includes, for example, access to standards-based instruction of the same quality and rigor as afforded all other students of the district, the district making its best effort to ensure that every student participating in remote learning has access to the requisite educational technology, and the provision of special education and related services to the greatest extent possible.

- d. The school district will endeavor to provide supports and resources to assist parents, particularly those of younger students, with meeting the expectations of the school district's remote learning option.

D. Procedures to Transition from Full-Time Remote Learning to In-Person Services

1. A parent may request their student transition from full-time remote learning to in-person services, if in-person services are being provided, by submitting a written request to the Principal of the building the student will attend. This request must be submitted at least _____ calendar days before the student is eligible for in-person services.
2. A student is only eligible to transition from full-time remote learning to in-person services commencing

[Choose one or more of the following:

_____ at the beginning of the school year.

_____ at the beginning of a marking period.

_____ at the beginning of a mid-year semester.

_____ within _____ school days after receiving written approval of the Principal or designee.]



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3. The written request from the parent for the student to transition from full-time remote learning to in-person services shall include:
 - a. The student's name, school, and grade;
 - b. The in-person program may only commence for a student transitioning from full-time remote learning to in-person services in accordance with D.2. above; and
 - c. Any additional information the Principal or designee determines would be important on the student's transition from full-time remote learning to in-person services.
4. A student previously approved for remote learning wanting to transition into the school district's in-person program must spend at least

[Choose one or more of the following:

___ one marking period in remote learning before being eligible to transition into the school district's in-person program.

___ one semester (1/2 school year) in remote learning before being eligible to transition into the school district's in-person program.

___ school days in remote learning before being eligible to transition into the school district's in-person program.]

- a. This will allow parents to make the arrangements needed to effectively serve students' home learning needs and will support educators in ensuring continuity of instruction for the student.

5. The Principal or designee will review the request for compliance with this Policy, and upon satisfaction of the procedures in this Policy, will provide the parent of the student a written approval of the student entering the school district's in-person program.



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- a. In the event the request does not satisfy the procedures outlined in this Policy, the Principal or designee will notify the parent in writing of the issues that need to be addressed by the parent to satisfy the procedures outlined in this Policy.
6. Upon approval of the student's transition from full-time remote learning to in-person services, the school district will provide specific student and academic services to better assist parents anticipate their student's learning needs and help educators maintain continuity of services.
7. School districts that offer Pre-K will consult their Pre-K curriculum providers regarding appropriate measures to assess a Pre-K student's learning progress during the transition from full-time remote learning to in-person learning.

E. Reporting

1. To evaluate full-time remote learning, and to continue providing meaningful guidance for school districts, it will be important for the New Jersey Department of Education (NJDOE) to understand the extent and nature of demand for full-time remote learning around the State.
 - a. The school district will be expected to report to the NJDOE data regarding participation in full-time remote learning. Data will include the number of students participating in full-time remote learning by each of the following subgroups: economically disadvantaged; major racial and ethnic groups; students with disabilities; and English learners.

F. Procedures for Communicating District Policy with Families

1. The school district will have clear and frequent communication with parents, in their home language, to help ensure this important flexibility is as readily accessible as possible. Communication must include, at a minimum, information regarding:



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- a. Summaries of, and opportunities to review, the school district's full-time remote learning Policy/Plan;
- b. Procedures for submitting full-time remote learning requests in accordance with B. above;
- c. Scope and expectations of full-time remote learning in accordance with C. above;
- d. The transition from full-time remote learning to in-person services and vice-versa in accordance with B. and D. above; and
- e. The school district's procedures for ongoing communication with families and for addressing families' questions or concerns.

G. Home or Out-of-School Instruction

1. No provision of this Policy supersedes the district's requirements to provide home or out-of-school instruction for the reasons outlined in N.J.S.A. 18A, N.J.A.C. 6A, or any applicable Board policy unless determined otherwise by the Superintendent or designee.

[See the District's Restart and Recovery Plan – Appendix Q for the protocols/procedures for “Remote Learning Options for Families” which is outlined in the school district's Restart and Recovery Plan.]

New Jersey Department of Education Guidance Document:
“Clarifying Expectations Regarding Fulltime Remote Learning
Options for Families 2020-2021”

Adopted:

