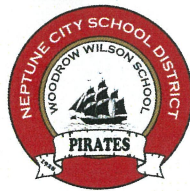


Neptune City Board of Education

Board Meeting Minutes



Neptune City Board of Education

SCIENCE ROOM

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

March 19, 2024
7:00 p.m.

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 Board Meetings in the Asbury Park Press and/or The Coaster.

At this evening's Board meeting, you will notice that our agenda is being projected and each Board member is utilizing a Chromebook. We appreciate your understanding as we move forward in protecting our environment with paperless Board meetings.

Thank you for your cooperation and welcome to this meeting of the Neptune City Board of Education.

II. ROLL CALL

Mr. Calhoun	<u> P </u>	Mrs. Connor	<u> P </u>	Mrs. Dellet	<u> P </u>
Ms. Lashley	<u> P </u>	Mrs. McGuigan	<u> A </u>	Mrs. Rummel	<u> A </u>
Mr. Wescott	<u> A </u>	Mrs. Zanni	<u> P </u>	Mr. Susino	<u> P </u>
Others Present:		Dr. Boccuti	<u> P </u>		

III. FLAG SALUTE - President Susino led the Flag Salute

IV. PRESENTATION - 2022-2023 Audit Presentation

Allen Schecter, CPA
Alvino & Schecter, L.L.C., Certified Public Accountants

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V. 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
 X Student Matters
 X Matters of Attorney/Client Privilege
 Pending or Anticipated Contract Negotiations

7:10 pm

Motion by Mr. Calhoun
All in Favor 6

Second by Ms. Lashley
Oppose 0

Motion to return to Public Session 7:45 pm

Motion by Ms. Lashley
All in Favor 6

Second by Mr. Calhoun
Oppose 0

Motion to open to Public Session 7:46 pm

Motion by Mrs. Dellett
All in Favor 6

Second by Ms. Lashley
Oppose 0

VI. PUBLIC FORUM ON AGENDA ITEMS

Public comments should be directed to the President. Commentators should present themselves in a loud voice stating their name, address and affiliation.

Mrs. Rotem asked if there were any changes for the PreK program for 2024-2025. At this time, the plan is to remain with the current program (2 general education classes and 1 classroom at Acelero Learning.)

VII. MINUTES

BE IT RESOLVED, by the Neptune City Board of Education, upon recommendation of the Chief School Administrator that the following motion be tabled: **MOTION**, that the Neptune City Board of Education approve the Minutes of the February 15, 2024 Regular Board Meeting.

Motion by: Ms. Lashley

Seconded by Mr. Calhoun

All in Favor: 6

Oppose 0

VIII. ADMINISTRATION REPORT

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Chief School Administrator's Report

Enrollment - February 2024

85	Neptune High School
9	Poseidon
2	Allied Health
0	BioTechnology
0	High Tech
0	Law & Public Safety
0	Marine Academy
0	Wall Communications
14	Red Bank Regional
13	Acelero PreK Center
18	Out of District Special Education
264	Neptune City - February 2024
405	Total Enrollment - February 2024

Monthly Requirements

Fire Drill - February 22, 2024
Active Shooter-Lockdown Drill - February 20, 2024
In-School Student Suspensions - February 2024 - 0
Out of School Student Suspensions -February 2024 - 1
Harassment, Intimidation, and Bullying Report - February 2024 -0
Missing Child Report -February 2024 - 0
Nurse's Monthly Report - February 2024

A. RESOLUTIONS

1. Update on 2023-2024 CSA, District Goals Action Plans.
2. BE IT RESOLVED, by the Neptune City Board of Education, to approve the recommended 2024-2025 School Calendar.

MOTION, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve the Chief School Administrator's Report including A. Resolutions 1. and 2. as presented.

Motion by: Mrs. Zanni

Seconded by: Mrs. Connor

DISCUSSION: none

Mr. Calhoun	<u>X</u>	Mrs. Connor	<u>X</u>	Mrs. Dellet	<u>X</u>
Ms. Lashley	<u>X</u>	Mrs. McGuigan	<u>A</u>	Mrs. Rummel	<u>A</u>
Mr. Wescott	<u>A</u>	Mrs. Zanni	<u>X</u>	Mr. Susino	<u>X</u>

IX. CORRESPONDENCE : None

X. BOARD PRESIDENT AND COMMITTEE REPORTS : none

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Board President's Report - Mr. Anthony Susino

XI. EDUCATION COMMITTEE - Mrs. Sheryl Zanni, Chairperson Mrs. Connor, Mrs. Dellett, Mrs. McGuigan

- A. COMMITTEE REPORTS: Meeting was held on 3/11/2024 @ 5:30 pm.
Discussed updating the education program considerations for 2024-2025 school year.
Discussed possibly updating to the "Tools of the Mind" program for Kindergarten next year.

XII. FINANCE AND OPERATIONS - Mr. David Calhoun, Chairperson Ms. Lashley, Mr. Susino, Mr. Wescott

- A. COMMITTEE REPORTS: Meeting was held on 3/6/2024.
Discussed the Audit Report.
Discussed utilizing Pre-K funding correctly, LED lighting and the stabilization aid utilization for new keys and door locks and new LED school district sign.
Business office considerations: shared services for a Business Administrator.

PAYROLL CERTIFICATION

The School Business Administrator/Board Secretary reports, in compliance with N.J.S.A 18A:19-1b, that she has certified the following February amounts:

February 15, 2024	\$186,990.82
February 29, 2024	\$173,709.99

B. RESOLUTIONS

1. BE IT RESOLVED, by the Neptune City Board of Education, to approve the Annual Audit Report and Corrective Action Plan.
2. BE IT RESOLVED, by the Neptune City Board of Education, to approve the 2024-2025 NJDOE Preschool Education Award Budget Narrative and 2024-2025 NJDOE Preschool Education Award Budget Planning Notebook.
3. BE IT RESOLVED, by the Neptune City Board of Education, that the March 2024 claims for goods received and services rendered and certified to be correct by the Business Administrator, be approved for payment in the amount of \$702,603.97.
4. BE IT RESOLVED, by the Neptune City Board of Education, to approve budget appropriation transfers for January 2024.
5. BE IT RESOLVED, by the Neptune City Board of Education, to approve a budget transfer in the amount of \$250.00 from 10-000-221-110-000-00 (Curriculum) to 10-000-213-600-000-00 (School Nurse Supplies).
6. BE IT RESOLVED, by the Neptune City Board of Education, to approve a VOID check made payable to National Energy Improvement Fund (NEIF) in the amount of \$0.00 to establish ACH repayment process with Kearny Bank for the LED lighting project.
7. BE IT RESOLVED, by the Neptune City Board of Education, as reviewed in Board Committees and reviewed/approved by the Monmouth County Education

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Office to complete utilization of Title IV funding for the 2023-2024 school year in purchasing a rock wall for the health and physical education program and band equipment and instruments.

8. BE IT RESOLVED, by the Neptune City Board of Education, as reviewed in Board Committees to utilize the 2023-2024 Stabilization Aid award of \$48,582.00 by June 30, 2024 in purchasing and installing a new door handle/door lock system for for the school district and new LED school district sign from the grant application submitted list.
9. BE IT RESOLVED, by the Neptune City Board of Education, to approve the Authorization for Transfer of Client File from Cornell, Merlino & Osborne, LLC in reference to Board Attorney, Dennis McKeever, Esq.
10. BE IT RESOLVED, by the Neptune City Board of Education, to approve the Agreement to Provide Legal Services from Chasan, Lamparello, Mallon & Cappuzzo, P.C. in reference to Board Attorney, Dennis McKeever, Esq.
11. BE IT RESOLVED, by the Neptune City Board of Education, to approve the Neptune City School District, Neptune City Police Officer Association Cops vs. Kids Basketball game on April 11, 2024 at 7:00 PM utilizing the gymnasium and cafeteria.
12. BE IT RESOLVED, by the Neptune City Board of Education, to approve the Girl Scouts of the Jersey Shore on Wednesdays after school from April 10, 2024 through June 5, 2024 utilizing the library media center for Girl Scouts' meetings.
13. BE IT RESOLVED, by the Neptune City Board of Education, to approve the donation of 40 middle school desks and chairs from the Avon by the Sea School District. Let it further be resolved that the Board expresses its appreciation to the Avon by the Sea School District for its gracious gift and appreciation to Neptune City Borough Public Works Department for transporting the donated furniture.
14. BE IT RESOLVED, by the Neptune City Board of Education, that the tentative budget be approved for the 2024-2025 school year using the 2024-2025 state aid figures and the Superintendent be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline.

	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Debt Services Fund</u>	<u>Total</u>
2024-2025				
Total Expenditures	9,276,041	1,025,751	652,235	10,954,117
Less:				
Anticipated Revenues	<u>1,680,557</u>	<u>1,025,751</u>	<u>162,826</u>	<u>2,869,134</u>
Taxes to be Raised	<u>7,595,484</u>	-	<u>489,499</u>	<u>8,084,983</u>

And to advertise said tentative budget in the Asbury Park Press in accordance with the form required by the State Department of Education and according to to law; and

BE IT FURTHER RESOLVED, that a public hearing be held at the Neptune City Board of Education at 210 West Sylvania Ave, Neptune City, New Jersey 07753 on April 25, 2024 at 7:00 pm for the purpose of conducting a public hearing for the 2024-2025 school year.

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Travel and Related Expense Reimbursement 2024-2025

WHEREAS, the Neptune City Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.3 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, the Neptune City Board of Education established \$8000 as the maximum travel amount for the current school year and has expended \$7,207 as of this date; now

THEREFORE, BE IT RESOLVED, the Board of Education approves the travel and related expense reimbursements in accordance with N.J.A.C. 6A:23a-7.3, to a maximum expenditure of \$8,000 for the 2024-2025 school year.

15. BE IT RESOLVED, by the Neptune City Board of Education, to review and approve the Supplement to Agreement for Reconciliation Services through Panda, LLC.

MOTION, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve Items 1.- 15. listed under Finance and Operations as presented.

Motion by: Ms. Lashley
DISCUSSION:

Seconded by: Mrs. Dellett

Mr. Calhoun	<u> X </u>	Mrs. Connor	<u> X </u>	Mrs. Dellett	<u> X </u>
Ms. Lashley	<u> X </u>	Mrs. McGuigan	<u> A </u>	Mrs. Rummel	<u> A </u>
Mr. Wescott	<u> A </u>	Mrs. Zanni	<u> X </u>	Mr. Susino	<u> X </u>

XIII. HUMAN RESOURCES - Mrs. Lisa Rummel, Chairperson Mr. Calhoun, Mrs. Connor, Mrs. Dellett

A. COMMITTEE REPORTS- no meeting

B. RESOLUTIONS

1. BE IT RESOLVED, by the Neptune City Board of Education, to approve the appointment of Jennifer A. Niece to the position of .5 ESL Teacher at the NCEA CBA Salary Schedule Master's Step 1 salary of \$27,648.00 (.5 of \$55,280.00) prorated to start date pending completion of all new hire requirements. Let it further be resolved

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that this position will be paid through Title I funding as previously approved by the Board.

2. BE IT RESOLVED, by the Neptune City Board of Education, to approve the transfer of assignment for Michelle Czajkowski from Paraprofessional to long term substitute PreK Teacher at the NCEA CBA Salary Schedule Bachelor's Step 1 salary of \$53,676.00 prorated to start date approximately the end of March 2024 through June 30, 2024.
3. BE IT RESOLVED, by the Neptune City Board of Education, to approve the transfer of assignment for Kathleen Fitzpatrick from long term substitute Kindergarten Teacher to long term substitute PreK Special Education Teacher at the continued NCEA CBA Salary Schedule Bachelor's Step 1 salary of \$53,676.00 starting on April 22, 2024.
4. BE IT RESOLVED, by the Neptune City Board of Education, to approve the resignation of Accounts Payable, Payroll Secretary, Mary Anne Vitello, effective April 30, 2024.
5. BE IT RESOLVED, by the Neptune City Board of Education, to approve Tracy Brand for assistance in preparing Board meeting agendas, Board meeting note taking/role calling, and preparing Board meeting minutes at the hourly rate of \$27.77 not to exceed \$750.00 through June 30, 2024.
6. BE IT RESOLVED, by the Neptune City Board of Education, to approve Teachers Barbara Reynolds and Kathleen Salera to supervise the previously Board approved student from Brookdale Community College, Alexander Tremper-Keys.

MOTION, upon recommendation of the Chief School Administrator, that the Neptune City Board of Education approve B. Resolutions 1. - 6. listed under Human Resources as presented.

Motion by: Ms. Lashley

Seconded by: Mrs. Connor

DISCUSSION:

Mr. Calhoun	<u>X</u>	Mrs. Connor	<u>X</u>	Mrs. Dellett	<u>X</u>
Ms. Lashley	<u>X</u>	Mrs. McGuigan	<u>A</u>	Mrs. Rummel	<u>A</u>
Mr. Wescott	<u>A</u>	Mrs. Zanni	<u>X</u>	Mr. Susino	<u>X</u>

XIV. POLICY

Dr. Boccuti is reviewing and working through the latest Strauss Esmay Associates, LLC Board of Education Policies, Regulations Alerts update packet and will bring the packet to the Board with recommendations for a first reading as soon as the review work is completed.

XV. REPORT ON NEPTUNE TOWNSHIP BOARD OF EDUCATION MEETING: nothing to report

XVI. REPORT ON NEPTUNE CITY BOROUGH COUNCIL MEETING: nothing to report

XVII. OLD BUSINESS: none

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XVIII. NEW BUSINESS:

Autism Awareness Flag Raising Ceremony will be held on March 28, 2024 from 4:00 – 5:00 pm at the Neptune City Community Center

XIX. PUBLIC FORUM ON NON-AGENDA ITEMS

Mrs. Rotem asked about nursing supplies and teacher supplies for this school year. Dr. Boccuti responded there was money in the 2023-2024 budget for supplies required for this school year. Teachers should submit requests to the CSA for approval. Supplies will need justification of why they are needed before approval is granted.

Clarification for new keys and door locks for the entire building was given.

The LED light grant has been approved and the project should be completed before the end of the 2023-2024 school year.

Discussion that dates and data were needed to begin NCEA negotiations. Mrs. Zanni has requested dates from the attorney and will report back soon.

Mrs. Rotem questioned the donation of desks from Avon School, she stated we will need more than 40 chairs.

A culture survey is being prepared, will be divided into 4 groups (staff, parents, students in grades 3-5 and students in grades 6-8)

Mrs. Gunderson thanked Mrs. Dellett and Ms. Lashley for their support for the Bake Sale.

Mrs. Gunderson thanked Mrs. Connor for the opportunity to participate in NC Recreation All Star Basketball Night. The 7th & 8th grade raised \$300.00 selling concessions.

Mrs. Gunderson thanked Mrs. Zanni and her family for their donations towards the 7th & 8th grade Washington DC trip.

XX. ADJOURNMENT

Motion to Adjourn

Motion by: Ms. Lashley

Seconded by: Mrs. Dellett

All in Favor: 6

Oppose: 0

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At: 8:31 pm