

NEPTUNE TOWNSHIP BOARD OF EDUCATION  
NEPTUNE, NEW JERSEY 07753  
Pursuant to Executive Order #107  
Meeting Conducted Remotely  
May 27, 2020 7:00 PM

MINUTES

I. CALL TO ORDER – 7:00 p.m. – The meeting was called to order by Board President Dorothea Fernandez.

This is an open public meeting of the Neptune Township Board of Education. In accordance with Chapter 231, Public Law of 1975, adequate advance written notice of the meeting was made by posting the Schedule of Meetings in the main floor lobby of the Board of Education Administrative Offices, and by delivery to the Asbury Park Press, the Coaster and the Neptune Township Municipal Clerk.

Fire Exits are located in the direction indicated. In case of fire, you will be signaled by bell and/or public address system. If so alerted, please move in a calm, orderly fashion to the nearest exit.

Postings have been placed on the bulletin board for everyone's use. Please do not remove these postings. You may obtain free copies of these documents from the district web site, or purchase copies by writing the Board of Education Office. During public session of this meeting, parties having comments are requested to address the President. The public is advised that, in accordance with By-law 0168, an unofficial audio recording of this meeting is being made.

Pursuant to State Statute N.J.S.A. 26:3D-17 and Neptune Township Board of Education Policy/Regulation 7434, no smoking is permitted on Board of Education property.

II. ROLL CALL

Board Members:

Connaughton	<u>P</u>	Harris	<u>P</u>	Howe	<u>P</u>
Hubbard	<u>P</u>	Jackson	<u>P</u>	Matson	<u>P</u>
Puryear	<u>P</u>	Granelli	<u>P</u>	Fernandez	<u>P</u>
Lopez	<u>Absent</u>				

Others Present:

Dr. Crader	<u>P</u>	Dr. Gristina	<u>P</u>
Mr. Leonard	<u>P</u>	Mr. Bartlett	<u>P</u>

### III. MINUTES

RESOLVED, that the Board of Education approve the Minutes of the Work Session of April 27, 2020 and Regular Meeting of April 29, 2020.

Motion: Connaughton

Second: Granelli

Connaughton	<u>Y</u>	Harris	<u>Y</u>	Howe	<u>Y</u>
Hubbard	<u>Y</u>	Jackson	<u>Y</u>	Matson	<u>Y</u>
Puryear	<u>Y</u>	Granelli	<u>Y</u>	Fernandez	<u>Y</u>
Lopez	<u>Absent</u>				

- IV. PUBLIC FORUM - In advance of public comment, the Superintendent provided an update on the district's plans for a virtual High School graduation. She noted that only yesterday the Governor relaxed prohibitions on in-person graduation events, permitting socially-distanced graduations beginning after July 6, 2020. The Board and Administration will await further guidance and act accordingly.

Several community members expressed dissatisfaction with the academic progress of the district. Numerous residents encouraged the Board to move forward with an in-person graduation. The president of the NTEA noted that a proposal from the new uni-serve representative was forwarded to the Superintendent. Dr. Crader noted that a reply was already made.

### V. ADMINISTRATION AND COMMITTEE REPORTS

#### A. Superintendent's Report

The Superintendent reminded the Board members that the CSA evaluation must be completed; forms and instructions will be emailed out to members by the Superintendent's secretary shortly.

RESOLVED, that the Board of Education approve items listed under Superintendent's Report as per Document A, items 1 – 4.

Motion: Jackson

Second: Matson

Connaughton	<u>Y</u>	Harris	<u>Y</u>	Howe	<u>Y</u>
Hubbard	<u>Y</u>	Jackson	<u>Y</u>	Matson	<u>Y</u>
Puryear	<u>Y</u>	Granelli	<u>Y</u>	Fernandez	<u>Y</u>
Lopez	<u>Absent</u>				

## B. Operations

Mrs. Granelli provided a brief summary of matters discussed at the recent Committee meeting and their relevance to the agenda.

### 1. Finance

RESOLVED, that the Board of Education approve items listed under Finance, as per Document B1, items 1 – 14.

Motion: Harris

Second: Jackson

Connaughton	<u>Y</u>	Harris	<u>Y</u>	Howe	<u>Y</u>
Hubbard	<u>Y</u>	Jackson	<u>Y</u>	Matson	<u>Y</u>
Puryear	<u>Y</u>	Granelli	<u>Y</u>	Fernandez	<u>Y</u>
Lopez	<u>Absent</u>				

### 2. Facilities

RESOLVED, that the Board of Education approve item listed under Facilities, as per Document B2, item 1.

Motion: Granelli

Second: Harris

Connaughton	<u>Y</u>	Harris	<u>Y</u>	Howe	<u>Y</u>
Hubbard	<u>Y</u>	Jackson	<u>Y</u>	Matson	<u>Y</u>
Puryear	<u>Y</u>	Granelli	<u>Y</u>	Fernandez	<u>Y</u>
Lopez	<u>Absent</u>				

### 3. Transportation – No Action

## C. Curriculum

Ms. Puryear provided a brief summary of matters discussed at the recent Committee meeting and their relevance to the agenda

### 1. Education/Special Projects – No Action

### 2. Special Education

RESOLVED, that the Board of Education approve item listed under Special Education, as per Document C2, item 1.

Motion: Puryear

Second: Hubbard

Connaughton	<u>Y</u>	Harris	<u>Y</u>	Howe	<u>Y</u>
Hubbard	<u>Y</u>	Jackson	<u>Y</u>	Matson	<u>Y</u>
Puryear	<u>Y</u>	Granelli	<u>Y</u>	Fernandez	<u>Y</u>
Lopez	<u>Absent</u>				

### 3. Student Activities – No Action

#### D. Personnel

Mrs. Connaughton provided a brief summary of matters discussed at the recent Committee meeting and their relevance to the agenda.

##### 1. Personnel

RESOLVED, that the Board of Education approve items listed under Personnel, as per Document D1, items 1 – 25.

Motion: Howe

Second: Connaughton

Connaughton	<u>Y</u>	Harris	<u>Y</u>	Howe	<u>Y</u>
Hubbard	<u>Y</u>	Jackson	<u>*Y</u>	Matson	<u>Y</u>
Puryear	<u>*Y</u>	Granelli	<u>Y</u>	Fernandez	<u>Y</u>
Lopez	<u>Absent</u>				

Jackson: Abstained on Item #10

Puryear: Abstained on Item #10

##### 2. Negotiations

RESOLVED, that the Board of Education approve items listed under Negotiations, as per Document D2, items 1- 2.

Motion: Matson

Second: Howe

Connaughton	<u>Y</u>	Harris	<u>Y</u>	Howe	<u>Y</u>
Hubbard	<u>Y</u>	Jackson	<u>Abstained</u>	Matson	<u>Y</u>
Puryear	<u>Y</u>	Granelli	<u>Y</u>	Fernandez	<u>Y</u>
Lopez	<u>Absent</u>				

## VI. SCHEDULE OF MEETINGS

RESOLVED, that the Board of Education approve items listed under Document Z.

Motion: Harris

Second: Matson

Connaughton	<u>Y</u>	Harris	<u>Y</u>	Howe	<u>Y</u>
Hubbard	<u>Y</u>	Jackson	<u>Y</u>	Matson	<u>Y</u>
Puryear	<u>Y</u>	Granelli	<u>Y</u>	Fernandez	<u>Y</u>
Lopez	<u>Absent</u>				

- VII. OLD BUSINESS - Mrs. Connaughton reiterated her concern that the district must be aware of and responsive to the growing mental health issues that may arise as a result of the current pandemic. Dr. Crader acknowledged these concerns and noted that it is currently a focus of discussion among her colleagues and staff training will be forthcoming.

VIII. NEW BUSINESS - In response to public commentary over the district's academic shortcomings, several Board members shared their positive experiences with the Neptune Township School District.  
Lastly, the President expressed optimism that an in-person graduation event could be arranged, pending further guidance from Trenton.

IX. MOTION TO ADJOURN

RESOLVED, that the Board of Education adjourn the meeting.

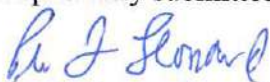
Motion: Granelli

Second: Connaughton

Connaughton	<u>Y</u>	Harris	<u>Y</u>	Howe	<u>Y</u>
Hubbard	<u>Y</u>	Jackson	<u>Y</u>	Matson	<u>Y</u>
Puryear	<u>Y</u>	Granelli	<u>Y</u>	Fernandez	<u>Y</u>
Lopez	<u>Absent</u>				

Time: 7:38 p.m.

Respectfully submitted,



Peter J. Leonard  
Board Secretary

### SUPERINTENDENT'S REPORT

- |    |  |  |
|----|--|--|
| 1. | Request Board of Education approval to affirm the Harassment, Intimidation and Bullying (H.I.B.) report, ( <i>N.J.A.C.</i> ) P.L. 2010, c.122 [A-3466], reporting period April 29, 2020 - May 26, 2020, <i>as posted</i> . | H.I.B. Report  |
| 2. | Request Board of Education approval for Kristin Hand, Teacher, English, High School, to attend the Rutgers English APSI, Virtual/Online, April 4-7, 2020.  | Kristin Hand<br>PDA-Online   |
| 3. | Request Board of Education approval of the Pandemic and School Closure Plan, <i>as posted</i> .  | Pandemic/School<br>Closure Plan  |
| 4. | Request Board of Education approval of the following new and revised Policies and Regulations:   | Approve New / Revised<br>Policies and Regulations<br>Second & Final Approval |
- 
- 1581 Domestic Violence - File Code Policy (*Revised*)
  - 1581 Domestic Violence - File Code Regular (*New*)
  - 2418 Section 504 of the Rehabilitation Act of 1973 - Students - File Code Policy (*Revised*)
  - 2422 Health and Physical Education - File Code Policy (*Revised*)
  - 3421.13 Postnatal Accommodations - File Code Policy (*New*)
  - 4421.13 Postnatal Accommodations - File Code Policy (*New*)
  - 5330 Administration of Medication - File Code Policy and Regulation (*Revised*)
  - 7243 Supervision of Construction - File Code Policy (*Revised*)
  - 8210 School Year - File Code Policy (*Revised*)
  - 8220 School Day - File Code Policy (*Revised*)
  - 8462 Reporting Potentially Missing or Abused Children - File Code Policy (*Revised*)

## FINANCE

Resolved, that the Neptune Township Board of Education:

1. Pursuant to N.J.A.C. 6A:23A-16.10(c)3, Peter J. Leonard, Business Administrator/Board Secretary, does hereby certify that as of April 30, 2020, no budgetary line item account has Board obligations and payments (contractual orders) which in total exceed the amount appropriated by the district Board of Education. Budget  
Cert  
SEC
2. Pursuant to N.J.A.C. 6A:23A-16.10(c)4, the members of the Neptune Township Board of Education certify that, as of April 30, 2020, after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of their knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(c)4 and that sufficient funds are available for the remainder of the fiscal year. Budget  
Cert  
BOE
3. Approve the April 2020 Check Registers, *as posted*. Check  
Registers
4. Approve the April 2020 Monthly Cash Flow Report, *as posted*. Cash Flow  
Report
5. Approve the April 2020 Secretary's Report, *as posted*. Sec  
Report
6. Approve the April 2020 Account Adjustment and Transfer Reports, *as posted*. Expense  
Adjustments
7. Approve the write-off of prior year void / stale checks, *as posted*. Void/Stale Checks
8. Approve the 2020-2021 Tax Levy Draw Schedule with the Township of Neptune, *as posted*. Tax Levy Draw  
Schedule
9. Approve that the Neptune Township Board of Education terminate the lease agreement with the Educational Services Commission of New Jersey (ESCNJ) for 11 Memorial Drive, Neptune, New Jersey 07753, as the school cannot be used at this time due to a conflict with the School Development Authority (SDA) Terminate Lease  
Between NTBOE  
and ESCNJ
10. Approve & award a contract for School Food Service Management to Compass Group USA, Inc. through its Chartwells Division, for the period July 1, 2020 through June 30, 2021, *as posted*. Award/Approve  
Food Service  
Contract 2020-2021

**FINANCE**

11. Authorize meal prices for the 2020-2021 school year, reflecting compliance with the Healthy, Hunger-Free Kids Act of 2010, as follows:

Meal Prices  
2020-21

	<u>Breakfast</u>	<u>Lunch</u>
Elementary	\$1.50	\$2.90
Middle School	\$1.60	\$3.10
High School	\$1.60	\$3.10
Student Reduced Eligible	\$0.30	\$0.40
Adult Meal	\$2.85	\$5.25

12. Approve renewal of the agreement for food service consultation services to Edvocate, Inc., for the FY'21 school year, at or below CPI, funded by food service operations.

Renewal Services  
Edvocate, Inc.

13. Approve appointments of occupational, physical therapy, school psychologists, school physicians, and other professional consultants deemed appropriate to service the students of the district and issue individual contracts for the consultant list, *as posted*.

2020-2021  
Service Providers



**FACILITIES**

Resolve that the Neptune Township Board of Education:

1. Approve change order #2 on bid #1906 "Exterior Canopies" in the amount of \$1,700, as recommended by KJW, district architect

Change Order  
#1906

1. Request Board of Education approval of the following Home Instruction Students:

**Home Instruction  
Students**

1 student, Middle School, ED – Effective April 6, 2020  
Instructor(s), M. Petruzel

1 student, Middle School, CI – Effective April 20, 2020  
Instructor(s), R. Lazaro, T. Barry

1 student, High School, SLD – Effective May 10, 2020  
Instructor(s), R. Neaves, M. Elsbree, K. Manna

1 student, High School, SLD – Effective May 13, 2020  
Instructor(s), R. Lazaro, M. Petruzel

**PERSONNEL****APPROVE RESIGNATIONS/RETIREMENTS**

Recommend approval of the following Resignations/Retirements:

- |    |   |                |
|----|---|----------------|
| 1. | Janet Chaballa, Nurse, Middle School, effective October 1, 2020<br>(Retirement)                               | Janet Chaballa |
| 2. | Carol Donofrio, Teacher, Middle School, effective October 1, 2020<br>(Retirement)                             | Carol Donofrio |
| 3. | Diane Doucette, Paraprofessional, Midtown Community Elementary<br>School, effective July 1, 2020 (Retirement) | Diane Doucette |
| 4. | Lauren Scott, Paraprofessional, Early Childhood Center, effective<br>July 1, 2020 (Resignation)               | Lauren Scott   |

**APPROVE APPOINTMENTS**

Recommend approval of the following Appointments, *pending completion and receipt of all required employment verification information:*

- |    |   |                  |
|----|---|------------------|
| 5. | Melissa Barcalow, Teacher, Science, Special Ed., Middle School,<br>for the 2020-21 school year, effective 09/01/20 through 06/30/21,<br>salary \$54,199.00, (pending NTEA Negotiations), BA, Level 1 (1 yr. exp.) | Melissa Barcalow |
| 6. | Robert Wynn, Teacher, Science, Special Ed., Middle School,<br>for the 2020-21 school year, effective 09/01/20 through 06/30/21,<br>salary \$55,699.00, (pending NTEA Negotiations), MA, Level 1 (1 yr. exp.)      | Robert Wynn      |
| 7. | Meghan Plevier, Department Chairperson, High/Middle School, for the<br>2020-21 school year, effective 07/01/20 through 06/30/21, salary \$85,500.00   | Meghan Plevier   |
| 8. | Stacie Ferrara, Supervisor, Central Office, for the 2020-21 school<br>year, effective 07/01/20 through 06/30/21, salary \$115,000.00  | Stacie Ferrara   |

**APPROVE/AMEND LEAVES OF ABSENCE**

- |    |  |                      |
|----|--|----------------------|
| 9. | Recommend Approval or Amendment of the Leaves of Absence,<br>for the 2019-20 school year, <i>as posted</i> | Approve/Amend Leaves |
|----|--|----------------------|

**APPROVE/AMEND TRANSFER/REASSIGNMENT**

- |     |   |  |
|-----|---|--|
| 10. | Recommend Approval or Amendment of the Transfers/Reassignments<br>for the 2019-20 school year, <i>as posted</i> | Approve/Amend<br>Transfers/Reassignments |
|-----|---|--|

**PERSONNEL****AMEND 2020-2021 CONTRACT SALARIES**

11. Recommend approval to Amend the 2020-2021 Contract Salaries, Contract Salaries  
*as posted*

**RESCIND APPOINTMENT**

Recommend Approval to Rescind the following Appointment:

12. Joshua Loveland, Department Chairperson, Central Office, for the 2020-21 Joshua Loveland  
school year, effective 07/01/20, salary \$101,755.00 (*Exercising tenure rights*)

**APPROVE EXTENDED TERM SUBSTITUTES**

Recommend approval of the following Extended Term Substitutes:

13. Mary King as an Extended Term Substitute, Teacher, Grade 1, Midtown Mary King  
Community Elementary School, for the 2019-20 school year, effective  
06/08/20 through the return of the teacher, per diem rate \$90.00
14. Gail Mayer as an Extended Term Substitute, Teacher, Resource Room, Gail Mayer  
Middle School, for the 2019-20 school year, effective retro 3/11/20  
through the return of the teacher, per diem rate \$140.00

**APPROVE SUBSTITUTE RENEWALS 2020-2021**

15. Recommend approval of the following Substitute Renewals for the 2020-21 Approve Substitute  
school year, *as posted* Renewals 2020-21
- Marie Rojas                      Sherri Landau  
Leslie Ayers                      Frances DiGiovanni

**HOME INSTRUCTORS**

16. Recommend approval of the following Home Instructors for the 2020-21 Home Instructors  
school year: 21-061.1
- Joseph Fagan                      Courtney Gallagher                      Kim Kelly  
John Knight                      Amanda McCaffrey                      Vanessa Olivera  
Michael Petruzel                      Lidia Santiago                      Mary Scott

**PERSONNEL****APPROVE DEGREE INCENTIVE**

Recommend approval of the following Degree Incentive Payment:

- |     |  |                     |
|-----|--|---------------------|
| 17. | Giuseppina Pagnotta, Nurse, Midtown Community Elementary School,<br>\$750.00 (second part of Degree Incentive payment towards MA Degree) | Giuseppina Pagnotta |
| 18. | Kim Anne Kelly, Teacher, High School, \$750.00 (first part of Degree<br>Incentive payment towards MA Degree)                             | Kim Anne Kelly      |

**APPROVE STUDENT TEACHING PRACTICUM**

- |     |  |                                      |
|-----|--|--------------------------------------|
| 19. | Recommend approval of the following college student for a Student<br>Teaching Practicum, in the district during the 2020-21 school year,<br>with no district financial obligation: | Student Teaching<br>Practicum - Fall |
|-----|--|--------------------------------------|

Western Governors University

Robert Clark - Mary Ruth Crelin , Cooperating Teacher,  
Shark River Hills Elementary School (12 weeks)

**APPROVE INTERNSHIPS**

- |     |  |                         |
|-----|--|-------------------------|
| 20. | Recommend approval of the following university students for an<br>Internship, in the school district during the 2020-21 school<br>year, with no district financial obligation: | Internships - Fall 2020 |
|-----|--|-------------------------|

Thomas Edison State University

Christina Tuozzolo - Arlene Rogo, Cooperating Administrator,  
Middle School (300 hours)

Rutgers University

Hui Ma - Monica Fernandez, Cooperating Teacher,  
High School

Kerry Laughlin - Kelly McCartney, Cooperating Teacher,  
High School

Aziel Rosado - Erin Monsen, Cooperating Teacher,  
High School

Shannon Duffy - Amy Kochel, Cooperating Teacher,  
High School

**PERSONNEL**

**APPROVE INTERNSHIPS** (continued)

Mary Vergis - Robert Schulte, Cooperating Teacher,  
High School

Sarah Lessman - Timothy Kortenhaus, Cooperating Teacher,  
Middle School

Julianna Bravo - Michael Hyland, Cooperating Teacher,  
Middle School

Emily Olsen - Kelly Burns, Cooperating Teacher,  
Middle School

Hilary Veth - Lawanda Lee, Cooperating Teacher,  
Midtown Community Elementary School

Macy Nixon - Nancy Campione, Cooperating Teacher,  
Midtown Community Elementary School

Hannah Siebenberg - Christine Pagliuca, Cooperating Teacher,  
Gables Elementary School

Kylie Rogers - Jennifer McKinley, Cooperating Teacher,  
Summerfield Elementary School

Corissa Scalzo - Jennifer Siverson, Cooperating Teacher,  
Summerfield Elementary School

Janine Farraj - Lea Prendergast, Cooperating Teacher,  
Summerfield Elementary School

**APPROVE PER HOUR ASSIGNMENTS**

Recommend approval of the following Per Hour Assignments:

21. The following individual to develop American Sign Language Instructional Videos (Phase 1), Elementary, for the 2019-20 school year, rate \$41.00 per hour, up to 80 hours, not to exceed \$3,280.00:

Pier Phillips

American Sign Language  
Instructional Videos  
20-221

**PERSONNEL****APPROVE PER HOUR ASSIGNMENTS** (continued)

22. The following individuals to coordinate activities, (May/June, not to exceed 20 hours total), for the Extended School Year Program, Midtown Community Elementary School, for the 2020-21 school year, (07/06/20-08/07/20), rate \$42.00 per hour, up to 137.5 hours not to exceed 157.5 total hours (137.5+20), not to exceed \$6,615.00, (rates pending NTEA Negotiations):

ESY Coordinator  
Special Education  
21-004

Tammy Lascar, Coordinator

23. The following individuals to provide Extended School Year services for the Summer Program, Special Education students, Grades K-11, 07/06/20 - 08/07/20, for the 2020-21 school year, rate \$41.00 per hour for certificated staff, and for non-certificated staff the rate will be as stipulated per contract, not to exceed 103 hours (100+3); \* 2 non-certificated staff to provide 2.5 hours per week, not to exceed 12.5 hours per staff member for arrival and departure transitions, (rates pending NTEA Negotiations):

ESY Summer Program  
Special Education K-11  
MCES  
21-005

**Special Education Staff**

Katie Allegro	Elaine Buckley	Colleen Curto
Alexa DePietra	Danielle Fox	Courtney Gallagher
Holly Heron	Kelly Kaufman	Beth Lees
Kaitlyn Murphy	Susan Perrino	Katherine Siegel
Kate Thomas		

**Deaf Education Staff**

Mike Lawson	Pier Phillips	Bethany Pappa Tripp
Christy Hutchison		

**Speech:**

Erica Davicsin	Laurie Stigliano	Taryn Bouer
Tara Shroeder		

24. The following individuals as Neptune Aquatic Center staff for the 2020-21 school year, *as posted*

NAC Staff 20-21  
21-027; 21-028; 21-029;  
21-030

**NEGOTIATIONS**

**APPROVE CONTRACTS**

- |    |   |                                |
|----|---|--------------------------------|
| 1. | Recommend approval of the following Employment Contracts for the 2020-2021 school year, <i>as posted</i>  | Approve Contracts<br>2020-2021 |
|    | ▪ Sally Millaway, Director of Curriculum, Instruction & Assessment  |                                |
| 2. | Recommend approval of the following Contracts for the 2020-2021 school year, as approved by the Executive County Superintendent, <i>as posted</i> | Approve Contracts<br>2020-2021 |
|    | ▪ Matthew Gristina, Assistant Superintendent of Schools   |                                |
|    | ▪ Peter J. Leonard, School Business Administrator/Board Secretary   |                                |



MAY 27, 2020

DOCUMENT Z

### **SCHEDULE OF MEETINGS**

WHEREAS, Chapter 231, P.L. 1975 (Open Public Meetings Law) requires the Board of Education to give notice of its scheduled meetings which are currently being held remotely until further notice pursuant to Executive Order #107; and,

WHEREAS, Chapter 231, P.L. 1975 authorizes a public body to meet in Executive or Closed Session under certain limited circumstances; and,

WHEREAS, said law requires the Board to adopt a resolution at a public meeting before it can meet in such Executive or Closed Session; now,

THEREFORE BE IT RESOLVED by the Board of Education of the Township of Neptune that it hereby:

Authorizes the following meetings, and determines that it may be necessary to meet in Executive Session, and that the matters discussed will be made public when confidentiality is no longer required and action pursuant to said discussion shall take place only at public meetings:

No Work Session

Wednesday, June 26, 2020

7:00 PM – Regular Meeting to be held remotely.