

NEPTUNE TOWNSHIP BOARD OF EDUCATION  
NEPTUNE, NEW JERSEY 07753

High School

October 18, 2023

7:00 PM

**MINUTES**

- I. **CALL TO ORDER** – 7:00 p.m. – The meeting was called to order by Board President Chanta L. Jackson.

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. Advance electronic notice has been made on the district's website consistent with Bylaw 0164.6.

In order to abide by the Open Public Meetings Act, BOE members may use their digital devices to follow the agenda, report out from meetings, and to view agenda background materials but NOT to communicate with each other or with anyone outside of the meeting.

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.

Neptune Township School District is a community for ALL learners, where we value opportunity, diversity, and accountability.

- II. **ROLL CALL**

**Board Members:**

Fernandez	<u>Excused</u>	Harris	<u>P</u>	Hoffman	<u>P</u>
Hubbard	<u>Excused</u>	Jones	<u>P</u>	Morgan	<u>P</u>
Puryear	<u>P</u>	Thompson	<u>P</u>	Lashley (NC)	<u>P</u>
Jackson	<u>P</u>				

**Others Present:**

Dr. Crader	<u>P</u>	Dr. Gristina	<u>P</u>
Mr. Leonard	<u>P</u>	Mrs. Della Sala	<u>P</u>

III. MOMENT OF SILENCE

IV. SALUTE TO THE FLAG

V. STUDENT GOVERNMENT REMARKS – No Report

VI. SHOWCASE - In recognition of Hispanic Heritage Month, fourth grade students from the Gables Elementary School presented biographies of noted Hispanic individuals.

VII. SUPERINTENDENT'S REPORT - Dr. Crader provided an update of staff and student accomplishments as well as weekend activities. She reminded the public of the January 29th Strategic Planning meeting, noting all are welcome to attend.

VIII. MINUTES

RESOLVED, that the Board of Education approve the Minutes of the Special Meeting/Training of September 25, 2023, Work Session of September 25, 2023 and Regular Meeting of September 27, 2023.

Motion: Harris

Second: Thompson

Fernandez	<u>Excused</u>	Harris	<u>*</u>	Hoffman	<u>Y</u>
Hubbard	<u>Excused</u>	Jones	<u>Y</u>	Morgan	<u>Y</u>
Puryear	<u>Y</u>	Thompson	<u>Y</u>	Lashley (NC)	<u>Abstained</u>
Jackson	<u>Y</u>				

Harris: \*Abstained on the Minutes of September 27, 2023; Yes on all other Minutes

IX. PUBLIC FORUM - A member of the public expressed concern over student behavior within the school.

X. ADMINISTRATION AND COMMITTEE REPORTS

A. Superintendent's Report

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

Motion: Thompson

Second: Harris

Fernandez	<u>Excused</u>	Harris	<u>Y</u>	Hoffman	<u>Y</u>
Hubbard	<u>Excused</u>	Jones	<u>Y</u>	Morgan	<u>Y</u>
Puryear	<u>Y</u>	Thompson	<u>Y</u>	Lashley (NC)	<u>*</u>
Jackson	<u>Y</u>				

Lashley: Abstained on items #3 and #4; Yes on all other items

## B. Operations

### 1. Finance

RESOLVED, that the Board of Education approve items recommended by the Superintendent under Finance, as per Document B1, items 1 – 6.

Motion: Jones

Second: Puryear

Fernandez	<u>Excused</u>	Harris	<u>Y</u>	Hoffman	<u>Y</u>
Hubbard	<u>Excused</u>	Jones	<u>Y</u>	Morgan	<u>Y</u>
Puryear	<u>Y</u>	Thompson	<u>Y</u>	Lashley (NC)	<u>Y</u>
Jackson	<u>Y</u>				

### 2. Facilities

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

Motion: Hoffman

Second: Jones

Fernandez	<u>Excused</u>	Harris	<u>Y</u>	Hoffman	<u>Y</u>
Hubbard	<u>Excused</u>	Jones	<u>Y</u>	Morgan	<u>Y</u>
Puryear	<u>Y</u>	Thompson	<u>Y</u>	Lashley (NC)	<u>Y</u>
Jackson	<u>Y</u>				

### 3. Transportation

RESOLVED, that the Board of Education approve items recommended by the Superintendent under Transportation, as per Document B3, items 1 – 3.

Motion: Hoffman

Second: Puryear

Fernandez	<u>Excused</u>	Harris	<u>Y</u>	Hoffman	<u>Y</u>
Hubbard	<u>Excused</u>	Jones	<u>Y</u>	Morgan	<u>Y</u>
Puryear	<u>Y</u>	Thompson	<u>Y</u>	Lashley (NC)	<u>Abstained</u>
Jackson	<u>Y</u>				

## C. Curriculum

### 1. Education/Special Projects

RESOLVED, that the Board of Education approve item recommended by the Superintendent under Education / Special Projects, as per Document C1, item 1.

Motion: Lashley

Second: Thompson

Fernandez	<u>Excused</u>	Harris	<u>Y</u>	Hoffman	<u>Y</u>
Hubbard	<u>Excused</u>	Jones	<u>Y</u>	Morgan	<u>Y</u>
Puryear	<u>Y</u>	Thompson	<u>Y</u>	Lashley (NC)	<u>Y</u>
Jackson	<u>Y</u>				

## 2. Special Education

RESOLVED, that the Board of Education approve items recommended by the Superintendent under Special Education, as per Document C2, items 1 – 2.

Motion: Puryear

Second: Harris

Fernandez	<u>Excused</u>	Harris	<u>Y</u>	Hoffman	<u>Y</u>
Hubbard	<u>Excused</u>	Jones	<u>Y</u>	Morgan	<u>Y</u>
Puryear	<u>Y</u>	Thompson	<u>Y</u>	Lashley (NC)	<u>Y</u>
Jackson	<u>Y</u>				

## 3. Student Activities

RESOLVED, that the Board of Education approve item recommended by the Superintendent under Student Activities, as per Document C3, item 1.

Motion: Thompson

Second: Lashley

Fernandez	<u>Excused</u>	Harris	<u>Y</u>	Hoffman	<u>Y</u>
Hubbard	<u>Excused</u>	Jones	<u>Y</u>	Morgan	<u>Y</u>
Puryear	<u>Y</u>	Thompson	<u>Y</u>	Lashley (NC)	<u>Y</u>
Jackson	<u>Y</u>				

## D. Personnel

### 1. Personnel

RESOLVED, that the Board of Education approve items recommended by the Superintendent under Personnel, as per Document D1, items 1 – 14.

Motion: Morgan

Second: Puryear

Fernandez	<u>Excused</u>	Harris	<u>Y</u>	Hoffman	<u>Y</u>
Hubbard	<u>Excused</u>	Jones	<u>Y</u>	Morgan	<u>Y</u>
Puryear	<u>Y</u>	Thompson	<u>Y</u>	Lashley (NC)	<u>*</u>
Jackson	<u>Y</u>				

Lashley: \* Abstained on items 1, 5, 8, 11 and 12

### 2. Negotiations – No Action

### 3. Employment – No Action

XI. SCHEDULE OF MEETINGS

RESOLVED, that the Board of Education approve items recommended by the Superintendent under Document Z.

Motion: Hoffman

Second: Jones

Fernandez	<u>Excused</u>	Harris	<u>Y</u>	Hoffman	<u>Y</u>
Hubbard	<u>Excused</u>	Jones	<u>Y</u>	Morgan	<u>Y</u>
Puryear	<u>Y</u>	Thompson	<u>Y</u>	Lashley (NC)	<u>Y</u>
Jackson	<u>Y</u>				

XII. OLD BUSINESS - The Board was reminded of the November 27th training session with a representative from NJ School Boards Association, at 5:30 p.m. prior to the regularly scheduled Work Session.

XIII. NEW BUSINESS - None

XIV. MOTION TO ADJOURN

RESOLVED, that the Board of Education adjourn the meeting.

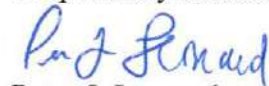
Motion: Harris

Second: Thompson

Fernandez	<u>Excused</u>	Harris	<u>Y</u>	Hoffman	<u>Y</u>
Hubbard	<u>Excused</u>	Jones	<u>Y</u>	Morgan	<u>Y</u>
Puryear	<u>Y</u>	Thompson	<u>Y</u>	Lashley (NC)	<u>Y</u>
Jackson	<u>Y</u>				

Time: 7:27 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, (*N.J.A.C.*) P.L. 2010, c.122 [A-3466], reporting period September 27, 2023 - October 17, 2023, *as posted*. H.I.B. Report
2. Request Board of Education approval for John Gross, Teacher, High School, to attend the New Jersey Science Convention, Princeton, NJ from October 17-18, 2023. John Gross  
PDA-NJ
3. Request Board of Education approval for Meghan Plevier, Supervisor, Central Office, to attend the NJASCD Early Childhood Conference, Monroe Township, NJ on November 28, 2023. Meghan Plevier  
PDA-NJ
4. Request Board of Education approval for Lakeda Demery-Alston, Supervisor, Central Office, to attend the Reading League Summit 2024, San Diego, CA from April 26-29, 2024. Lakeda Demery-Alston  
PDA-CA

## FINANCE

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 September 30, 2023, 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



School Business Admin/Bd. Sec.

Resolved, that the Neptune Township Board of Education:

1. 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 September 30, 2023, 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
2. Approve the September 2023 Secretary's Report, *as posted*. Sec  
Report
3. Approve the September 2023 Monthly Cash Flow Report, *as posted*. Cash Flow  
Report
4. Approve the September 2023 Account Adjustment and Transfer Reports, *as posted*. Expense  
Adjustments
5. Approve the September 2023 Check Registers, *as posted*. Check  
Registers
6. Approve the submission of the application for Stabilization Aid, pursuant to P.L.2023, c.74, *as posted on Homeroom*. Stabilization Aid  
Submission

**FACILITIES**

Resolve that the Neptune Township Board of Education:

1. Approve the submission of the NJ Department of Education School Facilities Form M-1 and related Comprehensive Maintenance Plan, pursuant to N.J.A.C. 6A:26-20, *as posted*.

Form M-1/CMP



TRANSPORTATION

Resolve that the Neptune Township Board of Education:

1. Approve an addendum to add a bus aide and additional mileage.

Addendum  
EDSS5

EDSS5 – Emergency Summerfield Elementary School

	\$105.00	p/d
16 miles p/d @ \$2.00 p/d	\$32.00	p/d increase
Addition of a bus aide	\$40.00	p/d
	09/22/23 – 12/31/23	

2. Approve School Bus Emergency Evacuation Drills, *as posted*:

Approve  
Bus Evacuations

3. Approve Athletic Trip renewal for the 2023-2024 school year with Emmanuel Trans, LLC @ 4.0 %, *as posted*:

2023/2024  
Athletic Trip

OCTOBER 18, 2023

DOCUMENT C I

**EDUCATION  
SPECIAL PROJECTS**

1. It is recommended that the Board of Education approve the following 2023-2024 school year Nursing Service Plan, *as posted*.

Approve 2023-2024  
Nursing Service Plan

1. Request Board of Education approval of the following Home Instruction Students: Home Instruction students  
  
1 student, High School, OHI - Effective September 22, 2023  
Instructor(s), B.Jaccodine  
  
1 student, High School, ERI - Effective September 28, 2023  
Instructor(s), K.Hansen  
  
1 student, High School, SLD - Effective September 24, 2023  
Instructor(s), K.Hansen, J.Knight, S.Chadwick.  
  
1 student, Middle School, GE - Effective September 26, 2023  
Instructor(s), Bridgeton CAMHU.  
  
1 student, High School, GE - Effective October 16, 2023  
Instructor(s), Educere  
  
1 student, High School, GE - Effective October 16, 2023  
Instructor(s), Educere  
  
1 student, High School, GE - Effective October 16, 2023  
Instructor(s), Educere
2. Request Board of Education approval of the following Tuition Placement Students: *(Pro-rated, per Diem as of effective date)* Tuition Placement Students

OCTOBER 18, 2023

DOCUMENT C 3

**EDUCATION  
STUDENT ACTIVITIES**

1. Request Board of Education approval of an out-of-state trip for Middle & High School students, Grades 6-12, Ski Club (*30 students, 3 Staff Members*) to attend Catamount Mountain, 78 Catamount Rd, Hillsdale, NY on January 27, 2024 and February 10, 2024.

*Middle & High School Grades  
6-12  
Ski Club  
ET - NY*

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

Recommend approval of the following Resignations/Retirements:

- |    |  |                  |
|----|--|------------------|
| 1. | Kimberly Farrell, Secretary, Central Office, effective December 1, 2023<br>(Resignation) | Kimberly Farrell |
|----|--|------------------|

**APPROVE APPOINTMENTS**

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

- |    |   |                      |
|----|---|----------------------|
| 2. | Lucille Camposagrado, School Nurse, (Floater), High/Middle School, for the 2023-24 school year, effective 11/01/23 through 06/30/24, salary \$60,239.00, BA, Step 4 (7 yrs. exp.) | Lucille Camposagrado |
|----|---|----------------------|

**APPROVE/AMEND LEAVES OF ABSENCE**

- |    |   |                      |
|----|---|----------------------|
| 3. | Recommend Approval or Amendment of the Leaves of Absence, for the 2023-2024 school year, <i>as posted</i> | Approve/Amend Leaves |
|----|---|----------------------|

**APPROVE/AMEND TRANSFERS/REASSIGNMENTS**

- |    |  |  |
|----|--|--|
| 4. | Recommend Approval or Amendment of the Transfers/Reassignments for the 2023-2024 school year, <i>as posted</i> | Approve/Amend<br>Transfers/Reassignments |
|----|--|--|

**AMEND START DATES**

Recommend approval to Amend following Start Dates:

- |    |  |                |
|----|--|----------------|
| 5. | Tara Hollywood, Guidance Counselor, Middle School, for the 2023-24 school year, effective <b>10/01/23</b> through 06/30/24, salary \$60,289.00, MA, Step 2 (2 yrs. exp.) | Tara Hollywood |
|----|--|----------------|

**AMEND EVENT STAFF - ATHLETIC TIMER STAFF**

- |    |  |  |
|----|--|--|
| 6. | Recommend approval to Amend the following Event Staff - Athletic Timer Staff for the 2023-24 school year, <i>as posted</i> | Event Staff - Athletic<br>Timer Staff<br>24-055 / Acct. #11546 |
|----|--|--|

**PERSONNEL****APPROVE SUBSTITUTES**

7. Recommend approval of the following Substitutes: Approve Substitutes  
*(\*pending completion of paperwork/training)*
- |                   |                            |               |
|-------------------|----------------------------|---------------|
| Teacher:          | Victoria Eberling*         | Marissa Knee* |
|                   | Courney Wilde              | Lisa Ilaria*  |
|                   | Michael Zarro*             | Joseph Dunn*  |
| Secretary:        | Joseph Dunn*               |               |
| Custodian:        | Caesar Cowart              |               |
| Paraprofessional: | Jimmy Jean-Baptiste        |               |
| Volunteer:        | Shawn Hicks, MS Basketball |               |

**APPROVE PAYMENT FOR UNUSED BENEFIT DAYS AT RETIREMENT/SEPARATION**

8. Recommend approval of payment for Unused Benefit Days at Retirement/  
 Separation as provided by contract, pending confirmation of tax sheltered  
 annuity plan Unused Benefit Days
- |                      |                    |             |
|----------------------|--------------------|-------------|
| Giuseppina Pagnotta, | School Nurse, MCES | \$ 1,639.45 |
|----------------------|--------------------|-------------|

**APPROVE STUDENT OBSERVER PRACTICUM**

9. Recommend approval of the following university students for a Student  
 Observer Practicum, in the school district during the 2023-24 School year,  
 with no district financial obligation: Student Observer  
Practicum - Fall 2023

**Rutgers University**

Courtney Wilde - Jennifer Siverson, Cooperating Teacher,  
 Summerfield Elementary School (Fall 2023)

Dino Zaccagna - Edward Varsalona, Cooperating Teacher,  
 High School (Fall 2023)

James Barclay - Amy Kochel, Cooperating Teacher,  
 High School (Fall 2023)

**PERSONNEL****APPROVE PER HOUR ASSIGNMENTS**

Recommend approval of the following Per Hour Assignments:

10. The following individual to revise the Language Arts Curriculum, Grade 9, for the 2023-24 school year, rate \$42.00 per hour, up to 25 hours, not to exceed \$1,015.00:
- Language Arts  
Curriculum Writing  
24-159
- Catherine Crelin
11. The following coordinator to supervise the Soaring Sharks Afterschool Academy, Grades 1-5, Shark River Hills Elementary School, for the 2023-24 school year, rate \$43.00 per hour, up to 75 hours, not to exceed \$3,225.00:
- Soaring Sharks Afterschool  
Academy - Coordinator  
24-190 / Acct. #15097
- Heather Herbert
12. The following individuals to provide after school academic support for the Soaring Sharks Afterschool Academy for the 2023-24 school year, rate \$42.00 per hour, up to 50 hours, not to exceed \$2,100.00:
- Soaring Sharks  
Afterschool Academy  
24-191 / Acct. #15097
- Teachers
- |                 |                |                  |
|-----------------|----------------|------------------|
| Alexis Lloyd    | Lori Celiberti | Siobhan Castoral |
| Megan VanKersen | Shannon Turner |                  |
- Substitutes
- |             |              |
|-------------|--------------|
| Pamela East | Nicole Worth |
|-------------|--------------|
- Guidance Counselor
- Wendy Smith
13. The following individual to perform per hour activities as a Lead School Counselor, High School, for the 2023-24 school year, rate \$42.00 per hour, up to 100 hours, not to exceed \$4,200.00:
- HS - Lead School  
Counselor  
24-203 / Acct. #15152
- Amanda Bardley

**PERSONNEL****AMEND PER HOUR ASSIGNMENT**

Recommend approval to Amend the following Per Hour Assignment:

14. The following individuals to serve as part of the NJTSS School Data Teams for the 2023-24 school year, rate \$42.00 per hour, up to 20 hours per person, not to exceed \$840.00 each:

NJTSS School Data  
Teams  
24-096 / Acct: #15138

**High School**

Mark Smith                      Alissa Critelli

**Middle School**

Paulette Fox                      Amy Corbet-Elsbree                      Nicole Ward  
Danielle Manzoni

**Gables Elementary School**

Candice Stein                      Kathy Siegel                      Deborah Peniston  
Jennifer Mulvihill                      Kathleen Shannon                      Karen Poll  
**Christine Pagliuca**

**Green Grove Elementary School**

Mary Ann Sages                      Joanna D'Erasmo                      Tina DeChiara

**Midtown Community Elementary School**

Ivy Jegou                      Nicole Morrison                      Samantha Rivera  
Melissa Mann

**Shark River Hills Elementary School**

Nancy McCann                      Christy Briand                      Heather Herbert  
Wendy Smith                      Dianna Morris                      Pamela East

**Summerfield Elementary School**

Amanda Bosmans                      Leah Prendergast                      Jody Rizzo  
Taylor Rose Hanley                      Pier Phillips                      Michelle Heller



## **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 held in the Board of Education Office, 60 Neptune Boulevard and the Neptune High School, 55 Neptune Blvd.; 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:

Monday, November 27, 2023      5:30 PM – Training to be held in the Board of Education Office.

Monday, November 27, 2023      7:00 PM – Work Session Meeting to be held in the Board of Education Office.

Wednesday, November 29, 2023      7:00 PM – Regular Meeting to be held in the High School.