

NEPTUNE TOWNSHIP BOARD OF EDUCATION

NEPTUNE, NEW JERSEY 07753

Pursuant to Executive Order #107

Meeting Conducted Remotely

October 28, 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.

You may obtain free copies of these documents from the district website, or purchase copies by writing the Board of Education Office.

- II. ROLL CALL

Board Members:

Connaughton	<u>P</u>	Harris	<u>P</u>	Howe	<u>P</u>
Hubbard	<u>Arr. 7:06</u>	Jackson	<u>P</u>	Matson	<u>Absent</u>
Puryear	<u>P</u>	Granelli	<u>P</u>	Fernandez	<u>P</u>
Lopez	<u>Excused</u>				

Others Present:

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

- III. STUDENT GOVERNMENT REMARKS - Ryan McGhee, Student Council President, thanked the Board and Administration for its planning and commitment to bringing in-person learning to fruition. He provided an update on High School events and accomplishments.

IV. ADMINISTRATION REPORT

Superintendent Crader provided an update on the status of hybrid learning. She noted that students and staff are responsibly adhering to social distancing protocols in the buildings; there have been only three requests for mask exemptions. Transportation continues to be a challenge to the district; the parent portal continues to frustrate some parents. She recognized head nurse Giuseppina Pagnotta for her appointment to the executive board of the NJ School Nurses Association. Finally, she commented that the recent NJ School Boards virtual conference offered valuable programs and encouraged Board members to share their conference take-aways.

V. MINUTES

RESOLVED, that the Board of Education approve the Minutes of the Special Meeting of September 2, 2020, Work Session of September 28, 2020 and Regular Meeting of September 30, 2020.

Motion: Connaughton

Second: Jackson

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

- VI. PUBLIC FORUM - A staff member thanked the Administration for its transparency with providing information regarding Covid-19 exposures / possible exposures. A working parent expressed frustration with regard to communication between the school and home.

VII. ADMINISTRATION AND COMMITTEE REPORTS

A. Superintendent's Report

RESOLVED, that the Board of Education approve items listed under Superintendent's Report as per Document A, items 1 – 7.

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>Absent</u>
Puryear	<u>Y</u>	Granelli	<u>Y</u>	Fernandez	<u>Y</u>
Lopez	<u>Excused</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 – 6.

Motion: Harris

Second: Granelli

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

### 2. Facilities

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

Motion: Jackson

Second: Granelli

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

RESOLVED, that the Board of Education approve items listed under Education / Special Projects, as per Document C1, items 1 - 2.

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>Absent</u>
Puryear	<u>Y</u>	Granelli	<u>Y</u>	Fernandez	<u>Y</u>
Lopez	<u>Excused</u>				

## 2. Special Education

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

Motion: Hubbard

Second: Puryear

Connaughton	<u>Y</u>	Harris	<u>Y</u>	Howe	<u>Y</u>
Hubbard	<u>Y</u>	Jackson	<u>Y</u>	Matson	<u>Absent</u>
Puryear	<u>Y</u>	Granelli	<u>Y</u>	Fernandez	<u>Y</u>
Lopez	<u>Excused</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 – 29.

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>Absent</u>
Puryear	<u>Y</u>	Granelli	<u>Y</u>	Fernandez	<u>Y</u>
Lopez	<u>Excused</u>				

#### 2. Negotiations – No Action

## VIII. SCHEDULE OF MEETINGS

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

Motion: Granelli

Second: Hubbard

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

IX. OLD BUSINESS - None

X. NEW BUSINESS - Board members extended their appreciation to staff and administration for working so diligently on behalf of the students and their families.

XI. MOTION TO ADJOURN

RESOLVED, that the Board of Education adjourn the meeting.

Motion: Harris

Second: Puryear

Connaughton	<u>Y</u>
Hubbard	<u>Y</u>
Puryear	<u>Y</u>
Lopez	<u>Excused</u>

Harris	<u>Y</u>
Jackson	<u>Y</u>
Granelli	<u>Y</u>

Howe	<u>Y</u>
Matson	<u>Absent</u>
Fernandez	<u>Y</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.) P.L. 2010, c.122 [A-3466]</i> , reporting period September 30, 2020 - October 27, 2020, <i>as posted</i> . | H.I.B. Report   |
| 2. | Request Board of Education approval of the revised 2020-2021 District Assessment Calendar, <i>as posted</i> .   | Revised 2020-21 District Assessment Calendar                    |
| 3. | Request Board of Education approval of the 2020-2021 Uniform State Memorandum of Agreement between Education and Law Enforcement Officials.   | Uniform State MOA Between Education & Law Enforcement Officials |
| 4. | Request Board of Education approval of the Dual Enrollment Release Program Agreement between Brookdale Community College and the Neptune High School for the 2020-2021 school year, <i>as posted</i> .                            | Dual Enrollment Release Program between BCC and NHS             |
| 5. | Request Board of Education approval of the 2020-2021 High School Graduation at the Ocean Grove Auditorium on June 23, 2021.   | 2020-21 High School Graduation                                  |
| 6. | Request Board of Education approval for Shannon Turner, Teacher, Special Education, Shark River Hills Elementary School, to attend the Virtual Wilson 3-day Training, November 10-12, 2020.                                       | Shannon Turner<br>PDA-Online                                    |
| 7. | Request Board of Education approval of the following new and revised Policies and Regulations:  | Approve New/Revised Policies and Regulation                     |
- 
- 1620 Administrative Employment Contracts - File Code Policy *(Revised)*
  - 2431 Athletic Competition - File Code Policy *(Revised)*
  - 2431.1 Emergency Procedures for Sports and Other Athletic Activity - File Code Regulation *(Revised)*
  - 2464 Gifted and Talented Students - File Code Policy *(Revised)*
  - 5330.05 Seizure Action Plan - File Code Policy and Regulation *(New)*
  - 6440 Cooperative Purchasing - File Code Policy *(Revised)*
  - 6470.01 Electronic Funds Transfer and Claimant Certification - File Code Policy and Regulation *(New)*
  - 7440 School District Security - File Code Policy and Regulation *(Revised)*
  - 7450 Property Inventory - File Code Policy *(Revised)*
  - 7510 Use of School Facilities - File Code Policy and Regulation *(Revised)*
  - 8420 Emergency and Crisis Situations - 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 September 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 September 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 September 2020 Secretary's Report, *as posted*. Sec  
Report
4. Approve the September 2020 Monthly Cash Flow Report, *as posted*. Cash Flow  
Report
5. Approve the September 2020 Account Adjustment and Transfer Reports, *as posted*. Expense  
Adjustments
6. Approve the September 2020 Check Registers, *as posted*. Check  
Registers

OCTOBER 28, 2020

DOCUMENT B2

## **FACILITIES**

Resolved 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



**EDUCATION  
SPECIAL PROJECTS**

1. It is recommended that the Board of Education approve the following 2020-2021 school year Curricula, *as posted*.

Approve 2020-2021  
Curricula

- English I, Grade 9
- English II, Grade 10
- English III, Grade 11
- Mathematics Honors, Grade 6
- United States History II, Grade 10

2. It is recommended that the Board of Education approve the following 2020-2021 School Health Services Manual, *as posted*.

Approve 2020-2021  
School Health  
Services Manual

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

Home Instruction  
Students

1 student, High School, ED – Effective October 13, 2020  
Instructor(s), B. Lees

1 student, High School, OHI – Effective October 13, 2020  
Instructor(s), T. Lascar, A. McCaffrey  
*(Camden City Responsible)*

2. Request Board of Education approval of the following Tuition Placement Students: *(Pro-rated, per Diem as of effective date)*

Tuition Placement  
Students

1 student, SLD, High School, student placed at Wall High School  
Effective Date: October 6, 2020 Tuition: \$27,560.00 yearly

1 student, ED, High School, student placed at East Mountain Day  
Effective Date: October 9, 2020 Tuition: \$323.00 Per Diem

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

Recommend approval of the following Resignations/Retirements:

- |    |  |                |
|----|--|----------------|
| 1. | Joseph Vetrano, Teacher, Middle School, effective December 2, 2020<br><i>or sooner</i> (Resignation) | Joseph Vetrano |
|----|--|----------------|

**APPROVE APPOINTMENTS**

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

- |    |   |                 |
|----|---|-----------------|
| 2. | Nicole Demaio, Paraprofessional, Early Childhood Center, for the 2020-21 school year, effective 11/01/20 or sooner through 06/30/21, salary \$24,945.00, Step 1 | Nicole Demaio   |
| 3. | Charles Ofoegbu, Teacher, Biology, High School, for the 2020-21 school year, effective 11/16/20 through 06/30/21, salary \$56,639.00, MA, Level 2 (3 yrs. exp.) | Charles Ofoegbu |

**APPROVE/AMEND LEAVES OF ABSENCE**

- |    |   |                      |
|----|---|----------------------|
| 4. | Recommend Approval or Amendment of the Leaves of Absence, for the 2020-2021 school year, <i>as posted</i> | Approve/Amend Leaves |
|----|---|----------------------|

**APPROVE/AMEND TRANSFER/REASSIGNMENT**

- |    |  |  |
|----|--|--|
| 5. | Recommend Approval or Amendment of the Transfers/Reassignments for the 2020-2021 school year, <i>as posted</i> | Approve/Amend<br>Transfers/Reassignments |
|----|--|--|

**RESCIND APPOINTMENT**

Recommend approval to Amend the following Appointment:

- |    |   |                 |
|----|---|-----------------|
| 6. | Kenneth Thrower, Custodian, Floater (3pm-11:30pm), High School, for the 2020-21 school year, effective 10/15/20, salary \$52,627.00, Step 1 | Kenneth Thrower |
|----|---|-----------------|

**AMEND 2020-2021 CONTRACT SALARIES**

- |    |   |                            |
|----|---|----------------------------|
| 7. | Recommend approval to Amend the 2020-2021 Contract Salaries, <i>as posted</i> | Amend Contract<br>Salaries |
|----|---|----------------------------|

**PERSONNEL****AMEND HIGH SCHOOL ADVISORS**

- |    |  |                                |
|----|--|--------------------------------|
| 8. | Recommend approval to Amend the following High School Advisors for the 2020-2021 school year, <i>as posted</i> | High School Advisors<br>21-077 |
|----|--|--------------------------------|

**AMEND MIDDLE SCHOOL ADVISORS**

- |    |  |                                  |
|----|--|----------------------------------|
| 9. | Recommend approval to Amend the following Middle School Advisors for the 2020-2021 school year, <i>as posted</i> | Middle School Advisors<br>21-089 |
|----|--|----------------------------------|

**AMEND START DATE**

Recommend approval to Amend the following Start Date:

- |     |   |                  |
|-----|---|------------------|
| 10. | Joya Anderson, Secretary, Middle School, for the 2020-21 school year, from effective 11/01/20 <i>or sooner</i> , to <b>effective 10/20/20</b> through 06/30/21, salary \$45,600.00 (pro-rata), Step 5                                   | Joya Anderson    |
| 11. | Antoinette Gallo, Secretary, Transportation, Central Office/MCES, for the 2020-21 school year, from effective 11/01/20 <i>or sooner</i> , to <b>effective 10/20/20</b> through 06/30/21, salary \$45,600.00 (pro-rata), Step 5          | Antoinette Gallo |
| 12. | Kathleen Sweeney, Paraprofessional, (1-on-1), Midtown Community Elementary School for the 2020-21 school year, from effective 10/16/20 to <b>effective 10/19/20</b> through 06/30/21, salary \$25,145.00, Step 2                        | Kathleen Sweeney |
| 13. | Paulette Fox, Teacher, Special Education, Middle School, for the 2020-21 school year, from effective 11/01/20 <i>or sooner</i> to <b>effective 10/28/20</b> through 06/30/21, salary \$61,089.00 (pro-rata), BA, Level 8 (15 yrs. exp.) | Paulette Fox     |
| 14. | Nicole DeMaio, Paraprofessional, Early Childhood Center, for the 2020-21 school year, from effective 11/01/20 <i>or sooner</i> , to <b>effective 11/16/20 or sooner</b> , through 06/30/21, salary \$24,945.00, Step 1                  | Nicole DeMaio    |
| 15. | Dolores Dalelio, Department Chairperson, High/Middle School, for the 2020-21 school year, from effective 11/01/20 to <b>effective 11/16/20</b> through 06/30/21, salary \$83,000.00 (pro-rata)  | Dolores Dalelio  |

**PERSONNEL****APPROVE EXTENDED TERM SUBSTITUTES**

Recommend approval of the following Extended Term Substitutes:

- |     |  |                       |
|-----|--|-----------------------|
| 16. | Colette Payne-Jackson as an Extended Term Substitute, Teacher, LAL, Middle School, for the 2020-21 school year, effective 10/13/20 through the return of the teacher, per diem rate \$115.00 | Colette Payne-Jackson |
|-----|--|-----------------------|

**APPROVE SUBSTITUTES**

- |     |  |                     |
|-----|--|---------------------|
| 17. | Recommend approval of the following Substitutes: | Approve Substitutes |
|-----|--|---------------------|

Teacher:	Hanna Siebenberg
Secretary:	Angela Labruzzo
Paraprofessional:	Nancy McNamara
Custodian:	Lori Day Richard Pietruska
Volunteer:	Shawn Hicks, MS Basketball

**HOME INSTRUCTORS**

- |     |   |                              |
|-----|---|------------------------------|
| 18. | Recommend approval of the following Home Instructors for the 2020-21 school year: | Home Instructors<br>21.061.3 |
|     | Jerold Ryerson      Paul Heller<br>James Dunne                                    |                              |

**APPROVE CREDIT UNUSED SICK DAYS**

Recommend approval to Credit the following Unused Sick Days:

- |     |   |                  |
|-----|---|------------------|
| 19. | Alaina Spicer, Teacher, Technology Education Math, High School, with thirty-one (31) Unused sick days transferred to her bank from the Lakewood Board of Education    | Alaina Spicer    |
| 20. | Edward Davidoski, Teacher, LDTC, Green Grove Elementary School, with sixteen (16) Unused sick days transferred to his bank from the Brick Township Board of Education | Edward Davidoski |

**PERSONNEL****APPROVE STUDENT OBSERVER PRACTICUM**

21. Recommend approval of the following university student for a Student Observer Practicum, in the school district during the 2020-21 school year, with no district financial obligation:
- Student Observer  
Practicum - Fall

Kean University

Brian Tafero - Karen Poll, Cooperating Teacher,  
Gables Elementary School (2 days, Oct. - Dec.)

**APPROVE EXTERNSHIP**

22. Recommend approval of the following Externship, in the district during the 2020-21 school year, with no district financial obligation:
- Externship  
Spring 2021

Monmouth University

Magan Kenny - Taryn Bouer, Cooperating Speech Pathologist,  
Midtown Community Elementary School (January - May)

**AMEND STUDENT OBSERVER PRACTICUM**

23. Recommend approval to Amend the following university student for a Student Observer Practicum, in the school district during the 2020-21 school year, with no district financial obligation:
- Student Observer  
Practicum - Fall

Kean University

Sarah Grady - Geraldine Clays, Cooperating Teacher,  
Midtown Community Elementary School (2 days, Oct. - Dec.)

**APPROVE PER HOUR ASSIGNMENTS**

Recommend approval of the following Per Hour Assignments:

24. The following individuals as Edmentum Teacher, for the 2020-21 school year, rate \$42.00 per hour, *shared* hours, not to exceed \$7,380.00:
- Edmentum-School Year  
21-105.1

Mark Smith    Edward Varsalona (alt.)

25. The following individual as Guidance Counselor, Poseidon Early College High School, for the 2020-21 school year, rate \$42.00 per hour, up to 175 total hours, not to exceed \$7,350.00:
- PECHS  
Guidance Counselor  
21-052.1

Callandra Peters

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

26. The following individuals to provide academic instruction for the Twilight Academic Support Program, Middle School, for the 2020-21 school year, rate \$42.00 per hour, up to 132 hours, not to exceed \$5,544.00: Twilight Academic Support Program  
21-182
- |              |                |                    |
|--------------|----------------|--------------------|
| Devon Ribsam | Jennie Pompilo | Stephen Stec       |
| Kevin Juska  | Liz Andrews    | Delaney Donnellan  |
| Rachel Clark | Taylor Barry   | Michelle Gallagher |
27. The following individual to serve as School Attendance Liaison, Middle School, for the 2020-21 school year, rate 42.00 per hour, *shared* hours, not to exceed \$9,225.00: School Attendance Liaison
- Mary Scott
28. The following individuals to develop a Middle School 6th Grade Science Curriculum for the 2020-21 school year, rate \$42.00 per hour, not to exceed a total of \$1, 230.00 per person: MS 6th Grade Science Curriculum Writing  
21-151.1
- Michelle Gallagher, *(replacement for Jennifer Hope)*

**AMEND PER HOUR ASSIGNMENT**

Recommend approval to Amend the following Per Hour Assignment:

29. The following individuals as participants on the School Improvement Panel for the 2020-21 school year, rate \$42.00 per hour, up to 10 hours, not to exceed \$410.00 per person: SciPs  
21-135
- High School
- |            |            |                |
|------------|------------|----------------|
| Mark Smith | John Gross | Allison Kreiss |
|------------|------------|----------------|
- Middle School
- |                 |                   |                 |
|-----------------|-------------------|-----------------|
| Krista Portelli | Deanna Siverstein | Michael Johnson |
|-----------------|-------------------|-----------------|
- Gables Elementary School
- |            |               |                |
|------------|---------------|----------------|
| Karen Poll | Lauren Ganley | Lori Celiberti |
|------------|---------------|----------------|
- Green Grove Elementary School
- |                   |               |               |
|-------------------|---------------|---------------|
| Jennifer Cottrell | Tina DeChiara | Donna De Tata |
|-------------------|---------------|---------------|
- Midtown Community Elementary School
- |                 |                 |              |
|-----------------|-----------------|--------------|
| Nicole Morrison | Samantha Rivera | Melissa Mann |
|-----------------|-----------------|--------------|

**PERSONNEL**

**AMEND PER HOUR ASSIGNMENT** (continued)

**Shark River Hills Elementary School**

Christy Briand      Mary Ruth Crelin      Heather Herbert

**Summerfield Elementary School**

Amanda Bosmans      Eileen Fitzpatrick      Jody Rizzo

**Early Childhood Center**

**Kate Thomas      Courtney Bormida**

**Kathryn Calt, DEAC member**



OCTOBER 28, 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:

Monday, November 23, 2020

7:00 PM – Work Session Meeting to be held remotely

Tuesday, November 24, 2020

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