

AVON BOARD OF EDUCATION
Meeting of April 28, 2025
MINUTES

President Bing called the meeting of the Avon Board of Education to order at 7:03 p.m.

President's Statement: This meeting has been advertised as a regular business meeting in the Coast Star on March 20, 2025. Copies of the notice have been forwarded to the Avon Borough Office, the Avon Public Library, the Avon Post Office, has been posted in the Avon School, and is posted on the Avon Elementary School website. This is in compliance with the requirements of Chapter 231 of the "Open Public Meetings Law" of Public Laws of 1975.

The Board will entertain questions and/or discussion on any open session agenda item before voting on same, if requested.

Public Comment: Members of the public wishing to address the Board of Education on both agenda and non-agenda items must state their name, address, and are requested to limit their comments to five (5) minutes when it appears the public comment portion of the meeting may exceed thirty minutes in duration.

The Board will hear all participants but may not always be prepared to discuss an issue when presented; however, the President or Superintendent will advise what action will be taken, if necessary, to address the concern.

Roll Call: **Present:** Evans, Kinkela, Losinger, Requa, Scrabis-Fletcher, Szczepaniak, Bing.
Others: 3 visitors, Mrs. Cathy Danahy, and a member of the Coast Star Newspaper

Communications: Mrs. Lerner reviewed a thank you note from the Mahon Family.

Superintendent's Update:

Superintendent Russo welcomed everyone to the meeting.

Recognition: Superintendent Russo introduced Mr. Nappo to present and recognize students from the Hoops and Jump Rope for Heart fundraiser.

Mr. Nappo reviewed the program and recognized the top fundraisers. The Avon School raised over \$4,000. Mr. Nappo thanks Mr. Russo for his support as well as the Board of Educaion.

Superintendent Russo recognized several students as they were "caught" being respectful, caring, and responsible; Above and Beyond recognition. The students each received a school coin as well.

Superintendent Russo reported on the following:

- Enrollment Report – no change
- Safety and Security Drill Report – the report and drills held were reviewed
- HIB Report – none
- An update regarding the interview process for the Director of Curriculum, Instruction and Special Services. He hopes to have a recommendation at the May 14th meeting.

Board President's Update:

President Bing will send out the Board of Education Self Evaluation link after the meeting. He asked the members to please complete the evaluation by the end of May.

Committee Reports:

- Educational Excellence Committee- Dr. Scrabis-Fletcher reported that the assessment data will be presented at the May meeting.

Board Secretary Certification

I, Amy Lerner, School Business Administrator/Board Secretary certifies that as of February 28 and March 31, 2025, no line item has been over expended in violation of N.J.A.C. 6A:23A-16.10(c)3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Amy S. Lerner

School Business Administrator/Board Secretary

BUDGET PUBLIC HEARING AND ADOPTION OF THE 2025-2026 SCHOOL YEAR BUDGET

A presentation will be given on the 2025-2026 Budget and a Public Hearing will be conducted.

It was moved by Scrabis-Fletcher and seconded by Bing to open the public hearing on the budget. Voice vote was all in favor, motion carried unanimously. The public hearing opened at 7:13 PM.

Mrs. Lerner presented a power point presentation to the public with regards to the proposed 2025-2026 school budget. She reviewed the following items in detail:

- The purpose of the budget and how the budget was developed, as well as the timeline and process.
- The district's educational responsibilities
- The programs and areas of investment that budget covers were highlighted
- The enrollment and number of students who receive services and their respective schools.
- Staffing, facilities, and curriculum as well as budget challenges were discussed.
- The district's revenue and expenditures
- How the budget is funded
- The tax impact of the budget to the taxpayers; a 5.23% tax increase is being proposed. This equates to an increase of \$230 per year for a home assessed at \$1,050,000

The budget and the presentation are available on the website.

Mrs. Lerner reviewed the budget that is being presented has been changed from what was advertised. The district will withdraw \$210,000 from capital reserve for two capital projects: the resurfacing of the playground and a security camera infrastructure replacement. The age of the building and the projects were discussed. The remaining balance of capital reserve, deposits to capital reserve and the district's HVAC system and units were also discussed.

The Board discussed the budget as well as the savings from health insurance, the use of banked cap, and out of district and high school tuition. The Board's operations committee will meet to review the capital projects before BOE approval to proceed.

Being no further comments or questions before the Board with regards to the proposed budget, it was moved by Scrabis-Fletcher and seconded by Bing to close the public hearing on the budget and resume the regular business meeting.

Voice vote was all in favor, motion carried unanimously. The public hearing was closed and the regular business meeting resumed at 7:30 PM.

It was moved by Scrabis-Fletcher and seconded by Szczepaniak for the Avon Board of Education to approve and adopt the following resolutions:

**Adoption of the 2025-2026 School Year Budget
And Tax Levy**

WHEREAS, the Avon-by-the-Sea Board of Education adopted a tentative budget on March 12, 2025 to be submitted to the Executive County Superintendent of Schools for approval, and

WHEREAS, the tentative budget was approved by the Executive County Superintendent of Schools on April 3, 2025; and

WHEREAS, the tentative budget was advertised in the legal section of the Coast Star Newspaper on April 17, 2025; and

WHEREAS, the final budget was presented to the public during a hearing held on April 28, 2025, and

WHEREAS, the Board of Education has now determined to make modifications to the tentative budget as follows:

Budget Line	A/C Description	Tentative Budget	Final Budget	Change	Explanation
10-309	Withdraw from Cap Reserve- Other Cap Project	\$0	\$210,000	\$210,000	Withdraw for playground and security capital projects
12-000-400-390	Other Purchased Prof and Tech Services	\$0	\$50,000	\$50,000	Replace security camera system infrastructure
12-000-400-710	Land and Improvements	\$0	\$160,000	\$160,000	Replacement of playground safety surface

NOW THEREFORE BE IT RESOLVED, that in consideration of the above the Avon Board of Education hereby adopts the following final budget for SY 2025-2026:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2025-2026 Total Expenditures	\$5,587,163	\$41,500	\$410,575	\$6,039,238
Less: Anticipated Revenues	<u>\$1,255,573</u>	<u>\$41,500</u>	<u>\$ 94,829</u>	<u>\$1,391,902</u>
Taxes to be Raised	<u>\$4,331,590</u>	<u>\$0</u>	<u>\$315,746</u>	<u>\$4,647,336</u>

BE IT RESOLVED that the Avon Board of Education includes in the proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.1(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$132,761 for the purpose of increases in salaries, tuition and programs. The district intends to complete said purposes by June 2026.

BE IT FURTHER RESOLVED that the Avon Board of Education includes in the proposed budget the withdrawal from tuition reserve account in the amount of \$40,000 which were deposited into the account in SY 2023-2024 as per the requirements of N.J.A.C. 6A:23A-14.4. The district intends to utilize these funds for 2024-2025 tuition expenditures.

BE IT FURTHER RESOLVED that included in the general fund appropriations, budget line 620, Budgeted Withdrawal from Capital Reserve –Other Capital Projects is \$210,000 for other capital project costs of (1) playground surface replacement and (2) security camera infrastructure replacement. The total costs of these projects is \$210,000 which represent expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards.

Travel and Related Expense Reimbursement

WHEREAS, the Avon-by-the-Sea 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-7.2 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, a Board of Education may establish, for regular district business travel as defined in NJAC 6A:23A-1.2, which includes attendance at regularly scheduled in-State county meetings, Department or Association sponsored events for which the registration fee does not exceed \$250.00 per employee or board member, where prior Board approval shall not be required unless the annual threshold for a staff member exceeds \$1,500 in a given school year (July 1 through June 30); and

WHEREAS, the Avon-by-the-Sea Board of Education established \$13,000 as the maximum travel amount for the current school year and has expended \$2,958.94 as of this date; now

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A: 23A-7.3, to a maximum expenditure of \$13,000 for all staff and board members for the 2025-2026 school year.

A4F
Tax Levy Certification Form A and B

RESOLVED, that the amount required for school purposes in the school district of Avon-by-the-Sea, County of Monmouth for the 2025-2026 school year is \$4,647,336 and is required to be levied for local school district purposes.

Adoption of Tax Levy Schedule

That the Board of Education Adopt the tax levy schedule for the 2025-2026 school year and authorize the Business Administrator to submit the schedule to the Municipal Clerk for the collection of the local school district taxes for school district purposes.

Taxes to be Received: \$4,647,336

General Fund: \$4,331,590
Debt Service: \$ 315,746

July 1, 2025	\$387,278.00	January 1, 2026	\$387,278.00
August 1, 2025	\$387,278.00	February 1, 2026	\$387,278.00
September 1, 2025	\$387,278.00	March 1, 2026	\$387,278.00
October 1, 2025	\$387,278.00	April 1, 2026	\$387,278.00
November 1, 2025	\$387,278.00	May 1, 2026	\$387,278.00
December 1, 2025	\$387,278.00	June 1, 2026	\$387,278.00

Agenda Review:

The agenda motions were reviewed in detail by the Board.

Dr. Scrabis-Fletcher inquired about the personnel for the extended school year program. Superintendent Russo reviewed that the staff would be on the May agenda.

It was moved by Bing and seconded by Scrabis-Fletcher to close the work session and open the regular business meeting. Voice vote was all in favor and the work session adjourned and opened to the regular business meeting at 7:35 pm.

Public Session on Agenda items only: None

Personnel:

It was moved by Bing and seconded by Requa to approve, as recommended by the Superintendent, the following resolutions:

Stephen Plunkett for Home Instruction for the 2024-2025 school year at the rate of \$47/hr (as per the Agreement with the AEA).

Nancy Rose, Jaime Golda and Scott Pauciello as Overnight Trip Chaperones for the 2024-2025 school year for the Eighth Grade Trip to Washington, DC on May 29 – 30, 2025 at the stipend \$650 each as per the Agreement with the AEA.

Colin Sabia for the following appointments for the remainder of the 2024-2025 school year, effective March 1, 2025: 504 Officer/Committee Coordinator, Affirmative Action Officer, Affirmative Action Team Member, Anti-Bullying Coordinator, English as a Second Language Plan Coordinator, Gender Equity Officer, and Special Education Coordinator.

Danielle Price as the State Testing Coordinator for the remainder of the 2024-2025 school year, effective March 1, 2025.

Roll call vote was all in favor, motions carried unanimously.

Finance:

It was moved by Losinger and seconded by Scrabis-Fletcher to approve, as recommended by the Superintendent, the following resolutions:

The payroll for April 2025 totaling \$230,306.48.

The payment of bills presented for the 2024-2025 budget totaling \$197,395.95.

Transfer in the 2024-2025 budget in the amount of \$23,662.45 for the month of March 2025 respectively.

The Budget Status Report for February and March 2025 and the certification by the Board Secretary that there are no over expenditures in the major funds and accounts of the 2024-2025 budget; further, that sufficient funds are currently available to meet the district's current financial obligations for the 2024-2025 school year.

The Financial Reports of the Treasurer and Board Secretary for the months of February and March 2025.

The contract renewal of the Horizon Dental Insurance Policy with through the Brown & Brown Benefit Advisors, Moorestown, NJ effective July 1, 2025 through June 30, 2026 at the following rates for coverage:

Single	\$54.64
Family	\$130.14

The attached staff travel expenses for various training and business related trips as budgeted for in the 2024-2025 budget.

Proposals from the following companies to provide Speech Evaluation Services for the remainder of the 2024-2025 school year:

- Coastal Speech Therapy - \$350 per evaluation
- Breakthrough Speech Therapy - \$375 per evaluation

A revised contract with Atlantic Behavior Analysis LLC for an additional 15 hours for Child Study Team (BCBA) services at the rate of \$125 per for the remainder of the 2024-2025 school.

Roll call vote was all in favor, motions carried unanimously.

Program:

It was moved by Evans and seconded by Scrabis-Fletcher to approve, as recommended by the Superintendent, the following resolutions:

A contract with Teen Arts New Jersey, Arts Middle School Program for up to 3 students for the 2025-2026 school year at a cost of \$875 per student.

The Extended School Year Program (PreK - Gr 8) from July 7 - 31st, 2025, Monday - Thursdays, 9:00 am - 11:00 am.

Roll call vote was all in favor, motions carried unanimously.

Other Business:

It was moved by Bing and seconded by Losinger to approve, as recommended by the Superintendent, the following resolutions:

The minutes of the regular business meeting held on March 12, 2025.

The following field trips for the 2024-2025 school year:

- o Grades K-8
- o Grades 6-8
- o Grades 7-8

The attached Emergency Drill report for March 2025.

The disposal of the [attached list](#) of outdated/unusable projectors and one desktop computer and stage risers.

Approve one (1) seventh grade tuition student for the 2025-2026 school year and the acceptance of the tuition revenue per student to be received as the policy states throughout the school year.

Roll call vote was all in favor, motions carried unanimously.

Policy:

It was moved by Bing and seconded by Evans to approve, as recommended by the Superintendent, the following resolutions:

The first reading and adoption of the following new regulation of the Avon Board of Education:

- 2415 Title I Services

Roll call vote was all in favor, motion carried unanimously.

Unfinished Business:

Mr. Szczepaniak inquired about the stairs on Lincoln Ave and their repair. Superintendent Russo stated the district had received the final quote recently and will be proceeding with the repair but it will not be completed in time for the open house.

Mr. Kinkela inquired about an update regarding the HVAC issue that occurred over the winter and the repairs. Superintendent Russo reviewed that the supplies had all been received and the units were repaired.

New Business: None

Public Session: None

Motion to adjourn to executive session:

It was moved by Bing and seconded by Losinger for the Avon Board of Education to approve the following resolution:

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12(b), permits the exclusion of the public from a meeting in certain circumstances; and WHEREAS, the Board finds that such circumstances exist.

NOW, THEREFORE, BE IT RESOLVED, by the Avon-by-the-Sea Board of Education, in the County of Monmouth, State of New Jersey, as follows:

1. The public shall be excluded from discussion of any actions upon the hereinafter-specified subject matter.
2. The general nature of the subject matter to be discussed is as follows; Legal (student matter).
3. The Board may take action following closed executive session.
4. It is anticipated that the closed executive session will last approximately thirty (30) minutes.
5. It is anticipated at this time the above stated subject matter will be made public when the need for confidentiality no longer exists.
6. This Resolution shall become effective immediately.

Voice vote was all in favor, motion carried unanimously. The Board adjourned into executive session at 7:39 PM.

It was moved by Bing and seconded by Scrabis-Fletcher to adjourn the executive session. Voice vote was all in favor and the executive session adjourned and opened to the regular business meeting at 8:34 pm.

It was moved by Evans and seconded by Scrabis-Fletcher to approve, as recommended by the Superintendent, the continuation of Educational Services for Student (Local ID# 32142) through May 14, 2025 or until the next BOE Meeting.

Roll call vote was all in favor, motions carried unanimously.

Motion to adjourn:

There being no further business before the Board, it was moved by Bing and seconded by Scrabis-Fletcher to adjourn the meeting. Voice vote was all in favor, motion carried unanimously. The meeting adjourned at 8:35 p.m.

Respectfully submitted,

Amy S Lerner

Amy S. Lerner, Board Secretary