

**AVON BOARD OF EDUCATION**  
**Meeting of February 21, 2024**  
**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 Asbury Park Press on Jul 9, 2023 and the Coast Star on July 13, 2023 with a change of meeting notice in the Coast Star on February 1, 2024. 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, Losinger, Requa, Scrabis-Fletcher, Szczepaniak, and Bing.

**Absent:** Rehbein

**Others:** A member of the Coast Star Newspaper, Mrs. MacDonald, Mr Kovats, Board attorney, and 1 visitor

**Communications:** None

**Superintendent's Update:**

**Recognition:**

Mrs. MacDonald recognized two 8<sup>th</sup> grade students that attended a sending district convocation. She reviewed the convocation program that is being held for the first time this school year; students in Grades 3-8 have the opportunity to attend. The 8<sup>th</sup> grade students reviewed their experience at the convocation that was held at Spring Lake Heights Elementary School.

Superintendent Herits recognized the following:

- Several students as they were "caught" being respectful, caring, and responsible; Above and Beyond recognition. The students each received a school coin as well
- Two students were recognized for qualifying and competing in the Geography Bee.
- Mrs. Rooney for assisting and helping the district with filling a leave replacement.

Superintendent Herits reported on the following:

- Enrollment Report – currently at 120 students; no change

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- Safety and Security Drill Report – the report and drills held were reviewed
- One report of HIB that was investigated
- QSAC Evaluation – the visit was completed and went well
- Congratulations to the basketball team for going to the playoffs
- Hoops for Heart and Jump rope for Heart were held and the students raised \$6,448

### **Board Secretary Certification**

I, Amy Lerner, School Business Administrator/Board Secretary certifies that as of December 31, 2023 and January 31, 2024, 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

### **Committee Reports:**

- Management Committee – Jane Losinger reported that the committee met on February 7<sup>th</sup> and reviewed several policies. She reviewed the policies that are being presented on the agenda as well as the policies being reviewed and the committee meeting again. The committee will also be reviewing the Board calendar and will provide an update.
- Negotiations Committee – William Bing reported that the negotiations committee has met and have another meeting scheduled for next week; he hopes that the process continues to go well.
- Educational Excellence Committee – Kristin Scrabis-Fletcher reported that the committee will meet before the next BOE meeting.
- Operations Committee – Mrs. Lerner asked the committee to meet to review the budget, she will email for availability.

The Board discussed having meeting notes available for all to review.

**Public Session:** None

### **Agenda Review:**

The agenda motions were reviewed in detail by the Board.

The Board discussed the transfers for the month of January. Mrs. Lerner reported that the amount was so large due to the district engaging an architect to review the LRFP and the district's legal expenses exceeding the budget. Mrs. Lerner also advised and reviewed with the Board the possibility of the need to apply to the County Superintendent's office for an administrative transfer approval in excess of 10% due to the legal costs.

The staff travel expenses were reviewed.

It was moved by Scrabis-Fletcher and seconded by Bing 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 7:29 pm.

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### **Personnel:**

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

The contract with Tara Paulson as a leave replacement teacher for the remainder of the 2023-2024 school year, effective March 1, 2024 at a salary of \$57,275 (Step 1, BA, 1.0 FTE), to be prorated for period of employment.

Devin Barry and Karen McFadden as substitute teachers for the remainder of the 2023-2024 school year at a rate of \$125 per day.

A revised contract with Matthew McMahon from an hourly rate of \$15/hr to an hourly rate of \$15.13/hr effective January 1, 2024.

Danielle Price, Meredith Campbell, Jessica Yori, and Jaime Golda for up to two hours each to attend the “Just Talk About It” parent academy training on March 21, 2024 at the rate of \$45/hr (as per the Agreement with the AEA) (to be funded) with ESSER Comprehensive Beyond the School Day funds.

A revised contract with Fran Rooney as a leave replacement teacher from an effective date of December 4, 2023 through February 9, 2024 to an effective date of November 28, 2023 through February 29, 2024.

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

### **Finance:**

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

The payroll for February 2024 totaling \$226,341.70.

The payment of bills presented for the 2023-2024 budget totaling \$149,271.22.

The transfers to the 2023-2024 budget in the amount of \$1,894.85 for the month of December 2023 and \$16,200 for the month of January 2024.

The Budget Status Report for December 2023 and January 2024 and the certification by the Board Secretary that there are no over expenditures in the major funds and accounts of the 2023-2024 budget; further, that sufficient funds are currently available to meet the district’s current financial obligations for the 2023-2024 school year.

The Financial Reports of the Treasurer and Board Secretary for the months of December 2023 and January 2024.

The attached staff travel expenses for various training and business related trips as budgeted for in the 2023-2024 budget.

For the Avon Board of Education to adopt the following resolution:

**WHEREAS**, N.J.A.C. 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district’s participation in the Special Education Medicaid Initiative (SEMI) Program for the 2024-25 school year, and

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**WHEREAS**, the Avon Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students for the 2024-25 budget year,

**NOW, THEREFORE, BE IT RESOLVED**, that the Avon Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Monmouth an appropriate waiver of the requirements of N.J.A.C. 6A:23A-5.3 for the 2024-25 school year.

The purchase of services from the Monmouth-Ocean Educational Services Commission during the 2024-2025 school year on an as needed basis according to the fee schedule attached.

The contract with Recapture Technologies Corporation as the E-Rate consultant for the 2024-2025 school year at the rate of \$800 for the year for Category Services.

The contract with Great Minds to provide Wit & Wisdom On-Site Support Services for Grades K-2 teachers on April 24, 2024 at a cost of \$4,200 (to be funded with ESEA Title IIA Grant).

The agreement with Minding your Mind for “Just Talk About It” parent academy training on March 21, 2024 at the cost of \$850 (to be funded with ESSER Comprehensive Beyond the School Day grant).

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

### **Other Business:**

It was moved by Scrabis-Fletcher and seconded by Losinger to approve, as recommended by the Superintendent, the minutes of the regular business meeting held on January 3, 2024.

Roll call vote was in favor, Evans abstained, motion carried.

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

The Spring Baseball and Softball schedules as attached.

The Affirmative Action Team to conduct a Needs Assessment in order to develop the Comprehensive Equity Plan.

Kathryn Gioia for a 12 hour volunteer experience in accordance with her Honor Society requirement at Monmouth University.

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

### **Facilities and Transportation:**

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

The attached Emergency Drill report for January 2024.

For the Avon Board of Education to adopt the following resolution:

This Agreement, made this 21<sup>st</sup> day of February 2024, by and between:  
Monmouth-Ocean Educational Services Commission, with offices at 900 Green Grove Rd, Tinton Falls, New Jersey 07712 (hereinafter referred to as the “MOESC”),

and Avon Board of Education, with offices at 505 Lincoln Ave., Avon, NJ 07717 (hereinafter referred to as “Board of Education”).

#### RECITALS

- A. The Board of Education desires to transport special education, nonpublic, public and /or vocational school students to specific destinations.
- B. The MOESC offers coordinated transportation services.
- C. The MOESC will organize and schedule routes to achieve the maximum cost effectiveness.

NOW, THEREFORE, it is agreed that in consideration of prorated contract costs calculated by the billing formula adopted by the MOESC, plus an administrative fee of 5.5 percent (5.5%), the Avon Board of Education shall pay the MOESC for transportation services rendered. Said formula shall be based on the number of students and a per pupil mile ratio encumbering any special requirements specified by participating districts.

1. The MOESC will provide the following services:
  - a. Routes coordinated with other districts, whenever possible, to achieve a maximum cost reduction while maintaining a realistic capacity and travel time;
  - b. An estimated fee for all routes based on a ratio of the number of students and student mileage. It is understood that initial transportation charges are estimates based on initial mileage and ridership and thereby subject to changes as the number of students and/or mileage increases and/or decreases.
  - c. Monthly billing and invoices;
  - d. A report of students for all routes coordinated by MOESC;
  - e. All necessary interaction and communication between the sending district, receiving school, and respective transportation contractors;
  - f. Constant review and revision of routes;
  - g. Provide transportation within three (3) days or sooner after receipt of the formal written request.
2. It is further agreed that the Avon Board of Education will provide the MOESC with the following:
  - a. Requests for special transportation on approved forms to be provided by the MOESC, completed in full and signed by authorized district personnel;
  - b. Withdrawal for any transportation must be provided in writing and signed by authorized district personnel; no billing adjustments will be made without this completed form and will become effective on the date the form is received.
  - c. Additional Cost - all additional costs generated by unique requests such as mid-day runs or early dismissals will be borne by the district making the request. All such costs must first be approved by the Avon Board of Education .d. Length of Agreement-this agreement and obligations and requirements therein shall be in effect between July 1, 2023 and June 30, 2028 .
  - e. Entire Agreement – this Agreement constitutes the entire and only agreement between the parties and may be amended by any instrument in writing over authorized signature.
3. It is further agreed by the Board of Education to the following:
  - a. Upon the execution of this Agreement, it is agreed that MOESC’s school bus contractor, selected pursuant to the public bidding law, shall exclusively provide pupil transportation services for the identified student during the term of the contract.

b. The Board of Education may terminate this contract only for good cause. Good cause shall not be defined to include a lesser transportation cost alternative available to the Board of Education during the term of the Contract. Good cause includes, but shall not be limited to the following: (1) the student's parent electing to provide transportation for the student for the entire contract term; (2) the student no longer requires the transportation services because the student does not need to travel to the transportation contract's destination because the student's education plan has changed, the school assignment is changed for education-based reasons, the student has moved from the school district, the student's pupil transportation is merged with other route(s) to reduce cost, or for other good cause shown.

c. The parties to this Agreement acknowledge that the school bus contractor, who is providing or to be providing pupil transportation services as contemplated in this Agreement, is an "intended third-party beneficiary" of the within contract between MOESC and the Board of Education. In the event that the Board of Education should breach this Agreement, the school bus contractor shall have the right to commence legal action against the Board of Education as a result of such breach and may seek compensatory damages, or any other relief that may be appropriate.

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

### **Program:**

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

The following Field Trips:

- Grade 2
- Grades 3 & 4 - select students
- Grade 5 & 7 (transportation paid with ESSER funds)
- Grade 7 & 8 - select students (paid with ESSER funds)

The Danielson Framework for Teaching Evaluation Instrument (2013) for the 2023-2024 school year.

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

### **Policy:**

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

The second reading and adoption of the following revised policies of the Avon Board of Education:

- 3324 Right of Privacy
- 4324 Right of Privacy

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

**Unfinished Business:** None

**New Business:** Mr. Szczepaniak inquired about suicide training. Dr. Herits reviewed the training and the assembly held for students.

**Public Session:** None

**Motion to adjourn to executive session:**

It was moved by Bing and seconded by Scrabis-Fletcher to approve the following resolution:  
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; Personnel (investigation).
3. The Board will not take action following closed executive session.
4. It is anticipated that the closed executive session will last approximately ninety (90) 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 meeting was adjourned into executive session at 7:31 pm.

Dr. Herits was excused from the meeting at 7:31pm

It was moved by Bing and seconded by Scrabis-Fletcher to adjourn executive session and reopen the meeting to the public. Voice vote was all in favor, motion passed unanimously. The meeting was re-opened to the public at 9:25 pm.

**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 9:25 p.m.

Respectfully submitted,

*Amy S Lerner*

Amy S. Lerner, Board Secretary