

**AVON BOARD OF EDUCATION**  
**Meeting of January 3, 2024**  
**And**  
**Reorganization Meeting**  
**MINUTES**

Mrs. Lerner called the regular business meeting of the Avon Board of Education to order at 7:00p.m. All present joined in the Flag Salute.

**REORGANIZATION MEETING**

Mrs. Lerner announced the official results of the Board Election

**Board of Education Members:**

*Full Three Year Terms*

Kristin Scrabis-Fletcher	526
Michael Evans	447
Robert Szczepaniak	32

**Oath of Office:** Board Secretary, Amy Lerner, administered the Oath of Office to the elected members. All those present congratulated the members.

**Nominations and Election of Officers**

On a motion by Scrabis-Fletcher and seconded by Rehbein, Mrs. Lerner, Board Secretary, opened the nominations for the office of Board President at 7:02p.m.

The name of William Bing was placed in nomination by Kristin Scrabis-Fletcher and was seconded by Marny Requa.

The Board Secretary asked for further nominations, hearing as there were none, it was moved by Scrabis-Fletcher and seconded by Losinger to close the nominations for the office of Board President.

Roll call vote was taken to elect the Board President.

Roll call vote was in favor, Bing abstained and Evans was absent, motion carried. William Bing is elected President.

On a motion by Bing and seconded by Rehbein, Mrs. Lerner, Board Secretary, opened the nominations for the office of Board President.

The name of Kristin Scrabis-Fletcher was placed in nomination by William Bing and was seconded by Meghan Rehbein.

The Board Secretary asked for further nominations, hearing as there were none, it was moved by Bing and seconded by Rehbein to close nominations for the office of Board Vice President.

Roll call vote was taken to elect Kristin Scrabis-Fletcher as the Board Vice President.

Roll call vote was in favor, Scrabis-Fletcher abstained and Evans was absent, motion carried. Kristin Scrabis-Fletcher is elected Vice-President.

It was moved by Scrabis-Fletcher and seconded by Losinger to turn the conduction of the meeting

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over to the elected Board President Bing. Voice vote was all in favor, motion carried unanimously. President Bing assumed the chair at 7:06 pm.

**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. 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 for the 2024 Avon Board of Education:**

<b>Board Member</b>	<b>Term Expires</b>
William Bing	2024
Meghan Rehbein	2024
Jane Losinger	2025
Marny Requa	2025
Michael Evans	2026
Kristin Scrabis-Fletcher	2026
Robert Szczepaniak	2026

**Absent:** Evans

**Others:** None.

**Communications:** None

**Superintendent’s Update:**

Superintendent Herits congratulated the new board members and wished everyone a Happy New Year. He reported on the following:

- Enrollment Report – currently at 120 students – there was not a change
- Safety and Security Drill Report – reviewed the report
- School Safety data was reviewed for reporting period 1 (Sept-Dec)

**Board President’s Update :**

President Bing welcomed the new Board member, Robert Szczepaniak to the Board, he looks forward to working with him.

He congratulated Dr. Scrabis-Fletcher and Mr. Evans on the re-election.

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### **Auditor's Presentation - Allen B. Shechter of Alvino & Shechter, L.L.C.**

Allen Shechter of Alvino & Shechter, L.L.C. reviewed the 2022-2023 reports in detail including the pension liability, revenues, expenses, reserve account balances and excess surplus. He further he reviewed Schedule C-1 and stated that he did not find any discrepancies with the district's reporting and that it was an absolutely clean audit report; his opinion is an unmodified opinion which is the highest rating and therefore there is no correction action plan necessary.

President Bing thanked Mr. Shechter for his time and commended Mrs. Lerner on another clean audit.

### **Board Secretary Certification**

I, Amy Lerner, School Business Administrator/Board Secretary certifies that as of November 30, 2023, 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**

President Bing reviewed the Board committee structure for the 2024 year, all BOE members approved of the proposed structure.

- Management Committee – they will setting up a meeting to review a few outstanding policy updates.
- Negotiations Committee – William Bing reported that the negotiations committee has met and will meet again on January 9<sup>th</sup> at 6:30.

### **Board Code of Ethics Training:**

Mrs. Lerner conducted training for the BOE members on Ethics for School Officials and provided each member with a power point presentation regarding such. She reviewed the ethics act, the code of ethics, and the standards.

A school board member shall abide by the following Code of Ethics for School Board Members:

- a. I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
- c. I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
- e. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.
- f. I will refuse to surrender my independent judgment to special interest or partisan

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political groups or to use the schools for personal gain or for the gain of friends.

- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

**Agenda Review:**

The agenda motions were reviewed in detail by the Board.

The Board discussed the 4<sup>th</sup> and 3<sup>rd</sup> grade leave replacement positions.

Dr. Scrabis-Fletcher inquired about the contract for a neuropsychological evaluation and the cost of the evaluation. The process and district's liability for the service and testing were discussed at length.

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 7:47 pm.

**Public Session:**

None.

**Personnel:**

It was moved by Rehbein and seconded by Losinger to approve the following resolutions:  
To approve, as recommended by the Superintendent, Brady Barry (pending NJ Substitute Certification) and Ryan Flanagan as substitute teachers for the remainder of the 2023-2024 school year at a rate of \$125 per day.

To approve, as recommended by the Superintendent, Julia Morcom and Kathleen Scala as a substitute nurses for the remainder of the 2023-2024 school year at a rate of \$150 per day.

To approve, as recommended by the Superintendent, Meredith Campbell for one hour to attend the Special Education Advisory Group Meeting at the rate of \$45 per hour as per the Agreement with the AEA.

To approve, as recommended by the Superintendent, the resignation of Katherine Howard effective February 18, 2024.

To approve, as recommended by the Superintendent, Kimberly Decker as substitute paraprofessional for the remainder of the 2023-2024 school year at a rate of \$125 per day.

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

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**Finance:**

It was moved by Rehbein and seconded by Scrabis-Fletcher to approve the following resolutions:  
To approve the payment of bills presented for the 2023-2024 budget totaling \$110,625.26.

To approve the Budget Status Report for November 2023 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.

To approve the Financial Reports of the Treasurer and Board Secretary for the months of November 2023.

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

“RESOLVED, that Pursuant to N.J.A.C. 6A23A-16.10 (A), I, Amy S. Lerner, Board Secretary, certify that to the best of my knowledge and belief, that as of November 30, 2023 no budgetary line item account has encumbrances and expenditures (contracted orders) which in total exceed the amount appropriated by the District Board of Education which would be in violation of N.J.A.C. 6A:23A-16.10 (A). Pursuant to N.J.S.A. 18A:17-9 and 18A:17-36; that the district's financial accounts have been reconciled and are in balance.”

Through the adoption of this resolution, we, the Avon-by-the-Sea Board of Education, pursuant to N.J.A.C. 6A:23A-16.10 (b), certify that as of November 30, 2023 and after review of the Secretary's and Treasurer's monthly financial reports (appropriation section) and upon consultation with the Business Administrator and other appropriate district officials, that to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-16.10 (b), and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

To approve, as recommended by the Superintendent, the attached staff travel expenses for various training and business related trips as budgeted for in the 2023-2024 budget.

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

It was moved by Rehbein and seconded by Scrabis-Fletcher to approve, as recommended by the Superintendent, a contract with Neuropsychology Rehabilitation Services to provide neuropsychological evaluation services at a rate of \$2,550.

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

**Other Business:**

It was moved by Requa and seconded by Scrabis-Fletcher to approve the following resolutions:  
To approve the minutes of the regular business meeting held December 13, 2023.

To accept and approve the Memorandum of Agreement with the Avon Police Department for the 2023-2024 school year.

To approve, as recommended by the Superintendent, the 2023-2024 District goals.

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

**Facilities and Transportation:**

It was moved by Rehbein and seconded by Losinger to approve the attached Emergency Drill report for December 2023.

To approve, as recommended by the Superintendent, the use of the Avon Elementary School for the Avon Home & School Association After School Programs as follows:

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- Lego Design and Construction for Grades 1 - 5, Meeting on the following Wednesdays: January 10, 17, 24, 31; February 7, 21, 28; and March 6, 2024 in the Media Center (room 110).

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

### **Policy:**

It was moved by Losinger and seconded by Bing to approve the following resolutions:

To approve the **second reading and adoption** of the following **revised policies** of the Avon Board of Education:

2270	Religion in Schools
3161	Examination for Cause
3212	Attendance (M)
4161	Examination for Cause
4212	Attendance (M)
5111	Eligibility of Resident/Nonresident Students (M)
5116	Education of Homeless Children and Youths
8500	Food Services (M)

To approve the **second reading and adoption** of the following **revised regulations** of the Avon Board of Education:

3212	Attendance (M)
5111	Eligibility of Resident/Nonresident Students (M)

To approve the **second reading and adoption** of the following **new regulations** of the Avon Board of Education:

4212	Attendance (M)
5116	Education of Homeless Children and Youths

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

### **Unfinished Business:**

- Dr. Scrabis-Fletcher inquired about the tuition student issue; Dr. Herits reported that the student is being evaluated by the CST.
- Dr. Herits provided an update on the architect and the updating of the LRFP.
- Dr. Herits reported that the district will have the QSAC monitoring visit on January 24<sup>th</sup> and reviewed the process.

**New Business:** None

**Public Session:** None

### **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 7:59 p.m.

Respectfully submitted,

***Amy S Lerner***

Amy S. Lerner, Board Secretary