

AVON BOARD OF EDUCATION
Meeting of October 11, 2023
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. 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, Johnson, Losinger, Rehbein, Requa, Scrabis-Fletcher, and Bing.
Others: Mrs. MacDonald, Ms. Mary Ann Friedman, NJSBA Field Service Representative, and 2 visitors

Communications: None.

Superintendent's Update:

Recognition: Superintendent Herits welcomed the public and thanked them for coming.

Two third grade students were recognized for the persuasive letters they wrote to the White House and received letters back from the President. The President encouraged the students to continue to advocate for environmental change.

Superintendent Herits 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 Herits reported on the following:

- Enrollment Report – currently at 120 students
- Safety and Security Drill Report – reviewed the report
- 2 HIB investigations occurred.

Dr. Scrabis-Fletcher inquired about the outcome of the investigations.

- **Standardized Assessment Data Review**

Mrs. MacDonald reviewed NJSLA test results from the Spring of 2023. The Education Excellence Committee reviewed the data at their committee meeting in August. Mrs. MacDonald reviewed the connected action roadmap; the district's plan to support students.

NJSLA results in ELA, Math, and Science were reviewed. ELA growth was seen in Grades 3, 4, 6 & 8; 100% of 6th grade students met or exceeded expectations. Mrs. MacDonald reviewed the district's areas of focus based on the test results. Sub group data was also reviewed.

In math, there was 8-21% growth for grades 3 & 4 and grades 3-8 outperformed pre-pandemic achievement. The areas of focus were reviewed.

In science, 18-20% growth in grades 5 & 8. The areas of growth were reviewed.

Data was compared by grade from 2019, 2022, and 2023 as well as comparing to the state average scores.

The district's science programs were discussed.

iReady diagnostic data was also reviewed.

The data and presentation will be available on the district's website and in the newsletter.

- **WIDA access**

Mrs. MacDonald reviewed the test results. There was 100% increase in proficiency levels for the multi-lingual learners. The district program was reviewed. Mrs.

MacDonald reviewed how the district will use the performance data to assist students.

Board President's Update:

President Bing congratulated all of the students.

Presentation by NJSBA-Strategic Plan:

Ms. Mary Ann Friedman, NJSBA Field Service Representative, presented the final Strategic Plan for 2023-2028. The planning process was reviewed. The 4 goals and objectives were reviewed as well as the revised mission statement. The action plan was reviewed and discussed. The plan will be posted on the District's website once it is approved.

Board Secretary Certification

I, Amy Lerner, School Business Administrator/Board Secretary certifies that as of August 31, 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:

- Communications Committee – Meghan Rehbein
- Educational Excellence Committee – Kristin Scrabis-Fletcher
- Operations Committee – Michael Evans

Each committee reviewed the goals and action plan for each goal. The Board discussed the action plans.

Public Session:

Mr. Szczepaniak inquired with the operations committee as to if resurfacing the playground is in the plan. Dr. Herits reviewed the playground surface and plans.

Agenda Review:

The agenda motions were reviewed in detail by the Board.

Mrs. Lerner reviewed the sale of the district van.

Mr. Evans inquired about the School Self-Assessment for Determining Grades report. Dr. Herits reported that the district had scored a 77 on the report.

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 8:15 pm.

Personnel:

It was moved by Johnson and seconded by Requa to approve the following resolutions:
To approve, as recommended by the Superintendent, the increase in the daily substitute rate from \$100 to \$125 per day for the 2023-2024 school year, effective October 1, 2023.

To approve, as recommended by the Superintendent, the new job description for a stipend position of Webmaster.

To approve, as recommended by the Superintendent, Frances Rooney as an office substitute for the 2023-2024 school year at a rate of \$125 per day (\$65 per half day).

To approve, as recommended by the Superintendent, Meredith Campbell and James Nappo for up to 6 hours each to provide a “Lifelines Suicide Prevention Parent Academy” on Thursday, November 16 from 6:30-7:30pm at the rate of \$45 per hour (as per the Agreement with the AEA) to be paid for with ESSER Beyond the School Day funds.

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

It was moved by Johnson and seconded by Requa to approve, as recommended by the Superintendent, Claire Higgins as a substitute teacher for the 2023-2024 school year at a rate of \$125.00 per day.

Roll call vote was all favor, Scrabis-Fletcher abstained, motion carried.

Finance:

It was moved by Requa and seconded by Evans to approve the following resolutions:
To approve the payroll for October 2023 totaling \$219,691.85.

To approve the payment of bills presented for the 2023-2024 budget totaling \$157,091.24.

To approve the transfers to the 2023-2024 budget in the amount of \$250.00 for the month of August 2023.

To approve the Budget Status Report for August 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 August 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 August 31, 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 August 31, 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 the submission of an amendment to ESEA Application, fiscal year 2024, due to carry-over funds from the 2022-23 fiscal year, as follows:

Title I, Part A	\$27,747.00
Title II	\$ 4,548.00
Title IV	\$ 2,483.00

To approve the sale of the salvage/scrap vehicle 2005 Dodge Caravan, with a book value of \$0, to Classic McSales Inc. for \$500. The van has damage and frame rust and is no longer safe for district use.

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

Other Business:

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

To approve, as recommended by the Superintendent, the following field trips for the 2023-2024 school year:

- PreK
- Kindergarten
- Grades 2 & 3
- Grades 6, 7, 8

- Service Learning - Gr 7 – 8

To accept Winter Sports Schedules for Boys & Girls Basketball and Cheer for the 2023-2024 school year.

To approve, as recommended by the Superintendent, the 2023 - 2024 Avon Nursing Plan.

To approve, as recommended by the Superintendent, the School Self-Assessment for Determining Grades for school year 2022-2023.

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

It was moved by Losinger and seconded by Rehbein to approve the minutes of the regular business meeting held on September 13, 2023.

Roll call in favor, Johnson abstained, motion carried.

Facilities and Transportation:

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

To approve the attached Emergency Drill report for September 2023.

To approve, as recommended by the Superintendent, the use of the Avon Elementary School by the Avon Police Department as per the building use policy for Southern Active Shooter Drill.

To approve the following resolution:

Approval of the Comprehensive Maintenance Plan

WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required maintenance activities” for each of its public school facilities, and

WHEREAS, the required maintenance activities as listed in the attached document for the school facilities of the Avon Board of Education are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use in their original condition and to keep their system warranties valid,

NOW, THEREFORE BE IT RESOLVED, that the Avon Board of Education hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan for the years 2021- 2024 for the Avon Board of Education in compliance with the Department of Education requirements.

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

Policy:

It was moved by Johnson and seconded by Requa to approve the following resolutions:

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

1642.01 Sick Leave

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

2419 School Threat Assessment Teams

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

1642.01 Sick Leave
2419 School Threat Assessment Teams

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

Unfinished Business:

- BOE calendar – President Bing inquired if there was anything coming up from the Management Committee. They responded there was not.
- Architect Interviews – Dr. Herits reported that 2 architects submitted proposals and were interviewed by him. He recommended to the Board that they award the contract to Netta Architects. The Board discussed the matter and agreed.
- Negotiations Committee – President Bing reviewed the Board members that had expressed interest in serving on the committee. He recommended Marny Requa, Meghan Rehbein and himself serve on the committee. The Board agreed.

New Business: None

Public Session: None

Motion to adjourn to executive session:

It was moved by Bing and seconded by Scrabis-Fletcher 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; Student matter
3. The Board will not 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 meeting was adjourned into executive session at 8:18 pm.

It was moved by Bing and seconded by Johnson to adjourn executive session and re-open the meeting to the public. Voice vote was all in favor, motion passed unanimously. The meeting was re-opened to the public at 8:49 pm.

Public Session:

A parent expressed concerns with an issue regarding their student. The matter was reviewed. President Bing thanked the member of the public for coming but the Board cannot discuss details due to it being a student matter. The policy, educational program and supports were reviewed and the matter was discussed.

Motion to adjourn to executive session:

It was moved by Bing and seconded by Scrabis-Fletcher 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 (CSA contract).
3. The Board will not take action following closed executive session.
4. It is anticipated that the closed executive session will last approximately twenty (20) 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 9:14 pm.

Dr. Herits and Mrs. Lerner were excused from the meeting at 9:14pm

It was moved by Bing and seconded by Scrabis-Fletcher to adjourn executive session and re-open the meeting to the public. Voice vote was all in favor, motion passed unanimously. The meeting was re-opened to the public at 9:35 pm.

Motion to adjourn:

There being no further business before the Board, it was moved by Bing and seconded by Johnson to adjourn the meeting. Voice vote was all in favor, motion carried unanimously. The meeting adjourned at 9:36 p.m.

Respectfully submitted,

Amy S Lerner

Amy S. Lerner, Board Secretary