

AVON BOARD OF EDUCATION
Meeting of November 15, 2023
MINUTES

President Bing called the meeting of the Avon Board of Education to order at 7:02 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, Losinger, Requa, Scrabis-Fletcher, and Bing.

Absent: Johnson and Rehbein

Others: Mr. Doug Kovats, Board Attorney, A member of the Coast Star Newspaper, and 3 visitors

Communications: None.

Superintendent's Update:

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

Superintendent Herits recognized the following:

- Avon Education Foundation – Harvest by the Sea Fundraiser – wonderful event
- Girls Soccer Team and Coach Cascio – Congratulations on a great season and a great job
- two students as they were “caught” being respectful, caring, and responsible; Above and Beyond recognition. The students each received a school coin as well
- Mr. Smith – for pumping 450 gallons of water off of the soccer field so the girls team could play
- A student was recognized for his poster winning – it will be on display in the county office
- Historical Society – thank you for the display case

Superintendent Herits reported on the following:

- Enrollment Report – currently at 120 students

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- Safety and Security Drill Report – a bus evacuation drill and fire drill were held
- 1 report of HIB
- Parent Academy – Lifelines will be held tomorrow night at 6:30\
- A Veteran’s Day Assembly outside and celebration was held on November 6th.
- The district will have the QSAC evaluation on January 24th

Board President’s Update:

President Bing congratulated Michael Evans and Kristin Scrabis-Fletcher on their re-election to the Board of Education. He also preliminarily congratulated Mr. Robert Szczepaniak on his election to the Board. The results are not official just yet.

Board Secretary Certification

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

- Communications Committee – Kristin Scrabis-Fletcher reported that the committee, working towards their board goal, is exploring options to partner with the Historical Society to celebrate the 125 year Anniversary of Avon in 2025. There are conversations about a year of events. There is a meeting on November 30th that the Board has been invited to attend. Any members that would like to attend should email Kristin.
- Negotiations Committee – William Bing reported that the negotiations committee will meet tonight to review dates to meet with the AEA.

Public Session: None

Agenda Review:

The agenda motions were reviewed in detail by the Board.

Dr. Scrabis-Fletcher inquired about the bus to Hawkswood and the route with MOESC being pro-rated. Mrs. Lerner reviewed the route and the plan to discontinue the route with MOESC but to enter a jointure with the Belmar Board of Education for the same service.

Buses for the winter sports season were inquired about. Dr. Herits responded that the buses for all sports programs for the entire school year had already been approved.

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 Requa and seconded by Scrabis-Fletcher to approve the following resolutions:

To approve, as recommended by the Superintendent, Brian Trapani as a mentor to Julia Sullivan through the NJ Department of Education Provisional Teacher Program.

To approve, as recommended by the Superintendent, Kristin Stefankiewicz as a Beyond the School Day Enrichment Teacher for “Art Club” for up to 42 hours at the rate of \$45 per hour (as per the Agreement with the AEA) to be paid for with Title IV funds.

To approve, as recommended by the Superintendent, Abbey Doane as a Beyond the School Day Enrichment Teacher for “Directed Drawing” for up to 18 hours at the rate of \$45 per hour (as per the Agreement with the AEA) to be paid for with Title IV funds.

To approve, as recommended by the Superintendent, Jimmy Nappo as the Girls Basketball Coach for the 2023-2024 school year at the stipend rate of \$3,747 as per the agreement with the AEA.

To approve, as recommended by the Superintendent, William Maginnis as the Webmaster for the 2023-2024 school year at the rate of \$45 per hour (as per the Agreement with the AEA) not to exceed \$1,500 for the year.

To accept, with regret and as recommended by the Superintendent, the resignation of Amanda Tracy, Speech Teacher, effective January 1, 2024.

To approve, as recommended by the Superintendent, a FMLA/NJFLA leave of absence for Melissa Berta from the period of January 8, 2024 through May 31, 2024 with a return to work date of June 3, 2024.

To approve, as recommended by the Superintendent, Fran Rooney as the 4th Grade Leave Replacement Teacher for the period of December 4, 2023 through February 9, 2024 at the salary of \$57,275 (Step 1, BA, 1.0 FTE) to be pro-rated for period of employment.

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

Finance:

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

To approve the payroll for November 2023 totaling \$224,236.89.

To authorize the Board Secretary to pre-approve and pay any legitimate 2023-2024 school year bills prior to the next board of education meeting. All pre-approved paid bills and transfers will be presented for approval at the December 2023 Board Meeting.

To approve the transfers to the 2023-2024 budget in the amount of \$25,596.79 for the month of September 2023.

To approve the Budget Status Report for September 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 September 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 September 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 September 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.

To approve the 2024-2025 Budget calendar and manual.

To approve the following resolution for the Avon Board of Education:

WHEREAS, the Avon Board of Education solicited proposals for architectural services and two proposals were received on June 8, 2023; and

WHEREAS, upon review of the proposals and interviews, the Board has selected the awarding of the contract to Netta Architects; and

WHEREAS, Netta Architects has submitted a proposal in the amount of \$11,500 (“the proposal”), a copy of which is in file in the office of the Board Secretary/ Business Administrator; and

WHEREAS, Netta Architects has submitted all required documents in accordance with the Local Public Contracts Law and the Board’s specifications; and

NOW, THEREFORE, BE IT RESOLVED by the Avon Board of Education, County of Monmouth, State of New Jersey that the proposal is accepted and that the contract for architectural services at the Avon School District is awarded to Netta Architects.

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

Other Business:

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

To approve the minutes of the regular business meeting and executive session meetings held on October 11, 2023.

To approve, as recommended by the Superintendent, the revisions to the 2023-2024 District Professional Development Plan.

To approve, as recommended by the Superintendent, the revisions to the 2023-2024 District Mentoring Plan.

To approve the Avon Board of Education goals and action plans for the 2023-2024 school year.

To approve the Avon Board of Education 2023-2028 strategic plan.

To appoint, as recommended by the Superintendent, the following members to the QSAC review committee:

Michael-John Herits
Eileen MacDonald
Amy Lerner
Erin Blaney
Danielle Price
Kristin Scrabis-Fletcher
William Bing
Nancy Rose

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

Facilities and Transportation:

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

To approve the attached Emergency Drill report for October 2023.

To approve the Bus Evacuation Drill for Grades PreK-8 held on October 19, 2023.

To approve the transportation jointure with the Monmouth-Ocean Educational Services commission (MOESC) for Twenty (20) Avon resident students attending Manasquan High School, Manasquan, NJ effective September 2023 through June 2024 at a rate of \$41,184.

To approve the following transportation jointures with the Monmouth-Ocean Educational Services commission (MOESC) for the following Avon resident students attending vocational high schools as listed below:

- Three (3) students attending Communications High School, Wall, NJ effective September 2023 through June 2024 at a rate of \$18,127.80.

To approve a transportation jointure with the Red Bank Regional Board of Education for one (1) Avon resident students on route V621 at a cost of \$1,972.80 for the 2023-2024 school year.

To approve the following transportation jointures with the Monmouth-Ocean Educational Services commission (MOESC) for the following Avon resident students attending non-public high schools as listed below:

- Nine (9) student attending Christian Brothers Academy, Lincroft, NJ effective September 2023 through June 2024 at a rate of \$8,456.40.
- Six (6) student attending Trinity Hall, Tinton Falls, NJ effective September 2023 through June 2024 at a rate of \$6,544.80.

To approve a transportation jointure with the Belmar Board of Education for two (2) Avon resident students attending the Hawkswood School on route BES1 at a cost of \$27,186.48 for the remainder 2023-2024 school year, effective December 1, 2023.

To approve the transportation jointure with the Monmouth-Ocean Educational Services commission (MOESC) for one (1) Avon resident student attending Manasquan High School Vocational Program, Manasquan, NJ effective September 2023 through June 2024 at a rate of \$7,684.20.

To approve the transportation jointure for extended school year programs with the Monmouth-Ocean Educational Services Commission (MOESC) for the following Avon resident students attending schools as listed below:

- Two (2) Avon resident students attending an extended school year program at Hawkswood School, Ocean Township, NJ at a rate of \$101,729.10 (to be pro-rated) for the period of July 1, 2023 through November 30, 2023.
- One (1) Avon resident student attending an extended year program at Conover Road Elementary School, Colts Neck, NJ, at a rate of \$56,773.04.

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

Policy:

It was moved by Scrabis-Fletcher and seconded by Requa to approve the following resolutions:

To approve the **first reading** of the following **new policies** of the Avon Board of Education:

- | | |
|------|--|
| 2418 | Section 504 of the Rehabilitation Act of 1973 – Students (M) |
| 8130 | School Organization (M) |
| 8507 | Breakfast Offer Versus Serve (OVS) (M) |

To approve the **first reading** of the following **revised policy** of the Avon Board of Education:

- | | |
|------|--|
| 2431 | Heat Participation Policy for Student-Athlete Safety (M) |
|------|--|

To approve the **first reading** of the following **new regulation** of the Avon Board of Education:

- | | |
|------|--|
| 2418 | Section 504 of the Rehabilitation Act of 1973 – Students (M) |
|------|--|

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

Program:

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

To approve, as recommended by the Superintendent, curriculum revisions to the following:

- K-8 Comprehensive Health and PE

To approve, as recommended by the Superintendent, the following Beyond the School Day Enrichment programs:

- Art Club (K-5): Thursdays from 3:15-4:15 pm from January 4, 2024 - April 18, 2024.
- Directed Drawing (K-2): Mondays from 3:15-4:15 pm from January 8, 2024 - March 11, 2024

To approve, as recommended by the Superintendent, the following [Field Trips](#):

- Grades 6 & 7
- Grades 4 & 5

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

Unfinished Business: None

New Business: None

Public Session:

Kristin McGowan asked the Board to consider revising policy 9202. She asked the Board to define inappropriate code of conduct or asked that they possibly develop a separate code of conduct as it related to communication with parents. She stated that she was there individually and not speaking on behalf of the Association. She feels that revisions to the policy would help support staff and she also reviewed other district policies.

President Bing thanked her and Dr. Scrabis-Fletcher asked her if she had specific district policies could she please share them with Dr. Herits so the Board could review them. She thanked Mrs. McGowan for bringing the matter to their attention.

Motion to adjourn to executive session:

It was moved by Bing and seconded by Losinger 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 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 7:31 pm.

Dr. Herits was excused from the meeting at 7:32pm

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 8:05 pm.

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It was moved by Bing and seconded by Evans to approve a consulting agreement with McElroy Deutsch at a rate of \$450/hr to assist with a personnel investigation.

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

Motion to adjourn:

There being no further business before the Board, it was moved by Bing and seconded by Evans to adjourn the meeting. Voice vote was all in favor, motion carried unanimously. The meeting adjourned at 8:07 p.m.

Respectfully submitted,

Amy S Lerner

Amy S. Lerner, Board Secretary