

# AVON BOARD OF EDUCATION

## Meeting of April 24, 2024

### MINUTES

Vice-President Scrabis-Fletcher 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 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.  
**Absent:** Rehbein and Bing  
**Others:** 2 visitors and a member of The Coast Star Newspaper

**Communications:** None

### **Superintendent's Update:**

#### **Recognition:**

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
- NJHS visited the Rising TreeTops Service Learning Program. The students worked with the campers; the programs were reviewed. Dr. Herits thanked Mrs. Price for her hard work.
- The service learners in grades 6-8 went to the beach to work with the town to clean it up.

Superintendent Herits reported on the following:

- Enrollment Report – currently at 120 students; no change
- Safety and Security Drill Report – the report and drills held were reviewed
- No reports of HIB

### **Committee Reports:**

- Management Committee – Jane Losinger reported that the committee met on April 8<sup>th</sup> and April 23<sup>rd</sup>. They reviewed the HIB policy and should have the revised policy at the May meeting for a first reading. They are still drafting a regulation and will present that at the June meeting.  
Dr. Herits reviewed a letter that will be sent to tuition parents whose student enters into MTSS. The Board discussed the process and the matter.
- Negotiations Committee – Marny Requa reported that the committee is making good progress with the AEA.
- Communications Committee – Kristin Scrabis-Fletcher reported that the committee met and have identified a graduation speaker. They are working on the newsletter.

### **BUDGET PUBLIC HEARING AND ADOPTION OF THE 2024-2025 SCHOOL YEAR BUDGET**

*A presentation will be given on the 2024-2025 Budget and a Public Hearing will be conducted.*

It was moved by Scrabis-Fletcher and seconded by Requa to open the public hearing on the budget. Voice vote was all in favor, motion carried unanimously. The public hearing opened at 7:10 PM.

Dr. Herits and Mrs. Lerner presented a power point presentation to the public with regards to the proposed 2024-2025 school budget. Dr. Herits reviewed the purpose of the budget and how the budget was developed, as well as the timeline and process. The district's educational responsibilities were further reviewed. The programs and areas of investment that budget covers were highlighted as well as the number of students who receive services and their respective schools. Staffing, facilities, and curriculum as well as budget challenges were discussed.

Mrs. Lerner presented several slides comparing revenue and expenditures and the district's funding breakdown were reviewed as well as the tax impact of the budget to the taxpayers; a 2% tax increase is being proposed. The budget and the presentation are available on the website.

The Board discussed the budget as well as the positions that have been added and budgetary challenges in 24-25 and 25-26. The district has been made aware of the change in assignment for a student that may cost significantly more than their current program. Mrs. Lerner will keep the Board informed if the district will need to make any cuts due to this development but unfortunately, does not have enough information at the current time to make any recommendations.

Being no further comments or questions before the Board with regards to the proposed budget, it was moved by Scrabis-Fletcher and seconded by Requa 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 7:33 PM.

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

**Adoption of the 2024-2025 School Year Budget  
And Tax Levy**

**WHEREAS**, the Avon-by-the-Sea Board of Education adopted a tentative budget on March 13, 2024 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 10, 2024; and

**WHEREAS**, the tentative budget was advertised in the legal section of the Coast Star Newspaper on April 18, 2024; and

**NOW THEREFORE BE IT RESOLVED** that the budget be adopted for the 2024-2025 School Year and the Secretary to the Board of Education be authorized to submit the following adopted budget to the Executive County Superintendent of Schools in accordance with the statutory deadline:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
<b>2024-2025 Total Expenditures</b>	\$5,302,188	\$42,600	\$411,575	\$5,756,363
<b>Less: Anticipated Revenues</b>	<u>\$1,185,689</u>	<u>\$42,600</u>	<u>\$ 95,060</u>	<u>\$1,323,349</u>
<b>Taxes to be Raised</b>	<u>\$4,116,499</u>	<u>\$0</u>	<u>\$316,515</u>	<u>\$4,433,014</u>

BE IT RESOLVED that the Avon Board of Education includes in the final budget the adjustment for increased costs of health benefits in the amount of \$27,743. The additional funds will be used to pay for the additional increases in health benefit premiums.

BE IT FURTHER 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 \$12,260 for the purpose of increases in health benefit premiums. The district intends to complete said purposes by June 2025.

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 2022-2023 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;

**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 \$8,460.43 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 2024-2025 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 2024-2025 school year is \$4,433,014 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 2024-2025 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:           \$4,433,014

General Fund:           \$4,116,499  
Debt Service:           \$ 316,515

July 1, 2024	\$369,417.83	January 1, 2025	\$369,417.83
August 1, 2024	\$369,417.83	February 1, 2025	\$369,417.83
September 1, 2024	\$369,417.83	March 1, 2025	\$369,417.83
October 1, 2024	\$369,417.83	April 1, 2025	\$369,417.83
November 1, 2024	\$369,417.83	May 1, 2025	\$369,417.83
December 1, 2024	\$369,417.83	June 1, 2025	\$369,417.87

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

**Public Session:** None.

**Agenda Review:**

The agenda motions were reviewed in detail by the Board.

Meeting: April 24, 2024

Mrs. Losinger reviewed the school calendar change and inquired about the rationale in selecting a date different than what had been agreed to on the original calendar. Dr. Herits explained the rationale. The Board discussed the 2023-2024 revised school calendar due to giving back an unused emergency closure day at length.

The Board reviewed and discussed the building use policy and charges for the use of the school by St. Teresa of Calcutta Parish. The building use and summer programming was discussed.

It was moved by Scrabis-Fletcher and seconded by Losinger 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 7:56 pm.

It was moved by Scrabis-Fletcher and seconded by Evans to add the following item to the agenda:

Motion to revise the 2023-2024 school calendar to include May 28, 2024 as a closed day. Roll call vote was in favor, Losinger voted no, motion carried.

**Personnel:**

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

Danielle Price for up to 2 hours to attend the Matt Bellace Parent Academy Presentation as NJHS advisor on April 30, 2024 at the rate of \$45 per hour (as per the Agreement with the AEA) to be funded with ARP-ESSER Comprehensive Beyond the School Day funds.

To rescind the contract with Jimmy Nappo as the Softball Coach for the 2023-2024 school year at the stipend rate of \$2,725.

To approve the contract with Kathleen Cascio as the Softball Coach for the 2023-2024 school year at the stipend rate of \$2,725 as per the agreement with the AEA.

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 2024 totaling \$221,293.85.

The payment of bills presented for the 2023-2024 budget totaling \$175,323.80.

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

To approve the contract renewal of the Horizon Dental Insurance Policy with through the Brown & Brown Benefit Advisors, Moorestown, NJ effective July 1, 2024 through June 30, 2025 at the following rates for coverage:

Single	\$54.64
Family	\$130.14

NOW, THEREFORE, BE IT RESOLVED BY THE AVON-BY-THE-SEA BOARD OF EDUCATION IN THE COUNTY OF MONMOUTH to terminate all participation under the SHBP and SEHBP (including prescription drug plan coverage).

WHEREAS, The Avon-by-the-Sea Board of Education SHBP/SHEBP Employer Location Number 1099-00 hereby resolves to terminate its participation in the Program (Medical Plan and Prescription Drug Plan coverage) thereby canceling coverage provided by the SHBP and/or SEHBP (N.J.S.A. 52:14-17.25 et seq.) for all its active and retired employees.

WHEREAS, We shall notify all active employees of the date of their termination of coverage under the Program.

WHEREAS, We understand that the New Jersey Division of Pensions & Benefits (NJDPB) will notify retired employees of the cancellation of their coverage.

WHEREAS, We understand that all COBRA participants will be notified by the NJDPB and advised to contact our office concerning a possible alternative health, prescription drug, and dental insurance plan.

WHEREAS, We understand that this resolution shall take effect the first of the month following a 60-day period beginning with the receipt of the resolution by the State Health Benefits Commission or School Employees' Health Benefits Commission.

**WHEREAS**, a number of school boards in the State of New Jersey have joined together to form the **SCHOOLS HEALTH INSURANCE FUND** hereafter referred to as "SHIF", as permitted N.J.S.A. 18A:18B-1 et seq., and;

**WHEREAS**, the SHIF has received approval by the Commissioner of the Department of Banking and Insurance on August 10, 2015;

**WHEREAS**, the statutes and regulations governing the creation and operation of a joint insurance fund, contain certain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a school board joint insurance fund;

**WHEREAS**, the governing body of Avon-by-the-Sea Board of Education, hereinafter referred to as "SCHOOL BOARD" has determined that membership in the SHIF is in the best interest of said SCHOOL BOARD.

**NOW, THEREFORE, BE IT RESOLVED** that the governing body of the SCHOOL BOARD hereby agrees as follows:

- i. SCHOOL BOARD shall become a member of the SHIF for the period outlined in the SCHOOL BOARD's Indemnity and Trust Agreement.
- ii. SCHOOL BOARD will participate in the following type (s) of coverage (s):
  - a.) Health Insurance as defined pursuant to N.J.S.A. 17B:17-4, the SHIF's Bylaws, and the SHIF's Plan of Risk Management.
- iii. SCHOOL BOARD accepts and approves the SHIF's Bylaws and agrees to be bound by the terms thereof.
- iv. SCHOOL BOARD shall execute an application for membership and any accompanying certifications.
- v. SCHOOL BOARD agrees to commit to the four principles of the SHIF which are:
  - a.) A long term philosophy on rates.
  - b.) A willingness to work with bargaining units to achieve plan design

changes.

c.) Professional management with stability and commitment.

d.) Rating structure based on actuarial numbers.

**BE IT FURTHER RESOLVED** that the governing body of the SCHOOL BOARD is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the SHIF as required by the SHIF's Bylaws, and to deliver these documents to the SHIF's Executive Director with the express reservation that these documents shall become effective only upon:

- i. Approval of the SCHOOL BOARD by the SHIF.
- ii. Receipt by the SHIF of a Resolution from the SCHOOL BOARD accepting SCHOOL BOARD's SHIF assessment.
- iii. Approval by the Commissioner of the New Jersey Department of Banking and Insurance of SCHOOL BOARD as a member of the SHIF.

**BE IT RESOLVED** by the Avon-by-the-Sea Board of Education that Amy Lerner, School Business Administrator, and is hereby appointed as Fund Commissioner to the Schools Health Insurance Fund, effective July 1, 2024, to represent Avon-by-the-Sea Board of Education; and

**BE IT FURTHER RESOLVED** that Michael-John Herits, Superintendent be and is appointed as Alternate Fund Commissioner to the Schools Health Insurance Fund effective July 1, 2024.

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

### **Other Business:**

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

The minutes of the regular business and executive session meetings held on March 13, 2024.

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

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

The revised 2023-2024 school calendar to include May 28, 2024 as a closed day.

Roll call vote was in favor, Losinger voted no, motion carried.

### **Facilities and Transportation:**

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

The attached Emergency Drill report for March 2024.

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

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

The use of the Avon Elementary School by St. Teresa of Calcutta Parish for Vacation Bible School from July 29 through August 2, 2024 from 9:00 am to 11:30 am, 3 classrooms (Rooms

201, 202, 203), the Cafetorium (Room 208) and limited use of the Playground as per the building use policy.

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

**Program:**

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

The following [Field Trips](#)

- o PreSchool
- o Grade 8

The tuition contract with the Teen Arts New Jersey, Arts Middle School Program for up to 3 students for the 2024-2025 school year at a cost of \$875 per student.

The following programs and tuition costs for the 2024-2025 school year:

2024 Summer:	Sessions:	
Extended School Year (PK, K-8)	Jul 8 - Aug 1 (9:00-11:00)	
Enrichment Beyond the School Year	Aug 5 - Aug 15 (9:00-11:00)	
2023-2024 School Year:	Sessions:	Costs:
Preschool	School Calendar (8:05-2:20)	\$4,500/\$4,000
K-8	School Calendar (8:05-3:05)	\$4,900/\$4,200
Tuition Paid in Full Credit	By August 20 <sup>th</sup>	\$300 per contract

The Preschool Bridgecare Program for the 2024-2025 school year at a cost of \$1,000 per year per student.

The tuition contract with The Hawkswood School, Eatontown, NJ for an extended school year program for one Avon resident student placed out of district for the 2024-2025 school year at the per diem rate of \$414.52 or \$87,049.20 annually.

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

**Policy:**

It was moved by Requa and seconded by Szczepaniak 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:

- 5111.01 Tuition of Nonresident Pupils
- 9202 Civility

The first reading of the following revised policies of the Avon Board of Education:

- 1140 Educational Equity Policies/Affirmative Action
- 1523 Comprehensive Equity Plan
- 1530 Equal Employment Opportunities
- 1550 Equal Employment/Anti-Discrimination Practices
- 2260 Equity in school and Classroom Practices
- 2411 Guidance Counseling
- 2423 Bilingual Education
- 2431.4 Prevention and Treatment of Sports-Related Concussions And Head Injuries
- 3211 Code of Ethics
- 5570 Sportsmanship
- 5750 Equitable Educational Opportunity
- 5841 Secret Societies
- 5842 Equal Access of Student Organizations
- 7610 Vandalism
- 9323 Notification of Juvenile Offender Case Disposition

The first reading of the following new regulations of the Avon Board of Education:

- 7610 Vandalism

The first reading of the following revised regulations of the Avon Board of Education:

- 1530 Equal Employment Opportunity Complaint Procedure
- 2200 Curriculum Content
- 2260 Equity in school and Classroom Practices Complaint Procedure
- 2423 Bilingual Education
- 2431.4 Prevention and Treatment of Sports-Related Concussions And Head Injuries

To abolish the following policy of the Avon Board of Education:

- 5755 Equity in Educational Programs and Services

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

**Unfinished Business:** None

**New Business:** Mrs. Lerner reported that NJSBA had released the online mandated Board member training. She registered the members for their required training and they should have received an email.

**Public Session:** None

**Motion to adjourn to executive session:**

It was moved by Scrabis-Fletcher and seconded by Szczepaniak 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; Legal (investigation and negotiations with AEA) and 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 sixty (60) 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 7:58 pm.

It was moved by Evans and seconded by Szczepaniak 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 8:53 pm.

**Motion to adjourn:**

There being no further business before the Board, it was moved by Scrabis-Fletcher and seconded by Szczepaniak to adjourn the meeting. Voice vote was all in favor, motion carried unanimously. The meeting adjourned at 8:53 p.m.

Respectfully submitted,

*Amy S Lerner*

Amy S. Lerner, Board Secretary