



BAYSHORE JOINTURE COMMISSION
Regular Monthly Meeting MINUTES
April 30, 2025

The Bayshore Jointure Commission met in regular session on March 26, 2025, at 8:00 A.M.

Present were: Mrs. Jessica Alfone, Mr. Joseph Annibale (entered 8:06), Dr. Nicole Hazel, Mrs. Amanda Lewert, Mr. Scott McCue, Ms. Nelyda Perez, Dr. Ramage (entered 8:04), Dr. Lisa Savoia, Dr. William George, Mr. Christopher Mullins, Bettyann Monteleone, Dr. Wendy Morales, Michelle Bangs, Bridget Paling, Heather Talbot, Denise Grillo and Anthony Santangelo.

At 8:00 AM. Dr Savoia Called to Order and opened the meeting.

1. Call to Order

2. Pledge

3. Meeting Notice: Sunshine Law Notice

PURSUANT TO THE REQUIREMENTS OF STATUTE (N.J.S.A. 10:4-9 ET SEQ.), OTHERWISE KNOWN AS THE "SUNSHINE LAW," ADEQUATE NOTICE OF THIS MEETING HAS BEEN PROVIDED THAT THE BAYSHORE JOINTURE COMMISSION BOARD OF DIRECTORS WOULD BE HOLDING ITS REGULAR MEETING TODAY, WHICH SPECIFIED THE DATE, TIME AND PLACE OF ITS MEETING. SUCH NOTICE WAS PRINTED AS PART OF THE ANNUAL MEETING NOTICE REQUIREMENT OF THE LAW IN THE OFFICIAL NEWSPAPER OF THE COMMISSION FOLLOWING THE REORGANIZATION MEETING OF THE COMMISSION. THE MEETING NOTICE HAS ALSO BEEN POSTED PUBLICLY AT DISTRICT FACILITIES, AND SENT TO ALL MEMBER DISTRICTS BY ELECTRONIC MAIL AND BY REGULAR MAIL TO THE COUNTY CLERK OF THE COUNTY OF MONMOUTH AND ALL OTHERS ON THE COMMISSION'S NOTICE REQUEST LIST. IN SUCH NOTICE IT WAS STATED THAT ACTION MAY BE TAKEN ON ALL AGENDA ITEMS AND SUCH OTHER ITEMS THAT MAY COME BEFORE THE COMMISSION AT THAT TIME.

4. Roll Call

Present were: Mrs. Jessica Alfone, Mr. Joseph Annibale, Dr. Nicole Hazel, Mrs. Amanda Lewert, Ms. Nelyda Perez, Mr. Scott McCue, Dr. Ramage and Dr. Lisa Savoia.

Not present: Ms. O'Hare

A Motion was made by Dr. Hazel, seconded by Mrs. Alfone and unanimously adopted by a roll call vote to accept the February 2025 Minutes and items numbered 5 through 8 .

The result of the roll call vote was as follows: Mrs. Alfone, yes; Mr. Annibale, yes; Dr. Hazel, yes; Mrs. Lewert, yes; Mr. McCue, yes; Ms. Perez, yes; Dr. Ramage, yes and Dr. Savoia, yes. 8-0

5. Acceptance of Minutes: **March 26, 2025 Minutes**

6. School Business Administrator's Monthly Certification of Financial Status:

Pursuant to N.J.A.C. 6A:23A-16.10 (c)3, the Bayshore Jointure Commission Board of Directors accepts the Board Secretary/School Business Administrators Certification for the month ending March 31, 2025 that no line item account has been over expended in violation of N.J.A.C. 6A:23A-16.10 (b) and that funds are available for the remainder of the fiscal school year.

7. Monthly Certification of Financial Status:

Pursuant to N.J.A.C.6A:23A-16.10 (c)4, the members of the Bayshore Jointure Commission Board of Directors certify that for the month after review of the March 31, 2025. Reports of the Secretary to the Board of Directors and upon consultation with the 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 for the remainder of the fiscal school year.

Click for: March 2025 Financials

8. Payment of Bills:

To approve/ratify* the list of bills, claims, supplies received and services rendered to the Board of Directors of the Bayshore Jointure Commission:

- **Payroll**

3/14/25 Gross Wages	\$ 159,290.51
3/31/25 Gross Wages	\$ 163,695.13
- **Health Benefits**

April	\$ 91,695.13
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- **Bill List**

4/30/25	<u>\$ 99,415.84</u>
TOTAL	\$ 514,096.61

9. Correspondence - None

10. Information and Discussion:

- Dr. Morales updated the Board on the new teacher evaluation tool and updated job descriptions.
- Ms. Monteleone updated the Board on the DLM, ABA, the crew member of the month and the Resource Fair.
- Mr. Mullins gave the Board an update on the construction, the new lease and renewal, the pickleball and walking track and provided an update on the Monmouth Ocean Foundation.

11. Motions – the following motions have been recommended by the Superintendent:

A. GENERAL

A Motion was made by Dr. Alfone, seconded by Mr. Annibale and unanimously adopted by a roll call vote to accept items numbered A1 through A13.

The result of the roll call vote was as follows: Mrs. Alfone, yes; Mr. Annibale, yes; Dr. Hazel, yes; Mrs. Lewert, yes; Mr. McCue, yes; Ms. Perez, yes; Dr. Rumage, yes and Dr. Savoia, yes. 8-0

A1. To affirm the February 2025 HIB report as previously reported.

A2. To accept and approve the HIB report for March 2025

# of reports	# of Reports where HIB occurred	Status of all investigations	Nature of the bullying	Investigator name	Type & nature of discipline imposed	Any other measures imposed	Training conducted to reduce HIB	Programs implemented to reduce HIB
0	0	0	N/A	N/A	N/A	N/A	Series of online trainings which include: Functional Communication	Programming Focusing on: Communication

A3. To Recommend Attendance at Workshops/Conferences

To recommend the Board of Directors approve/ratify attendance at the below listed workshops, for the individuals listed at the costs indicated. Said travel is directly related to and within the scope of the current responsibilities of the listed employees, is critical to the instructional needs of the district, will improve the participant's skills and knowledge, and/or further the efficient operations of the district. The costs associated with attendance are statutorily authorized travel expenditures and are within the annual maximum travel expenditure amount of the commission.

Name	Conference/Location	Date(s)	Cost
Amy Beekman	Safety-Care Recertification Training Tinton Falls, NJ 07712	July 18, 2025	Registration: \$799.00
Irene Brooks	Safety-Care Recertification Training Tinton Falls, NJ 07712	July 18, 2025	Registration: \$799.00
Bettyann Monteleone	Safety-Care Recertification Training Tinton Falls, NJ 07712	July 18, 2025	Registration: \$799.00
Ody Monzon	Safety-Care Recertification Training Tinton Falls, NJ 07712	July 18, 2025	Registration: \$799.00
Christopher Zeller	Safety-Care Recertification Training Tinton Falls, NJ 07712	July 18, 2025	Registration: \$799.00
Irene Brooks	Practical Functional Assessment and Skill-Based Treatment Fairfield, NJ	June 25-27, 2025	Registration: \$600.00 Travel: TBD
Amy Beekman	Practical Functional Assessment and Skill-Based Treatment Fairfield, NJ	June 25-27, 2025	Registration: \$600.00 Travel: TBD

A4. To approve the revised job description for the **Supervisor (Behavioral Services)**

A5. To approve the job description for the **Supervisor (Transition Services)**

A6. To approve the revised job description for **Paraprofessional Teacher Aide 1-1**

A7. To approve the revised job description for **Response Team Leader**.

A8. To accept the awarding of the FY2025 **Local Recreation Improvement Grant** in the amount of \$93,000.

A9. To approve **Brown & Brown** Benefit Advisors, at a fee of \$12,000, as the broker of record for health insurance, for the period July 1, 2025 to June 30, 2026.

A10. To review and approve the **Shared Services Agreement for Psychiatric Services** between Monmouth-Ocean Educational Services and Bayshore Jointure Commission.

A11. To Approve Surplus Items-

WHEREAS, the Bayshore Jointure Commission has certain items of district property that are no longer needed for school purposes; and

WHEREAS, New Jersey Statute 18A:18A-45, permits the disposal of such property upon the declaration that items are no longer needed for school purposes;

NOW THEREFORE BE IT RESOLVED, that the Bayshore Jointure Commission Board of Directors does hereby declare the items listed in Attachment as being surplus property no longer needed for school purposes;
AND BE IT FURTHER RESOLVED that the School Business Administrator is authorized to dispose of such property by sale or auction in accordance with statute:

5- Office Rolling Chairs
4- 4 drawer vertical file cabinet
2- 4 drawer lateral file cabinet
1- small bookcase
3- medium bookcase
8- large bookcase
4- wooden cubbies
3- small rolling cubicle draws
10- lockers
32- 2 door cabinets

A12. APPROVING A FIVE-YEAR LEASE AGREEMENT FOR CLASSROOM AND OFFICE SPACE LOCATED AT 100 TORNILLO WAY, TINTON FALLS, NEW JERSEY

WHEREAS, the Bayshore Jointure Commission (the "Commission") is in need of additional classroom and office space to meet its expanding educational and administrative needs; and

WHEREAS, the Monmouth-Ocean Educational Services Commission ("MOESC") owns and operates suitable space located at 100 Tornillo Way, Tinton Falls, New Jersey; and

WHEREAS, MOESC has offered to lease to the Commission certain classroom and office space located at 100 Tornillo Way for a period of five (5) years; and

WHEREAS, the Commission has reviewed the terms of the proposed lease agreement and finds the lease to be in the best interest of the Commission and its students;

NOW, THEREFORE, BE IT RESOLVED by the Bayshore Jointure Commission that:

1. The Commission hereby approves the lease agreement between the Bayshore Jointure Commission, as lessee, and the Monmouth-Ocean Educational Services Commission, as lessor, for classroom and office space located at 100 Tornillo Way, Tinton Falls, New Jersey;
2. The term of the lease shall be five (5) years, commencing on July 1, 2025 and ending on June 30, 2030, subject to the terms and conditions set forth in the lease agreement;
3. The Business Administrator/Board Secretary is hereby authorized to execute the lease agreement on behalf of the Commission and to take any and all actions necessary to carry out the terms of this resolution. **100 Tornillo Way New Lease Renewal**

A13. APPROVING A FIVE-YEAR LEASE AGREEMENT FOR THE OFFICE SPACE LOCATED AT 900 GREEN GROVE ROAD, TINTON FALLS, NEW JERSEY, TO THE BAYSHORE JOINTURE COMMISSION

WHEREAS, the Bayshore Jointure Commission (the "Commission") is in need of additional classroom and office space to meet its expanding educational and administrative needs; and

WHEREAS, the Monmouth-Ocean Educational Services Commission ("MOESC") owns and operates suitable space located at 100 Tornillo Way, Tinton Falls, New Jersey; and

WHEREAS, MOESC has offered to lease to the Commission certain classroom and office space located at 100 Tornillo Way for a period of five (5) years; and

WHEREAS, the Commission has reviewed the terms of the proposed lease agreement and finds the lease to be in the best interest of the Commission and its students;

NOW, THEREFORE, BE IT RESOLVED by the Bayshore Jointure Commission that:

4. The Commission hereby approves the lease agreement between the Bayshore Jointure Commission, as lessee, and the Monmouth-Ocean Educational Services Commission, as lessor, for classroom and office space located at 100 Tornillo Way, Tinton Falls, New Jersey;
5. The term of the lease shall be five (5) years, commencing on July 1, 2025 and ending on June 30, 2030, subject to the terms and conditions set forth in the lease agreement;
6. The Business Administrator/Board Secretary is hereby authorized to execute the lease agreement on behalf of the Commission and to take any and all actions necessary to carry out the terms of this resolution. **900 Green Grove Road New Lease**

PERSONNEL

BE IT RESOLVED, that the Bayshore Jointure Commission's Board of Directors approves the appointment(s) for the following staff member(s), as recommended by the Superintendent of Schools contingent upon the successful completion of their degree program, New Jersey Department of Education certification requirements, P.L. 2018.c 5, a criminal history clearance and the successful completion of a medical examination as required by the Board of Education. These initial appointments may be changed as District needs develop unless otherwise stipulated.

A Motion was made by Dr. Ramage, seconded by Dr. Hazel and unanimously adopted by a roll call vote to accept items numbered B1 through B2.

The result of the roll call vote was as follows: Mrs. Alfone, yes; Mr. Annibale, yes; Dr. Hazel, yes; Mrs. Lewert, yes; Mr. McCue, yes; Ms. Perez, yes; Dr. Ramage, yes and Dr. Savoia, yes. 8-0

B1. To approve the revised Maternity Leave of Absence for **employee #4354**

Effective: 10/15/2025 - 10/31/2025 **employee #4354** will be paid based on accumulated time

To approve the Family Leave of Absence for **employee #4354**

Effective: 11/03/2026 - 01/14/2026 **employee #4354** will be unpaid

To approve the Child Care Leave of Absence for **employee #4354**

Effective: 01/15/2026 - 03/27/2026 **employee #4354** will be unpaid with no benefits

12. Superintendent's Report:

A Motion was made by Ms. Lewert, seconded by Ms. Perez and unanimously adopted by a roll call vote to accept items in the Superintendent's Report, C1 and C2.

The result of the roll call vote was as follows: Mrs. Alfone, yes; Mr. Annibale, yes; Dr. Hazel, yes; Mrs. Lewert, yes; Mr. McCue, yes; Ms. Perez, yes; Dr. Ramage, yes and Dr. Savoia, yes. 8-0

C1. District: Bayshore - Month of March 2025

Emergency Drill Summary

School/Building	Drill Type	Occupants Involved	Date & Time
The Shore Center	Security Drill Shelter in Place	STUDENTS/STAFF/FACULTY	3/7/25 Start 9:04 am End 9:06 am Duration of Drill: 2 min
The Shore Center	Fire Drill	STUDENTS/STAFF/FACULTY	3/23/25 Start 11:44 am End 11:49 am Duration of Drill: 5 min

Enrollment:

C2. To note the enrollment as of **April 30, 2025** for the Bayshore Jointure Commission was **61** students. _

<i>Grades</i>	<i>Total</i>
Pre-K	0
Kindergarten	2
1st	3
2nd	2
3rd	9
4th	2
5th	1
6th	3
7th	5
8th	3
9th	1
10th	5
11th	4
12th	5
12+	16
<i>TOTAL STUDENTS</i>	61

13. Closed session motion to approve the following resolution.

Pursuant to N.J.S.A. 10:4 -12(b), the public is hereby excluded so that the Board can meet in Executive Session to discuss the following items: *Though the Board cannot guarantee it, the estimated time in executive session is about **0** minutes.

14. Old Business -None

15. New Business - None

16. Public Comments - None

17. Adjournment

A Motion was made by Dr. Ramage, seconded by Dr. Savoia and unanimously adopted by a roll call vote to Adjourn the meeting at 8:22 am.

The result of the roll call vote was as follows: Mrs. Alfone, yes; Mr. Annibale, yes; Dr. Hazel, yes; Mrs. Lewert, yes; Mr. McCue, yes; Ms. Perez, yes; Dr. Ramage, yes and Dr. Savoia, yes. 8-0

Respectfully Submitted,

Christopher J. Mullins

Christopher J. Mullins
Board Secretary