

RESOLUTIONS OF THE WEST LONG BRANCH BOARD OF EDUCATION
Regular Public Meeting Minutes – Virtual Meeting 7:00 p.m.
Tuesday, April 28, 2020

VISION

Our vision for the West Long Branch Public School District is to produce socially responsible students who are lifelong learners equipped with the necessary skills to succeed at the next level of secondary education.

MISSION

Our mission for the West Long Branch Public School District is to put students first! In collaboration with all stakeholders, we will provide a safe and secure learning environment free from bias, increased academic rigor, cutting edge technology, and state-of-the-art facilities.

Mr. Waters called the meeting to order at 7:00 p.m.

"In accordance with the provisions of the Open Public Meetings Act, the West Long Branch Board of Education has issued notice of this meeting to be publicized by having the date, time and location of the meeting posted at Betty McElmon Elementary, Frank Antonides School and the West Long Branch Public Library and mailed to the Asbury Park Press and The Link, which have been designated as the Board's official newspapers. Notice was also filed with the Borough Clerk and sent to those persons requesting that such notice be mailed to them."

The Pledge of Allegiance was led by the following students:

Thomas Pragosa & Rebecca Simmen

The Following Members of the Board of Education were Present

Mrs. Angelo	Mrs. Cavanaugh	Mrs. Gassman
Mr. Kramer	Mr. Pringle	Mr. Riley
Mrs. Scullion	Mrs. Skellinger	Mr. Waters

Also on Attendance:

Dr. Frank Alfano,	Interim Superintendent
Corey Lowell,	School Business Administrator/Board Secretary
Viola Lordi, Esq.,	Board Attorney

STATEMENT TO THE PUBLIC

Often times it may appear to members of our audience that the Board of Education takes action with very little comment and in many cases a unanimous vote. Before a matter is placed on the agenda at a public meeting, the administration has thoroughly reviewed the matter with the Superintendent of Schools. If the Superintendent of Schools is satisfied that the matter is ready to be presented to the Board of Education, only then, is it placed on the agenda for action at a public meeting. In rare instances, matters are presented to the Board of Education for discussion at the same meeting that final action may be taken.

PRESENTATIONS:

- **NJSLA Science Results** – Dr. Baubles and Administration
- **2020-2021 School Budget** – Corey Lowell

PUBLIC COMMENTS:

None

APPROVAL OF MINUTES

March 17, 2020 Workshop Meeting
March 17, 2020 Executive Meeting
March 17, 2020 Regular Public Meeting

Motion offered by Mr. Pringle and seconded by Mr. Kramer was approved by a roll call vote of 9/0.

CURRICULUM AND INSTRUCTION RESOLUTIONS 1-2

The West Long Branch Board of Education by means of a Consent Resolution accept various resolutions of a routine and non-controversial nature at one time; and

Whereas, the below listed resolutions are hereby accepted by the said Board of Education in whole as if the same were individually acted upon.

1. Move to approve, upon the recommendation of the Superintendent, for Child Study Team Services LLC, an approved NJDOE agency to continue to provide Child Study Team services as needed effective May 1, 2020 until August 31, 2020 not to exceed \$90.00 per hour.
2. **BE IT RESOLVED** that the Board of Education approve attendance of the following Board members at the NJSBA Workshop on October 19, 2020 through October 22, 2020 in Atlantic City at the cost of \$99 per night lodging plus occupancy fee and resort tax, mileage at \$0.35 per mile plus tolls and parking, and meals at the GSA rate not to exceed \$224 for four days. The group registration fee is \$1600 (up to 20 members). The total cost of the event will not exceed \$5,000.

Board of Education Members

Michael Waters, President
Christine Skellinger, Vice President
Kate Angelo
Meaghan Cavanaugh
Mary Gassman
Brian Kramer
Ryan Pringle
Frank Riley
Rose Scullion

Motion offered by Mrs. Cavanaugh and seconded by Mr. Pringle was approved by a roll call vote of 9/0.

FINANCE RESOLUTIONS 1-8

The West Long Branch Board of Education by means of a Consent Resolution accept various resolutions of a routine and non-controversial nature at one time; and

Whereas, the below listed resolutions are hereby accepted by the said Board of Education in whole as if the same were individually acted upon.

1. **BE IT RESOLVED**, that the Bills and Claims List for March 2020 and April 2020 be approved and

Bills & Claims Fund 10 (March)	\$194,790.22
Bills & Claims Fund 20 (March)	\$ 50.40
Bills & Claims DCRP (March)	\$ 1,000.68
Voided Checks (# 8430, 8454, 8476) (March)	\$ 2,349.80
Bills & Claims Fund 10 (April)	\$484,215.96
Bills & Claims Fund 20 (April)	\$ 32,626.09

BE IT FURTHER RESOLVED, that pursuant to NJAC 6A:23A-16.10(c)4 that after a review of the secretary’s monthly financial report and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over expended and that sufficient funds are available to meet the District’s financial obligations for the remainder of the fiscal year.

2. **BE IT RESOLVED**, that the following financial reports be approved:

- Report of the Board Secretary /Treasurer Dated:
 - February 29, 2020
- That the listed budget transfer(s) be authorized in accordance with N.J.S.A. 18A:22-8.1:

February (attached)

- Monthly Budgetary Line Item Status Certification:

BE IT RESOLVED, that the Board Secretary for the Board of Education of the Borough of West Long Branch certifies that, pursuant to N.J.A.C. 6A:23A16.10(c)(3), as of January 31, 2020, that no line item account has encumbrances, and expenditures, which in total exceed the line item appropriate in violation of N.J.A.C. 6A:23A-16.10(a); and

BE IT FURTHER RESOLVED, that the Board of Education of the Borough of West Long Branch certifies that, pursuant to N.J.A.C. 6A:23A-16.10(c)(4), after review of the Board Secretary’s monthly financial report and upon consultation with the appropriate District official that to the best of its knowledge no major account or fund has been over-expended and that sufficient funds are available to meet the District’s financial obligations for the remainder of the year.

3. **WHEREAS**, the West Long Branch Board of Education adopted a tentative budget on March 17, 2020 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 6, 2020 and

WHEREAS, the tentative budget was advertised in the legal section of the Asbury Park Press on April 9, 2020; and

WHEREAS, the tentative budget was presented to the public during a public hearing on April 28, 2020; and

NOW THEREFORE BE IT RESOLVED that the budget be adopted for the 2020-2021 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:

	General Fund	Special Revenues	Debt Service	Total
2020-2021 Total Expenditures	\$11,784,394	\$ 254,791	\$ 603,972	\$12,643,157
Less: Anticipated Revenues	<u>\$ 1,645,541</u>	<u>\$ 254,791</u>	<u>\$ 208,385</u>	<u>\$ 2,108,717</u>
Taxes to be Raised	\$ 10,138,853	\$ 0	\$ 395,587	\$10,534,440

A4F

Tax Levy Certification Form A and B

4. **BE IT RESOLVED**, that the amount required for school purposes in the school district of West Long Branch, County of Monmouth for the 2020-2021 school year is \$10,534,440 and is required to be levied for local school district purposes.

5. **WHEREAS**, Assembly Bill 3902, currently pending in the State Legislature, would authorize the Department of Community Affairs to permit municipalities to delay the quarterly transmission of property tax revenues to school districts during gubernatorial-declared emergencies; and

WHEREAS, New Jersey's public schools are highly dependent on property tax revenue to support education programs; and

WHEREAS, on average, local property taxes constitute close to 60% of public school revenue, with the percentage even greater in a significant number of districts; and

WHEREAS, a delay in payments from municipalities would result in a financial crisis for school districts, seriously disrupting the educational process—and bringing it to a halt; and

WHEREAS, although public school buildings are closed during the current health emergency, the education of our students is taking place through remote learning and home instruction; and

WHEREAS, continued timely transmission of school property taxes is critical for the education process to continue without interruption; and

WHEREAS, even though municipalities are designated as the authorities to collect property taxes, these taxes are levied for specific purposes—e.g., municipal, school, county, fire district—and these obligations must continue to be met; and

WHEREAS, as currently written, A-3902, which is intended to ease a financial burden on municipalities, would place a severe strain on school districts and the students and families that they serve; and

WHEREAS, the West Long Branch Board of Education recognizes the impact of the current public health emergency on the state and local governments, as well as local school districts, but believes this legislation would worsen the situation for our communities.

NOW, THEREFORE, BE IT RESOLVED that the West Long Branch Board of Education urges the State Senate and the Governor to oppose A-3902; and be it further

RESOLVED, that this resolution be delivered to Governor Phil Murphy, State Senate President Stephen M. Sweeney, Assembly Speaker Craig Coughlin; and the 11th Legislative District’s representatives in the state Senate and General Assembly; and be it further

RESOLVED, that copies of this resolution be sent to the New Jersey School Boards Association.

6. **BE IT RESOLVED** that the Board approve a contract with ADP for payroll processing services for the period July 1, 2020 to June 30, 2021 at an estimated cost of \$15,100.
7. **BE IT RESOLVED**, to approve the submission of the 2020-2021 New Jersey Schools Insurance Group Safety Grant application in the amount of \$4,565.92.
8. Request approval to acknowledge receipt of bids for partial roof replacement:

Contractor	Bid
MTB, LLC	\$122,000.00
Pravco Roofing	\$122,419.00
Safeway Contracting	\$141,000.00
Roof Management	\$142,600.00
Dynatek	\$174,000.00
Detwiler Roofing, LLC	\$191,000.00
Union Roofing Contractors	\$193,000.00
Northeast Roofing Maintenance	\$208,400.00
JDS Industrial Roofing	\$216,300.00

Further, to award the bid to **MTB, LLC** as the apparent low bidder at a cost of **\$122,000** for partial roof replacement at Frank Antonides School.

Motion 1 offered by Mrs. Gassman and seconded by Mrs. Scullion was approved by a roll call vote of 8/0/1 with Mr. Riley abstaining.

Motions 2-8 offered by Mrs. Gassman and seconded by Mrs. Scullion were approved by a roll call vote of 9/0.

PERSONNEL RESOLUTION 1

The West Long Branch Board of Education by means of a Consent Resolution accept various resolutions of a routine and non-controversial nature at one time; and

Whereas, the below listed resolutions are hereby accepted by the said Board of Education in whole as if the same were individually acted upon.

1. Recommend to amend the return date of Mrs. Leigh Nissley, BME Teacher, from leave of absence, from May 5, 2020 to May 4, 2020.

Motion offered by Mrs. Gassman and seconded by Mrs. Cavanaugh was approved by a roll call vote of 8/0/1 with Mr. Waters abstaining.

POLICY RESOLUTIONS 1-2

The West Long Branch Board of Education by means of a Consent Resolution accept various resolutions of a routine and non-controversial nature at one time; and

Whereas, the below listed resolutions are hereby accepted by the said Board of Education in whole as if the same were individually acted upon.

1. Move to approve, upon the recommendation of the Superintendent, the following job description(s):

Business Administrator/Board Secretary

2. Move to accept, upon the recommendation of the Superintendent, the below policy submitted for first reading:

Revise/Review

4111.1/4211.1	Nondiscrimination/Affirmative Action
4111.1/4211.1	Support for Breastfeeding Mothers (Regulation)
4111.2/4211.2	Domestic Violence
5113	Attendances, Absences & Excuses
5134	Married, Pregnant & Lactating Pupils
5134	Marries, Pregnant & Lactating Pupils (Regulation)
5141	Health
6140	Curriculum Adoption
6161.1	Guidelines for Evaluation & Selection of Instructional Materials

Motion offered by Mr. Riley and seconded by Mr. Pringle was approved by a roll call vote of 9/0.

SUPERINTENDENT’S MONTHLY REPORTS 1-5

The West Long Branch Board of Education by means of a Consent Resolution accept various resolutions of a routine and non-controversial nature at one time; and

Whereas, the below listed resolutions are hereby accepted by the said Board of Education in whole as if the same were individually acted upon.

1. Enrollment report for the month of March 2020:

<i>ENROLLMENT DATA</i>	
Pre-Kindergarten	35
Kindergarten	61
1	64
2	66
3	42
4	61
BETTY MCELMON ELEMENTARY TOTAL	329
5	53
6	63
7	71
8	69
FRANK ANTONIDES SCHOOL TOTAL	256
OUT OF DISTRICT STUDENTS	7
DISTRICT ENROLLMENT	592

2. Move to approve, upon the recommendation of Superintendent, the following report of the Fire and Evacuation drills conducted during the month of March 2020:

School:	Betty McElmon Elementary	Frank Antonides School
Date	1. 5th 1:18 PM – 1:22 PM	1. 5th 1:18 PM – 1:22 PM
	2. 27th 10:30 AM – 10:45 AM	2. 20th 10:30 AM – 10:45 AM
Type of Drill	1. FIRE DRILL	1. FIRE DRILL
	2. LOCKDOWN DRILL – ACTIVE SHOOTER*	2. LOCKDOWN DRILL – ACTIVE SHOOTER*

*Students were not present due to the pandemic school closure

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3. Move to approve, upon the recommendation of the Superintendent, the following Pupil Attendance Report for the month of March 2020:

<u>STUDENT ATTENDANCE</u>	<u># OF DAYS POSSIBLE</u>	<u># OF DAYS ABSENT</u>	<u>PERCENT ATTENDANCE</u>
Betty McElmon Elementary	6919	438.5	93.66%
Frank Antonides School	5374	235.5	95.62%

4. Move to approve, upon the recommendation of the Superintendent, the following Staff Attendance Report for the month of March 2020:

<u>STAFF ATTENDANCE</u>	<u>TOTAL # OF DAYS</u>	<u># OF DAYS ABSENT</u>	<u>%</u>	<u>LONG TERM LEAVE DAYS ABSENT</u>	<u>MINUS LONG TERM LEAVE %</u>
BME	652	62.5	90.4	44	97.1
FAS	748	53	92.9	22	95.9

5. Move to approve, upon the recommendation of the Superintendent, the following HIB Reports for the month of March 2020:

	<u>Reported Incidents</u>	<u>Confirmed Incidents</u>	<u>Unconfirmed Incidents</u>
Betty McElmon Elementary	0	0	0
Frank Antonides School	2	1 (FAS-03052020)	1 (FAS-03102020)
TOTALS	2	1	1

Motion offered by Mrs. Cavanaugh and seconded by Mrs. Scullion was approved by a roll call vote of 9/0.

DISCUSSION ITEMS:

NJSBA Legislative Delegate/ MCSBA _____

Foundation

- Teacher grants will be put off until next year.

Meaghan Cavanaugh

PTA

- No report.

Christine Skellinger

Borough of West Long Branch Liaison

- No report.

Mary Gassman

Business Administrator/Board Secretary Corey Lowell

- **Thanked the Board for supporting the budget and approving the roof project.**

Interim Superintendent Comments Dr. Frank Alfano

- **Commended the teachers and students for the great job they're doing with remote learning.**

PUBLIC COMMENTS:

None

MOTION TO ADJOURN

Motion offered by Mr. Pringle and seconded by Mr. Riley was approved by a voice vote of 9/0 at 7:54 p.m.

Respectfully Submitted,

Corey Lowell
School Business Administrator/Board Secretary