

RESOLUTIONS OF THE WEST LONG BRANCH BOARD OF EDUCATION
Regular Public Meeting Minutes – Virtual Meeting 7:00 p.m.
Tuesday, August 25, 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 5:00 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 be led by Mr. Waters

The Following Members of the Board of Education were Present:

Mrs. Angelo	Mr. Pringle	Mr. Riley
Mrs. Scullion	Mrs. Skellinger	Mr. Waters

The Following Member of the Board of Education was Absent:

Mrs. Cavanaugh	Mrs. Gassman	Mr. Kramer
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Also on Attendance:

Dr. Frank Alfano,	Interim Superintendent
Corey Lowell,	School Business Administrator/Board Secretary

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.

PUBLIC COMMENTS:

None

APPROVAL OF MINUTES

July 28, 2020	Workshop Meeting
July 28, 2020	Regular Public Meeting
July 28, 2020	Executive Meeting

Motion offered by Mr. Riley and seconded by Mr. Pringle was approved by a roll call vote of 6/0.

BUILDING AND GROUNDS 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. Move to approve, upon the recommendation of the Superintendent, use of the FAS/BME Cafeteria, playground and gym by the Community YMCA, for a before and after school program during the 2020-2021 school year, from September 8, 2020 through June 18, 2021 from 7:00 a.m. to 8:30 a.m. and from 12:00 p.m. to 6:00 p.m. (Certificate of Insurance on File).

Motion offered by Mrs. Scullion and seconded by Mrs. Angelo was approved by a roll call vote of 6/0.

CURRICULUM AND INSTRUCTION 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. Move to amend, upon the recommendation of the Superintendent, the following employees to conduct a Kindergarten Orientation on September 2 and September 3, 2020 for students and parents at the rate of \$48.00 per hour for two (2) hours each (account #11-110-100-101-00- 080): (*salary to be determined pending completion of negotiations between the West Long Branch Board of Education and the West Long Branch Education Association.)

Christine Baniowski - September 2
Ellen Wilson - September 3
Olivia Colabelli - September 3
Juliana Illiano - September 2
Rebecca Toohig - September 3
Frances Farnung
Sandi Gardner

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2. Move to approve, upon the recommendation of the Superintendent, the School Safety Team for the 2020-2021 school year, as required by the New Jersey Statute as follows:

Anti-Bullying Coordinator	James Erhardt, BME Principal
Anti-Bullying Coordinator	Allyson Winter, FAS Principal
Anti-Bullying Specialist	Melissa Siino-Murphy
BME Teacher Representative	Maria Whitehead
FAS Teacher Representative	James Straley
BME Parent Representative	Jennifer Coppola

3. Move to approve, upon the recommendation of the Superintendent, the following curricula for the 2020 -2021 school year:

<u>Subject</u>	<u>Grades</u>
Spanish	Grades K-8
Mathematics	Grades 6-8
Accelerated Pre-Algebra	Grade 7
Algebra 1	Grade 8

4. 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 September 1, 2020 until December 31, 2020 not to exceed \$25,000.
5. Move to approve, upon the recommendation of the Superintendent, SID#8001232 to finish the 2020-2021 8th grade school year at FAS. The parent is responsible for the transportation of the student to and from the school. The parent is also responsible for the specialized reading program and any other related special education services for 2020-2021.
6. Move to approve the following WLB District Goals for 2020-2021:
 1. Student Performance Improvement: Implement projects, programs, and initiatives (enVisionmath 2.0, Study Island, IXL) to improve mathematics reasoning and modeling in grades 3-8 as evidenced by a 20% increase in the total number of questions correct as measured by student growth from a pre and post benchmark assessment. (Quantitative goal #1).
 2. Student Performance Improvement: Implement projects, programs, and initiatives (guided reading, independent reading, and small group targeted instruction) that will improve reading levels by a minimum growth of 50 Lexile points (FAS) and 3 reading levels or meet grade level expectations (BME) as evidenced by Fountas & Pinnell Benchmark Assessment and myON Lexile assessment data. (Quantitative goal #2).
 3. To create a common understanding of the skills, habits, and mindsets of social-emotional learning and develop a shared, systemic approach to integrating these into school and classroom practices as evidenced by professional development opportunities, classroom activities, and counseling sessions (Qualitative goal #1).

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4. Increase the capacity for teaching and learning in a blended and/or virtual learning environment to meet the instructional needs of students and goals of our curriculum as evidenced by professional development opportunities, lesson plans, and observation. (Qualitative goal #2).
7. Move to approve, upon the recommendation of the Superintendent, the following Monmouth University student to participate in a Student Teaching Experience program commencing from September 2020 to April 2021 as noted below:

<u>Student Name</u>	<u>Placement</u>	<u>Cooperating Teacher(s)</u>
Caitlin Clarke	8 th Grade ELA	Kathleen Beyers Louis Castagno

8. Move to amend, upon the recommendation of the Superintendent, the approval to file FY 2020 Individuals with Disabilities Education Act (IDEA) Consolidated Consortium Amendment with the New Jersey Department of Education as follows:

	<u>Basic</u>	<u>Nonpublic Share</u>	<u>Preschool</u>
West Long Branch	\$210,452	\$58,763	\$12,165
Interlaken	\$ 6,757	\$ 0	\$ 507
Allenhurst	\$ 4,931	\$ 0	\$ 452

Motion offered by Mr. Pringle and seconded by Mrs. Scullion was approved by a roll call vote of 6/0.

FINANCE RESOLUTIONS 1-7

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 August 2020 be approved and

Bills & Claims Fund 10 (July)	\$ 85,095.50
DCRP (July)	\$ 23.76
Bills & Claims Fund 10 (Aug)	\$453,866.15
Bills & Claims Fund 20 (Aug)	\$ 12,768.62

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:

June 30, 2020

- That the listed budget transfer(s) be authorized in accordance with N.J.S.A. 18A:22-8.1:

June (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:23A-16.10(c)(3), as of June 30, 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. Move to approve, upon the recommendation of the Superintendent, the agreement between the West Long Branch Board of Education and the Community YMCA with regard to use of the Betty McElmon Elementary School for the 2020 -2021 school year.
4. Move to approve, upon the recommendation of the Superintendent, the amount of Non-Public funds for 2020 -2021 under the following program(s):

<u>School</u>	<u>Non-Public Textbook Aid</u>	<u>Non-Public Nursing Service Aid</u>
Bet Yaakov of the Jersey Shore	\$ 8,247.00	\$13,095.00
Saint Jerome School	<u>\$10,385.00</u>	<u>\$16,490.00</u>
District Total	\$18,632.00	29,585.00

5. **WHEREAS**, the West Long Branch Board of Education will receive additional Categorical Special Education Aid in the amount of \$81,404 in the 2019-2020 school year, and

WHEREAS, the West Long Branch Board of Education wishes to use these funds in the 2020-2021 budget,

NOW THEREFORE, be it resolved that the Board of Education designates the additional aid of \$81,404 as "Assigned Fund Balance - Designated for Subsequent Years Expenditures" for use in 2020-2021.

6. Move to approve, upon the recommendation of the Superintendent, the fees for school neurological evaluations during the 2020-2021 school year by Neurology Specialists of Monmouth County of \$420.00 per evaluation.
7. **BE IT RESOLVED** that the Business Administrator be authorized to execute the Year End Payout Reconciliation form with Sodexo School Services as of June 30, 2020 as follows:

2019-2020 Loss: \$3,785.97

Qualifier #1: \$3,785.97 COVID reduced meal service for 3 months

Motion offered by Mr. Riley and seconded by Mr. Pringle was approved by a roll call vote of 6/0.

PERSONNEL RESOLUTIONS 1-11

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 employment of Colleen Rutz, as a FAS Special Education Teacher, from September 1, 2020 through June 30, 2021 at the salary of \$49,995* BA Step A, pending review of Criminal History and completion of additional review required by law and receipt of other applicable documents. Ms. Rutz possesses a Provisional NJ Certificate for the following endorsements: Teacher of Students with Disabilities, and Teacher of Social Studies. (*salary to be determined pending completion of negotiations between the West Long Branch School District Board of Education and the West Long Branch Education Association):
2. Move to approve, upon the recommendation of the Superintendent, the employment of Taylor Shea as a School Counselor*, beginning on September 1, 2020, on a month to month basis, at the per diem rate of \$200.00, pending review of Criminal History, completion of additional review required by law and receipt of other applicable documents, **until such time as, based on the Superintendent's recommendation, the Board determines the services of the School Counselor are no longer needed.** (*This appointment is subject to the resumption of in-person instruction, and further subject to social distancing requirements which may, among other directives, require cancellation of particular activities, for the 2020-2021 school year).

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3. Move to approve, upon the recommendation of the Superintendent, an unpaid maternity leave of absence for Samantha Seward, FAS Special Education Teacher, for the period on or about January 20, 2021 through March 17, 2021 in accordance with Article XII, Paragraphs E and F, of the collective negotiations agreement between the Board and the West Long Branch Education Association. Mrs. Seward's unpaid leave days will be counted against her entitlement to unpaid leave pursuant to the Family and Medical Leave Act of 1993, 29 U.S.C. §2601 et seq. and the New Jersey Family Leave Act, N.J.S.A. 34:11B-1 et seq., as appropriate.
4. Move to approve, upon the recommendation of the Superintendent, an unpaid leave of absence for Leigh Nissley, BME Special Education Teacher, for the 2020-2021 school year effective September 1, 2020 through June 30, 2021 with an expected return date of September 1, 2021.
5. Move to approve, upon the recommendation of the Superintendent, the following security monitor to work August 26, 27, 28, and 31, 2020 at an hourly rate of \$17.60 as follows :

Ray Chapparo

6. Move to approve, upon the recommendation of the Superintendent, (1) a reduction in force (RIF) and the consequent termination of the employment of all lunch aides for the 2020-2021 school year, except the two lunch aides with the greatest number of years of service to the Board in the capacity of lunch aide, in view of the revised school schedule arising from the COVID-19 health situation; (2) retention of Frances Cosentino and Karen Huhn, each in the capacity of lunch aide to assist in the preparation and distribution of "grab and go" lunches for students as appropriate.
7. Move to approve, upon the recommendation of the Superintendent, the appointment of Kim Hindman, as substitute lunch aide, with respect to the preparation and distribution of "grab and go" lunches for students as appropriate.
8. Move to accept, upon the recommendation of the Superintendent, the resignation of Rebecca Miller, BME full time personal aide, effective August 24, 2020, with regrets.
9. Move to approve, upon the recommendation of the Superintendent, the employment of Daniella Cundiff as a Health Aide*, beginning on September 1, 2020, on a month to month basis, at the per diem rate of \$100.00, pending review of Criminal History, completion of additional review required by law and receipt of other applicable documents, **until such time as, based on the Superintendent's recommendation, the Board determines the services of the Health Aide are no longer needed.** (*This appointment is subject to the resumption of in-person instruction, and further subject to social distancing requirements which may, among other directives, require cancellation of particular activities, for the 2020-2021 school year).
10. Move to approve, upon the recommendation of the Superintendent, an unpaid leave of absence for John Bernacchi, FAS Security Monitor, for the 2020-2021 school year effective September 1, 2020 through June 18, 2021 with an expected return date of September 1, 2021.

11. Move to approve, upon the recommendation of the Superintendent, an unpaid leave of absence for Alexandra Salvati, BME Teacher, for the 2020-2021 school year effective September 1, 2020 through June 30, 2021 with an expected return date of September 1, 2021.

Motion offered by Mrs. Scullion and seconded by Mrs. Angelo was approved by a roll call vote of 6/0.

POLICY RESOLUTIONS 1-3

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 accept, upon the recommendation of the Superintendent, the below policies submitted for second reading:

Revise/Review

1250	Visitors
3510	Operation and Maintenance of Plant
3541.33	Transportation Safety
5141.2	Illness
5141.3	Health Examinations and Immunizations
6173.1	Remote Learning

2. BE IT RESOLVED, the West Long Branch Board of Education amend the 2020-2021 School Calendar.
3. BE IT RESOLVED, that the West Long Branch Board of Education give the Superintendent authority to hire essential personnel, retroactively, until September 22, 2020.

Motion offered by Mr. Riley and seconded by Mr. Pringle was approved by a roll call vote of 6/0.

SUPERINTENDENT'S MONTHLY REPORTS 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.

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

School:	Betty McElmon Elementary	Frank Antonides School
Date	1. 6th 9:58 AM – 10:00 AM	1. 6th 9:58 AM – 10:00 AM
Type of Drill	1. FIRE DRILL	1. FIRE DRILL

2. **BE IT RESOLVED**, that the Board of Education approve the Comprehensive Equity Plan Statement of Assurance for the 2020-2021 school year.

Motion offered by Mr. Pringle and seconded by Mrs. Scullion was approved by a roll call vote of 6/0.

DISCUSSION ITEMS:

NJSBA Legislative Delegate/ MCSBA

Foundation

- Nothing to report

Meaghan Cavanaugh

PTA

- Nothing to report

Christine Skellinger

Borough of West Long Branch Liaison

Mary Gassman

Business Administrator/Board Secretary

Corey Lowell

Interim Superintendent Comments

Dr. Frank Alfano

- **Dr. Alfano spoke about the reopening plan the district is resubmitting to NJDOE**

PUBLIC COMMENTS:

None

EXECUTIVE SESSION

In compliance with the “Sunshine Law” N.J.S.A. 10:4-6, et seq., the Board of Education must go into closed session in order to discuss subjects exempted from the public portion of our meeting.

The discussion to be held in closed session will be about: **Contract matter**

MOTION TO OPEN EXECUTIVE SESSION

Motion offered by Mr. Riley and seconded by Mr. Pringle was approved by a voice vote of 6/0 at 7:35 p.m.

MOTION TO ADJOURN EXECUTIVE SESSION

Motion offered by Mr. Riley and seconded by Mr. Pringle was approved by a voice vote of 6/0 at 8:05 p.m.

MOTION TO ADJOURN

Motion offered by Mr. Pringle and seconded by Mrs. Skellinger was approved by a voice vote of 6/0 at 8:06 p.m.

Respectfully Submitted,

Corey Lowell
School Business Administrator/Board Secretary