

RESOLUTIONS OF THE WEST LONG BRANCH BOARD OF EDUCATION

Regular Public Meeting Minutes – 7:00 p.m.

Betty McElmon Gymnasium

Tuesday, August 23, 2022

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.

Mrs. Skellinger 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 Mrs. Skellinger

The Following Members of the Board of Education were Present:

Mrs. Cavanaugh	Mr. Kramer	Mr. Pringle	Mrs. Scullion
Mrs. Skellinger	Mrs. Tabakman-Plancher	Mr. Waters	

The Following Member of the Board of Education was Absent:

Mrs. Gassman	Mrs. Sisk
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Also in Attendance:

Christina Egan,	Superintendent of Schools
Corey Lowell,	School Business Administrator/Board Secretary
Isabel Machado, Esq.	Board Attorney

STATEMENT TO THE PUBLIC

Oftentimes 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:

- **A member of the public spoke about #9 - the curriculum guides. Dr. Egan told him that the curriculum would be posted the day after the Board approved it. She stated that parents or guardians could opt out of the new health curriculum.**
- **A parent asked what students who opt out of the new curriculum would be doing instead. Dr. Egan said it depends how many students opt out but she can speak to the new curriculum supervisor if she has any concerns.**
- **A public hearing was held on the West Long Branch Board of Education's intent to approve an amended employment contract with Dr. Christina Egan, Superintendent in accordance with N.J.S.A. 18A:11-11.**

APPROVAL OF MINUTES

July 26, 2022 Regular Public Meeting

Motion offered by Mrs. Cavanaugh and seconded by Mrs. Tabakman-Plancher was approved by a roll call vote of 7/0.

BUILDINGS AND GROUNDS 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, use of the FAS Gym by the WLB Sports Association for Mid-Monmouth West Long Branch youth boys and girls travel basketball games and practices from September 8, 2022 through December 22, 2022 for the following days and times:

Mondays, Wednesdays & Fridays 5:00 p.m. to 9:00 p.m.
Tuesdays & Thursdays 5:00 p.m. to 8:00 p.m.

2. Move to approve, upon the recommendation of the Superintendent, use of the FAS/BME Cafeteria, playground and BME gym by the Community YMCA, for a before and after school program during the 2022-2023 school year, from September 8, 2022 through June 22, 2023 from 7:00 a.m. to 8:30 a.m. and from 2:15 p.m. to 6:00 p.m. (Certificate of Insurance on File).

Motion 1 offered by Mr. Waters and seconded by Mr. Kramer was approved by a roll call vote of 6/0/1 with Mr. Pringle abstaining.

Motion 2 offered by Mr. Waters and seconded by Mr. Kramer was approved by a roll call vote of 7/0.

CURRICULUM AND INSTRUCTION RESOLUTIONS 1-15

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

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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 attendance at the workshop(s) listed below with associated program costs for the employee(s) referenced below:

Date	Name	Workshop	Location	All Costs of Program
September 22, 2022	Christina Egan	NJASBO - Negotiations	Mt. Laurel, NJ	\$175.00 (workshop) (account #11-000-230-580-00)

2. Move to retroactively approve, upon the recommendation of the Superintendent, Tracy Gironda to administer the WIDA ESL Kindergarten Screener during Summer 2022 at the rate of \$48 per hour, for 3 hours (account #11-240-100-101-01-080).
3. Move to approve, upon the recommendation of the Superintendent, the School Safety Team for the 2022-2023 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 Specialists	Melissa Siino-Murphy Lauren McKenna
School Counselors	Melissa Siino-Murphy Lauren McKenna
BME Teacher Representative	Kaitlyn Hackett
FAS Teacher Representative	James Straley
District Parent Representative	Jennifer Coppola

4. Move to retroactively approve, upon the recommendation of the Superintendent, a transportation jointure agreement with the Township of Ocean School District for Student ID# 5969246672, attending the Harbor School at a cost of \$2,680.00 from July 5, 2022 through August 15, 2022.
5. Move to approve, upon the recommendation of the Superintendent, the membership in the Monmouth County Curriculum Consortium (MC3), for the 2022-2023 school year, at a total of \$350.00 (account #11-000-230-590-00).
6. Move to approve, upon the recommendation of the Superintendent, the 2022-2023 District Professional Development Plan.
7. Move to approve, upon the recommendation of the Superintendent, the following teachers to conduct Home Instruction at the rate of \$48.00 per hour, for the 2022-2023 school year.

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Mrs. Beyers Mrs. Siwiec
Mrs. Sinkhorn

8. BE IT RESOLVED that the Board of Education approve the fiscal year 2022-2023 Memorandum of Agreement Between the Title III Consortium Fiscal Lead Agent, Barnegat Township School District, and West Long Branch School District.
9. Move to approve, upon the recommendation of the Superintendent, all curriculum guides for the 2022-2023 school year, including August 2022 updates in:

K-8 Health
K-8 Physical Education
K-8 Social Studies

10. Move to approve, upon the recommendation of the Superintendent, all textbooks and supplemental books and materials for the 2022-2023 school year.
11. Move to approve, upon the recommendation of the Superintendent, the Code of Conduct for the 2022-2023 school year.
12. Move to amend, upon the recommendation of the Superintendent, the following student teacher placement and cooperating teachers:

<u>Student Name</u>	<u>Placement</u>	<u>Cooperating Teacher(s)</u>
Gabriela Abbazia	4th Grade Placement	Michelle Sperling Heather Weiner

13. Move to approve upon the recommendation of the Superintendent, the following mentorships for the 2022-2023 school year:

<u>Name</u>	<u>Mentor</u>
Siobhan Brennan	Alexandra Faccone
Kyle Lezotte	Megan Steel
Sean Vella	Louis Petrone

14. 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, 2022 through September 30, 2022, not to exceed \$11,000.00.
15. BE IT RESOLVED that the Board of Education approve to discard outdated textbooks in excess of 10 years old as per the attached Appendix B.

Motions 1-3, & 5-15 offered by Mrs. Cavanaugh and seconded by Mrs. Scullion was approved by a roll call vote of 7/0.

Motion 4 offered by Mrs. Cavanaugh and seconded by Mrs. Scullion was approved by a roll call vote of 6/0/1 with Mr. Pringle abstaining.

FINANCE RESOLUTIONS 1-10

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 July 2022 and Aug 2022 be approved and

Bills & Claims Fund 10 (July)	\$ 1,929.42
Bills & Claims Fund 10 (August)	\$337,943.17
Bills & Claims Fund 20 (August)	\$ 16,581.31

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 Board of Education authorize the Business Administrator to purchase additional cyber liability insurance through the Apogee Insurance Group for the 2022-2023 school year at a cost of \$5,447.65.
3. Move to approve, upon the recommendation of the Superintendent, the amount of Non-Public funds for 2022-2023 under the following program(s):

<u>Non-Public Textbook Aid</u>	<u>Non-Public Nursing Service Aid</u>	<u>Non-Public Security Aid</u>	<u>Non-Public Technology Aid</u>
\$24,354	\$41,328	\$83,025	\$15,498

4. BE IT RESOLVED, that the Board of Education approve the Middle States Systems Accreditation fee in the amount of \$1,313.50 for FY 2023.
5. BE IT RESOLVED to approve the submission of the 2022-2023 Preschool Expansion Aid grant application.

6. Move to approve an Addendum to an Agreement between the West Long Branch Public School District (hereinafter referred to as “LEA” for Local Education Agency) and ESS Northeast, LLC (the “Company”) for the services of Substitute Teachers and Staff.
7. Move to approve, upon the recommendation of the Superintendent, the agreement between the West Long Branch Board of Education and the Homecare Therapies, LLC dba Horizon Healthcare Staffing with regard to substitute nurses for the 2022-2023 school year.
8. 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 2022 -2023 school year.
9. Request approval to acknowledge receipt on August 23, 2022 of the HVAC and boiler replacement services bids:

<u>Contractor</u>	<u>Base Bid</u>	<u>Alternate #1</u>
Comfort Mechanical	\$292,426	\$296,486
Sunnyfield Corp.	\$327,000	\$272,000

And further to award the bid to Comfort Mechanical at a total cost of \$588,912.

10. RESOLVED that the Board approve the change order, credit of \$6,227.66, from Weatherproofing Technologies, Inc. for work from Roof D - metal wall panels.

Original contract: \$28,440.84
 Change order credit: -\$ 6,227.66
 New contract sum: \$22,213.18

Motion offered by Mrs. Tabakman-Plancher and seconded by Mrs. Scullion was approved by a roll call vote of 7/0.

PERSONNEL 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 approve the employment contract with Dr. Christina Egan retroactive to July 1, 2022, through June 30, 2027, with a starting salary of \$165,000 and a 3% annual increase, thereafter, as approved by the Monmouth County Executive Superintendent of Schools on August 5, 2022.

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2. Move to approve, upon the recommendation of the Superintendent, the following lunch aides for the 2022-2023 school year with rates of pay:

<u>Name</u>	<u>Per Diem Amount</u>
Carol Bacon	\$38.50
Jennifer Dondero	\$38.50
Ann Lindsay	\$38.50

3. Move to approve, upon the recommendation of the Superintendent, the following substitute lunch aides for the 2022-2023 school year at a per diem rate of \$29.25 as follows pending review of Criminal History and other applicable documents.

Jean-Marie Boresen Barbara Piper

4. Move to approve, upon the recommendation of the Superintendent, the employment of Annette Case, RN to provide substitute nursing services on an as-needed basis, as per the IEP for Student ID#6364134357 effective September 6, 2022 until June 30, 2023 at \$52.00 per hour, pending review of Criminal History and other applicable documents.
5. Move to approve, upon the recommendation of the Superintendent, to extend a paid leave of absence for employee #8001310 for the period from August 17, 2022 through on or about August 31, 2022, in accordance with the Family and Medical Leave Act of 1993, 29 U.S.C. §2601 et seq. The employee shall utilize 11 accrued, unused sick days. This leave will be counted against the employee's entitlement to leave pursuant to the Family and Medical Leave Act of 1993, 29 U.S.C. §2601 et seq.
6. Move to accept, upon the recommendation of the Superintendent, the resignation of Auraya Green, part-time personal nurse, effective August 29, 2022.
7. Move to approve, upon the recommendation of the Superintendent, the following substitute nurse for the 2022-2023 school year with a rate of pay of \$150.00 per diem, pending review of Criminal History and other applicable documents.

Annette Case

8. Move to approve, upon the recommendation of the Superintendent, a paid leave of absence for employee #8001320 for the period from September 6, 2022 through on or about September 26, 2022, in accordance with the Family and Medical Leave Act of 1993, 29 U.S.C. §2601 et seq. The employee shall utilize accrued, unused sick days. This leave will be counted against the employee's entitlement to leave pursuant to the Family and Medical Leave Act of 1993, 29 U.S.C. §2601 et seq.

Motion 1 offered by Mrs. Cavanaugh and seconded by Mrs. Tabakman-Plancher was approved by a roll call vote of 6/0/1 with Mr. Waters abstaining.

Motions 2-8 offered by Mrs. Cavanaugh and seconded by Mrs. Tabakman-Plancher was approved by a roll call vote of 7/0.

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 approve the *amended* 2022-2023 school calendar. (Attachment)
2. BE IT RESOLVED, that the West Long Branch Board of Education give the Superintendent authority to hire essential personnel, retroactively, until September 20, 2022.
3. Move to abolish, upon the recommendation of the Superintendent, the below policy:

Policy
5141.11 Vaccination and Testing

Motion offered by Mrs. Cavanaugh and seconded by Mrs. Tabakman-Plancher was approved by a roll call vote of 7/0.

SUPERINTENDENT’S MONTHLY REPORT 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, the following report of the Fire and Evacuation drills conducted during the month of July 2022:

School:	Betty McElmon Elementary	Frank Antonides School
Date	1. 19th 9:45 - 9:50 AM	1. 19th 9:45 - 9:50 AM
	2. 25th 10:00 - 10:05 AM	2. 25th 10:00 - 10:05 AM
Type of Drill	1. FIRE DRILL	1. FIRE DRILL
	2. SECURITY DRILL	2. SECURITY DRILL

Motion offered by Mrs. Scullion and seconded by Mrs. Tabakman-Plancher was approved by a roll call vote of 7/0.

DISCUSSION ITEMS:

NJSBA Legislative Delegate/ MCSBA

- No Report

Mary Gassman

Foundation

- Meet & Greet on September 13

Meaghan Cavanaugh

PTA

- No Report

Christine Skellinger

Borough of West Long Branch Liaison

- No Report

Mary Gassman

Business Administrator/Board Secretary

- No Report

Corey Lowell

Superintendent Comments

- No Report

Christina Egan

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: **School security**

MOTION TO OPEN EXECUTIVE SESSION

Motion offered by Mrs. Scullion and seconded by Mrs. Cavanaugh was approved by a voice vote of 7/0 at 7:20 p.m.

MOTION TO ADJOURN EXECUTIVE SESSION

Motion offered by Mr. Waters and seconded by Mr. Kramer was approved by a voice vote of 7/0 at 7:56 p.m.

MOTION TO ADJOURN

Motion offered by Mrs. Cavanaugh and seconded by Mrs. Scullion was approved by a voice vote of 7/0 at 7:56 p.m.

Respectfully Submitted,

Corey Lowell
School Business Administrator/Board Secretary