

WORKSHOP MEETING – DECEMBER 18, 2018

RESOLUTIONS OF THE WEST LONG BRANCH BOARD OF EDUCATION

Workshop Meeting – Media Center 6:00 p.m.

Tuesday, December 18, 2018

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.

CALL TO ORDER

"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."

PLEDGE OF ALLEGIANCE

ROLL CALL

Mrs. Cavanaugh _____ Mrs. Cistaro _____ Ms. Gassman _____
Mrs. Hegglin _____ Mrs. McLaughlin _____ Mrs. Skellinger _____
Mr. Waters _____

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.

CANDIDATES INTERVIEWS

1. Conduct Board of Education candidate interviews for the following:
 - Michael Falgares
 - Brian Kramer

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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: **Board Candidates**

MOTION TO OPEN EXECUTIVE SESSION

Offered by: _____ Seconded by: _____

ROLL CALL

Mrs. Cavanaugh _____ Mrs. Cistaro _____ Ms. Gassman _____
Mrs. Hegglin _____ Mrs. McLaughlin _____ Mrs. Skellinger _____
Mr. Waters _____

Upon completion of interviews, the Board of Education selects and appoints _____ to fill the vacant Board seat on this date, December 18, 2018.

MOTION TO ADJOURN EXECUTIVE SESSION

Offered by: _____ Seconded by: _____

ROLL CALL

Mrs. Cavanaugh _____ Mrs. Cistaro _____ Ms. Gassman _____
Mrs. Hegglin _____ Mrs. McLaughlin _____ Mrs. Skellinger _____
Mr. Waters _____

PRESENTATIONS:

- Recognition of 2018-2019 outgoing Board of Education members:
President, Erin Hegglin
Vice President, Brian Kramer
Board Member, Tracey Cistaro

PUBLIC COMMENTS:

Anyone wishing to address the Board regarding items that are on the agenda, please state your name and address. The Board will not, during the public portion of this meeting, discuss matters involving employment, appointment, termination of employment, negotiations, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific or prospective or current employee and/or students.

ACTION ITEMS 1-3

1. Move to approve the shared services agreement for Maintenance Services between the West Long Branch Board of Education and the Shore Regional Board of Education for the 2018-2019 school year.
2. Move to retroactively approve, upon the recommendation of the Superintendent, the following staff to chaperone the 7th & 8th grade Fall Dance on November 30, 2018 at the rate of \$48.00 per hour for 1.5 hours: (Acct. #11-401-100-100-02-050).

Lou Castagno

Kristine McNicholas

Kelly Shine

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3. Move to approve, upon the recommendation of the Superintendent, use of the Ferris Antoon and the Betty McElmon Gyms by the WLB Sports Association for Rec. and travel basketball practices and games from January 2, 2019 through March 31, 2019 for the following days and times: (Certificate of Insurance on File).

Monday - Friday (FAS & BME) 5:00 p.m. to 8:00 p.m.
Sunday (FAS) 11:00 a.m. to 5:00 p.m.

Offered by: _____ **Seconded by:** _____

ROLL CALL

Mrs. Cavanaugh _____ Mrs. Cistaro _____ Ms. Gassman _____
Mrs. Hegglin _____ Mrs. McLaughlin _____ Mrs. Skellinger _____
Mr. Waters _____

APPROVAL OF MINUTES

November 20, 2018 Workshop Meeting
November 27, 2018 Regular Public Meeting

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 approve, upon the recommendation of the Superintendent, the following class trips/academic events:

March 12, 2019
Monmouth University – Pollack Theater
Grade K (Approximately 68 total students)
Mrs. Colabelli, Mrs. Myers, Mrs. Smith, Ms. Steel, Mrs. Wilson, Mrs. Milbrodt, Mrs. Ronan, Mrs. Santiago, & Miss Illiano (student teacher).
Approximate cost to the Board - \$846.50

April 17, 2019
Turtleback Zoo
Grade 3 (Approximately 64 total students)
Mrs. Faccone, Mr. Gulya, Ms. Mazzella Mrs. Salvati, & Mrs. Farley
Approximate cost to the Board - \$1,077.50

May 3, 2019
Monmouth University – Pollack Theater
Grade K (Approximately 68 total students)
Mrs. Colabelli, Mrs. Myers, Mrs. Smith, Ms. Steel, Mrs. Wilson, Mrs. Milbrodt, Mrs. Ronan, Mrs. Santiago, & Miss Illiano (student teacher).
Approximate cost to the Board - \$846.50

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2. Move to approve, upon the recommendation of the Superintendent, the attendance at the workshops listed below with associated program costs for the employees referenced below:

Date	Name	Workshop	Location	All Costs of Program
February 25-27, 2019	Jodi Bocco	NJ Association for Health, Physical Education, Recreation and Dance Annual Convention (NJASPERD)	Long Branch, NJ	\$200.00 (workshop) (Acct. #11-000-223-580-01-050)

3. Move to approve, upon the recommendation of the Superintendent, the following teachers to facilitate professional development sessions on February 4, 2019:

Co-Teaching Facilitator - Loretta Roberts - one hour preparation per session for up to five sessions at \$48 (contract rate) per hour - up to \$240 (Acct.#11-000-223-104-01-080 \$120; Acct.#11-000-223-104-01-050 \$120)

STEAM and STEM Facilitator - James Straley - one hour preparation per session for up to five sessions at \$48 (contract rate) per hour - up to \$240 (Acct.#11-000-223-104-01-080 \$120; Acct. #11-000-223-104-01-050 \$120)

4. Move to approve, upon the recommendation of the Superintendent, the following professional development contracts for the regional professional development day on February 4, 2019 (cost reflects the West Long Branch School District's portion):

Burley Musical Instruments Repair Service, LLC - Technical Program for Instrumental Teachers - \$133 (Acct.#20-270-200-300-00-050 \$66.50; Acct. #20-270-200-300-00-080 \$66.50)

Engaged Instruction, LLC - Fostering Student-Led Discussions in the K-5 Classroom - \$480 (Acct. #20-270-200-300-00-050 \$240; Acct. #20-270-200-300-00-080 \$240)

HighScope Educational Research Foundation - Implementing HighScope for Preschool - \$812 (Acct.#11-000-223-320-01-080)

Kiker Learning - Digital Assessment Tools for Grades K-12 – \$770 (Acct.#20-270-200-300-00-050 \$385; Acct. #20-270-200-300-00-080 \$385)

Lindstrom Learning, LLC - Blended Learning for Grades K-12 – \$560 (Acct. #20-270-200-300-00-050 \$280; Acct. #20-270-200-300-00-080 \$280)

Teach 2 Teach, LLC - Response to Intervention for Grades K-5 – \$600 (Acct. #20-270-200-300-00-050 \$300; Acct. #20-270-200-300-00-080 \$300)

Teach 2 Teach, LLC - Response to Intervention for Grades 6-12 – \$420 (Acct. #20-270-200-300-00-050 \$210; Acct. #20-270-200-300-00-080 \$210)

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5. Move to approve, upon the recommendation of the Superintendent, for the following staff to plan and implement a first grade Family Literacy Night program scheduled for January 16, 2019 for students and parents at the rate of \$48.00 per hour for two (2) hours, for a total of \$384.00 (Acct. #11-000-221-104-05-080):

Christine Baniowski	Lanai Robbins
Megan Heslin	Loretta Roberts

6. **BE IT RESOLVED**, that the curricula and textbooks previously adopted by the Board of Education, as well as all revisions thereto, be adopted as posted on the District website.
7. Move to approve, upon the recommendation of the Superintendent, that student SID #542711613 attend the Long Branch Middle School Special Education class program as per the IEP for 180 days: September 6, 2018 to June, 18, 2019 at the tuition rate of \$21,981.09.
8. Move to retroactively approve, upon the recommendation of the Superintendent, the placement of student SID #2103962448 per the IEP to attend a Special Class program at Wall Township Schools effective January 2, 2019 to June 20, 2019 at a prorated cost of \$21,836.06 plus additional charges for related services. Transportation will be contracted through MOESC at the lowest bid rate.

FINANCE 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. **BE IT RESOLVED**, that the Bills and Claims List for November 2018 be approved and

Bills & Claims Fund 10	\$
Bills & Claims Fund 20	\$
DCRP	\$

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 approve the following Transfer of Funds for November 2018.

PERSONNEL RESOLUTION

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

Revise/Review

4144/4244	Workers' Compensation
5141.21	Administering Medication
5141.21	Form – Emergency Administration of Naloxone for Drug Overdose

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

Revise/Review

4111.2/4211.2	Domestic Violence
5145.7	Gender Identity and Expression

SUPERINTENDENT'S MONTHLY REPORTS 1-6

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 November 2018:

<i>ENROLLMENT DATA</i>	
Pre-Kindergarten	27
Kindergarten	67
1	66
2	41
3	64
4	45
BETTY MCELMON ELEMENTARY TOTAL	310
5	63
6	63
7	65
8	66
FRANK ANTONIDES SCHOOL TOTAL	257
OUT OF DISTRICT STUDENTS	7
DISTRICT ENROLLMENT	574

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2. Move to approve, upon the recommendation of Superintendent, the following report of the Fire and Evacuation drills conducted during the month of November 2018:

School:	Betty McElmon Elementary	Frank Antonides School
Month:	NOVEMBER 2018	NOVEMBER 2018
Date/Time	1. 14th @ 9:58 AM – 10:03 AM	1. 14th @ 9:58 AM – 10:03 AM
	2. 15th @ 10:04 AM – 10:13 AM	2. 15th @ 10:04 AM – 10:13 AM
Type of Drill	1. FIRE DRILL	1. FIRE DRILL
	2. LOCKDOWN DRILL	2. LOCKDOWN DRILL
Duration of Drill	1. 3 Minutes 10 Seconds	1. 3 Minutes 10 Seconds
	2. 9 Minutes 0 Seconds	2. 9 Minutes 0 Seconds
Weather Conditions	1. Cloudy and Cool	1. Cloudy and Cool
	2. Cloudy and Cold	2. Cloudy and Cold
Participants of Drill	1. Students of Grades Preschool through Grade 3, Teachers & Staff.	1. Students of Grades 4 through 8, Teachers & Staff.
	2. Students of Grades Preschool through Grade 3, Teachers & Staff.	2. Students of Grades 4 through 8, Teachers & Staff.
Brief Description of What Was Drilled	1. Fire Drill. The BME pull station opposite the nurse’s room in the hallway was used. All students and staff exited through the fire drill exits.	1. Fire Drill. The BME pull station opposite the nurse’s room in the hallway was used. All students and staff exited through the fire drill exits.
	2. BME Principal Erhardt announced the Lockdown Drill throughout both BME & FAS schools. Mike Furlong coordinated the drill, and he was the “intruder”. He was monitored by the Administrators and Security personnel in person and via the security cameras, and was “apprehended” in the FAS Hallway. All students and staff were locked down in the BME, FAS & Link classrooms.	2. BME Principal Erhardt announced the Lockdown Drill throughout both BME & FAS schools. Mike Furlong coordinated the drill, and he was the “intruder”. He was monitored by the Administrators and Security personnel in person and via the security cameras, and was “apprehended” in the FAS Hallway. All students and staff were locked down in the BME, FAS & Link classrooms.

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3. Move to approve, upon the recommendation of the Superintendent, the following Pupil Attendance Report for the month of November 2018:

<u>STUDENT ATTENDANCE</u>	<u># OF DAYS POSSIBLE</u>	<u># OF DAYS ABSENT</u>	<u>PERCENT ATTENDANCE</u>
Betty McElmon Elementary	5586	320.5	94.26%
Frank Antonides School	4626	208	95.50%

4. Move to approve, upon the recommendation of the Superintendent, the following Staff Attendance Report for the month of November 2018:

<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	584	43	92.64	18	95.72
FAS	576	52	90.97	22	96.18

5. Move to approve, upon the recommendation of the Superintendent, the following HIB Reports for the month of November 2018:

	<u>Reported Incidents</u>	<u>Confirmed Incidents</u>	<u>Unconfirmed Incidents</u>
Betty McElmon Elementary	0	0	0
Frank Antonides School	1	1	0
TOTALS	1	1	0

6. Move to approve, upon the recommendation of the Superintendent, the Health and Safety Evaluation of School Buildings Checklist SOA 2018-2019.

DISCUSSION ITEMS:

NJSBA Legislative Delegate/ MCSBA

Lauren Gassman

Foundation

Meaghan Cavanaugh

PTA

Christine Skellinger

Borough of West Long Branch Liaison

**Business Administrator/
Board Secretary**

Corey Lowell

Superintendent Comments

Thomas Farrell

PUBLIC COMMENTS: Anyone wishing to address the Board, please state your name and address.

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MOTION TO ADJOURN

Offered by: _____ **Seconded by:** _____

ROLL CALL

Mrs. Cavanaugh _____ Mrs. Cistaro _____ Ms. Gassman _____
Mrs. Hegglin _____ Mrs. McLaughlin _____ Mrs. Skellinger _____
Mr. Waters _____