

RESOLUTIONS OF THE WEST LONG BRANCH BOARD OF EDUCATION

Regular Public Meeting Minutes – Cafeteria 6:30 p.m.

Tuesday, February 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 6:30 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."

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by the following students:

Anna Hess & Edward Scullion

The Following Members of the Board of Education were Present

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

Also on Attendance:

Thomas G. Farrell,	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:

- November Student of the Month Presentation

FAS:

5th Grade – Luke Tucci

- December Student of the Month Presentation

BME:

3rd Grade – Elle Tucci

- January Students of the Month Presentation

BME:

Pre-K – Martin Siegel

Kindergarten – Gage Speedy

1st Grade – Lily Bobal

2nd Grade – Jacqueline Rendon

3rd Grade – Rhea Kim

4th Grade – Cole Wild

FAS:

5th Grade – Silvio Pessoa

6th Grade – Trevor Doremus

7th Grade – Sophia Howe

8th Grade – Patrick Mermini

- Mr. Michael Waters (BOE President) – Recognition of Dr. Thomas Farrell

OPEN CANDIDATE INTERVIEWS

Motion offered by Mrs. Cavanaugh and seconded by Mrs. Scullion was approved by a voice vote of 8/0.

CANDIDATE INTERVIEWS

1. Conduct Board of Education candidate interviews for the following:
 - Kate Angelo
 - Michael Falgares

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

Motion offered by Mr. Kramer and seconded by Mr. Riley was approved by a voice vote of 8/0 at 7:04 p.m.

MOTION TO ADJOURN EXECUTIVE SESSION

Motion offered by Mr. Kramer and seconded by Mr. Pringle was approved by a voice vote of 8/0 at 7:17 p.m.

Motion to appoint Ms. Kate Angelo to fill the vacant Board seat.

Motion offered by Mrs. Skellinger and seconded by Mr. Riley was approved by a roll call vote of 6/0/2 with Mr. Waters & Mrs. Gassman abstaining.

PUBLIC COMMENTS:

None

APPROVAL OF MINUTES

January 23, 2020 Special Meeting
January 28, 2020 Regular Public Meeting

Motion offered by Mr. Kramer and seconded by Mr. Riley was approved by a roll call vote of 7/0/2 with Mrs. Cavanaugh and Mrs. Angelo abstaining.

BUILDING 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 a BME Classroom TBD by the Girl Scout Brownie Troop #60155, Troop Leader Stephanie McQuade, Mondays from 3:05 p.m. to 4:30 p.m. for the following dates: (Certificate of Insurance on File).

March 9 & 23, 2020	May 18, 2020
April 6 & 27, 2020	June 8, 2020

2. Move to approve, upon the recommendation of the Superintendent, use of the FAS gym by the WLB Recreation Committee for an Easter Egg Hunt, as backup due to inclement weather, on April 11, 2020 from 7:30 a.m. to 12:00 p.m.

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

CURRICULUM AND INSTRUCTION RESOLUTIONS 1-9

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 trip(s)/academic event(s) as per attached Appendix A.
2. 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
March 3, 2020	Sandra Gardner	Attendance, Residency and Homeless Issues	Monroe, NJ	\$ 150.00 (workshop) \$ 20.58 (travel) \$ 170.58 (total) (account #11-000-223-580-01-080)
March 10, 2020	Angel Somers	What's New in Young Adult Literature and How to Use it in Your Program	Freehold, NJ	\$ 279.00 (workshop) \$ 00.00 (travel) \$ 279.00 (total) (\$139.50 account #20-270-200-500-00-080) (\$139.50 account #20-270-200-500-00-050)
June 3, 4, & 5, 2020	Lorraine Simon	NJASBO Annual Conference	Atlantic City, NJ	\$ 275.00 (workshop) \$ 260.00 (accommodations) \$ 215.95 (transportation & meals) \$ 750.95 (total) (account #11-000-251-592-00)

3. Move to approve, upon the recommendation of the Superintendent, the employment of the following employee(s) for Co-Curricular Activity Compensation for the 2019-2020 school year:

BME Spring Show:		
Musical Director	David Attilio	\$333.33

4. Move to approve, upon the recommendation of the Superintendent, the following Monmouth University student(s) to participate in a Student Teaching Experience program commencing from February 26, 2020 to May 2020 as noted below:

<u>Student Name</u>	<u>Placement</u>	<u>Cooperating Teacher</u>
Michelle Sapolnick	7 th Grade Language Arts	Karen Sandoz

5. Move to approve, upon the recommendation of the Superintendent, the following Monmouth University student(s) to participate in a Junior Field Experience program commencing from February 26, 2020 to May 2020 as noted below:

<u>Student Name</u>	<u>Placement</u>	<u>Cooperating Teacher</u>
Marlee Butryn	8 th Grade Math	Amy Caruso
Cassie James	8 th Grade Social Studies	Monika Cagliostro

6. Move to approve, upon the recommendation of the Superintendent, the placement of student SID #4338146477 per the IEP to attend a Special Class program at Long Branch Schools effective March 2, 2020 to June 23, 2020 at a prorated cost of TBD plus additional charges of an aide and related services. Transportation will be provided at parent expense.
7. Move to approve, upon the recommendation of the Superintendent, to contract with Empower U effective March 2, 2020 to June 30, 2020 for Behavioral Services at \$37.50 per hour for Board Certified Assisted Behavior Analyst (BCaBA) services for identified students as per their IEPs.
8. Move to retroactively approve, upon the recommendation of the Superintendent, that the Board of Education approve transportation to FAS for SID #9593119876 and SID #628716649 effective February 6, 2020 to June 23, 2020 as per McKinney-Vento Act. Transportation will be contracted through MOESC at the lowest bid rate.
9. Move to approve, upon the recommendation of the Superintendent, for SID #43381464777, as per the IEP, to attend Rising Tree Tops, Oakhurst, NJ for a Social Skills Program an additional three times per week at \$13.50 per hour from March 2, 2020 to June 23, 2020. Transportation will be provided by Rising Tree Tops.

Motions 1-5, & 7-9 offered by Mr. Kramer and seconded by Mrs. Cavanaugh was approved by a roll call vote of 8/0/1 with Mrs. Angelo abstaining.

Motion 6 offered by Mr. Kramer and seconded by Mrs. Cavanaugh was approved by a roll call vote of 7/0/2 with Mr. Riley & Mrs. Angelo abstaining.

PERSONNEL RESOLUTIONS 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. Move to amend a leave of absence for Jodi Siwiec, FAS Teacher, for the period on or about September 1, 2019 through March 31, 2020 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. Siwiec’s unpaid leave shall commence on February 17, 2020 following the date Mrs. Siwiec has exhausted paid sick leave days. Mrs. Siwiec’s unpaid leave days will be counted against her entitlement to unpaid leave pursuant to the

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Family and Medical Leave Act of 1992, 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.

2. Move to accept, upon the recommendation of the Superintendent, the retirement of Patricia Falco, School Nurse, effective July 1, 2020, with regrets.
3. Move to accept, upon the recommendation of the Superintendent, the retirement of Michele Castellano, FAS Special Education Teacher, effective July 1, 2020, with regrets.
4. Move to amend, upon the recommendation of the Superintendent, the employment start date of Samantha Seward as a FAS 6th Grade Special Education Teacher, from February 7, 2020 to February 20, 2020.
5. WHEREAS, it is the desire of the West Long Branch School District Board of Education to recognize Dr. Thomas G. Farrell for his contributions to the West Long Branch School Community; and

WHEREAS, Dr. Farrell served as Superintendent of the West Long Branch School District from March 2013 to March 2020; and

WHEREAS, Dr. Farrell served as chairperson on various Monmouth County Committees and Boards; and

WHEREAS, Dr. Farrell was instrumental in shared services, the launch of the 1:1 technology program, facility upgrades, security enhancements, strategic planning, improved student performance, and 7 year Middle States Association accreditation; and

WHEREAS, Dr. Farrell displayed dedication and commitment to the students of West Long Branch School District throughout his service as Superintendent; and

WHEREAS, Dr. Farrell displayed outstanding leadership by his honesty, tireless efforts, and integrity; and

WHEREAS, Dr. Farrell's commitment to excellence was instrumental in allowing West Long Branch School District to remain one of the finest school districts in the State of New Jersey; and

NOW, THEREFORE BE IT RESOLVED, that a copy of this resolution be spread on the minutes of February 25, 2020, and a copy forwarded to Dr. Farrell.

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

FINANCE RESOLUTIONS 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. **BE IT RESOLVED**, that the Bills and Claims List for January 2020 and February 2020 be approved and

Bills & Claims DCRP (Jan)	\$	0.00
Bills & Claims Fund 10 (Jan)	\$	6,079.09
Voided Checks (#8016 & #8194) (Jan)	\$	268.58
Bills & Claims Fund 10 (Feb)	\$	388,854.37
Bills & Claims Fund 20 (Feb)	\$	48,731.67

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:
 - December 31, 2019
- That the listed budget transfer(s) be authorized in accordance with N.J.S.A. 18A:22-8.1:

December (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 December 31, 2019, 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**, NJSA 18A:24-54 permits a Board of Education to transfer the proceeds of a capital project when the project is completed, and such funds are no longer necessary for the original purpose or any other authorized purpose; and

WHEREAS, the aforementioned statute authorizes the Board of Education to determine whether to apply such funds to either the general fund or the debt service fund of the district; and

WHEREAS, the West Long Branch Board of Education has determined that \$85,004.19 is available for such transfer;

NOW THEREFORE BE IT RESOLVED by the West Long Branch Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer to the debt service fund consistent with all applicable laws and regulations.

4. **RESOLVED** that the West Long Branch Board of Education approve Settembrino Architects to develop bid specifications and provide construction administration for a partial roof replacement project at a cost of \$12,500.
5. **BE IT FURTHER RESOLVED**, that the Board approve the following list of signers for accounts held by the West Long Branch Board of Education at Investors Bank.

WARRANT ACCOUNT	Michael Waters, Board of Education President Corey Lowell, School Business Administrator Frank Alfano, Interim Superintendent Lorraine Simon, Assistant Business Administrator
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PAYROLL AGENCY ACCOUNT	George Stone, Treasurer of School Monies Corey Lowell, School Business Administrator Frank Alfano, Interim Superintendent Lorraine Simon, Assistant Business Administrator
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UNEMPLOYMENT TRUST ACCOUNT	Michael Waters, Board of Education President Corey Lowell, School Business Administrator Frank Alfano, Interim Superintendent Lorraine Simon, Assistant Business Administrator
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SCHOOL LUNCH ACCOUNT	Michael Waters, Board of Education President Corey Lowell, School Business Administrator Frank Alfano, Interim Superintendent Lorraine Simon, Assistant Business Administrator
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PETER WEINMAN SCHOLARSHIP ACCOUNT	Michael Waters, Board of Education President Corey Lowell, School Business Administrator Frank Alfano, Interim Superintendent Lorraine Simon, Assistant Business Administrator
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PETTY CASH ACCOUNT	Michael Waters, Board of Education President Corey Lowell, School Business Administrator Frank Alfano, Interim Superintendent Lorraine Simon, Assistant Business Administrator
CAPITAL RESERVE ACCOUNT	Michael Waters, Board of Education President Corey Lowell, School Business Administrator Frank Alfano, Interim Superintendent Lorraine Simon, Assistant Business Administrator
MAINTENANCE RESERVE ACCOUNT	Michael Waters, Board of Education President Corey Lowell, School Business Administrator Frank Alfano, Interim Superintendent Lorraine Simon, Assistant Business Administrator
EMERGENCY RESERVE ACCOUNT	Michael Waters, Board of Education President Corey Lowell, School Business Administrator Frank Alfano, Interim Superintendent Lorraine Simon, Assistant Business Administrator
FAS STUDENT ACTIVITY	Allyson Winter, FAS Acting Principal Corey Lowell, School Business Administrator Frank Alfano, Interim Superintendent Lorraine Simon, Assistant Business Administrator

Motion 1 offered by Mr. Pringle and seconded by Mrs. Cavanaugh was approved by a roll call vote of 7/0/2 with Mr. Riley (PO 20-00349- LB PO) and Mrs. Angelo abstaining.

Motions 2-5 offered by Mr. Pringle and seconded by Mrs. Cavanaugh were approved by a roll call vote of 8/0/1 with Mrs. Angelo abstaining.

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 January 2020:

<i>ENROLLMENT DATA</i>	
Pre-Kindergarten	35
Kindergarten	61
1	65
2	66
3	41
4	62

BETTY MCELMON ELEMENTARY TOTAL	330
5	53
6	65
7	71
8	70
FRANK ANTONIDES SCHOOL TOTAL	259
OUT OF DISTRICT STUDENTS	7
DISTRICT ENROLLMENT	596

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

School:	Betty McElmon Elementary	Frank Antonides School
Date	1. 10th 10:00 AM – 10:02 AM	1. 10th 10:00 AM – 10:02 AM
	2. 16th 1:08 PM – 1:16 PM	2. 16th 1:08 PM – 1:16 PM
Type of Drill	1. FIRE DRILL	1. FIRE DRILL
	2. SHELTER IN PLACE – BOMB THREAT	2. SHELTER IN PLACE – BOMB THREAT

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

<u>STUDENT ATTENDANCE</u>	<u># OF DAYS POSSIBLE</u>	<u># OF DAYS ABSENT</u>	<u>PERCENT ATTENDANCE</u>
Betty McElmon Elementary	6915	530.5	92.33%
Frank Antonides School	5431	385	92.91%

4. Move to approve, upon the recommendation of the Superintendent, the following Staff Attendance Report for the month of January 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	623	71	88.6	42	95.3
FAS	693	78.5	88.7	42	94.7

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

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

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

ADDENDUMS 1-2

1. Move to approve the termination of the Shared Services Agreement for a Shared Superintendent of Schools between the West Long Branch Board of Education and the Shore Regional High School District Board of Education (“Shore Regional Board”) effective March 2, 2020, with the understanding that the Shore Regional Board has consented to the termination of the Agreement and the Executive County Superintendent of Schools, by approval of the West Long Branch Board’s proposed employment contract with an Interim Superintendent of Schools, has advised of no impediment to the termination of the aforementioned Shared Services Agreement.

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

2. Having the approval of the Executive County Superintendent of Schools, move to approve (1) the appointment of Dr. Frank Alfano to the position of Interim Superintendent of Schools at the per diem rate of Six Hundred (\$600.00) Dollars for a term commencing on March 2, 2020 and expiring on July 1, 2020 or sooner upon the appointment of a Superintendent of Schools for the District and the said Superintendent of Schools’ commencement of employment in that capacity; and (2) the Employment Contract between the Board of Education and Dr. Alfano. The Board Vice President and the Business Administrator/Board Secretary, as the attesting witness, are hereby authorized to sign the aforementioned Employment Contract on behalf of the Board of Education.

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

DISCUSSION ITEMS:

NJSBA Legislative Delegate/ MCSBA

Foundation

- They are selecting a committee for grants and ARTivity night in April.

PTA

- None

Borough of West Long Branch Liaison

- None

Business Administrator/Board Secretary

- None

Meaghan Cavanaugh

Christine Skellinger

Mary Gassman

Corey Lowell

Superintendent Comments

Thomas Farrell

- **Dr. Farrell thanked the BOE for their support.**

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: to receive attorney advice about possible administrative restructuring, to consider an administrative grievance, and to discuss the Superintendent evaluation process.

MOTION TO OPEN EXECUTIVE SESSION

Motion offered by Mr. Kramer and seconded by Mr. Riley was approved by a voice vote of 9/0 at 7:52 p.m.

MOTION TO ADJOURN EXECUTIVE SESSION

Motion offered by Mr. Riley and seconded by Mr. Pringle was approved by a voice vote of 9/0 at 8:48 p.m.

MOTION TO ADJOURN

Motion offered by Mr. Kramer and seconded by Mr. Pringle was approved by a voice vote of 9/0 at 8:49 p.m.

Respectfully Submitted,

Corey Lowell
School Business Administrator/Board Secretary