

**RESOLUTIONS OF THE WEST LONG BRANCH BOARD OF EDUCATION**  
**Regular Public Meeting Minutes – Virtual Meeting 7:00 p.m.**  
**Tuesday, February 23, 2021**

**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."

**PLEDGE OF ALLEGIANCE**

**The Pledge of Allegiance was led by the following students:**

*Michail Magriplis and Emily Silva*

**The Following Members of the Board of Education were Present:**

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

**Also in Attendance:**

Christina Egan,	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:**

- January Students of the Month Presentation

**BME:**

Pre-K –	Debra Sitt
Kindergarten –	Larah Moraes
1 <sup>st</sup> Grade –	Charlotte Girty
2 <sup>nd</sup> Grade –	Alice Rosas
3 <sup>rd</sup> Grade –	Charlotte Moriarty
4 <sup>th</sup> Grade –	Tristan Adams

**FAS:**

5 <sup>th</sup> Grade –	Madison Skellinger
6 <sup>th</sup> Grade –	Zoe Arvanitis
7 <sup>th</sup> Grade –	Julia Pereira
8 <sup>th</sup> Grade –	Lucia Mazza-Softcheck

- **Wilson Reading System** – Mrs. Jannarone and Ms. Steel
- **2019-2020 - Audit Presentation** - Nicholas Cannone (Cannone & Co.)

**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 regarding a personnel matter and a Board of Education policy issue**

**MOTION TO OPEN EXECUTIVE SESSION**

Motion offered by Mrs. Scullion and seconded by Mrs. Cavanaugh was approved by a roll call vote of 9/0 at 7:25 p.m.

**MOTION TO ADJOURN EXECUTIVE SESSION**

Motion offered by Mr. Kramer and seconded by Mrs. Cavanaugh was approved by a roll call vote of 9/0 at 8:42 p.m.

**PUBLIC COMMENTS:**

None

**APPROVAL OF MINUTES**

January 19, 2021	Special Work Session Meeting
January 26, 2021	Regular Public Meeting

Motion offered for January 19, 2021 by Mr. Kramer and seconded by Mrs. Cavanaugh was approved by a roll call vote of 7/0/2 with Mr. Pringle and Mr. Riley abstaining.

Motion offered for January 26, 2021 by Mr. Kramer and seconded by Mrs. Cavanaugh was approved by a roll call vote of 6/0/3 with Mrs. Gassman, Mr. Pringle and Mr. Riley abstaining.

**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 parking lot by the WLB Recreation Commission, for a drive through Easter egg distribution, April 3, 2021 from 7:30 a.m. to 1:00 p.m. (Certificate of Insurance on File).

**Motion offered by Mr. Riley and seconded by Mrs. Scullion 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, the attendance at the workshop(s) listed below with associated program costs for the employee(s) referenced below:

<b>Date</b>	<b>Name</b>	<b>Workshop</b>	<b>Location</b>	<b>All Costs of Program</b>
March 1, 2021	Shannon Healy	Accelerate ELL Students' Learning in Pre-K and Kindergarten	Virtual Webinar	\$279.00 (workshop) (to be paid through Title III funds via participation in the Eatontown consortium)
March 10, 17, & 24, 2021	Philip Zaza	Outbursts, Oppositional Defiance and Frustration in the Classroom	Virtual Webinar	\$219.99 (workshop) (acct #20-270-200-500-00-050)

2. Move to approve, upon the recommendation of the Superintendent, the revised contract for the placement of Student ID #4338146477 per the IEP to attend a Special Class program at Long Branch Schools effective September 28, 2020 to June 17, 2021 cost of \$76,609.41 which includes a personal aide and added related services. Transportation will be provided through Shore Regional transportation.

**Motion 1 offered by Mr. Waters and seconded by Mrs. Tabakman-Plancher was approved by a roll call vote of 9/0.**

**Motion 2 offered by Mr. Waters and seconded by Mrs. Tabakman-Plancher was approved by a roll call vote of 8/0/1 with Mr. Riley abstaining.**

**FINANCE RESOLUTIONS 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. **BE IT RESOLVED**, that the Bills and Claims List for January 2021 and February 2021 be approved and

DCRP (Jan)	\$ 895.29
Bills & Claims Fund 10 (Feb)	\$232,904.82
Bills & Claims Fund 20 (Feb)	\$ 45,852.00

**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:
  - January 31, 2021
- That the listed budget transfer(s) be authorized in accordance with N.J.S.A. 18A:22-8.1:

**January (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, 2021, 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 that the annual CAFR/audit for the year ended June 30, 2020 be accepted and placed on file. The audit report is included in section 2, the financial section, of the Comprehensive Annual Financial Report. There are no audit findings or recommendations.
4. **BE IT 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	Christine Skellinger, Board of Education President Corey Lowell, School Business Administrator Christina Egan, Superintendent Lorraine Simon, Assistant Business Administrator
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PAYROLL AGENCY ACCOUNT	George Stone, Treasurer of School Monies Corey Lowell, School Business Administrator Christina Egan, Superintendent Lorraine Simon, Assistant Business Administrator
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UNEMPLOYMENT TRUST ACCOUNT	Christine Skellinger, Board of Education President Corey Lowell, School Business Administrator Christina Egan, Superintendent Lorraine Simon, Assistant Business Administrator
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SCHOOL LUNCH ACCOUNT	Christine Skellinger, Board of Education President Corey Lowell, School Business Administrator Christina Egan, Superintendent Lorraine Simon, Assistant Business Administrator
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PETER WEINMAN SCHOLARSHIP ACCOUNT	Christine Skellinger, Board of Education President Corey Lowell, School Business Administrator Christina Egan, Superintendent Lorraine Simon, Assistant Business Administrator
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PETTY CASH ACCOUNT	Christine Skellinger, Board of Education President Corey Lowell, School Business Administrator Christina Egan, Superintendent Lorraine Simon, Assistant Business Administrator
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CAPITAL RESERVE ACCOUNT	Christine Skellinger, Board of Education President Corey Lowell, School Business Administrator Christina Egan, Superintendent Lorraine Simon, Assistant Business Administrator
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MAINTENANCE RESERVE ACCOUNT	Christine Skellinger, Board of Education President Corey Lowell, School Business Administrator Christina Egan, Superintendent Lorraine Simon, Assistant Business Administrator
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**EMERGENCY RESERVE  
ACCOUNT**

Christine Skellinger, Board of Education President  
Corey Lowell, School Business Administrator  
Christina Egan, Superintendent  
Lorraine Simon, Assistant Business Administrator

**FAS STUDENT ACTIVITY**

Allyson Winter, FAS Principal  
Corey Lowell, School Business Administrator  
Christina Egan, Superintendent  
Lorraine Simon, Assistant Business Administrator

5. **RESOLVED** that the West Long Branch Board of Education approve the following monthly plan rates for the period March 1, 2021 to June 30, 2021.

	<b>Traditional</b>	
<b>Coverage Status</b>	<b>7/1/20-2/28/21</b>	<b>3/1/2021-6/30/21</b>
Single	\$1,334.83	\$1,224.04
2 Adults	\$2,911.44	\$2,669.79
Family	\$3,403.12	\$3,120.66
Parent/Child(ren)	\$1,947.61	\$1,785.96
	<b>POS</b>	
	<b>7/1/20-2/28/21</b>	<b>3/1/21-6/30/21</b>
Single	\$1,045.60	\$ 925.47
2 Adults	\$2,280.43	\$2,018.43
Family	\$2,665.58	\$2,359.33
Parent/Child(ren)	\$1,525.47	\$1,350.21

6. **BE IT RESOLVED**, that the Board of Education approve the acceptance of the 2020 CARES Act Elementary and Secondary School Emergency (ESSER I) additional funds of \$14,897.00 and submission of application amendment to the New Jersey Department of Education.

**Motion 1 offered by Mrs. Cavanaugh and seconded by Mrs. Tabakman-Plancher was approved by a roll call vote of 8/0/1 with Mr. Riley abstaining on PO 21-00129MU.**

**Motions 2-6 offered by Mrs. Cavanaugh and seconded by Mrs. Tabakman-Plancher were approved by a roll call vote of 9/0.**

**PERSONNEL 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

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1. Move to retroactively approve, upon the recommendation of the Superintendent, the salary adjustment for Colleen Rutz, from BA Step A (\$49,995 – FY 2019-2020) to MA Step A (\$54,495 – FY 2019-2020), effective February 1, 2021, as per contract.
2. Move to approve, upon the recommendation of the Superintendent, the certificated staff for the 2020-2021 school year for the following tenured employees at the salaries listed (\*\* also includes longevity):

Andreasi, Christina	BA	I	\$63,770
Beck, Maureen	MA+	M	\$80,070
Beyers, Kathleen	BA	J	\$66,770
Bocco, Jodi	MA	OG	\$83,345**
Cagliostro, Monika	MA	L	\$76,170
Carasia, Julie	MA	M	\$78,170
Caruso, Amy	BA	M	\$75,470
Castagno, Louis II	BA	L	\$73,470
Cauterucci, Molly	MA	M	\$79,170**
Clymer, Justin	MA	G	\$61,370
Curran, Nicole	MA	L	\$76,170
Dalia, Erica	MA	M	\$78,170
Doherty, John	BA	M	\$76,470**
Donohue, Colleen	MA	E	\$57,070
Engelken, Lori	MA	M	\$79,170**
Faccone, Alexandra	BA	M	\$76,970**
Gironda, Tracy	BA	M	\$76,470**
Heslin, Kathleen	MA	M	\$79,170**
Hess, Christina	MA	M	\$78,170
Jannarone, Christina	BA	M	\$75,470
LoPresti, Alyssa	MA	G	\$61,370
Maiorella, Joan	MA	M	\$79,670**
Mazzella, Amanda	MA	E	\$57,070
McNicholas, Kristine	BA	M	\$76,970**
Petersen, Maureen	BA	J	\$66,770
Petrone, Louis	BA	M	\$76,470**
Robbins, Lanai	BA	J	\$66,770
Sandoz, Karen	MA	M	\$79,670**
Schleichert, Maria	MA+	L	\$78,070
Scott, Shannon	BA+	F	\$57,970
Serrano-Cammarano, Piedad	BA	M	\$76,970**
Shine, Kelly	MA	E	\$57,070
Siino-Murphy, Melissa	MA+	H	\$65,870
Sinkhorn, Kristy	MA+	J	\$71,370
Siwiec, Jodi	MA	M	\$79,170**
Smith, Stacie	BA	I	\$63,770
Somers, D. Angel	MA+	M	\$81,070**
Steel, Megan	MA+	M	\$81,070**
Straley, James	MA	L	\$76,170

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Tvrdik, Felicia	MA	G	\$61,370
Weiner, Heather	BA	H	\$61,070
Whitehead, Maria	BA	M	\$76,470**
Yonezuka, Denise	BA	G	\$58,670

3. Move to approve, upon the recommendation of the Superintendent, the certificated staff for the 2020-2021 school year for the following non-tenured employees as listed:

Ricker, Megan	Tenure Date 9/1/2021	BA+	K	\$71,470
Turner, Meghan	Tenure Date 9/1/2021	BA	E	\$54,370
Sperling, Michelle	Tenure Date 1/3/2022	MA	D	\$56,410
Williams, Stacy	Tenure Date 1/3/2022	BA	E	\$54,370
Judd, Gregory	Tenure Date 2/7/2022	BA	D	\$52,595
Gulya, Andrew	Tenure Date 2/13/2022	BA	D	\$52,595
Healy, Shannon	Tenure Date 9/2/2022	MA	C	\$56,195
Wilson, Ellen	Tenure Date 9/2/2022	MA+	D	\$59,095
Baniowski, Christine	Tenure Date 10/2/2022	BA	C	\$51,695
Conrad, Megan	Tenure Date 10/2/2022	BA	D	\$26,297.50
Colabelli, Olivia	Tenure Date 12/12/2022	BA	G	\$58,670
Printon, Nicole	Tenure Date 1/31/2023	BA	C	\$51,695
Illiano, Juliana	Tenure Date 9/2/2023	BA	B	\$51,095
Tarpey, Jack	Tenure Date 9/02/2023	MA	C	\$56,195
Seward, Samantha	Tenure Date 4/17/2024	MA	G	\$61,370
Balzofiore, Brittany	Tenure Date 9/2/2024	MA	B	\$55,595
Farnung, Frances	Tenure Date 9/2/2024	BA	H	\$61,070
Rice, Sarah	Tenure Date 9/2/2024	MA	B	\$55,595
Rutz, Colleen	Tenure Date 9/2/2024	MA	B	\$55,595
Weiner, Zoie	Tenure Date 9/2/2024	MA	B	\$55,595
Zaza, Philip	Tenure Date 1/5/2025	MA+	E	\$60,870

4. Move to approve, upon the recommendation of the Superintendent, non-certificated staff for the 2020-2021 school year for the following tenured employees as listed(\*\* also includes longevity):

Campanella, Kathryn	CST Secretary	J	\$44,773
Fitzpatrick, Lovonne	Accounts Payable Clerk	J	\$55,598**
Tallarico, Caroline	School Secretary (Frank Antonides)	J	\$52,750**
Aschettino, Dana	Part-time Office Assistant (75%)	D	\$22,015.50
Barham, Paulette	Part-time Office Assistant (75%)	D	\$22,015.50



5. Move to approve, upon the recommendation of the Superintendent, non-certificated staff for the 2020-2021 school year for the following non-tenured employee as listed:

Gardner, Sandra	School Secretary (Betty McElmon)	F	\$37,933
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6. Move to amend the Board's resolution dated January 26, 2021, regarding the unpaid leave of absence of Felicia Tvrdik, FAS Teacher. Mrs. Tvrdik's unpaid leave of absence shall now be extended for the period from January 25, 2021 through March 19, 2021 in accordance with Article XII, Paragraph F, of the collective negotiations agreement between the Board and the West Long Branch Education Association.
7. Move to approve, upon the recommendation of the Superintendent of Schools, (a) the appointment of Dr. Frank Alfano as Supervisor of Curriculum and Instruction, on a part-time basis, for the period commencing, retroactively, February 22, 2021 and expiring on July 1, 2021, with compensation of a maximum dollar amount of Fifteen-Thousand (\$15,000.00) Dollars; and (b) the employment contract between the West Long Branch Board of Education and Dr. Frank Alfano with respect to the position of Supervisor of Curriculum and Instruction as aforementioned, previously provided to the Board of Education for review and consideration. The Board President, and the Board Business Administrator/Board Secretary as the attesting witness, are authorized to sign the aforesaid employment contract on behalf of the Board of Education.

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

### **POLICY 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, the 2021-2022 school calendar.

**Motion offered by Mr. Waters and seconded by Mrs. Tabakman-Plancher were 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 January 2021:

<b><i>ENROLLMENT DATA</i></b>	
Pre-Kindergarten	27
Kindergarten	63
1	59
2	61
3	65
4	42
<b>BETTY MCELMON ELEMENTARY TOTAL</b>	<b>317</b>
5	61
6	50
7	63
8	70
<b>FRANK ANTONIDES SCHOOL TOTAL</b>	<b>244</b>
<b>OUT OF DISTRICT STUDENTS</b>	<b>8</b>
<b>DISTRICT ENROLLMENT</b>	<b>569</b>

2. Move to approve, upon the recommendation of the Superintendent, the following report of the Fire and Evacuation drills conducted during the month of January 2021:

<b>School:</b>	<b>Betty McElmon Elementary</b>	<b>Frank Antonides School</b>
<b>Date</b>	<b>1. 7<sup>th</sup> 10:05 – 10:35 AM</b>	<b>1. 7<sup>th</sup> 10:05 – 10:35 AM</b>
	<b>2. 8<sup>th</sup> 10:00 – 10:01 AM</b>	<b>2. 8<sup>th</sup> 10:00 – 10:01 AM</b>
	<b>3. 26<sup>th</sup> 10:04 – 10:13 AM</b>	<b>3. 26<sup>th</sup> 10:04 – 10:13 AM</b>
<b>Type of Drill</b>	<b>1. SHELTER IN PLACE</b>	<b>1. SHELTER IN PLACE</b>
	<b>2. FIRE DRILL</b>	<b>2. FIRE DRILL</b>
	<b>3. SHELTER IN PLACE/BOMB THREAT</b>	<b>3. SHELTER IN PLACE/BOMB THREAT</b>

3. Move to approve, upon the recommendation of the Superintendent, the following Pupil Attendance Report for the month of January 2021:

<b><u>STUDENT</u></b> <b><u>ATTENDANCE</u></b>	<b><u># OF DAYS</u></b> <b><u>POSSIBLE</u></b>	<b><u># OF DAYS</u></b> <b><u>ABSENT</u></b>	<b><u>PERCENT</u></b> <b><u>ATTENDANCE</u></b>
Betty McElmon Elementary	6016	285.5	95.25%
Frank Antonides School	4639	149	96.79%

4. Move to approve, upon the recommendation of the Superintendent, the following Staff Attendance Report for the month of January 2021:

<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	544	29	94.66	19	98.16
FAS	665	30	95.48	13	97.44

5. Move to approve, upon the recommendation of the Interim Superintendent, the following HIB Reports for the month of January 2021:

	<u>Reported Incidents</u>	<u>Confirmed Incidents</u>	<u>Unconfirmed Incidents</u>
Betty McElmon Elementary	0	0	0
Frank Antonides School	1	0	1 (FAS3-01252021)
<b>TOTALS</b>	1	0	1

Motion offered by Mrs. Scullion and seconded by Mrs. Tabalman-Plancher were approved by a roll call vote of 9/0.

**DISCUSSION ITEMS:**

**NJSBA Legislative Delegate/ MCSBA**

**Mary Gassman**

- Monmouth County Meeting is March 2

**Foundation**

**Meaghan Cavanaugh**

- None

**PTA**

**Christine Skellinger**

- None

**Borough of West Long Branch Liaison**

**Mary Gassman**

- None

**Business Administrator/Board Secretary**

**Corey Lowell**

- None

**Superintendent Comments**

**Christina Egan**

- None

**PUBLIC COMMENTS:**

**None**

**MOTION TO ADJOURN**

**Motion offered by Mr. Waters and seconded by Mr. Kramer was approved by a voice vote of 9/0 at 8:57 p.m.**

Respectfully Submitted,

Corey Lowell  
School Business Administrator/Board Secretary