

RESOLUTIONS OF THE WEST LONG BRANCH BOARD OF EDUCATION
Regular Public Meeting – 5:30 p.m.
Betty McElmon Elementary School Gymnasium
Tuesday, February 27, 2024

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

The Pledge of Allegiance will be led by the following students:
Brooklyn Cagliostro & Jack Oliveira

ROLL CALL

Mrs. Cavanaugh _____ Mr. Falgares _____ Mrs. Gassman _____
Dr. Pringle _____ Mrs. Scullion _____ Mrs. Sisk _____
Mrs. Skellinger _____ Mrs. Tabakman-Plancher _____ Mr. Waters _____

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.

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PRESENTATIONS AND REPORTS:

- Monthly Budgetary Line Item Status Certification:

The Board Secretary, Corey Lowell, certifies that no line item has been over expended in violation of N.J.A.C. 6A:23A-16.10 (c) 3 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

Corey Lowell
School Business Admin/Bd. Sec.

PUBLIC COMMENTS:

Anyone wishing to address the Board regarding items that are on the agenda or non-agenda items, 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.

APPROVAL OF MINUTES

January 23, 2024 Regular Public Meeting
January 23, 2024 Executive Session

Offered by: _____ Seconded by: _____

All in favor? AYES: () NOES: () ABSTENTIONS: ()

BUILDING AND GROUNDS RESOLUTION 1

1. Move to rescind, upon the recommendation of the Superintendent, use of the FAS Gymnasium by the WLB Recreation Commission for WLB Men’s Recreation Basketball on Tuesdays and Thursdays for the following dates and times:

November 30, 2023 through March 29, 2024 from 8:30 p.m to 10:30 p.m.
April 9, 2024 through June 13, 2023 from 8:00 p.m. to 10:00 p.m.

Offered by: _____ Seconded by: _____

ROLL CALL

Mrs. Cavanaugh _____ Mr. Falgares _____ Mrs. Gassman _____
Dr. Pringle _____ Mrs. Scullion _____ Mrs. Sisk _____
Mrs. Skellinger _____ Mrs. Tabakman-Plancher _____ Mr. Waters _____

CURRICULUM AND INSTRUCTION RESOLUTIONS 1-5

1. Move to approve, upon the recommendation of the Superintendent, the attendance at the workshop(s)/training(s) listed below with associated program costs for the employee(s) referenced below:

Date(s)	Name	Workshop/Training	Location	All Costs of Program
April 8-10, 2024	Lauren McKenna	Handle with Care - Instructor Certification Program	Hamilton, NJ	\$1,525.00 (workshop) \$ 42.86 (mileage & tolls) \$1,567.86 (TOTAL) (account #20-270-200-500-000)

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June 5-7, 2024	Corey Lowell	NJASBO Annual Conference	Atlantic City, NJ	\$ 500.00 (workshop) \$ 525.00 (accommodations/mileage/tolls) \$1,025.00 (TOTAL) (account #11-000-251-592-000)
July 8, 2024	Maureen Beck	Orton-Gillingham Classroom Educator/Associate Level Part 1	Virtual	\$1,000.00 (workshop) \$ 00.00 (mileage & tolls) \$1,000.00 (TOTAL) (account #20-488-200-300-000)
July 8, 2024	Brittany Balzofiore	Orton-Gillingham Classroom Educator/Associate Level Part 1	Virtual	\$1,000.00 (workshop) \$ 00.00 (mileage & tolls) \$1,000.00 (TOTAL) (account #20-488-200-300-000)

2. Move to revise, upon the recommendation of the Superintendent, class trip(s)/academic event(s) as per attached Appendix A.
3. Move to retroactively approve, upon the recommendation of the Superintendent, onsite professional development with MOESC - Technology Training on Google and Microsoft Integration for Administrative Assistants for the February 5, 2024 PD day, at a total cost of \$500. (account #20-487-200-300-00)
4. Move to approve, upon the recommendation of the Superintendent, minor revisions for QSAC alignment, to the following curricular documents:

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

5. BE IT RESOLVED, that the West Long Branch Board of Education, upon the recommendation of the Superintendent, approves Allyson Winter, FAS Principal, to mentor Louis Castagno for an administrative internship from March 1, 2024 through July 1, 2024.

Offered by: _____ Seconded by: _____

ROLL CALL

Mrs. Cavanaugh _____ Mr. Falgares _____ Mrs. Gassman _____
 Dr. Pringle _____ Mrs. Scullion _____ Mrs. Sisk _____
 Mrs. Skellinger _____ Mrs. Tabakman-Plancher _____ Mr. Waters _____

FINANCE RESOLUTIONS 1-8

1. BE IT RESOLVED, upon the recommendation of the Superintendent, that the Bills and Claims List for March 2023, be approved and

Bills & Claims Fund 10	\$472,404.34
Bills & Claims Fund 20	\$101,653.24
Bills & Claims Fund 60	\$ 4,299.75

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2. BE IT RESOLVED, upon the recommendation of the Superintendent, that the following financial reports be approved:

- Report of the Board Secretary/Treasurer Dated:
 - November 30, 2023
 - December 31, 2023
- That the listed budget transfer(s) be authorized in accordance with N.J.S.A. 18A:22-8.1:
 - November 2023 (attached)
 - December 2023 (attached)

3. Move to amend, upon the recommendation of the Superintendent, the prior approval for Atlantic Behavior Analysis to provide BCBA services as requested by the district through June 30, 2024, for an additional \$29,845 from ARP account #20-491-200-300-000 for 2023-2024.

4. WHEREAS, the West Long Branch Board of Education desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for \$150,000 to replace the playground equipment and surface,

BE THEREFORE RESOLVED, that the West Long Branch Board of Education does hereby authorize the application for such a grant; and recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorized the execution of any such grant agreement; and also, upon receipt of the fully executed grant agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the West Long Branch School District and the New Jersey Department of Community Affairs.

BE IT FURTHER RESOLVED, that Corey Lowell, Business Administrator, and Dr. Christina Egan, Superintendent, are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith.

5. Move to approve, upon the recommendation of the Superintendent, an extension 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 from July 1, 2024 through June 30, 2025

6. WHEREAS, the West Long Branch School District (hereinafter referred to as “School District”), located in West Long Branch, New Jersey, provides health services to enrolled students, including services compensated under the New Jersey Medicaid program; and WHEREAS, Public Consulting Group LLC (PCG) is a consulting firm performing Medicaid reimbursement services for The State of New Jersey; and

WHEREAS, PCG, in performing said Medicaid services, also assists School District to help identify students with Medicaid, to calculate the Medicaid eligibility rate (MER) based on district and state provided data, to submit Medicaid claims, and to develop more effective Medicaid outreach programs;

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THEREFORE, for mutual benefit and consideration duly acknowledged by both parties to this Agreement, it is hereby agreed as follows:

1. School District will provide PCG access to student files for the sole purpose of carrying out said services.
2. PCG will perform the Medicaid-related services described above.
7. BE IT RESOLVED that the West Long Branch Board of Education authorizes execution and delivery of the Grant Agreement for the roof replacement at Frank Antonides School, DOE project number 5640-050-23-R501 & SDA project number 5640-050-23-G5UK.
8. BE IT RESOLVED that the West Long Branch Board of Education delegates authority to the School Business Administrator for supervision of the School Facilities Project for the roof replacement at Frank Antonides School, DOE project number 5640-050-23-R501 & SDA project number 5640-050-23-G5UK.

Offered by: _____ Seconded by: _____

ROLL CALL

Mrs. Cavanaugh _____	Mr. Falgares _____	Mrs. Gassman _____
Dr. Pringle _____	Mrs. Scullion _____	Mrs. Sisk _____
Mrs. Skellinger _____	Mrs. Tabakman-Plancher _____	Mr. Waters _____

PERSONNEL RESOLUTIONS 1-14

1. Move to approve, upon the recommendation of the Superintendent, the employment of Jourdan Pattwell as Supervisor of Curriculum & Instruction, at the salary of \$100,000, pro-rated, effective April 26, 2024 (or earlier if available) through June 30, 2024, pending the completion of Criminal History and other applicable documents. Mrs. Pattwell possesses a Standard NJ Certificate as a Supervisor, Standard NJ Certificate as an Elementary School Teacher in Grades K-6 and a CE as a Teacher of Students with Disabilities.
2. Move to accept, upon the recommendation of the Superintendent, the resignation of Philip Zaza, School Psychologist, effective April 1, 2024 with regrets. Mr. Zaza’s last day will be March 28, 2024.
3. Move to approve, upon the recommendation of the Superintendent, the following to conduct special education evaluations as needed for the 2023-2024 school year, not to exceed \$3,500.

Christine Tintorer, MD	Noah Gilson, MD	Maria Minier
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4. Move to approve, upon the recommendation of the Superintendent, the following employee as the SEMI coordinator:

Dr. Lorissa Voorhees

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5. Motion to approve, upon the recommendation of the Superintendent, the following staff member to serve as Title I After-School Academic Support teacher for the 2023-2024 school year, at an hourly rate of \$48*/hour. (account # 20-231-100-101-050). (*rate subject to the completion of negotiations between the WLBOE and the WLBEA)

Mary Sanchez (replacing Megan Steel)

6. Move to approve, upon the recommendation of the Superintendent, the employment of the following employee for Co-Curricular Activity Compensation for the 2023-2024 school year: (*rate subject to the completion of negotiations between the WLBOE and the WLBEA)

BME Performing Arts (Spring Show):

- Visual Art - Christina Andreasi \$666.66*

7. Move to approve, upon the recommendation of the Superintendent, Steven O’Horo as a volunteer coach for the boys’ 2024 baseball team.
8. Move to amend, upon the recommendation of the Superintendent, the stipend for the Girls’ Basketball coaching position for the following:

<u>Name</u>	<u>Dates</u>	<u>Stipend (prorated)</u>
Peter Vetrano	November 1, 2023 to January 31, 2024	\$2,891.25*
Lou Petrone	February 1, 2024 to February 21, 2024	\$963.75*

(*rate subject to the completion of negotiations between the WLBOE and the WLBEA)

9. WHEREAS, the Negotiations Committee for the West Long Branch Board of Education (“Board’s Negotiations Committee” and sometimes “Board,” respectively) and the Negotiations Committee for the West Long Branch Administrators Association have entered into a Memorandum of Agreement dated February 12, 2024 for the period from July 1, 2023 through June 30, 2026, a copy of which MOA is attached hereto; and WHEREAS, the Board’s Negotiations Committee has discussed the terms and conditions of the MOA with the Board, and the Board finds the MOA to be in the best interest of the students and taxpayers of the West Long Branch School District.

NOW, THEREFORE, BE IT RESOLVED by the West Long Branch Board of Education, upon the recommendation of the Board’s Negotiations Committee, as follows:

- (1) The Board hereby approves the attached memorandum of agreement for the 2023-2024, 2024-2025 and 2025-2026 school years retroactive to July 1, 2023.
- (2) The Board President and the Business Administrator/Board Secretary as the attesting witness, are hereby authorized and directed to sign a collective negotiations agreement incorporating the terms of the MOA.
- (3) The Superintendent of Schools, the Business Administrator/Board Secretary and the Board Attorney are hereby authorized and directed to take all necessary steps to implement this action of the Board of Education.

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- 10. Move to approve the extension, upon the recommendation of the Superintendent, of an unpaid NJFLA/FMLA leave of absence for employee #8001427/4435 from March 28, 2024 to June 30, 2024 with health benefits, subject to employee contribution, with an anticipated return date of September 1, 2024, in accordance with the Family and Medical Leave Act of 1993, 29 U.S.C. §2601 et seq.
- 11. Move to approve, upon the recommendation of the Superintendent, the following substitute lunch aides for the 2023-2024 school year at a per diem rate of \$35.00 as follows, pending review of Criminal History and other applicable documents:

Janice Pasquariello Marisa Russomanno Maria Rozzi

- 12. Move to accept, upon the recommendation of the Superintendent, the resignation of Dr. Lorissa Cheli-Voorhees, Director of Special Education, effective April 25, 2024, with regrets.
- 13. Move to accept, upon the recommendation of the Superintendent, the resignation of Sean Vella, FAS Physical Education Teacher, effective April 26, 2024, with regrets.
- 14. Move to approve, upon the recommendation of the Superintendent, the employment of Monica Peter as a Consultant School Psychologist for the 2023-2024 school year, at a daily rate of \$400 per day, not to exceed \$20,000, pending the completion of Criminal History and other applicable documents.

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

ROLL CALL

Mrs. Cavanaugh _____	Mr. Falgares _____	Mrs. Gassman _____
Dr. Pringle _____	Mrs. Scullion _____	Mrs. Sisk _____
Mrs. Skellinger _____	Mrs. Tabakman-Plancher _____	Mr. Waters _____

POLICY RESOLUTIONS 1-4

- 1. Move to approve, upon the recommendation of the Superintendent, the revised job description for the following position:

School Psychologist
- 2. Move to approve, upon the recommendation of the Superintendent, the 2024-2025 school calendar. (Attachment)
- 3. Move to approve, upon the recommendation of the Superintendent, the Uniform State Memorandum of Agreement for the 2023-2024 school year between the West Long Branch Board of Education and the West Long Branch Police Department with additions or changes to the agreement as discussed by the Superintendent of Schools and Police Chief on February 21, 2024.
- 4. BE IT RESOLVED, upon the recommendation of the Superintendent, that the West Long Branch Board of Education give the Superintendent authority to hire essential personnel, retroactively, until March 19, 2024.

Offered by: _____ Seconded by: _____

ROLL CALL

Mrs. Cavanaugh _____ Mr. Falgares _____ Mrs. Gassman _____
 Dr. Pringle _____ Mrs. Scullion _____ Mrs. Sisk _____
 Mrs. Skellinger _____ Mrs. Tabakman-Plancher _____ Mr. Waters _____

SUPERINTENDENT’S MONTHLY REPORTS 1-5

1. Enrollment report for the month of January 2024:

<i>ENROLLMENT DATA</i>	
Pre-Kindergarten	39
Kindergarten	63
1	61
2	68
3	55
4	52
BETTY MCELMON ELEMENTARY TOTAL	338
5	62
6	61
7	42
8	61
FRANK ANTONIDES SCHOOL TOTAL	226
OUT OF DISTRICT STUDENTS	9
DISTRICT ENROLLMENT	573

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 2024:

School:	Betty McElmon Elementary	Frank Antonides School
Date	1. 8th 10:15 AM – 10:25 AM FIRE DRILL	1. 8th 10:15 AM – 10:25 AM FIRE DRILL
	2. 17th 1:30 PM - 1:35 PM SECURITY DRILL-NON-FIRE EVACUATION	2. 17th 1:30 PM - 1:35 PM SECURITY DRILL-NON-FIRE EVACUATION

3. Move to approve, upon the recommendation of the Superintendent, the following Pupil Attendance Report for the month of January 2024:

<u>STUDENT ATTENDANCE</u>	<u># OF DAYS POSSIBLE</u>	<u># OF DAYS ABSENT</u>	<u>PERCENT ATTENDANCE</u>
Betty McElmon Elementary	6776	469.5	93.07%
Frank Antonides School	4519	286.5	93.66%

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4. Move to approve, upon the recommendation of the Superintendent, the following Staff Attendance Report for the month of January 2024:

<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	666	79	88.13	42	94.44
FAS	756	37	95.10	0	95.10

5. Move to approve, upon the recommendation of the Superintendent, the following HIB Report(s):

	<u>Reported Incidents</u>	<u>Confirmed Incidents</u>	<u>Unconfirmed Incidents</u>
Betty McElmon Elementary	1	0	1 (257497_BME_00022024)
Frank Antonides School	0	0	0
TOTALS	1	0	1

Offered by: _____ Seconded by: _____

ROLL CALL

Mrs. Cavanaugh _____ Mr. Falgares _____ Mrs. Gassman _____
 Dr. Pringle _____ Mrs. Scullion _____ Mrs. Sisk _____
 Mrs. Skellinger _____ Mrs. Tabakman-Plancher _____ Mr. Waters _____

DISCUSSION ITEMS:

NJSBA Legislative Delegate/ MCSBA Mary Gassman
Foundation Meaghan Cavanaugh
PTA Christine Skellinger
Borough of West Long Branch Liaison Mary Gassman
Business Administrator/Board Secretary Corey Lowell
Superintendent Comments Christina Egan

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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: **Personnel and Student Matters**

MOTION TO OPEN EXECUTIVE SESSION Time: _____

Offered by: _____ Seconded by: _____

All in favor? AYES: () NOES: () ABSTENTIONS: ()

MOTION TO ADJOURN EXECUTIVE SESSION Time: _____

Offered by: _____ Seconded by: _____

All in favor? AYES: () NOES: () ABSTENTIONS: ()

MOTION TO ADJOURN Time: _____

Offered by: _____ Seconded by: _____

All in favor? AYES: () NOES: () ABSTENTIONS: ()