

RESOLUTIONS OF THE WEST LONG BRANCH BOARD OF EDUCATION

Regular Public Meeting – 6:00 p.m.

Betty McElmon Elementary School Gymnasium

Tuesday, February 28, 2023

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 Anderson & Bennett Scoles

ROLL CALL

Mrs. Cavanaugh _____

Mr. Falgares _____

Mrs. Gassman _____

Mr. Pringle _____

Mrs. Scullion _____

Mrs. Skellinger _____

Mrs. Sisk _____

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.

PRESENTATIONS:

- **Recognition of WLB SPARTANS**
 - Mr. James Erhardt and Mrs. Allyson Winter, Principal
- **Goal Update**
 - Dr. Christina Egan, Superintendent of Schools

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 24, 2023 Regular Public Meeting
January 24, 2023 Executive Session

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

ROLL CALL

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

BUILDINGS AND GROUNDS 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 retroactively approve, upon the recommendation of the Superintendent, use of the West Long Branch School District’s Media Center by the WLB PTA, for the Scholastic Book Fair, February 23, 2023 through March 3, 2023 from 8:30 a.m. to 3:00 p.m. and additional times for the following dates:

February 23rd 2:30 p.m. – 4:00 p.m. Set-Up
March 1st 5:00 p.m. – 7:30 p.m.

- 2. Move to approve, upon the recommendation of the Superintendent, use of the FAS softball field by the WLB Men’s Softball (Two Rivers Men’s Softball League), for games from 6:00 p.m. to 8:00 p.m. for the following dates (Tuesdays through Thursdays):
(Certificate of Insurance on File):

July 4-6, 11-13, 18-20 & 25-27, 2023
August 1-3, 8-10, 15-17, 22-24, & 29-31, 2023

- 3. Move to amend, upon the recommendation of the Superintendent, the use of the West Long Branch District baseball and softball fields by the Shore Regional Little League for practices and games.

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

ROLL CALL

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

CURRICULUM AND INSTRUCTION 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. 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 following Monmouth University student to participate in a year long Student Teaching Experience program commencing from February 2023 to December 2023 as noted below:

<u>Student Name</u>	<u>Placement</u>	<u>Cooperating Teacher(s)</u>
Aimee Hirst	Health/Physical Education	Louis Petrone

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

Date(s)	Name	Workshop	Location	All Costs of Program
March 9&10, 2023	Melissa Siino-Murphy	ASAP (Association of Student Assistance Professionals) Conference	East Windsor, NJ	\$250.00 (workshop) \$ 00.00 (mileage) \$250.00 (TOTAL) (account #20-485-200-300-00)
March 9 & 10, 2023	Christina Egan	Superintendent’s Annual Professional Development Retreat	Bethlehem, PA	\$000.00 (workshop) \$126.65 (accommodations) \$ 94.15 (mileage & tolls) \$220.80 (TOTAL) (account #11-000-230-580-000)
May 4, 2023	Karen Sandoz	Catching Up English/Language Arts Students Who Have Fallen Behind	Virtual	\$279.00 (workshop) \$279.00 (TOTAL) (account #20-270-200-500-00)

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4. Move to approve, upon the recommendation of the Superintendent, for student SID #7742467056 as per the IEP, to attend the Monmouth County Career Center Pre-vocational Assessment in Freehold, NJ on the following dates, March 8-10, 2023 and March 13-14, 2023. Transportation to be provided by Shore Regional High School per diem rate of \$43.00 for 5 days, not to exceed \$215.00.
5. Move to approve, upon the recommendation of the Superintendent, the West Long Branch Lions Club to do vision screenings on the students of BME & FAS with a Spot Vision Machine at a date TBD.
6. Move to approve, upon the recommendation of the Superintendent, the following Salus University student, Meghan Seitter, to participate in an informal observation of Tender Touch O.T. on March 8 - 9, 2023.

Offered by: _____ Seconded by: _____

ROLL CALL

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

FINANCE 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. BE IT RESOLVED, that the Bills and Claims List for February 2023 be approved and

Void Check (#11393)	\$ 3,699.00
Void Check (#11416)	\$ 239.44
Bills & Claims Fund 10 (Feb)	\$662,203.05
Bills & Claims Fund 20 (Feb)	\$ 22,614.85

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, 2022
 - That the listed budget transfer(s) be authorized in accordance with N.J.S.A. 18A:22-8.1:
 - December 2022 (attached)

- Monthly Budgetary Line Item Status Certification:

The Board Secretary 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.

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, N.J.S.A. 40A:11-11 (5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Monmouth-Ocean Educational Services Commission (MOESC), hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on February 28, 2023 the governing body of the West Long Branch Board of Education, County of Monmouth, State of New Jersey, pursuant to N.J.A.C 5:34-7.6 (a), duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services.

4. Move to approve, upon the recommendation of the Superintendent, the Facilities & Service Agreement between Betty McElmon Elementary School and Monmouth University for the annual Spring Show on June 13 & 14, 2023, and practice on June 12, 2023, at a cost of \$400.00.
5. Move to approve, upon the recommendation of the Superintendent, the contract agreement between the Monmouth-Ocean Educational Services Commission and the West Long Branch Board of Education for participation in coordinated transportation from July 1, 2023 through June 30, 2028.
6. Move to approve, upon the recommendation of the Superintendent, for Atlantic Behavior Analysis to provide BCBA services as requested by the district, from February 29, 2023 to June 30, 2023 at a rate of \$145 per hour not to exceed \$5,800.00.
7. Move to accept, upon the recommendation of the Superintendent, the 2022-2023 One-Time Preschool Education Aid (PEA) Startup Funding in the amount of \$16,016.00.
8. Move to submit, upon the recommendation of the Superintendent, an application for 2023-2024 school year Preschool Expansion Aid (PEA) Funding

Offered by: _____ Seconded by: _____

ROLL CALL

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

PERSONNEL 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. Move to retroactively approve, upon the recommendation of the Superintendent, the employment of Sean Vella, as a Physical Education/Health Teacher, from February 6 , 2023, through June 30, 203 at the salary of \$54,255.00, BA Step C, pending review of Criminal History and other applicable documents. Mr. Vella possesses a Certificate of Eligibility with Advanced Standing: Teacher of Health and Physical Education.
2. Move to retroactively accept, upon the recommendation of the Superintendent, the resignation of Odessa Dangler, lunch monitor, effective January 30, 2023.
3. Move to approve, upon the recommendation of the Superintendent, the following lunch aide(s) for the 2022-2023 school year at a per diem rate of \$38.50.

Lianne Pragosa

4. Move to retroactively extend, upon the recommendation of the Superintendent, a paid leave of absence for employee #8001320 for the period from February 12, 2023 through on or about March 12, 2023, 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.
5. BE IT RESOLVED, that upon the recommendation of the Superintendent, the West Long Branch Board of Education approves a leave of absence for employee #8001392 from May 15, 2023 through June 22, 2023, using 25 sick days, 1 personal day, and 2 family illness day with health benefits, and unpaid NJFLA/FMLA leave from September 1, 2023 through November 22, 2023 with health benefits, subject to employee contribution, with an anticipated return date of November 27, 2023.
6. Move to approve, upon the recommendation of the Superintendent, chaperones for the FAS 8th Grade class trip on May 24-25, 2023 at the stipend rate of \$200.00 each:

Mrs. Barham (class advisor)	Ms. Turner
Mrs. Gironda	Mrs. Yonezuka (class advisor)
Mr. Gomez	TBD (nurse)

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7. Move to approve, upon the recommendation of the Superintendent, the following Substitute Security Monitor for the 2022-2023 school year at a per diem rate of \$100.00 as follows, pending review of Criminal History and other applicable documents:

Robert Korn

8. Move to approve, upon the recommendation of the Superintendent, the following translator at the March 2023 conferences at a rate determined by identified staff member:

Julyana Pessoa - \$17.36 per hour (Not to exceed 4 hours)

9. Move to approve, upon the recommendation of the Superintendent, the following staff for the positions listed:

STAFF	POSITION	RATE	NOT TO EXCEED	ACCT #
Megan Steel	PREP time for full-day Wilson Foundations training session	\$48 per hour	\$120	20-484-100-100-00
Lou Castagno	Substitute for Title III Newcomer After School Support Program	\$48 per hour; as needed	\$480	20-487-100-100-00
Christina Andreassi	Curriculum Writing: K ART	\$48 per hour	\$192	11-000-221-104-080
Christina Andreassi	Curriculum Writing: Gr. 1 ART	\$48 per hour	\$192	11-000-221-104-080
Christina Andreassi	Curriculum Writing: Gr. 2 ART	\$48 per hour	\$192	11-000-221-104-080
Christina Andreassi	Curriculum Writing: Gr. 3 ART	\$48 per hour	\$192	11-000-221-104-080
Christina Andreassi	Curriculum Writing: Gr. 4 ART	\$48 per hour	\$192	11-000-221-104-080
Christina Andreasi	Curriculum Writing: Gr. 5 ART	\$48 per hour	\$192	11-000-221-104-050
Christina Andreasi	Curriculum Writing: Gr. 6 ART	\$48 per hour	\$192	11-000-221-104-050
Christina Andreasi	Curriculum Writing: Gr. 7 ART	\$48 per hour	\$192	11-000-221-104-050

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Christina Andreasi	Curriculum Writing: Gr. 8 ART	\$48 per hour	\$192	11-000-221-104-050
Megan Conrad	Curriculum Writing: Gr. 5 MUSIC	\$48 per hour	\$192	11-000-221-104-050
Megan Conrad	Curriculum Writing: Gr. 6 MUSIC	\$48 per hour	\$192	11-000-221-104-050
Megan Conrad	Curriculum Writing: Gr. 7 MUSIC	\$48 per hour	\$192	11-000-221-104-050
Megan Conrad	Curriculum Writing: Gr. 8 MUSIC	\$48 per hour	\$192	11-000-221-104-050
Megan Heslin	Curriculum Writing - Gr. 3 Academically Talented	\$48 per hour	\$192	11-000-221-104-080
Megan Heslin	Curriculum Writing - Gr. 4 Academically Talented	\$48 per hour	\$192	11-000-221-104-080
Megan Heslin	Curriculum Writing - Gr. 5 Academically Talented	\$48 per hour	\$192	11-000-221-104-050
Megan Heslin	Curriculum Writing - Gr. 6 Academically Talented	\$48 per hour	\$192	11-000-221-104-050
Megan Heslin	Curriculum Writing - Gr. 7 Academically Talented	\$48 per hour	\$192	11-000-221-104-050
Megan Heslin	Curriculum Writing - Gr. 8 Academically Talented	\$48 per hour	\$192	11-000-221-104-050
Maureen Beck	Curriculum Writing: Gr. K Science	\$48 per hour	\$384	11-000-221-104-080
Maureen Beck	Curriculum Writing: Gr. 1 Science	\$48 per hour	\$384	11-000-221-104-080
Maureen Beck	Curriculum Writing: Gr. 2 Science	\$48 per hour	\$384	11-000-221-104-080
Joan Maiorella	Curriculum Writing: Gr. 3 Science	\$48 per hour	\$384	11-000-221-104-080
Joan Maiorella	Curriculum Writing: Gr. 4 Science	\$48 per hour	\$384	11-000-221-104-080
Joan Maiorella	Curriculum Writing: Gr. 5 Science	\$48 per hour	\$768	11-000-221-104-080

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Jodi Siwec	Curriculum Writing: Gr. 6 Science	\$48 per hour	\$768	11-000-221-104-050
Jodi Siwec	Curriculum Writing: Gr. 7 Science	\$48 per hour	\$768	11-000-221-104-050
Jodi Siwec	Curriculum Writing: Gr. 8 Science	\$48 per hour	\$768	11-000-221-104-050
Piedad Serrano	Curriculum Writing: Gr K Spanish	\$48 per hour	\$192	11-000-221-104-080
Piedad Serrano	Curriculum Writing: Gr. 1 Spanish	\$48 per hour	\$192	11-000-221-104-080
Piedad Serrano	Curriculum Writing: Gr. 2 Spanish	\$48 per hour	\$192	11-000-221-104-080
Piedad Serrano	Curriculum Writing: Gr. 3 Spanish	\$48 per hour	\$192	11-000-221-104-080
Piedad Serrano	Curriculum Writing: Gr. 4 Spanish	\$48 per hour	\$384	11-000-221-104-080
Kris McNicholas	Curriculum Writing: Gr. 5 Spanish	\$48 per hour	\$384	11-000-221-104-050
Kris McNicholas	Curriculum Writing: Gr. 6 Spanish	\$48 per hour	\$384	11-000-221-104-050
Kris McNicholas	Curriculum Writing: Gr. 7 Spanish	\$48 per hour	\$384	11-000-221-104-050
Kris McNicholas	Curriculum Writing: Gr. 8 Spanish	\$48 per hour	\$384	11-000-221-104-050

10. Move to accept, upon the recommendation of the Superintendent, the retirement of Alexandra Faccone, BME Teacher, effective July 1, 2023, with regrets.

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

ROLL CALL

Mrs. Cavanaugh _____
Mr. Pringle _____
Mrs. Sisk _____

Mr. Falgares _____
Mrs. Scullion _____
Mrs. Tabakman-Plancher _____

Mrs. Gassman _____
Mrs. Skellinger _____
Mr. Waters _____

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 for second reading:

Revised

- | | |
|------------|-------------------------------------|
| Bylaw 0152 | Board Officers |
| Bylaw 0161 | Call, Adjournment, and Cancellation |
| Bylaw 0162 | Notice of Board Meetings |

2. Move to approve, upon the recommendation of the Superintendent, the 2023-2024 school calendar. (Attachment)

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

ROLL CALL

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

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 2023:

<i>ENROLLMENT DATA</i>	
Pre-Kindergarten	26
Kindergarten	58
1	66
2	59
3	57
4	64
BETTY MCELMON ELEMENTARY TOTAL	330
5	59
6	42
7	68

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8	48
FRANK ANTONIDES SCHOOL TOTAL	217
OUT OF DISTRICT STUDENTS	7
DISTRICT ENROLLMENT	554

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 2023:

School:	Betty McElmon Elementary	Frank Antonides School
Date	1. 10th 1:36 - 1:46 PM	1. 10th 1:36 - 1:46 PM
	2. 18th 10:07 - 10:10 AM	2. 18th 10:07 - 10:10 AM
Type of Drill	1. FIRE DRILL	1. FIRE DRILL
	2. SECURITY DRILL - LOCK DOWN	2. SECURITY DRILL - LOCK DOWN

3. Move to approve, upon the recommendation of the Superintendent, the following Pupil Attendance Report for the month of January 2023:

<u>STUDENT ATTENDANCE</u>	<u># OF DAYS POSSIBLE</u>	<u># OF DAYS ABSENT</u>	<u>PERCENT ATTENDANCE</u>
Betty McElmon Elementary	6589	436	93.38%
Frank Antonides School	4340	275.5	93.65%

4. Move to approve, upon the recommendation of the Superintendent, the following Staff Attendance Report for the month of January 2023:

<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	693	39	94.37	4	94.94
FAS	680	45	93.38	10	94.85

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	0	0	0
Frank Antonides School	1	0	1 (240766_FAS_01122023)
TOTALS	1	0	1

Offered by: _____ Seconded by: _____

ROLL CALL

Mrs. Cavanaugh _____ Mr. Falgares _____ Mrs. Gassman _____
 Mr. Pringle _____ Mrs. Scullion _____ Mrs. Skellinger _____
 Mrs. Sisk _____ 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

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: **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: ()