

**RESOLUTIONS OF THE WEST LONG BRANCH BOARD OF EDUCATION**  
**Regular Public Meeting Minutes – Virtual Meeting 7:00 p.m.**  
**Tuesday, January 26, 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 student:**

*Savannah Rogers*

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

Mrs. Cavanaugh	Mr. Kramer	Mrs. Scullion
Mrs. Skellinger	Mrs. Tabakman-Plancher	Mr. Waters

**The Following Member of the Board of Education was Absent:**

Mrs. Gassman	Mr. Pringle	Mr. Riley
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**Also in Attendance:**

Dr. Frank Alfano,	Interim 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:**

- December Students of the Month Presentation

**BME:**

Pre-K –	Ryan Keeshen
Kindergarten –	Anthony Carasia
1 <sup>st</sup> Grade –	Rebecca Rosado
2 <sup>nd</sup> Grade –	Sarah Bassoul
3 <sup>rd</sup> Grade –	Bernardo Martins Da Costa
4 <sup>th</sup> Grade –	Gavin Cavanaugh

**FAS:**

5 <sup>th</sup> Grade –	Lola Cattelona
6 <sup>th</sup> Grade –	Connor Laffman & Keiran Laffman
7 <sup>th</sup> Grade –	Raymond Brown
8 <sup>th</sup> Grade –	Bianca Silva

**PUBLIC COMMENTS:**

None

**APPROVAL OF MINUTES**

December 15, 2020	Special Public Meeting
January 5, 2021	Re-Organization Meeting
January 5, 2021	Special Public Meeting

**Motion offered by Mrs. Cavanaugh and seconded by Mrs. Tabakman-Plancher was approved by a roll call vote of 6/0.**

**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. **BE IT RESOLVED**, that the Board of Education approve the following personnel to prepare Professional Development for the 2020-2021 school year.  
(FAS account #11-000-223-104-01-050) (BME account # 11-000-223-104-01-080):

<b>Name</b>	<b>Stipend</b>
Robbins, Lanai	\$48/hr., not to exceed 2 hours each
Sinkhorn, Kristy	\$48/hr., not to exceed 2 hours each
Sandoz, Karen	\$48/hr., not to exceed 2 hours each

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Straley, James           \$48/hr., not to exceed 2 hours each  
Yonezuka, Denise       \$48/hr., not to exceed 2 hours each

2. Move to approve, upon the recommendation of the Interim Superintendent, the following Monmouth University student to participate in a yearlong student teaching experience program commencing from January 2021 to December 2021 as noted below:

<u>Student Name</u>	<u>Placement</u>	<u>Cooperating Teacher</u>
Carolyn Collins	3 <sup>rd</sup> Grade	Amanda Mazzella

**Motion offered by Mr. Waters and seconded by Mr. Kramer was approved by a roll call vote of 6/0.**

**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 December 2020 and January 2021 be approved and

Bills & Claims Fund 10 (Dec)	\$ 54,316.82
DCRP (Dec)	\$ 910.86
Void Check (#9125)	\$ 2,383.00
Bills & Claims Fund 10 (Jan)	\$306,254.80
Bills & Claims Fund 20 (Jan)	\$ 52,943.25
Bills & Claims Fund 40 (Jan)	\$105,035.63

**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:
  - November 30, 2020
  - December 31, 2020
- That the listed budget transfer(s) be authorized in accordance with N.J.S.A. 18A:22-8.1:

**November (attached)**  
**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:23A-16.10(c)(3), as of November 30, 2020 and December 31, 2020, 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. **BE IT RESOLVED**, that the Board of Education approve the acceptance of the 2020-21 Elementary and Secondary Education Act (ESEA) grant carryover and submission of the application amendment to the New Jersey Department of Education as follows:

Title I Part A - \$17,732 in carryover (with the public portion to fund instructional supplies)

Title II Part A - \$5,159 in carryover (with the public portion to fund additional professional development)

Title IV Part A - \$1,573 in carryover (with the public portion to fund additional instructional supplies)

4. **WHEREAS**, N.J.A.C. 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2021-2022 school year, and

**WHEREAS**, the West Long Branch Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students for the 2021-2022 budget year.

**NOW, THEREFORE BE IT RESOLVED**, that the West Long Branch Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Monmouth an appropriate waiver of the requirements of N.J.A.C. 6A23A-5.3 for the 2021-2022 school year.

5. **RESOLVED** that the West Long Branch Board of Education authorize the Board Secretary to execute a lease agreement with Municipal Capital Corporation as of January 10, 2021 through State Contract #A40467 to replace 3 copiers at a cost of \$1,123.32 per month for 60 months. This replacement will generate annual district savings of \$2,258.

6. **WHEREAS**, the Negotiations Committee for the West Long Branch Board of Education (“Board’s Negotiations Committee”) and the Negotiations Committee for the West Long Branch Education Association (“Association’s Negotiations Committee”) entered into a Memorandum of Agreement for the period from July 1, 2020 through June 30, 2023 on December 9, 2020 (“MOA”), a copy of which fully-executed MOA is attached hereto; and

**WHEREAS**, the Board’s Negotiations Committee and the Association’s Negotiations Committee have agreed to the substance of the Addendum to the MOA (“Addendum”), which Addendum sets forth the agreement of the Board’s Negotiations Committee and the Association’s Negotiations Committee to the salary guides for teaching staff members, secretaries and other clerical staff, extracurricular compensation and content lead position compensation for the 2020-2021, 2021-2022 and 2022-2023 school years, and a copy of which Addendum is attached hereto.

**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 of Education hereby approves the MOA and Addendum which shall be effective for the period from, retroactively, July 1, 2020 through June 30, 2023;
- (2) The Board of Education 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 and the Addendum; and
- (3) 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.

**Motions 1-5 offered by Mr. Kramer and seconded by Mrs. Scullion was approved by a roll call vote of 6/0.**

**Motion 6 offered by Mr. Kramer and seconded by Mrs. Scullion was approved by a roll call vote of 5/0/1 with Mr. Waters abstaining.**

### **PERSONNEL 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 retroactively approve, upon the recommendation of the Interim Superintendent, an unpaid leave of absence of Felicia Tvrdik, FAS Teacher. Mrs. Tvrdik’s unpaid leave of absence shall be for the period from January 25, 2021 through February 26, 2021 in accordance with Article XII, Paragraph F, of the collective negotiations agreement between the Board and the West Long Branch Education Association.

**Motion offered by Mr. Kramer and seconded by Mr. Waters was approved by a roll call vote of 6/0.**

**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 accept, upon the recommendation of the Interim Superintendent, the below policy submitted for second reading:

**Adopt**

6000

Digital School Learning Environment

**Motion offered by Mrs. Cavanaugh and seconded by Mrs. Tabakman-Plancher was approved by a roll call vote of 6/0.**

**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 December 2020:

<b><i>ENROLLMENT DATA</i></b>	
Pre-Kindergarten	25
Kindergarten	63
1	61
2	60
3	66
4	42
<b>BETTY MCELMON ELEMENTARY TOTAL</b>	<b>317</b>
5	60
6	51
7	64
8	70
<b>FRANK ANTONIDES SCHOOL TOTAL</b>	<b>245</b>
<b>OUT OF DISTRICT STUDENTS</b>	<b>8</b>
<b>DISTRICT ENROLLMENT</b>	<b>570</b>

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

<b>School:</b>	<b>Betty McElmon Elementary</b>	<b>Frank Antonides School</b>
<b>Date</b>	<b>1. 3<sup>rd</sup> 10:04 – 10:05 AM</b>	<b>1. 3<sup>rd</sup> 10:04 – 10:05 AM</b>
	<b>2. 9<sup>th</sup> 10:03 – 10:08 AM</b>	<b>2. 9<sup>th</sup> 10:03 – 10:08 AM</b>
<b>Type of Drill</b>	<b>1. FIRE DRILL</b>	<b>1. FIRE DRILL</b>
	<b>2. SECURITY/NOTIFICATION DRILL</b>	<b>2. SECURITY/NOTIFICATION DRILL</b>

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

<b><u>STUDENT ATTENDANCE</u></b>	<b><u># OF DAYS POSSIBLE</u></b>	<b><u># OF DAYS ABSENT</u></b>	<b><u>PERCENT ATTENDANCE</u></b>
Betty McElmon Elementary	5381	270	94.95%
Frank Antonides School	4163	158	96.20%

4. Move to approve, upon the recommendation of the Interim Superintendent, the following Staff Attendance Report for the month of December 2020:

<b><u>STAFF ATTENDANCE</u></b>	<b><u>TOTAL # OF DAYS</u></b>	<b><u># OF DAYS ABSENT</u></b>	<b><u>%</u></b>	<b><u>LONG TERM LEAVE DAYS ABSENT</u></b>	<b><u>MINUS LONG TERM LEAVE %</u></b>
BME	471	27.5	94.16	17	97.77
FAS	595	44	92.60	17	95.45

5. Move to accept, upon the recommendation of the Interim Superintendent, the following SSDS (Student Safety Data System) for Report Period 1 (September 1, 2020 through December 31, 2020):

	<b><u>Total Reported Incidents</u></b>	<b><u>Total Confirmed Incidents</u></b>
Betty McElmon Elementary	0	0
Frank Antonides School	2	0
<b>TOTALS</b>	2	0

**Motion offered by Mrs. Cavanaugh and seconded by Mrs. Scullion was approved by a roll call vote of 6/0.**

**DISCUSSION ITEMS:**

**Foundation**

- None

**Meaghan Cavanaugh**

**PTA**

- None

**Christine Skellinger**

**Business Administrator/Board Secretary**

- None

**Corey Lowell**

**Interim Superintendent Comments**

- None

**Dr. Frank Alfano**

**PUBLIC COMMENTS:**

**None**

**MOTION TO ADJOURN**

**Motion offered by Mr. Waters and seconded by Mrs. Tabakman-Plancher was approved by a voice vote of 6/0 at 7:16 p.m.**

Respectfully Submitted,

Corey Lowell  
School Business Administrator/Board Secretary