

**RESOLUTIONS OF THE WEST LONG BRANCH BOARD OF EDUCATION**  
**Regular Public Meeting – Media Center 7:00 p.m.**  
**Tuesday, January 28, 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.*

**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:**

*Jackson Chewning and Madison Skellinger*

**ROLL CALL**

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

**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 Students of the Month Presentation

**BME:**

Pre-K – Esther Goncalves  
Kindergarten – Ava Edwards  
1<sup>st</sup> Grade – Luna Rant  
2<sup>nd</sup> Grade – Angelo Timpani  
3<sup>rd</sup> Grade – Aiden Babooram  
4<sup>th</sup> Grade – Alexandra O’Connell

**FAS:**

5<sup>th</sup> Grade – Luke Tucci  
6<sup>th</sup> Grade – Mariana Silverio  
7<sup>th</sup> Grade – Mary Catherine Creighton  
8<sup>th</sup> Grade – Salah Ismail

- December Students of the Month Presentation

**BME:**

Pre-K – Jillian O’Horo  
Kindergarten – Noah D’Alessio  
1<sup>st</sup> Grade – Mia Hess  
2<sup>nd</sup> Grade – Nathan Skellinger  
3<sup>rd</sup> Grade – Elle Tucci  
4<sup>th</sup> Grade – Luke Cistaro

**FAS:**

5<sup>th</sup> Grade – Chloe Smilios  
6<sup>th</sup> Grade – Haylee Townsend  
7<sup>th</sup> Grade – Tyler Silveira  
8<sup>th</sup> Grade – Valerie Hayes

- 2018-2019 Audit Presentation - Nicholas Cannone (Cannone & Co.)

**STUDENT REPRESENTATIVE COMMENTS:**

*Miss Mia Costa*

**PUBLIC COMMENTS:**

Anyone wishing to address the Board regarding items that are on the agenda, 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 7, 2020 Re-Organization Meeting

**Offered by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_

**ROLL CALL**

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

**BUILDING 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 approve, upon the recommendation of the Superintendent, use of the West Long Branch District Baseball/Softball Fields by the Shore Regional Little League for practices and games from March 16, 2020 through July 10, 2020 from 5:00 p.m. to 8:00 p.m. on Mondays - Fridays and 9:00 a.m. to 5:00 p.m. on Saturdays. (Certificate of Insurance on File).

2. Move to approve, upon the recommendation of the Superintendent, use of the West Long Branch School's Media Center by the WLB PTA, for the Spring Scholastic Book Fair, February 20, 2020 through February 28, 2020 from 8:00 a.m. to 3:00 p.m. and additional times for the following dates:

February 20<sup>th</sup> 2:30 p.m. – 4:30 p.m. Set-Up  
February 26<sup>th</sup> 5:30 p.m. – 7:00 p.m.

3. Move to retroactively approve, upon the recommendation of the Superintendent, use of the Betty McElmon Gym by the WLB Sports Association for a kindergarten basketball clinic from January 18, 2020 through March 31, 2020 and use of the district cafeteria for parents for the following day and time: (Certificate of Insurance on File).

Saturdays 9:00 a.m. to 12:00 p.m.

**Offered by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_

**ROLL CALL**

Mrs. Cavanaugh _____	Mrs. Gassman _____	Mr. Kramer _____
Mr. Pringle _____	Mr. Riley _____	Mrs. Scullion _____
Mrs. Skellinger _____	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 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>
February 20, & 21, 2020	Megan Conrad	NJ Music Educators Association Conference	Atlantic City, NJ	\$ 170.00 (workshop) \$ 27.72 (travel) \$ 197.72 (total) (account #20-270-200-500-00-080)
February 26, 2020	Andrew Gulya	Effectively Dealing with Disruptive Students	Long Branch, NJ	\$ 279.00 (workshop) \$ 6.23 (travel) \$ 285.23 (total) (account #20-270-200-500-00-080)

3. Move to approve, upon the recommendation of the Superintendent, the following Monmouth University students to participate in a Junior Field Experience program commencing from January 2020 to May 2020 semester as noted below:

<b><u>Student Name</u></b>	<b><u>Placement</u></b>	<b><u>Cooperating Teacher</u></b>
Emily Adamo	1 <sup>st</sup> Grade	Lanai Robbins
Halle Maciag	K-6 classroom where social studies is taught	Maureen Petersen
Danielle Paquette	2 <sup>nd</sup> Grade	Maureen Beck
Gianna Walters	3 <sup>rd</sup> Grade	Alexandra Faccione

4. Move to approve, upon the recommendation of the Superintendent, for the following staff to conduct a Kindergarten registration program February 27, 2020, from 6:00 p.m. to 8:00 p.m. in the Media Center at the rate of \$48.00 per hour for two (2) hours each: (acct. #11-110-100-101-01-080):

Dana Aschettino      Sandi Gardner  
Pat Falco

5. Move to approve, upon the recommendation of the Superintendent, the regional professional development contract with Pearson in order to support middle school mathematics program implementation at a cost of \$1,267 (cost reflects the West Long Branch School District's portion – acct#20-270-200-300-00-050).

- 6. Move to retroactively approve, upon the recommendation of the Superintendent, that transfer student SID #795919360 attend Children’s Center, Neptune, NJ as per the IEP effective January 8, 2020 to June 30, 2020 at the rate of \$32,387.68. Transportation will be provided by the parent at their expense.

**Offered by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_

**ROLL CALL**

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

**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 October 2019, November 2019, December 2019, and January 2020 be approved and

Bills & Claims Fund 10 & DCRP (Oct)	\$ 821.28
Bills & Claims Fund 10 (Oct)	\$ 1,772.69
Bills & Claims DCRP (Nov)	\$ 966.80
Bills & Claims Fund 10 (Nov)	\$ 2,301.04
Bills & Claims Fund 10 & DCRP (Dec)	\$ 1,058.23
Bills & Claims Fund 10 (Dec)	\$ 1,689.56
Bills & Claims Fund 10 (Jan)	\$453,481.25
Bills & Claims Fund 20 (Jan)	\$ 33,720.61
Bills & Claims Fund 30 (Jan)	\$ 69,483.82
Bills & Claims Fund 40 (Jan)	\$108,935.63

**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, 2019

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

**November (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, 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. Move that the annual CAFR/audit for the year ended June 30, 2019 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. **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 2020-2021 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 2020-2021 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 2020-2021 school year.

5. Move to accept, upon the recommendation of the Superintendent, a monetary contribution from the WLB Sports Association in the amount of \$500.
6. **BE IT RESOLVED**, that the Board approve the following list of signers for an account held by the West Long Branch Board of Education at Investors Bank.

FAS STUDENT ACTIVITY	Allyson Winter, Acting FAS Principal
	Corey Lowell, School Business Administrator
	Thomas Farrell, Superintendent
	Lorraine Simon, Assistant Business Administrator

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Offered by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

**ROLL CALL**

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

**PERSONNEL 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 approve, upon the recommendation of the Superintendent, the following Substitute Lunch Monitors for the 2019-2020 school year at a per diem rate of \$22.95 as follows (pending review of Criminal History and other applicable documents):

Theresa Johnson                      Marilyn Marino

- 2. Move to approve, upon the recommendation of the Superintendent, the salary adjustment for Amanda Mazzella, from BA +30 Step D (\$53,505) to MA Step D (\$55,820), effective February 1, 2020 as per contract.

- 3. Move to amend the Board’s resolution dated October 29, 2019 regarding the leave of absence of Leigh Nissley, BME Teacher. Ms. Nissley’s leave of absence shall be for the period from November 11, 2019 through May 4, 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. Ms. Nissley shall utilize accumulated unused sick leave days from November 11, 2019 through December 20, 2019. The remainder of Ms. Nissley’s leave shall be unpaid. Ms. Nissley’s unpaid leave days will be counted against her entitlement to unpaid leave pursuant to the Family and Medical Leave Act of 1993, 29 U.S.C. §2601 et seq. and the New Jersey Family Leave Act, N.J.S.A. 34:11B-1 et seq.

Offered by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

**ROLL CALL**

Mrs. Cavanaugh \_\_\_\_\_ Mrs. Gassman \_\_\_\_\_ Mr. Kramer \_\_\_\_\_  
Mr. Pringle \_\_\_\_\_ Mr. Riley \_\_\_\_\_ Mrs. Scullion \_\_\_\_\_  
Mrs. Skellinger \_\_\_\_\_ 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 December 2019:

<b><i>ENROLLMENT DATA</i></b>	
Pre-Kindergarten	34
Kindergarten	61
1	65
2	65
3	41
4	62
<b>BETTY MCELMON ELEMENTARY TOTAL</b>	<b>328</b>
5	52
6	64
7	71
8	70
<b>FRANK ANTONIDES SCHOOL TOTAL</b>	<b>257</b>
<b>OUT OF DISTRICT STUDENTS</b>	<b>7</b>
<b>DISTRICT ENROLLMENT</b>	<b>592</b>

2. Move to approve, upon the recommendation of Superintendent, the following report of the Fire and Evacuation drills conducted during the month of December 2019:

<b>School:</b>	<b>Betty McElmon Elementary</b>	<b>Frank Antonides School</b>
<b>Date</b>	<b>1. 5<sup>th</sup> 1:16 PM – 1:20 PM</b>	<b>1. 5<sup>th</sup> 1:16 PM – 1:20 PM</b>
	<b>2. 12<sup>th</sup> 10:19 AM – 10:21 AM</b>	<b>2. 12<sup>th</sup> 10:19 AM – 10:21 AM</b>
<b>Type of Drill</b>	<b>1. FIRE DRILL</b>	<b>1. FIRE DRILL</b>
	<b>2. LOCK DOWN DRILL</b>	<b>2. LOCK DOWN DRILL</b>

3. Move to approve, upon the recommendation of the Superintendent, the following Pupil Attendance Report for the month of December 2019:

<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	4909	275	94.40%
Frank Antonides School	3849	188	95.12%



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4. Move to approve, upon the recommendation of the Superintendent, the following Staff Attendance Report for the month of December 2019:

<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	444	63.5	85.6	40	94.7
FAS	495	47	90.5	15	93.5

5. Move to approve, upon the recommendation of the Superintendent, the following HIB Reports for the month of December 2019:

	<u>Reported Incidents</u>	<u>Confirmed Incidents</u>	<u>Unconfirmed Incidents</u>
Betty McElmon Elementary	0	0	0
Frank Antonides School	1	0	1
<b>TOTALS</b>	1	0	1

Offered by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

**ROLL CALL**

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

**DISCUSSION ITEMS:**

**NJSBA Legislative Delegate/ MCSBA** \_\_\_\_\_

**Foundation** **Meaghan Cavanaugh**

**PTA** **Christine Skellinger**

**Borough of West Long Branch Liaison** **Mary Gassman**

**Business Administrator/Board Secretary** **Corey Lowell**

**Superintendent Comments** **Thomas Farrell**

**PUBLIC COMMENTS:** Anyone wishing to address the Board, please state your name and address.

Meeting January 28, 2020

**EXECUTIVE SESSION**

**WHEREAS**, the West Long Branch Board of Education (the “Board”) is subject to the requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6, et seq. (“Act”); and

**WHEREAS**, the Open Public Meetings Act, N.J.S.A. 10:4-12, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution; and

**WHEREAS**, it is necessary for the Board to discuss in a session not open to the public, certain matters relating to the items authorized by N.J.S.A. 10:4-12b and designated below:

- Matter involving a grievance of the West Long Branch Education Association (WLBEA) and negotiation of a collective negotiations agreement with the WLBEA.
- Matter involving a grievance of the West Long Branch Administrators Association (WLBAA) under the collective negotiations agreement with the WLBAA and a related personnel matter.
- Matters related to anticipated contract negotiations with the Shore Regional High School District Board of Education with respect to share services agreements involving a shared superintendent of schools (possible Amendment), business services, special services, guidance, curriculum, transportation, and other such agreements to which the Board may become a party prior to the Board’s next reorganization meeting.
- Personnel matters related to anticipated contract negotiations regarding shared services as noted above.

NOW, THEREFORE, BE IT RESOLVED by the West Long Branch Board of Education as follows:

1. The Board assembled in public session on January 28, 2020 and determined that an Executive Session closed to the public should be held for the discussion of matters relating to the specific items designated above.

2. Since the discussions are to be conducted in closed session as permitted by the Open Meetings Act, and are to involve the Board’s receipt of attorney advice which is covered by the attorney-client privilege, it is not known at this time when, or if, the contents of the discussions may be disclosed to the public. When and as required by law, the Board will cause the minutes of the closed session to be reviewed and will disclose information regarding the Board’s discussion in closed session provided that the basis for conducting the closed session no longer exists.

**MOTION TO OPEN EXECUTIVE SESSION**

Time: \_\_\_\_\_

Offered by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

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

Meeting January 28, 2020

**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: ( )