

**RESOLUTIONS OF THE WEST LONG BRANCH BOARD OF EDUCATION**

**Regular Public Meeting Minutes – 6:00 p.m.**  
**Betty McElmon Elementary School Gymnasium**  
**Tuesday, January 24, 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**

**Mrs. Skellinger called the meeting to order at 6:00 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:**

*Ryland Forrester & Sadie Robert*

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

Mr. Falgares	Mrs. Gassman	Mrs. Scullion
Mrs. Sisk	Mrs. Skellinger	Mrs. Tabakman-Plancher

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

Mrs. Cavanaugh	Mr. Pringle	Mr. Waters
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**Also in Attendance:**

Christina Egan,	Superintendent of Schools
Corey Lowell,	School Business Administrator/Board Secretary
Isabel Machado, Esq.	Board Attorney

**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*

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*instances, matters are presented to the Board of Education for discussion at the same meeting that final action may be taken.*

**PRESENTATIONS:**

- Recognition of Mr. Brian Kramer
  - Mrs. Christine Skellinger, President of the Board of Education
  - Dr. Christina Egan, Superintendent of Schools
  
- Recognition of WLB SPARTANS
  - Mr. James Erhardt and Mrs. Allyson Winter, Principals
  
- Presentation of the NJ Start Strong Fall 2022 Assessment Results
  - Mrs. Lori Skibinski, Supervisor of Curriculum and Instruction

**PUBLIC COMMENTS:**

None

**APPROVAL OF MINUTES**

January 3, 2023	Reorganization Meeting
January 3, 2023	Executive Session

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

**BUILDINGS AND GROUNDS 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, use of the West Long Branch District Baseball Field by the Shore Regional Little League for practices and games from March 15, 2023 through June 30, 2023 from 5:30 p.m. to 8:00 p.m. on Mondays - Fridays and 8:00 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 a BME classroom TBD by Girl Scout/Daisy Troop #60085, Troop Leader Kathleen Schade, from 3:05 p.m. to 4:00 p.m. for the following dates (Certificate of Insurance on File).

February 16, 2023	May 18, 2023
March 16, 2023	June 15, 2023
April 20, 2023	

**Motion 1 offered by Mrs. Gassman and seconded by Mrs. Sisk was approved by a roll call vote of 6/0.**

**Motion 2 offered by Mrs. Gassman and seconded by Mrs. Sisk was approved by a roll call vote of 5/0/1 with Mrs. Tabakman-Plancher abstaining.**

**CURRICULUM AND INSTRUCTION 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, class trip(s)/academic event(s) as per attached Appendix A.

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

**FINANCE RESOLUTIONS 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. BE IT RESOLVED, that the Bills and Claims List for December 2022 and January 2023 be approved and

DCRP Fund 10 (Dec)	\$ 931.77
Bills & Claims Fund 10 (Dec)	\$ 1,762.10
Bills & Claims Fund 10 (Jan)	\$560,585.06
Bills & Claims Fund 20 (Jan)	\$ 19,877.96
Bills & Claims Fund 40 (Jan)	\$ 97,035.63

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. Move to retroactively accept, upon the recommendation of the Superintendent, the following ESEA 2021-2022 additional grant carryover funds:

	<b>Public</b>	<b>Non-public</b>
Title 1A	\$18,774* (amended from previous amount of \$4,067 - Jan 3, 2023 meeting)	\$2,887
Title 2A	\$3,142	\$1,467
Title IV	\$779	\$0

3. Move to approve, upon the recommendation of the Superintendent, a contract with Lead U to provide a Betty McElmon Elementary School assembly on February 10, 2022 at a cost of \$1,400 split between ESEA Title IV (account #20-280-100-300) & ARP ESSER III (account #20-491-100-300-00).
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 2023-2024 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 2023-2024 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 2023-2024 school year.

5. Move to approve, upon the recommendation of the Superintendent, the purchase of IXL Science Digital licensing for Grades 5-8, at a cost of \$1,530 (account # 20-487-100-600-00).

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

**PERSONNEL RESOLUTIONS 1-4**

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 amend, upon the recommendation of the Superintendent, the 2022-2023 salary of Nicole Curran from MA step M \$81,070 to MA step M \$82,070\* (\*includes longevity).

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2. Move to approve, upon the recommendation of the Superintendent, 13 district lunch monitors to attend 1 hour of Harassment, Intimidation and Bullying training on February 6, 2023 at their hourly rate of \$19.25 per hour (account # 11-000-262-107).
3. Move to amend, upon the recommendation of the Superintendent, the following staff for the position listed at the contractual rate of \$48.00 per hour:

<u>STAFF</u>	<u>POSITION</u> (ELA Program Review Committee January 2023 - May 2023)	<u>NOT TO EXCEED</u>	<u>ACCOUNT #</u>
Christine Klecan (replacing Megan Steel)	ELA Program Review Committee (Gr. K-2 representative)	\$480	20-487-100-100-00

4. Move to accept, upon the recommendation of the Superintendent, the resignation of Nicole Shutman, BME Personal Aide, effective January 30, 2023, with regrets.

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

**POLICY 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, student fund raising activity by the National Junior Honor Society for collection of donations on behalf of The Center in Asbury Park, Inc.
2. BE IT RESOLVED, that the West Long Branch Board of Education give the Superintendent authority to hire essential personnel, retroactively, until February 28, 2023.
3. Move to accept, upon the recommendation of the Superintendent, the below policies for first reading:

**Revised**

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

**Motion offered by Mr. Falgares and seconded by Mrs. Sisk was approved by a roll call vote of 6/0.**

**SUPERINTENDENT’S MONTHLY REPORTS 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.

1. Enrollment report for the month of December 2022:

<b><i>ENROLLMENT DATA</i></b>	
Pre-Kindergarten	27
Kindergarten	56
1	66
2	60
3	57
4	64
<b>BETTY MCELMON ELEMENTARY TOTAL</b>	<b>330</b>
5	59
6	42
7	68
8	48
<b>FRANK ANTONIDES SCHOOL TOTAL</b>	<b>217</b>
<b>OUT OF DISTRICT STUDENTS</b>	<b>7</b>
<b>DISTRICT ENROLLMENT</b>	<b>554</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 December 2022:

<b>School:</b>	<b>Betty McElmon Elementary</b>	<b>Frank Antonides School</b>
<b>Date</b>	<b>1. 9th 10:05 - 10:10 AM</b>	<b>1. 9th 10:05 - 10:10 AM</b>
	<b>2.14th 1:15 - 1:20 PM</b>	<b>2. 14th 1:15 - 1:20 PM</b>
<b>Type of Drill</b>	<b>1. FIRE DRILL</b>	<b>1. FIRE DRILL</b>
	<b>2. SECURITY DRILL - LOCK DOWN</b>	<b>2. SECURITY DRILL - LOCK DOWN</b>

3. Move to approve, upon the recommendation of the Superintendent, the following Pupil Attendance Report for the month of December 2022:

<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	5620	607	89.20%
Frank Antonides School	3728	276.5	92.58%

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4. Move to approve, upon the recommendation of the Superintendent, the following Staff Attendance Report for the month of December 2022:

<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	588	83.5	85.79	17	88.69
FAS	578	52.5	90.91	17	93.85

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>
<b>Betty McElmon Elementary</b>	3	0	3 (238182_BME_11162022) (238230_BME_11172022) (239746_BME_12162022)
<b>Frank Antonides School</b>	1	0	1 (238642_FAS_11282022)
<b>TOTALS</b>	4	0	4

6. Move to accept, upon the recommendation of the Superintendent, the following SSDS (Student Safety Data System) for Report Period 1 (September 1, 2022 through December 31, 2022):

	<u>Total Reported Incidents</u>	<u>Total Confirmed Incidents</u>
<b>Betty McElmon Elementary</b>	4	0
<b>Frank Antonides School</b>	6	2
<b>TOTALS</b>	10	2

7. BE IT RESOLVED, that the Board of Education approve the submission of the 2021-2022 School Self-Assessment for Determining HIB Grades under the Anti-Bullying Bill of Rights Act (P.L.2010, c.122), and the associated Statement of Assurances.

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

**DISCUSSION ITEMS:**

- |   |                             |
|---|-----------------------------|
| <b>NJSBA Legislative Delegate/ MCSBA</b>  | <b>Mary Gassman</b>         |
| • <b>No Report</b>  |                             |
| <b>Foundation</b>   | <b>Rose Scullion</b>        |
| • <b>Family Bingo &amp; ice cream social is Friday. Teacher grant applications will be sent. The next meeting is February 27.</b> |                             |
| <b>PTA</b>  | <b>Christine Skellinger</b> |
| • <b>No Report</b>  |                             |
| <b>Borough of West Long Branch Liaison</b>  | <b>Mary Gassman</b>         |
| • <b>No Report</b>  |                             |
| <b>Business Administrator/Board Secretary</b>   | <b>Corey Lowell</b>         |
| • <b>No Report</b>  |                             |
| <b>Superintendent Comments</b>  | <b>Christina Egan</b>       |
| • <b>No Report</b>  |                             |

**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, School Security**

**MOTION TO OPEN EXECUTIVE SESSION**

**Motion offered by Mrs. Tabakman-Plancher and seconded by Mr. Falgares was approved by a voice vote of 6/0 at 6:50 p.m.**

**MOTION TO ADJOURN EXECUTIVE SESSION**

**Motion offered by Mrs. Tabakman-Plancher and seconded by Mr. Falgares was approved by a voice vote of 6/0 at 7:49 p.m.**

**MOTION TO ADJOURN**

**Motion offered by Mrs. Scullion and seconded by Mrs. Tabakman-Plancher was approved by a voice vote of 6/0 at 7:49 p.m.**

Respectfully Submitted,

Corey Lowell  
School Business Administrator/Board Secretary