

RESOLUTIONS OF THE WEST LONG BRANCH BOARD OF EDUCATION
Regular Public Meeting Minutes – 7:00 p.m.
Betty McElmon Elementary School Gymnasium
Tuesday, January 25, 2022

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 6:30 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."

The Pledge of Allegiance was led by the following students:

Aiki Simonson & Nathan Skellinger

The Following Members of the Board of Education were Present:

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

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

PRESENTATIONS:

- **2021-2022 District Start Strong Assessment Results** - Dr. Dineen Seeley, Regional Director of Curriculum and Instruction

PUBLIC COMMENTS:

- A parent spoke about students wearing masks.
- A parent asked about the district hiring an SEL Coach. Mrs. Egan told him the district is not hiring such a position.
- Two parents asked about moving to “phase two” of the district reopening plan.

APPROVAL OF MINUTES

January 4, 2022 Reorganization Meeting
January 4, 2022 Regular Public Meeting

Motion offered by Mr. Waters and seconded by Mrs. Gassman was approved by a roll call vote of 6/0/3 with Mr. Kramer, Mrs. Tabakman-Plancher, and Mr. Waters abstaining.

BUILDING 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/Softball Fields by the Shore Regional Little League for practices and games from March 1, 2022 through June 30, 2022 from 5:30 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 District’s Media Center by the WLB PTA, for the Scholastic Book Fair, February 24, 2022 through March 4, 2022 from 8:00 a.m. to 3:00 p.m. and additional times for the following dates:

February 24th 2:30 p.m. – 4:00 p.m. Set-Up

Motion offered by Mr. Pringle and seconded by Mrs. Tabakman-Plancher was approved by a roll call vote of 9/0.

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.

Regular Public Meeting Minutes January 25, 2022

1. 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:

Date	Name	Workshop	Location	All Costs of Program
February 24-26, 2022	Megan Conrad	NJMEA State Conference	Atlantic City, NJ	\$360.00 (workshop) <u>\$ 25.62 (transportation)</u> \$385.62 (total) (account #20-488-200-500-00)

2. Move to approve upon the recommendation of the Superintendent, to contract with Preferred Home Health Care Nursing Services, Eatontown, NJ as needed to provide nursing services effective January 26, 2022 until June 30, 2022.
3. Move to approve upon the recommendation of the Superintendent, to contract with Brentwood Healthcare, Red Bank, NJ as needed to provide nursing services January 26, 2022 until June 30, 2022.
4. BE IT RESOLVED, that the Board of Education approve the following professional development consultant to provide in-district professional development in the 2021-2022 school year.

Contracted Service Provider	Professional Development	Funding Source	Amount Not to Exceed
Cyndi Castello-Bratteson	Language Arts	Title II A (account #20-270-200-300-00-050)	\$5,500

5. Move to approve, upon the recommendation of the Superintendent, to implement the LEADS program, sponsored by the West Long Branch Police Department, to fourth graders from February 2022 to June 2022.
6. Move to approve, the following personnel to provide after school basic skills instruction, to be funded out of CARES, at a rate of \$48.00 per hour. (Account #: 20-477-100-101)

Keri Byham

Motion offered by Mr. Waters and seconded by Mrs. Sisk was approved by a roll call vote of 9/0.

FINANCE 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. BE IT RESOLVED, that the Bills and Claims List for December 2021 and January 2022 be approved and

Bills & Claims Fund 10 (Dec)	\$ 1,375.97
DCRP Fund 10 (Dec)	\$ 1,196.71
Void (#9908) & Replacement Check (#10086)	\$ 167.90
Bills & Claims Fund 10 (Jan)	\$381,726.39
Bills & Claims Fund 20 (Jan)	\$ 27,398.84
Bills & Claims Fund 40 (Jan)	\$101,085.63

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, 2021
- That the listed budget transfer(s) be authorized in accordance with N.J.S.A. 18A:22-8.1:
 - November 2021 (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:23A16.10(c)(3), as of November 30, 2021, 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. 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 2022-2023 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 2022-2023 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 2022-2023 school year.

Motion offered by Mr. Kramer and seconded by Mrs. Tabakman-Plancher was approved by a roll call vote of 9/0.

PERSONNEL 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. Move to approve, upon the recommendation of the Superintendent, the salary adjustment for Piedad Serrano-Cammarano, from BA Step M (\$76,770 – FY 2021-2022) to BA+30 Step M (\$78,270 – FY 2021-2022), effective February 1, 2021, as per contract.
2. Move to approve, upon the recommendation of the Superintendent, the following Substitute Lunch Aide for the 2021-2022 school year at a per diem rate of \$29.25 as follows pending review of Criminal History and other applicable documents.

Jennifer Dondero

3. Move to approve, upon the recommendation of the Superintendent, the employment of Kaitlyn Hackett, as a BME Health/Physical Education Teacher, from January 31, 2022 through June 30, 2022 at the salary of \$56,745, MA Step B, pending review of Criminal History and other applicable documents. Ms. Hackett possesses a Certificate of Eligibility of Health and Physical Education.
4. Move to accept, upon the recommendation of the Superintendent, the resignation of Mr. Richard Yelton, BME Personal Aide, effective January 28, 2022, with regrets.

5. Move to approve upon the recommendation of the Superintendent, the hiring of Leidy Loaiza, RN as a part-time (2 or 3 days per week) personal nurse as per the IEP for student SID #6364134357 at \$52.00 per hour effective February 7, 2022 until June 30, 2022 pending review of Criminal History and other applicable documents.

Motion offered by Mrs. Gassman and seconded by Mr. Waters was approved by a roll call vote of 9/0.

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. BE IT RESOLVED, that the West Long Branch Board of Education give the Superintendent authority to hire essential personnel, retroactively, until February 22, 2022.
2. Move to approve, upon the recommendation of the Superintendent, the job description for the following:
 - Superintendent of Schools
 - Supervisor of Curriculum and Instruction
 - Payroll/Benefits Coordinator

Motion offered by Mrs. Sisk and seconded by Mrs. Tabakman-Plancher was approved by a roll call vote of 9/0.

SUPERINTENDENT’S MONTHLY REPORTS 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. Enrollment report for the month of December 2021:

<i>ENROLLMENT DATA</i>	
Pre-Kindergarten	28
Kindergarten	66
1	58
2	59
3	59
4	57

BETTY MCELMON ELEMENTARY TOTAL	327
5	44
6	59
7	48
8	63
FRANK ANTONIDES SCHOOL TOTAL	214
OUT OF DISTRICT STUDENTS	7
DISTRICT ENROLLMENT	548

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 2021:

School:	Betty McElmon Elementary	Frank Antonides School
Date	1. 3rd 10:00 - 10:05 AM	1. 3rd 10:00 - 10:05 AM
	2. 14th 10:28 -10:32 AM	2. 14th 10:28 -10:32 AM
Type of Drill	1. FIRE DRILL	1. FIRE DRILL
	2. SECURITY DRILL- LOCK DOWN	SECURITY DRILL- LOCK DOWN

3. Move to approve, upon the recommendation of the Superintendent, the following Pupil Attendance Report for the month of December 2021:

<u>STUDENT ATTENDANCE</u>	<u># OF DAYS POSSIBLE</u>	<u># OF DAYS ABSENT</u>	<u>PERCENT ATTENDANCE</u>
Betty McElmon Elementary	5562	581.5	89.55%
Frank Antonides School	3641	288	92.09%

4. Move to approve, upon the recommendation of the Superintendent, the following Staff Attendance Report for the month of December 2021:

<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	539	51.5	90.44	17	93.59
FAS	597	85.5	85.67	17	88.52

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 (226370_FAS_12162021)
TOTALS	1	0	1

6. Move to accept, upon the recommendation of the Superintendent, the following SSDS (Student Safety Data System) for Report Period 1 (September 1, 2021 through December 31, 2021):

	<u>Total Reported Incidents</u>	<u>Total Confirmed Incidents</u>
Betty McElmon Elementary	0	0
Frank Antonides School	3	1
TOTALS	3	1

7. Move to accept, upon the recommendation of the Superintendent, the Paraprofessional Staff Statement of Assurance 2021-2022 pursuant to N.J.A.C. 6A:32-4.2.

8. BE IT RESOLVED, that the Board of Education approve the submission of the 2020-2021 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. Cavanaugh and seconded by Mrs. Scullion was approved by a roll call vote of 9/0.

DISCUSSION ITEMS:

NJSBA Legislative Delegate/ MCSBA

Mary Gassman

Foundation

Meaghan Cavanaugh

- **Artivity Night is April 29.**

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: **A personnel matter; a matter the disclosure of which would constitute an unwarranted invasion of individual privacy**

MOTION TO OPEN EXECUTIVE SESSION

Motion offered by Mr. Pringle and seconded by Mrs. Scullion was approved by a voice vote of 9/0 at 7:48 p.m.

Mr. Waters & Mr. Kramer left executive session at 8:02 p.m.

MOTION TO ADJOURN EXECUTIVE SESSION

Motion offered by Mr. Pringle and seconded by Mrs. Cavanaugh was approved by a voice vote of 7/0 at 8:25 p.m.

MOTION TO ADJOURN

Motion offered by Mrs. Gassman and seconded by Mrs. Tabakman-Plancher was approved by a voice vote of 7/0 at 8:25 p.m.

Respectfully Submitted,

Corey Lowell
School Business Administrator/Board Secretary