

**RESOLUTIONS OF THE WEST LONG BRANCH BOARD OF EDUCATION**  
**Special Public Meeting Minutes – Virtual Meeting 7:00 p.m.**  
**Tuesday, July 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.*

**Mr. Waters 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."

**The pledge of allegiance was be led by Mr. Waters.**

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

Mrs. Angelo	Mrs. Cavanaugh	Mrs. Gassman
Mr. Kramer (left at 8:26 pm)		Mr. Pringle
Mr. Riley	Mrs. Scullion	Mrs. Skellinger
Mr. Waters		

**Also on Attendance:**

Dr. Frank Alfano,	Interim Superintendent
Corey Lowell,	School Business Administrator/Board Secretary

**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.*

**PRESENTATION:**

- Restart Plan Explanation – Dr. Frank Alfano, Interim Superintendent of Schools

**PUBLIC COMMENTS:**

**Various members asked questions about the restart plan, which were answered by Dr. Alfano**

**APPROVAL OF MINUTES**

June 16, 2020	Workshop Meeting
June 16, 2020	Regular Public Meeting
June 30, 2020	Special Meeting

**Motion offered by Mrs. Cavanaugh and seconded by Mrs. Skellinger was approved by a roll call vote of 8/0.**

**CURRICULUM AND INSTRUCTION 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 approve, upon the recommendation of the Superintendent, the District membership in the Monmouth University Principal's Academy, which includes 3 seats, for the 2020-2021 school year, at a total of \$250.00. (Acct #11-000-240-580-00-080)
2. Move to approve, upon the recommendation of the Superintendent, 2020-2021 Restart & Recovery Plan.
3. RESOLVED, the West Long Branch Board of Education approves the **virtual instructional option** of "West Long Branch Schools Online" (a structured, scheduled, virtual school option) for those families who need or want a virtual-only model for the 2020-2021 School Year.
4. RESOLVED, the West Long Branch Board of Education approves the **in-person instructional option** of "West Long Branch All-In" (inclusive of a four-hour shortened school day schedule, 5 days per week; desks spaced 3 feet - 4.5 feet radius per guidance of the NJDOE, with all desks front-facing. Masks are required for all participants. Daily deep-cleaning of all facilities is required.

**Motion 1 offered by Mrs. Gassman and seconded by Mr. Pringle was approved by a roll call vote of 7/0/1 with Mr. Riley abstaining.**

**Motions 2-4 offered by Mrs. Gassman and seconded by Mr. Pringle were approved by a roll call vote of 8/0.**

**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 June 2020 and July 2020 be approved and

Bills & Claims Fund 10 (June)	\$163,211.72
Bills & Claims Fund 20 (June)	\$ 734.21
Bills & Claims Fund 10 (July)	\$402,124.58
Bills & Claims Fund 20 (July)	\$ 11,432.70
Bills & Claims Fund 40 (July)	\$498,935.63

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:

May 31, 2020

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

**May (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 May 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. RESOLVED that the West Long Branch Board of Education close the Government Escrow account at Investors Bank since it is no longer needed as of June 30, 2020.
4. WHEREAS on July 10, 2020 the New Jersey Department of Education (NJDOE) posted revised state aid notices for districts which indicated a decrease in state aid compared to the district's February 27, 2020 state aid notice; and

WHEREAS districts may increase the amount of unassigned general fund surplus budgeted in the original budget certified for taxes to provide the resources necessary to address the reduction to 2020-2021 state aid; and

WHEREAS NJDOE grants this permission pursuant to *N.J.S.A. 18A:22-8.1*  
AND *N.J.A.C. 6A:23A-13.3* (b) and (c);

NOW THEREFORE BE IT RESOLVED that the West Long Branch Board of Education appropriate \$56,848 from general fund surplus into the 2020-2021 budget.

5. BE IT RESOLVED, that the Board approve the following transportation resolution:

WHEREAS the NJ Department of Education's "The Road Back - Restart and Recovery Plan for Education" states, Transportation - School Districts should maintain social distancing practices on buses to the maximum extent practicable,

AND WHEREAS the West Long Branch Public Schools under the direction on the NJ Department of Education has always maximized the numbers of students riding the busses,

AND WHEREAS the West Long Branch Public Schools have permitted courtesy bussing,

NOW THEREFORE BE IT RESOLVED, that the West Long Branch Board of Education authorize the suspension of courtesy bussing for the 2020-21 school year in order to further ensure health & safety of students.

**Motion 1 offered by Mrs. Gassman and seconded by Mrs. Cavanaugh was approved by a roll call vote of 7/0/1 with Mr. Riley abstaining (PO 20-00716).**

**Motions 2-5 offered by Mrs. Gassman and seconded by Mrs. Cavanaugh were approved by a roll call vote of 8/0.**

#### **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 approve the following appointments subject to the resumption of in-person instruction and extra-curricular activities, and further subject to social distancing requirements which may, among other directives, require cancellation of particular activities

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listed, for the 2020-2021 school year: (\*salary to be determined pending completion of negotiations between the West Long Branch School District Board of Education and the West Long Branch Education Association):

After School Activities Director	Lou Castagno	\$5,535.00*
Art Club I	Christina Andreasi	\$1,704.00*
Art Club II	Christina Andreasi	\$1,704.00*
Band	Justin Clymer	\$3,412.00*
Baseball	Al Roma	\$3,349.00*
Boys' Basketball	Brian Crowe	\$3,855.00*
Girls' Basketball	Kristy Sinkhorn	\$3,855.00*
BME Spring Show:		\$2,000.00*
Visual Art	Christina Andreasi	\$ 333.33*
Script Writer	Lanai Robbins	\$ 333.33*
Director	Lanai Robbins	\$ 333.33*
Choreographer	Maria Whitehead	\$ 333.33*
Secretary	Megan Steel	\$ 333.33*
Music	David Attilio	\$ 333.33*
Books & Beyond	Nicole Curran	\$1,123.00*
Cheerleading	Monika Cagliostro	\$1,927.50*
(share \$3,855.00*)	Peg Naparlo	\$1,927.50*
Choral Connections	James Straley	\$3,412.00*
Class Advisor (8 <sup>th</sup> Grade)	Kelly Shine	\$2,233.00*
Computer Club	Megan Heslin	\$1,705.00*
Cross Country	John Doherty	\$3,115.00*
Dramatic Arts Director	Shannon Scott	\$2,558.00*
Dramatic Arts Assistant	Jeanna Wolfson	\$1,679.00*
Environmental Club	Joan Maiorella	\$ 852.50*
(share \$1,705.00*)	Jodi Siweic	\$ 852.50*
Field Hockey	Maria Whitehead	\$1,717.00*
(share \$3,434.00*)	Julie Thorton	\$1,717.00*
Green Team	Alyssa LoPresti	\$1,250.00*
(share \$2,500.00*)	Angel Somers	\$1,250.00*
Intramurals	Kristine McNicholas	\$1,705.00*
Makers Club	Angel Somers	\$1,705.00*
Newspaper Advisor	Christina Hess	\$3,412.00*
National Junior Honor Society	Felicia Tvrdik	\$3,412.00*
Student Mentoring Coordinator	Amy Caruso	\$1,704.00*
Saturday Detention	Angel Somers	\$ 48.00* per hour
Academic Challenge Advisor	John Doherty	\$1,123.00*
Softball	Monika Cagliostro	\$1,674.50*
(share \$3,349.00*)	Kristy Sinkhorn	\$1,674.50*
Boys' Soccer	Andrew Guyla	\$3,434.00*
Girls' Soccer	Christine Banowski	\$1,717.00*
(share \$3,434.00*)	Amanda Mazzella	\$1,717.00*
Spanish Club	Kristine McNicholas	\$1,705.00*
Sports Monitor 1	Justin Clymer	\$ 32.00* per event

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Sports Monitor 2	John Doherty	\$ 32.00* per event
S.T.E.M.	Justin Clymer	\$1,705.00*
Student Council 1	Monika Cagliostro	\$2,507.00*
Student Council 2	Christina Hess	\$2,507.00*
Yearbook Advisor	James Straley	\$3,412.00*
Yearbook Assistant	Kathleen Beyers	\$1,679.00*

2. Move to accept, upon the recommendation of the Superintendent, the retirement of Renee Hartman, Shared Personal Aide, effective September 1, 2020, with regrets.
3. Move to accept, upon the recommendation of the Superintendent, the resignation of Abigail Cohen, BME Special Education Teacher, effective July 15, 2020, with regrets.
4. Move to approve, upon the recommendation of the Superintendent, the employment of Brittany Balzofiore, as a BME Special Education Teacher, from September 1, 2020, through June 30, 2021 at the salary of \$54,495\* MA Step A, pending review of Criminal History and other applicable documents. Ms. Balzofiore possesses a Certificate of Eligibility with Advanced Standing for the following endorsements: Elementary School Teacher in Grades K-6 and Teacher of Students with Disabilities. (\*salary to be determined pending completion of negotiations between the West Long Branch School District Board of Education and the West Long Branch Education Association):

**Motion 1 offered by Mr. Riley and seconded by Mr. Pringle was approved by a roll call vote of 7/0/1 with Mr. Waters abstaining.**

**Motions 2-4 offered by Mr. Riley and seconded by Mr. Pringle were approved by a roll call vote of 8/0.**

**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 accept, upon the recommendation of the Superintendent, the below policies submitted for first reading:

**Revise/Review**

1250	Visitors
3510	Operation and Maintenance of Plant
3541.33	Transportation Safety
5141.2	Illness
5141.3	Health Examinations and Immunizations
6173.1	Remote Learning

2. Move to approve, upon the recommendation of the Superintendent, the job description for the following:

- Health Aide

3. RESOLVED, the West Long Branch Board of Education amends the 2020-2021 School Calendar.

**Motion offered by Mrs. Scullion and seconded by Mrs. Cavanaugh was approved by a roll call vote of 8/0.**

**SUPERINTENDENT'S MONTHLY REPORT 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 Superintendent, the following report of the Fire and Evacuation drills conducted during the month of July 2020:

<b>School:</b>	<b>Betty McElmon Elementary</b>	<b>Frank Antonides School</b>
<b>Date</b>	<b>1. 8<sup>th</sup> 10:50 AM – 10:52 AM</b>	<b>1. 8<sup>th</sup> 10:50 AM – 10:52 AM</b>
<b>Type of Drill</b>	<b>1. FIRE DRILL</b>	<b>1. FIRE DRILL</b>

**Motion offered by Mrs. Cavanaugh and seconded by Mrs. Skellinger was approved by a roll call vote of 8/0.**

**DISCUSSION ITEMS:**

**NJSBA Legislative Delegate/ MCSBA**

**Foundation**

- No report

**PTA**

- No report

**Borough of West Long Branch Liaison**

- Traffic has been heavy in the Borough

**Business Administrator/Board Secretary**

- The roof project is almost complete

**Interim Superintendent Comments**

\_\_\_\_\_ **Meaghan Cavanaugh**

**Christine Skellinger**

**Mary Gassman**

**Corey Lowell**

**Dr. Frank Alfano**

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**PUBLIC COMMENTS:**

**None**

**MOTION TO ADJOURN**

**Motion offered by Mr. Riley and seconded by Mrs. Scullion was approved by a voice vote of 8/0 at 8:44 p.m.**

Respectfully Submitted,

Corey Lowell  
School Business Administrator/Board Secretary