

**RESOLUTIONS OF THE WEST LONG BRANCH BOARD OF EDUCATION**  
**Regular Public Meeting Minutes – 7:00 p.m.**  
**Betty McElmon Elementary School Gymnasium**  
**Tuesday, November 23, 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 students:**

*Lily Papp and Edwin Yeye*

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

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

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

Mrs. Cavanaugh      Mrs. Scullion

**Also on Attendance:**

Christina Egan,      Superintendent  
Corey Lowell,      School Business Administrator  
Viola Lordi, 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:**

- Recognition of WLB SPARTANS of the Month

**PUBLIC COMMENTS:**

- A member of the public asked about joining lawsuits with other districts to assert more local control.

**APPROVAL OF MINUTES**

October 19, 2021                      Regular Public Meeting  
October 19, 2021                      Executive Session

**Motion offered by Mr. Pringle and seconded by Mrs. Tabakman-Plancher was approved by a roll call vote of 5/0/2 with Mr. Kramer and Mr. Waters abstaining.**

**BUILDING AND GROUNDS 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, use of the District Media Center by the WLB PTA, for a “Holiday Shop”, on From December 6, 2021 through December 8, 2021 from 8:30 a.m. to 3:05 p.m. with additional times listed:

Set-up                      December 3, 2021 3:05 p.m. to 4:30 p.m.

2. Move to approve, upon the recommendation of the Superintendent, use of the FAS Gym by the WLB Sports Association for Recreation and Mid-Monmouth (Grades K-8) basketball practices and games from January 3, 2022 through March 31, 2022 for the following days and times: (Certificate of Insurance on File).

Monday - Friday (Mid-Monmouth & Rec.)    5:30 p.m. to 9:00 p.m.  
Saturday (Rec.)                                      8:00 a.m. to 5:00 p.m.

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3. Move to approve, upon the recommendation of the Superintendent, use of the BME Gym by the WLB Sports Association for Recreation (Grades K-2) basketball practices and games from January 3, 2022 through March 31, 2022 for the following days and times: (Certificate of Insurance on File).

Monday - Friday 5:30 p.m. to 7:00 p.m.  
Saturday 8:00 a.m. to 5:00 p.m.

4. Move to approve, upon the recommendation of the Superintendent, use of the FAS Gym by the WLB Sports Association for Mid-Monmouth (Grades 3-8) basketball practices and games for the month of December from 8:00 a.m. to 5:00 p.m. for the following days: (Certificate of Insurance on File).

Saturday 4, 11 & 18

5. Move to approve, upon the recommendation of the Superintendent:

1. Ratify a resolution of the West Long Branch Board of Education dated August 26, 2014 approving the transfer by the Board of Education of two temporary easements, one permanent easement and one parcel in fee simple at Locust Avenue and Parker Road in West Long Branch as depicted on a plan entitled "Intersection Improvements County Route 15 (Locust Avenue) and Parker Road," dated 2/24/2014 and prepared by Steven M. Edwards P.L.S., to the County of Monmouth for the purpose of improving said intersection;
2. Ratify a resolution of the West Long Branch Board of Education dated January 23, 2018 approving amendment of the Board's Long Range Facilities Plan to provide for the transfer of the above-described property interests to the County of Monmouth;
3. Acknowledge the approval of the above-described transfers and amendment of the Long Range Facilities Plan to provide for same by the Director of School Facilities, New Jersey Department of Education ("NJDOE") by letter dated September 19, 2018; and
4. Authorize the Board President, the Business Administrator/Board Secretary and the attorney for the Board of Education to take all necessary steps and execute any and all documents required to effectuate the actions approved by the Board in the aforementioned August 26, 2014 and January 23, 2018 resolutions and by the NJDOE in the aforementioned letter dated September 19, 2018.

**Motions 1 & 5 offered by Mr. Kramer and seconded by Mrs. Tabakman-Plancher were approved by a roll call vote of 7/0.**

**Motions 2-4 offered by Mr. Kramer and seconded by Mrs. Tabakman-Plancher were approved by a roll call vote of 6/0/1 with Mr. Pringle abstaining.**

**CURRICULUM AND INSTRUCTION RESOLUTIONS 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. 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>
January 5, 2022	Kristine McNicholas	Defusing Anger, Anxiety & Aggression: Improving Student Behavior	Freehold, NJ	\$279.00 (workshop) (account #11-000-223-500-00-050)
April 25 - 27, 2022	Philip Zaza	Handle with Care (Instructor program)	Hamilton, NJ	\$1,250.00 (workshop) \$ 38.43 (travel) \$1,288.43 (total) (account #20-485-200-300-00) (ESSER II Funds)

2. Move to approve upon the recommendation of the Superintendent, for Child Study Team Services LLC, an approved NJDOE agency to continue to provide Child Study Team services as needed effective January 1, 2022 until March 31, 2022 not to exceed \$30,000.
3. BE IT RESOLVED, that the Board of Education approve the acceptance of the 2021-2024 American Rescue Plan (ARP) and Elementary and Secondary School Emergency Relief Fund III (ESSER III) funds of \$602,522 and submission of the application to the New Jersey Department of Education.

ESSER III	\$427,522
Accelerated Learning Coaching and Educator Support	\$50,000
Summer Learning and Enrichment	\$40,000
Beyond the School Day Learning	\$40,000
NJTSS Mental Health Staffing	\$45,000

4. BE IT RESOLVED that the Board of Education approve the acceptance of the 2021-2022 Elementary and Secondary Education Act (ESEA) grant carryover and submission of the application to the New Jersey Department of Education as follows:

Title	Public Amount	Nonpublic Amount	Spending Plan
Title I, Part A	\$10,635	\$5,147	Salaries, FICA and Supplies
Title II, Part A	\$688	\$462	Professional Development
Title IV, Part A	\$1,648	\$1,105	Accelerated Learning and Professional Development

5. Move to approve, upon the recommendation of the Superintendent, the following class trip(s)/academic event(s) as per attached Appendix A.
6. Move to approve, upon the recommendation of the Superintendent, the following Monmouth University student to participate in a Student Teaching Experience program commencing from January 2022 to April 2022 as noted below:

<u>Student Name</u>	<u>Placement</u>	<u>Cooperating Teacher(s)</u>
Jacqueline O'Rourke	6th Grade Math	Kelly Shine

7. Move to approve, upon the recommendation of the Superintendent, the transportation of students ID# 8001573, ID# 8001886, and ID# 8001868 to Shore Regional High School for Geometry and/or Geometry Honors on alternating week days, beginning on or around November 29, 2021 through June 22, 2022.

**Motion offered by Mr. Pringle and seconded by Mrs. Tabakman-Plancher was approved by a roll call vote of 7/0.**

**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.

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1. BE IT RESOLVED, that the Bills and Claims List for October 2021 and November 2021 be approved and

Bills & Claims Fund 10 (Oct)	\$ 1,315.90
DCRP Fund 10 (Oct)	\$ 1,260.67
Bills & Claims Fund 10 (Nov)	\$659,072.43
Bills & Claims Fund 20 (Nov)	\$176,056.04

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:

- September 30, 2021

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

- September 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 September 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. BE IT RESOLVED that the Business Administrator be authorized to process invoices for December with Board ratification at the January meeting.
4. BE IT RESOLVED that the Board approve the tentative budget calendar for the 2022-2023 school year.

5. BE IT RESOLVED pursuant to N.J.S.A. 18A:18A-5(a)(1) that the firm of Spiezle Architectural Group be awarded a professional services contract to evaluate HVAC equipment, operations, and controls and provide a budgetary estimate for replacement of equipment that has reached its useful life at a cost not to exceed \$19,500 to be funded through ESSER II.

**Motion offered by Mr. Kramer and seconded by Mr. Waters was approved by a roll call vote of 7/0.**

**PERSONNEL 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, move to extend an unpaid leave of absence for employee #8001517 for the period from October 26, 2021, 2021 through, on or about December 3, 2021, in accordance with the Family and Medical Leave Act of 1993, 29 U.S.C. §2601 et seq. This leave will be counted against the employee’s entitlement to leave pursuant to the Family and Medical Leave Act of 1993, 29 U.S.C. §2601 et seq.
2. Move to approve, upon the recommendation of the Superintendent, the employment of the following employees for Co-Curricular Activity Compensation for the 2021-2022 school year:

Girls’ Basketball	Kelly Shine Meghan Turner	\$3,855 (split stipend)
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3. Move to retroactively approve, upon the recommendation of the Superintendent, a leave of absence for employee #8000798 for the period from October 20, 2021 through, on or about December 23, 2021, in accordance with the Family and Medical Leave Act of 1993, 29 U.S.C. §2601 et seq. The employee shall utilize accrued, unused sick days (43). This leave will be counted against the employee’s entitlement to leave pursuant to the Family and Medical Leave Act of 1993, 29 U.S.C. §2601 et seq.
4. Move to approve, upon the recommendation of the Superintendent, a leave of absence for employee #5000616 for the period from November 17, 2021 through, on or about November 24, 2021, in accordance with the Family and Medical Leave Act of 1993, 29 U.S.C. §2601 et seq. The employee shall utilize accrued, unused sick days (6). This leave will be counted against the employee’s entitlement to leave pursuant to the Family and Medical Leave Act of 1993, 29 U.S.C. §2601 et seq.
5. Move to accept, upon the recommendation of the Superintendent, the retirement of Molly Cauterucci Fox, FAS Basic Skills English Language Arts teacher, effective January 1, 2022 with regrets.

6. BE IT RESOLVED, that the following personnel be appointed for the 2021-2022 school year for the non-stipend responsibilities listed below:

<u>Name</u>	<u>Position</u>
James Erhardt, Principal BME	School Safety Specialist
James Erhardt, Principal BME	Liaison to Law Enforcement

**Motion 1 offered by Mrs. Tabakman-Plancher and seconded by Mr. Pringle was approved by a roll call vote of 5/0/2 with Mr. Kramer and Mr. Waters.**

**Motions 2-6 offered by Mrs. Tabakman-Plancher and seconded by Mr. Pringle were approved by a roll call vote of 6/0/1 with Mr. Waters abstaining.**

**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. BE IT RESOLVED, that the West Long Branch Board of Education give the Superintendent authority to hire essential personnel, retroactively, until January 4, 2022.

**Motion offered by Mrs. Gassman and seconded by Mrs. Sisk was approved by a roll call vote of 7/0.**

**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 October 2021:

<b><i>ENROLLMENT DATA</i></b>	
Pre-Kindergarten	28
Kindergarten	66
1	58
2	59
3	58
4	59
<b>BETTY MCELMON ELEMENTARY TOTAL</b>	<b>328</b>



5	45
6	59
7	49
8	64
<b>FRANK ANTONIDES SCHOOL TOTAL</b>	<b>217</b>
<b>OUT OF DISTRICT STUDENTS</b>	<b>7</b>
<b>DISTRICT ENROLLMENT</b>	<b>552</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 October 2021:

<b>School:</b>	<b>Betty McElmon Elementary</b>	<b>Frank Antonides School</b>
<b>Date</b>	<b>1. 5th 8:45-9:20 PM</b>	<b>1. 5th 8:45-9:20 PM</b>
	<b>2. 8th 1:45-1:50 PM</b>	<b>2. 8th 1:45-1:50 PM</b>
	<b>3. 13th 1:44-1:50 PM</b>	<b>3. 13th 1:44-1:50 PM</b>
<b>Type of Drill</b>	<b>1. BUS EVACUATION DRILL</b>	<b>1. BUS EVACUATION DRILL</b>
	<b>2. FIRE DRILL</b>	<b>2. FIRE DRILL</b>
	<b>3. SCHOOL SECURITY DRILL- NON FIRE EVACUATION</b>	<b>3. SCHOOL SECURITY DRILL- NON FIRE EVACUATION</b>

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

<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	6232	328	94.74%
Frank Antonides School	4102	184.5	95.50%

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

<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	601	29	95.18	8	96.51
FAS	665	44.5	93.31	19	96.17

5. Move to approve, upon the recommendation of the Superintendent, the Health and Safety Evaluation of School Buildings Checklist SOA 2021-2022.

**Motion offered by Mrs. Tabakman-Plancher and seconded by Mr. Kramer was approved by a roll call vote of 7/0.**

**DISCUSSION ITEMS:**

**NJSBA Legislative Delegate/ MCSBA**

**Mary Gassman**

- **No report**

**Foundation**

**Christine Skellinger**

- **In October, honored Angel Somers with a “Little Free Library”.**
- **Grant applications will be available in late January.**
- **Fundraiser at Lupo Pizzeria on Dec 17.**

**PTA**

**Christine Skellinger**

- **No report**

**Borough of West Long Branch Liaison**

**Mary Gassman**

- **No report**

**Business Administrator/Board Secretary**

**Corey Lowell**

- **No report**

**Superintendent Comments**

**Christina Egan**

- **No report**

**MOTION TO ADJOURN**

**Motion offered by Mr. Kramer and seconded by Mr. Waters was approved by a voice vote of 7/0 at 7:43 p.m.**

Respectfully Submitted,

Corey Lowell

School Business Administrator/Board Secretary