

**RESOLUTIONS OF THE WEST LONG BRANCH BOARD OF EDUCATION**  
**Regular Public Meeting – 6:00 p.m.**  
**Betty McElmon Elementary School Gymnasium**  
**Tuesday, November 28, 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**

"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:**

*Frank and Giuliana Joyce*

**ROLL CALL**

Mrs. Cavanaugh \_\_\_\_\_ Mr. Falgares \_\_\_\_\_ Mrs. Gassman \_\_\_\_\_  
Mr. Pringle \_\_\_\_\_ Mrs. Scullion \_\_\_\_\_ Mrs. Sisk \_\_\_\_\_  
Mrs. Skellinger \_\_\_\_\_ Mrs. Tabakman-Plancher \_\_\_\_\_ Mr. Waters \_\_\_\_\_

**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 AND REPORTS:**

- FAS Spartan Press Showcase
  - Mrs. Hess and Spartan Press Student Editors
  
- Monthly Budgetary Line Item Status Certification:
 

The Board Secretary, Corey Lowell, certifies that no line item has been over expended in violation of N.J.A.C. 6A:23A-16.10 (c) 3 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

*Corey Lowell*  
School Business Admin/Bd. Sec.

**PUBLIC COMMENTS:**

Anyone wishing to address the Board regarding items that are on the agenda or non-agenda items, 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**

October 17, 2023                      Regular Public Meeting  
October 17, 2023                      Executive Session

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

**ROLL CALL**

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

**BUILDING AND GROUNDS RESOLUTIONS 1-5**

1. Move to approve, upon the recommendation of the Superintendent, use of the FAS Gym by the WLB Sports Association for Mid-Monmouth West Long Branch youth boys and girls travel basketball games and team practices for children in grades 3-8 for the month of December for the following days and times (Certificate of Insurance on file):

Saturday 2, 9, & 16 8:00 a.m. to 5:00 p.m.  
Sunday 3, 10, & 17 10:00 a.m. - 5:00 p.m. (Sunday Facilities Charge: \$40/hour)

2. Move to approve, upon the recommendation of the Superintendent, use of the FAS Gym by the WLB Sports Association for Mid-Monmouth and Recreation West Long Branch youth boys and girls travel basketball games and team practices for West Long Branch children in grades 3-8 from January 2, 2024 through March 31, 2024 for the following days and times (Certificate of Insurance on file):

Mondays, Wednesdays & Fridays 5:30 p.m. to 9:00 p.m.  
Tuesdays & Thursdays 5:30 p.m. to 8:30 p.m.  
Saturdays 8:00 a.m. to 5:00 p.m.  
Sundays 10:00 a.m. - 5:00 p.m. (Sunday Facilities Charge: \$40/hour)

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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 West Long Branch youth boys and girls basketball games and team practices for West Long Branch children in grades K-2 from January 2, 2024 through March 31, 2024 for the following days and times (Certificate of Insurance on file):

Mondays through Fridays 5:00 p.m. to 7:00 p.m.  
Saturdays 8:00 a.m. to 5:00 p.m.

4. Move to approve, upon the recommendation of the Superintendent, use of the FAS Gymnasium by the WLB Recreation Commission for WLB Men’s Recreation Basketball on Tuesdays and Thursdays for the following dates and times. (Certificate of Insurance on File):

November 30, 2023 through March 29, 2024 from 8:30 p.m to 10:30 p.m.  
April 9, 2024 through June 13, 2023 from 8:00 p.m. to 10:00 p.m.

5. Move to approve, upon the recommendation of the Superintendent, the acknowledgement of the receipt of the Preliminary Eligible Cost (PEC) Letter from the NJDOE dated September 19, 2023 for the school facilities project of roofing replacement.

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

**ROLL CALL**

Mrs. Cavanaugh \_\_\_\_\_ Mr. Falgares \_\_\_\_\_ Mrs. Gassman \_\_\_\_\_  
Mr. Pringle \_\_\_\_\_ Mrs. Scullion \_\_\_\_\_ Mrs. Sisk \_\_\_\_\_  
Mrs. Skellinger \_\_\_\_\_ Mrs. Tabakman-Plancher \_\_\_\_\_ Mr. Waters \_\_\_\_\_

**CURRICULUM AND INSTRUCTION RESOLUTIONS 1-13**

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)/training(s) listed below with associated program costs for the employee(s) referenced below:

<b>Date(s)</b>	<b>Name</b>	<b>Workshop/Training</b>	<b>Location</b>	<b>All Costs of Program</b>
January 8, 2024	Monika Cagliostro	Teaching Media Literacy Skills by BER	Virtual	\$279.00 (workshop) <u>\$ 00.00</u> (mileage & tolls) \$279.00 (TOTAL) (account #20-271-200-500-050)
January 9, 2024	Kristine McNicholas	Powerful, Practical Strategies for Working Successfully with “I Don’t Care!” and Underperforming Students to Increase Their School Success by BER	Virtual	\$279.00 (workshop) <u>\$ 00.00</u> (mileage & tolls) \$279.00 (TOTAL) (account #20-271-200-500-050)
January 24-26, 2024	Scott Marvel	Techspo 2024	Atlantic City, NJ	\$ 540.00 (workshop) \$ 386.94 (accommodations/food) <u>\$ 73.34</u> (mileage & tolls) \$1,000.28 (TOTAL) (account # 11-000-252-500-000)

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February 22 & 23, 2024	Megan Conrad	NJ Music Educators Conference	Atlantic City, NJ	\$ 380.00 (workshop) \$ 18.98 (mileage & tolls) \$398.98 (TOTAL) (account # 20-488-200-500-00)
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3. Move to approve, upon the recommendation of the Superintendent, the following staff members to be compensated for attending three (1) hour after school professional development sessions offered by the NJ Department of Education on Math Instruction and Assessments, at a rate of \$48\* per hour, not to exceed \$144. The session dates are: December 14, 2023, January 5, 2024, and March 14, 2024.  
(account # 20-487-200-100-00 )  
(\*rate subject to the completion of negotiations between the WLBOE and the WLBEA)

Brittany Balzofiore  
Juliana Bongiorno

Siobhan Brennan  
Ellen Wilson

4. Move to approve, upon the recommendation of the Superintendent, the following staff members for curriculum writing:

Last Name	First Name	Content	Grade Level	16 hrs. @ \$48*	Account #
Steel	Megan	ELA	Kindergarten	\$768*	11-000-221-104-080
Steel	Megan	ELA	First	\$768*	11-000-221-104-080
Brennan	Siobhan	ELA	Second	\$768*	11-000-221-104-080
Brennan	Siobhan	ELA	Third	\$768*	11-000-221-104-080
Curran	Nicole	ELA	Fourth	\$768*	11-000-221-104-080
Hess	Christina	ELA	Fifth	\$768*	11-000-221-104-050
Beck	Maureen	ELA	Sixth	\$768*	11-000-221-104-050
Yonezuka	Denise	ELA	Seventh	\$768*	11-000-221-104-050
Yonezuka	Denise	ELA	Eighth	\$768*	11-000-221-104-050

Last Name	First Name	Content	Grade Level	16 hrs. @ \$48*	Account #
Beck	Maureen	MATH	First	\$768*	11-000-221-104-080
Sanchez	Mary	MATH	Second	\$768*	11-000-221-104-080
Sanchez	Mary	MATH	Third	\$768*	11-000-221-104-080
Curran	Nicole	MATH	Fourth	\$768*	11-000-221-104-080
Tvrdik	Felicia	MATH	Fifth	\$768*	11-000-221-104-050
Tvrdik	Felicia	MATH	Sixth	\$768*	11-000-221-104-050
Sinkhorn	Kristy	MATH	Seventh	\$768*	11-000-221-104-050
Sinkhorn	Kristy	MATH	Eighth	\$768*	11-000-221-104-050

(\*rate subject to the completion of negotiations between the WLBOE and the WLBEA)

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5. Move to approve, upon the recommendation of the Superintendent, the following staff members to work an after-school academic support program for students in Grades 1 & 2 for the following session dates:
- December 11 - January 26, 2024
  - February 12 - March 28, 2024
  - April 22 - May 31, 2024

Last Name	First Name	Grade	Content	Not to exceed	Account #
Ladin	Rebecca	Grade 1	Math	\$3,456*	20-490-100-100-000
Collabelli	Olivia	Grade 1	ELA	\$3,456*	20-490-100-100-000
Wilson	Ellen	Grade 2	Math	\$3,456*	20-490-100-100-000
Steel	Megan	Grade 2	ELA	\$3,456*	20-490-100-100-000
Heslin	Megan	substitute		\$48* per hr.	20-490-100-100-000
Smith	Stacie	substitute		\$48* per hr.	20-490-100-100-000

(\*rate subject to the completion of negotiations between the WLBOE and the WLBEA)

6. Move to approve, upon the recommendation of the Superintendent, Lead U to conduct workshops for Frank Antonides School for Grades 5 - 8 on January 19, 2024, at a total cost of \$2000. (account # 20-491-200-300-000)
7. Move to approve, upon the recommendation of the Superintendent, Lead U to conduct workshops for Betty McElmon Elementary School for Grades K - 4 on January 26, 2024, at a total cost of \$2000. (account # 20-491-200-300-000)
8. Move to approve, upon the recommendation of the Superintendent, to implement the LEAD program, sponsored by the West Long Branch Police Department, to fourth grade students from January 2024 to June 2024.
9. Move to approve, upon the recommendation of the Superintendent, a RWJ Safety Ambassador Program, delivered by Shore Regional High School students, for 2nd grade students at BME from January 2024 through May 2024 once a month.
10. Move to retroactively approve, upon the recommendation of the Superintendent, the following staff members to provide Home Instruction for student SID #6364134357 as per physician, at the rate of \$48.00 per hour\*, effective November 20, 2023 through January 19, 2024 or sooner if appropriate. Home instruction will be a total of 10 hours per week.  
 (\*rate subject to the completion of negotiations between the WLBOE and the WLBEA)

Mrs. Heslin

Mrs. Scott

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- 11. Move to approve, upon the recommendation of the Superintendent, the following staff members to provide Home Instruction for student SID #9083611959 as per physician, at the rate of \$48.00 per hour\*, effective November 29, 2023 through June 30, 2024, as needed. Home Instruction will not exceed 5 hours per week.  
(\*rate subject to the completion of negotiations between the WLBOE and the WLBEA)

Mrs. Beyers                      Mrs. Caruso

- 12. Move to retroactively approve, upon the recommendation of the Superintendent, for student SID #2529898247 to attend Harbor School in Eatontown, effective November 16, 2023 until June 21, 2024, at a per diem tuition rate of \$393.07 plus extraordinary services at \$171 per diem, per the IEP.
- 13. Move to retroactively approve, upon the recommendation of the Superintendent, to contract with Preferred Home Health Care Nursing Services in Eatontown, NJ to provide nursing services for student SID #2529898247 as per the IEP effective November 16, 2023 until June 21, 2024.

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

**ROLL CALL**

Mrs. Cavanaugh \_\_\_\_\_      Mr. Falgares \_\_\_\_\_      Mrs. Gassman \_\_\_\_\_  
 Mr. Pringle \_\_\_\_\_      Mrs. Scullion \_\_\_\_\_      Mrs. Sisk \_\_\_\_\_  
 Mrs. Skellinger \_\_\_\_\_      Mrs. Tabakman-Plancher \_\_\_\_\_      Mr. Waters \_\_\_\_\_

**FINANCE RESOLUTIONS 1-5**

- 1. BE IT RESOLVED, upon the recommendation of the Superintendent, that the Bills and Claims List for October 2023 and November 2023, be approved and

Bills & Claims Fund 10 (October)	\$230,270.80
Bills & Claims Fund 20 (October)	\$ 19,981.47
Bills & Claims Fund 10 (November)	\$346,705.67
Bills & Claims Fund 20 (November)	\$119,023.26

- 2. BE IT RESOLVED, upon the recommendation of the Superintendent, that the following financial reports be approved:
  - Report of the Board Secretary/Treasurer Dated:
    - o July 31, 2023
  - That the listed budget transfer(s) be authorized in accordance with N.J.S.A. 18A:22-8.1:
    - o July 31, 2023 (attached)
- 3. BE IT RESOLVED, upon the recommendation of the Superintendent, that the Business Administrator be authorized to process invoices for December with Board ratification at the January meeting.
- 4. Move to retroactively approve, upon the recommendation of the Superintendent, an addendum to the contract with ESS dated October 16, 2023.

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5. BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board approve the tentative budget calendar for the 2024-2025 school year.

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

**ROLL CALL**

Mrs. Cavanaugh \_\_\_\_\_ Mr. Falgares \_\_\_\_\_ Mrs. Gassman \_\_\_\_\_  
Mr. Pringle \_\_\_\_\_ Mrs. Scullion \_\_\_\_\_ Mrs. Sisk \_\_\_\_\_  
Mrs. Skellinger \_\_\_\_\_ Mrs. Tabakman-Plancher \_\_\_\_\_ Mr. Waters \_\_\_\_\_

**PERSONNEL RESOLUTIONS 1-10**

1. Move to approve, upon the recommendation of the Superintendent, a leave of absence for employee #8001442 for the period from January 29 2024 through May 23, 2024, 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 (21) from January 29, 2024 through February 28, 2024. The employee’s unpaid leave of absence shall begin on February 29, 2024 through May 23, 2024. This leave will be counted against the employee’s entitlement to leave pursuant to the NJ Family and Medical Leave Act of 1993, 29 U.S.C. §2601 et seq.
2. Move to retroactively approve, upon the recommendation of the Superintendent, the resignation of Mr. Frank Juliano, Part-time District Information Technology Assistant, effective November 2, 2023. Mr. Juliano’s last day of employment was November 1, 2023.
3. BE IT RESOLVED, upon the recommendation of the Superintendent, that the following personnel be appointed for the 2023-2024 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

4. Move to amend, upon the recommendation of the Superintendent, the employment of the following employees for Co-Curricular Compensation for the 2023-2024 school year: (\*rate subject to the completion of negotiations between the WLBOE and the WLBEA).

Athletic Monitors	Colleen Rutz Maria Schleichert (substitute)	\$32.00* per event
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5. Move to approve, upon the recommendation of the Superintendent, the following staff to chaperone the Washington D.C. 8th Grade Trip at the stipend rate of \$200.00\* per person: (account #11-401-100-100-050). (\*rate subject to the completion of negotiations between the WLBOE and the WLBEA).

Kathleen Beyers	Edwing Gomez
Monika Cagliastro	Greg Judd
Amy Caruso	Dana Aschettino (Grade 8 Advisor)
Colleen Donohue	

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- 6. Move to approve, upon the recommendation of the Superintendent, the following substitute nurse for the Washington D.C. 8th Grade Trip at the rate of \$516 (stipend \$200.00\* and \$316 sub nurse pay for 2 days):  
(account #11-000-213-100-050).  
(\*rate subject to the completion of negotiations between the WLBOE and the WLBEA).

Toni Roma

- 7. Move to retroactively approve, upon the recommendation of the Superintendent, an unpaid NJFLA/FMLA leave of absence for employee #4436 from November 13, 2023 through December 8, 2023 with health benefits, subject to employee contribution, with an anticipated return date of December 11, 2023, in accordance with the Family and Medical Leave Act of 1993, 29 U.S.C. §2601 et seq.
- 8. Move to approve, upon the recommendation of the Superintendent, the following substitute lunch aide for the 2023-2024 school year at a per diem rate of \$35.00 as follows, pending review of Criminal History and other applicable documents:

Katrina Koval

- 9. Move to retroactively approve, upon the recommendation of the Superintendent, the resignation of Mrs. Ann Lindsay, Lunch Monitor, effective May, 2023 with regrets.
- 10. Move to approve, upon the recommendation of the Superintendent, the resignation of Julyana Goncalves, Instructional Aide, effective November 30, 2023 with regrets.

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

**ROLL CALL**

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

**POLICY RESOLUTIONS 1-3**

- 1. Move to accept, upon the recommendation of the Superintendent, the below policies and regulations submitted for second reading:

**Adopt/Revise/Abolish**

P 2270	Religion in the Schools (Revise)
P 3161	Examination for Cause (Revise)
P & R 3212	Attendance (M) (Revise)
P & R 3432	Sick Leave (Abolish)
P 4161	Examination for Cause (Revise)
P & R 4212	Attendance (M) (Revise)
P & R 4432	Sick Leave (Abolish)
P & R 5116	Education of Homeless Children and Youths (Revise)
P 8500	Food Services (M) (Revise)
P 8540	School Nutrition Programs (M) (Abolish)
P 8550	Meal Charges/Outstanding Food Service Bill (M) (Abolish)



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2. BE IT RESOLVED, upon the recommendation of the Superintendent, that the West Long Branch Board of Education give the Superintendent authority to hire essential personnel, retroactively, until January 2, 2024.
  
3. Move to approve, upon the recommendation of the Superintendent, the revision of the West Long Branch School District’s Safe Return Plan, as required by ARP Act section 200, effective November 28, 2023.

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

**ROLL CALL**

Mrs. Cavanaugh \_\_\_\_\_ Mr. Falgares \_\_\_\_\_ Mrs. Gassman \_\_\_\_\_  
 Mr. Pringle \_\_\_\_\_ Mrs. Scullion \_\_\_\_\_ Mrs. Sisk \_\_\_\_\_  
 Mrs. Skellinger \_\_\_\_\_ Mrs. Tabakman-Plancher \_\_\_\_\_ Mr. Waters \_\_\_\_\_

**SUPERINTENDENT’S MONTHLY REPORTS 1-9**

1. Enrollment report for the month of October 2023:

<b><i>ENROLLMENT DATA</i></b>	
Pre-Kindergarten	40
Kindergarten	61
1	61
2	67
3	54
4	53
<b>BETTY MCELMON ELEMENTARY TOTAL</b>	<b>336</b>
5	62
6	60
7	42
8	62
<b>FRANK ANTONIDES SCHOOL TOTAL</b>	<b>224</b>
<b>OUT OF DISTRICT STUDENTS</b>	<b>8</b>
<b>DISTRICT ENROLLMENT</b>	<b>568</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 2023:

<b>School:</b>	<b>Betty McElmon Elementary</b>	<b>Frank Antonides School</b>
<b>Date</b>	<b>1. 11th 10:45 AM – 10:55 AM FIRE DRILL</b>	<b>1. 11th 10:45 AM – 10:55 AM FIRE DRILL</b>
	<b>2. 25th 1:20 PM - 1:35 PM SECURITY DRILL-NON-FIRE EVACUATION</b>	<b>2. 25th 1:20 PM - 1:35 PM SECURITY DRILL-NON-FIRE EVACUATION</b>

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3. Move to approve, upon the recommendation of the Superintendent, the following Pupil Attendance Report for the month of October 2023:

<u>STUDENT ATTENDANCE</u>	<u># OF DAYS POSSIBLE</u>	<u># OF DAYS ABSENT</u>	<u>PERCENT ATTENDANCE</u>
Betty McElmon Elementary	6716	315.5	95.30%
Frank Antonides School	4503	219	95.14%

4. Move to approve, upon the recommendation of the Superintendent, the following Staff Attendance Report for the month of October 2023:

<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	664	61	90.81	21	93.97
FAS	756	41	94.57	0	94.57

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>	0	0	0
<b>Frank Antonides School</b>	3	1 (251348_FAS_09212023)	2 (252749_FAS_10122023) (252758_FAS_10122023)
<b>TOTALS</b>	3	1	2

6. BE IT RESOLVED, that the Board of Education approve the submission of the district’s QSAC District Performance Review (DPR) to the County Office of Education for the 2023-2024 school year.
7. Motion to approve, upon the recommendation of the Superintendent, the submission of FY24 projected Preschool Enrollment report to the New Jersey Department of Education.
8. Motion to approve, upon the recommendation of the Superintendent, the submission of the FY24 Annual Preschool Operational Plan Update to the New Jersey Department of Education.
9. Move to approve, upon the recommendation of the Superintendent, the submission of the School Safety and Security Plan Statement of Assurance for 2023-2024.

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

**ROLL CALL**

Mrs. Cavanaugh \_\_\_\_\_ Mr. Falgares \_\_\_\_\_ Mrs. Gassman \_\_\_\_\_  
Mr. Pringle \_\_\_\_\_ Mrs. Scullion \_\_\_\_\_ Mrs. Sisk \_\_\_\_\_  
Mrs. Skellinger \_\_\_\_\_ Mrs. Tabakman-Plancher \_\_\_\_\_ Mr. Waters \_\_\_\_\_

**DISCUSSION ITEMS:**

**NJSBA Legislative Delegate/ MCSBA** Mary Gassman  
**Foundation** Meaghan Cavanaugh  
**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: **Attorney Advice, Student Matters, School Security**

**MOTION TO OPEN EXECUTIVE SESSION** Time: \_\_\_\_\_

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

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

**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: ( )