

RESOLUTIONS OF THE WEST LONG BRANCH BOARD OF EDUCATION

Regular Public Meeting – 6:00 p.m.

Betty McElmon Elementary School Gymnasium

Tuesday, October 17, 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:

Sofia Ferragina & Daniel Sisk

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:

- Standardized Assessment Presentation
 - Dr. Christina Egan, Superintendent of Schools
- 2022-2023 HIB Self-Assessment Presentation
 - Dr. Christina Egan, Superintendent of Schools
- 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

September 26, 2023 Regular Public Meeting
September 26, 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 1-4

1. 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):

October 19, 2023 through December 21, 2023 from 8:30 p.m to 10:30 p.m.
 January 2, 2024 through March 28, 2024 from 9:00 p.m. to 11:00 p.m.
 April 9, 2024 through June 13, 2024 from 8:30 p.m to 10:30 p.m.

2. BE IT RESOLVED that the Board of Education approve the submission of the Comprehensive Maintenance Plan form to the County Office for the 2023-2024 school year.

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3. Move to approve, upon the recommendation of the Superintendent, use of the BME Gymnasium by the Special Education Parent Advisory Group (SEPAG) for a meeting on October 23, 2023 from 6:30 p.m. to 8:30 p.m.
4. Move to approve, upon the recommendation of the Superintendent, use of the District’s Media Center by the WLB PTA for a PTA meeting on December 12, 2023 from 3:15 p.m. to 4:15 p.m.

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 1-8

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, curriculum guide revisions in:
 3-8 Academically Talented
3. Move to approve, upon the recommendation of the Superintendent, student assemblies presented by Matt Bellace for Frank Antonides School on November 2, 2023, at a cost of \$3,000 (account #20-491-200-300-00).
4. Move to amend a previous approval, upon the recommendation of the Superintendent, for onsite professional development with Amplify trainers, for October 23, 2023 and February 5, 2024 PD days from \$9,600.00 to \$12,800 (account #20-488-200-300-000).
5. Move to approve, upon the recommendation of the Superintendent, the following School Safety/School Climate teams for the 2023-2024 school year, as required by New Jersey Statute:

<u>Betty McElmon Elementary</u>		<u>Frank Antonides School</u>
Lauren McKenna	Anti-Bullying Specialist	Melissa Murphy
James Erhardt	Principal	Allyson Winter
Kaitlyn Hackett	Teacher	James Straley
Jeana Marie Boreson	Parent	Jennifer Coppola

6. Motion to approve, upon the recommendation of the Superintendent, an amendment to the ARP ESSER grant requesting a transfer from 20-490-100-100-00 (Instructional Salaries) to 20-490-100-300-00 100-100 (Instructional Purchased Services) in the amount of \$17,950.

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7. Motion to approve, upon the recommendation of the Superintendent, an on-demand, beyond-hours homework help program for students in grades 3-8 to be provided by GoGuardian/TutorMe from November 1, 2023 through September 30, 2024, at a total cost not to exceed \$17,910 to be paid from ARP ESSER Comprehensive Beyond the School Day grant funds (account #20-490-100-300-00).
8. 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:

Date(s)	Name	Workshop/Training	Location	All Costs of Program
December 4, 2023	Angela Blasco	NJASL Fall Conference	Atlantic City, NJ	\$243.00 (workshop) \$ 79.86 (mileage & tolls) \$322.86 (TOTAL) (account #20-488-200-500-00)

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 1-3

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

Bills & Claims Fund 10	\$464,126.85
Bills & Claims Fund 20	\$ 44,905.15

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 June 30, 2023
- That the listed budget transfer(s) be authorized in accordance with N.J.S.A. 18A:22-8.1:
 - o June 30, 2023 (attached)

3. RESOLVED, upon the recommendation of the Superintendent, that the Board approve the change order credit of \$50,000 from Comfort Mechanical (change order M-1) for HVAC Upgrades.

Original contract:	\$588,912.00
Change order credit: -	<u>\$ 50,000.00</u>
New contract sum:	\$538,912.00

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 1-7

1. Motion to approve, upon the recommendation of the Superintendent, the following staff members to serve as Title I After-School Academic Support teachers from October 23, 2023 - through May 23, 2024 at an hourly rate of \$48*/hour, not to exceed a total program cost of \$47,520 (account # 20-231-100-101-050).
*(*rate subject to the completion of negotiations between the WLBOE and the WLBEA)*

Maureen Beck	Zoie Imberman	Felicia Tvrdik
Kathleen Beyers	Joan Maiorella	Lou Castagno (substitute)
Keri Byham	Megan Ricker	
Nicole Curran	Megan Steel	

2. Move to approve, upon the recommendation of the Superintendent, the following security monitors to attend Fall 2023 conferences on November 15 & 16, at the rate of \$20.00 per hour, not to exceed 5 hours total per employee.

Ramon Chaparro	Edwing Gomez
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3. Move to approve, upon the recommendation of the Superintendent, the following Substitute Nurse for the 2023-2024 school year at a per diem rate of \$158.00 pending review of Criminal History and other applicable documents.

Toni Roma

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

Boys Basketball (share \$3,855*)	Lou Petrone Jodi Siwec	\$1,927.50* \$1,927.50*
Athletic Monitor	Colleen Rutz	\$32.00* per hour

5. Move to retroactively approve, upon the recommendation of the Superintendent, Greg Skellinger, as a volunteer coach for the boys' 2023-2024 basketball team, pending review of Criminal History and other applicable documents.

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- 6. Move to retroactively approve, upon the recommendation of the Superintendent, a leave of absence for employee #4436 from October 10, 2023 through November 8, 2023, using 17 sick days and 1 personal day with health benefits, with an anticipated return date of November 13, 2023.
- 7. Move to approve, upon the recommendation of the Superintendent, the employment of Jennifer Rosh as an Interventionist Teacher, from December 18, 2023 (or earlier, if available) through June 30, 2024 at the salary of \$71,655*, MA Step J, pending review of Criminal History and other applicable documents. Ms. Rosh possesses a Standard Elementary School Teacher certificate, and is pending certification in Middle School with Subject matter Specialization: Mathematics in Grades 5-8.
(*salary pending completion of negotiations between the WLBOE and the WLBEA)

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 RESOLUTION 1

- 1. Move to accept, upon the recommendation of the Superintendent, the below policies and regulations submitted for first 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)

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 1-8

1. Enrollment report for the month of September 2023:

ENROLLMENT DATA	
Pre-Kindergarten	38
Kindergarten	62
1	61
2	67
3	55
4	54
BETTY MCELMON ELEMENTARY TOTAL	337
5	61
6	60
7	42
8	61
FRANK ANTONIDES SCHOOL TOTAL	224
OUT OF DISTRICT STUDENTS	8
DISTRICT ENROLLMENT	569

2. Move to approve, upon the recommendation of the Superintendent, the following report of the Fire and Evacuation drills conducted during the month of September 2023:

School:	Betty McElmon Elementary	Frank Antonides School
Date	1. 14th 10:05 AM – 10:10 AM FIRE DRILL	1. 14th 10:05 AM – 10:10 AM FIRE DRILL
	2. 19th 1:15 PM - 1:20 PM SECURITY DRILL-LOCK DOWN	2. 19th 1:15 PM - 1:20 PM SECURITY DRILL-LOCK DOWN
	3. 21st 8:45 AM - 9:15 AM BUS EVACUATION DRILL	3. 21st 8:15 AM - 8:45 AM BUS EVACUATION DRILL

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

STUDENT ATTENDANCE	# OF DAYS POSSIBLE	# OF DAYS ABSENT	PERCENT ATTENDANCE
Betty McElmon Elementary	5366	181.5	96.62%
Frank Antonides School	3610	121	96.65%

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

STAFF ATTENDANCE	TOTAL # OF DAYS	# OF DAYS ABSENT	%	LONG TERM LEAVE DAYS ABSENT	MINUS LONG TERM LEAVE %
BME	570	32.5	94.29	18	97.45
FAS	648	27	95.83	0	95.83

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	1 (251210_FAS_09192023)	0
TOTALS	1	1	0

6. Move to approve, upon the recommendation of the Superintendent, the School Nursing Services Plan for the 2023-2024 school year.

7. BE IT RESOLVED, that the Board of Education approve the submission of the 2022-2023 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.

8. Move to approve, upon the recommendation of the Superintendent, the Health and Safety Evaluation of School Buildings Checklist SOA 2023-2024.

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 _____

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**

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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**

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: ()