

**RESOLUTIONS OF THE WEST LONG BRANCH BOARD OF EDUCATION**

**Regular Public Meeting Minutes – Cafeteria 7:00 p.m.**

**Tuesday, October 29, 2019**

**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.*

**Ms. Gassman 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:**

*Mark Howard & Annelise Panduri*

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

Mrs. Cavanaugh	Mrs. Gassman	Mr. Kramer
Mrs. McLaughlin	Mrs. Scullion	Mrs. Skellinger
Mr. Waters	Ms. Gassman	

**The Following Member of the Board of Education was Absent:**

Mr. Riley

**Also on Attendance:**

Thomas G. Farrell,	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.*

**PRESENTATIONS:**

- June Students of the Month Presentation

**BME:**

Pre-K – **Brigid Hennelly**  
4<sup>th</sup> Grade – **Mary Hennelly**

- September Students of the Month Presentation

**BME:**

Pre-K – **Gabriel Tawil**  
Kindergarten – **Emily Howell**  
1<sup>st</sup> Grade – **Declan Rogers**  
2<sup>nd</sup> Grade – **Isabella Smack**  
3<sup>rd</sup> Grade – **Savannah Rogers**  
4<sup>th</sup> Grade – **Addison McGrade**

**FAS:**

5<sup>th</sup> Grade – **Claudia Bufano**  
6<sup>th</sup> Grade – **Michael Russomano**  
7<sup>th</sup> Grade – **Madeline Bobal**  
8<sup>th</sup> Grade – **Tianna Ciambrone**

- Mr. James Erhardt (BME Principal):  
**2018-2019 New Jersey Student Learning Assessment Perfect Score Recognition**
  - ELA (4<sup>th</sup> Grade): **Alexandra Klein**
- Dr. Jeanette Baubles (Regional Director of Curriculum & Instruction), and Administration Team – Standardized Testing Results
- Dr. Michael Fiorillo (FAS Principal) – SSDS/HIB, security & bus evacuations

**STUDENT REPRESENTATIVE COMMENTS:**

- Introduce Student Representative: Mia Costa
- Student Council appointed 8<sup>th</sup> grade student representative to Board.

**PUBLIC COMMENTS:**

None

**APPROVAL OF MINUTES**

September 24, 2019 Regular Public Meeting

**Motion offered by Mrs. McLaughlin and seconded by Mrs. Skellinger was approved by a roll call vote of 6/0/2 with Mr. Kramer and Mrs. Scullion abstaining.**

**BUILDING AND GROUNDS 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, use of a FAS Classroom TBD by the Girl Scout Troop #1109, Troop Leader Kristin Arvantis, Wednesdays from 2:30 p.m. to 4:00 p.m. for the following dates: (Certificate of Insurance on File).

November 6, 2019	March 4, 2020
December 4, 2019	April 1, 2020
January 8, 2020	May 6, 2020
February 5, 2020	

2. Move to approve, upon the recommendation of the Superintendent, use of a BME Classroom TBD by the Girl Scout Daisy Troop #211, Troop Leader Josie Swanson, Mondays from 3:05 p.m. to 4:00 p.m. for the following dates: (Certificate of Insurance on File).

November 4, 2019	March 16, 2020
December 2, 2019	April 6, 2020
January 13, 2020	May 11, 2020
February 10, 2020	June 8, 2020

3. **BE IT RESOLVED** that the Board of Education approve the Comprehensive Maintenance Plan form for the 2019-2020 school year.

4. Move to approve, upon the recommendation of the Superintendent, use of the FAS & BME parking lots for over-flow parking by The Dream Factory of the Jersey Shore for a fundraiser being held at the WLB Community Center, November 2, 2019 from 11:00 a.m. to 4:00 p.m.

**Motion offered by Mr. Waters and seconded by Mrs. Cavanaugh 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 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) 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>
December 2-6, 2019	Tracy Gironda	Orton-Gillingham Training	Secaucus, NJ	\$1,175.00 (workshop) \$ 263.45 (travel) \$1,438.45 (total) (\$719.22-account #20-270-200-500-00-050) (\$719.23-account #20-270-200-500-00-080)

3. Move to approve, upon the recommendation of the Superintendent, the following School Safety Team member for the 2019-2020 school year, as required by the New Jersey Statute as follows:

FAS Parent Representative	Megan Waters
---------------------------	--------------

4. Move to retroactively approve, upon the recommendation of the Superintendent, Home Instruction for Student ID #5563530716 as per physician for ten (10) hours per week. Student to be instructed at the approved rate of \$48.00 per hour, effective September 24, 2109 until further notice. The instruction will be provided by Karen Sandoz & Kelly Shine.

**Motions 1-2, & 4 offered by Mr. Kramer and seconded by Mr. Waters was approved by a roll call vote of 8/0.**

**Motion 3 offered by Mr. Kramer and seconded by Mr. Waters was approved by a roll call vote of 7/0/1 with Mr. Waters abstaining.**

**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 August 2019, September 2019 and October 2019 be approved and

Bills & Claims Fund 10 (Aug)	\$ 50.00
Bills & Claims Fund (Sept – Void Checks 7792-7890)	\$428,514.68
Bills & Claims Fund 10 (Oct)	\$455,963.85
Bills & Claims Fund 20 (Oct)	\$ 48,230.69

**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:
  - August 31, 2019
- That the listed budget transfer(s) be authorized in accordance with N.J.S.A. 18A:22-8.1:

**August (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 August 31, 2019, 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. Move to approve, upon the recommendation of the Superintendent, the agreement between the West Long Branch Board of Education and the Homecare Therapies, LLC dba Horizon Healthcare Staffing with regard to substitute nurses for the 2019-2020 school year.

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

**PERSONNEL 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 approve a leave of absence of for Leigh Nissley, BME Teacher, for the period on or about November 18, 2019 through May 4, 2020 in accordance with Article XII, Paragraphs E and F, of the collective negotiations agreement between the Board and the West Long Branch Education Association. Ms. Nissley’s unpaid leave shall commence on December 2, 2019, following the date Ms. Nissley has exhausted 10 paid sick leave days. Ms. Nissley’s unpaid leave days will be counted against her entitlement to unpaid leave pursuant to the New Jersey Temporary Disability Benefit Law, N.J.S.A. 43:21-39.19(c); the Family and Medical Leave Act of 1993, 29 U.S.C. §2601 et seq. and the New Jersey Family Leave Act, N.J.S.A. 34:11B-1 et seq., as appropriate.
2. Move to amend, upon the recommendation of the Superintendent, the following Security Monitors for the 2019-2020 school year with rates of pay:

Bernacchi, John	\$26,400
Chaparro, Ramon	\$26,400

3. Move to approve, upon the recommendation of the Superintendent, Rob Cavanaugh, as a volunteer coach for the boys’ 2019 basketball team.

**Motions 1-2 offered by Mr. Waters and seconded by Mrs. Cavanaugh was approved by a roll call vote of 8/0.**

**Motion 3 offered by Mr. Waters and seconded by Mrs. Cavanaugh was approved by a roll call vote of 7/0/1 with Mrs. Cavanaugh 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. Move to accept, upon the recommendation of the Superintendent, the below policy submitted for second reading:

Revise/Review  
1330 Use of School Facilities

**Motion Not Moved - Tabled**

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

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 September 2019:

<b><i>ENROLLMENT DATA</i></b>	
Pre-Kindergarten	31
Kindergarten	62
1	66
2	66
3	40
4	63
<b>BETTY MCELMON ELEMENTARY TOTAL</b>	<b>328</b>
5	49
6	64
7	71
8	69
<b>FRANK ANTONIDES SCHOOL TOTAL</b>	<b>253</b>
<b>OUT OF DISTRICT STUDENTS</b>	<b>8</b>
<b>DISTRICT ENROLLMENT</b>	<b>589</b>

2. Move to approve, upon the recommendation of Superintendent, the following report of the Fire and Evacuation drills conducted during the month of September 2019:

<b>School:</b>	<b>Betty McElmon Elementary</b>	<b>Frank Antonides School</b>
<b>Date</b>	<b>1. 9/10/2019</b>	<b>1. 9/10/2019</b>
	<b>2. 9/12/2019</b>	<b>2. 9/12/2019</b>
	<b>3. 9/19/2019</b>	<b>3. 9/19/2019</b>
<b>Type of Drill</b>	<b>1. FIRE DRILL</b>	<b>1. FIRE DRILL</b>
	<b>2. EVACUATION DRILL</b>	<b>2. EVACUATION DRILL</b>
	<b>3. BUS EVACUATION DRILL</b>	<b>3. BUS EVACUATION DRILL</b>

3. Move to approve, upon the recommendation of the Superintendent, the following Pupil Attendance Report for the month of September 2019:

<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	5563	132	97.63%
Frank Antonides School	4298	111	97.42%

4. Move to approve, upon the recommendation of the Superintendent, the following Staff Attendance Report for the month of September 2019:

<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	582	48	91.8	38	98.3
FAS	646	27.5	95.7	19	98.7

5. Move to approve, upon the recommendation of the Superintendent, the following HIB Reports for the month of September 2019:

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

6. Move to approve, upon the recommendation of the Superintendent, the Uniform State Memorandum of Agreement for the 2019-2020 school year between the West Long Branch Board of Education and the West Long Branch Police Department with additions or changes to the agreement as discussed by the Regional Security Director and Police Chief on September 23, 2019.
7. **BE IT RESOLVED**, that the Board of Education approve the submission of the 2018-2019 School Self-Assessment for Determining HIB Grades under the Anti-Bullying Bill of Rights Act (P.L.2010, c.122).
8. Move to approve upon the recommendation of the Superintendent, the School Nursing Services Plan for the 2019-2020 school year.
9. Move to accept, upon the recommendation of the Superintendent, the School Safety and Security Plan Review Statement of Assurance 2018-2019 pursuant to N.J.A.C. 6A:16-5.1.

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

**DISCUSSION ITEMS:**

**NJSBA Legislative Delegate/ MCSBA**

**Lauren Gassman**

- Ms. Gassman said that the NJSBA Workshop turnout was the largest they ever had.

**Foundation**

**Meaghan Cavanaugh**

- November 12<sup>th</sup> is an Art Workshop night in Red Bank

**PTA**

**Christine Skellinger**

- **Scheduling FAS assemblies. Had BME Halloween dance and the Book Fair is running. March 20<sup>th</sup> is the Fashion Show.**

**Borough of West Long Branch Liaison**

**Mary Gassman**

- **None**

**Business Administrator/Board Secretary**

**Corey Lowell**

- **None**

**Superintendent Comments**

**Thomas Farrell**

- **FAS soccer team plays tomorrow at 4:00**

**PUBLIC COMMENTS:**

**None**

**MOTION TO ADJOURN**

**Motion offered by Mrs. Cavanaugh and seconded by Mrs. Scullion was approved by a roll call vote of 8/0 at 8:40 p.m.**

Respectfully Submitted,

Corey Lowell  
School Business Administrator/Board Secretary