

RESOLUTIONS OF THE WEST LONG BRANCH BOARD OF EDUCATION

Regular Public Meeting – 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.

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:

Mark Howard & Annelise Panduri

ROLL CALL

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

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**
4th Grade – **Mary Hennelly**

- September Students of the Month Presentation

BME:

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

FAS:

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

- Mr. James Erhardt (BME Principal):
2018-2019 New Jersey Student Learning Assessment Perfect Score Recognition
 - ELA (4th 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 8th grade student representative to Board.

PUBLIC COMMENTS:

Anyone wishing to address the Board regarding items that are on the agenda, 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 24, 2019 Regular Public Meeting

Offered by: _____ **Seconded by:** _____

ROLL CALL

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

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 BME 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.

Offered by: _____ **Seconded by:** _____

ROLL CALL

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

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:

Date	Name	Workshop	Location	All Costs of Program
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
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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.

Offered by: _____ **Seconded by:** _____

ROLL CALL

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

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.

Offered by: _____ **Seconded by:** _____

ROLL CALL

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

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.

Offered by: _____ **Seconded by:** _____

ROLL CALL

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

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

Offered by: _____ Seconded by: _____

ROLL CALL

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

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:

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

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:

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

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

<u>STUDENT ATTENDANCE</u>	<u># OF DAYS POSSIBLE</u>	<u># OF DAYS ABSENT</u>	<u>PERCENT ATTENDANCE</u>
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
TOTALS	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.

Offered by: _____ **Seconded by:** _____

ROLL CALL

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

DISCUSSION ITEMS:

NJSBA Legislative Delegate/ MCSBA	Lauren Gassman
Foundation	Meaghan Cavanaugh
PTA	Christine Skellinger
Borough of West Long Branch Liaison	Mary Gassman
Business Administrator/Board Secretary	Corey Lowell
Superintendent Comments	Thomas Farrell

PUBLIC COMMENTS: Anyone wishing to address the Board, please state your name and address.

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:

MOTION TO OPEN EXECUTIVE SESSION **Time:** _____

Offered by: _____ **Seconded by:** _____

ROLL CALL

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

MOTION TO ADJOURN EXECUTIVE SESSION **Time:** _____

Offered by: _____ **Seconded by:** _____

ROLL CALL

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

MOTION TO ADJOURN **Time:** _____

Offered by: _____ **Seconded by:** _____

ROLL CALL

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