

RESOLUTIONS OF THE WEST LONG BRANCH BOARD OF EDUCATION
Regular Public Meeting – 6:00 p.m.
Betty McElmon Elementary School Gymnasium
Tuesday, September 26, 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:

Lillian Davidson & Elias Magriplis

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:

- 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

August 22, 2023 Regular Public Meeting

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 District’s Media Center by the WLB PTA for the Scholastic Book Fair, October 12, 2023 through October 20, 2023 from 8:00 a.m. to 3:00 p.m. and additional times for the following dates:

October 12th 2:30 p.m. – 4:00 p.m. Set-Up
October 18th 5:00 p.m. – 7:30 p.m.

2. Move to approve, upon the recommendation of the Superintendent, use of the Frank Antonides School parking lot by the WLB PTA for a “Trunk or Treat,” on October 28, 2023 from 1:30 p.m. to 4:00 p.m. Times include set-up and clean-up.
3. 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 October 10, 2023 from 3:15 p.m. to 4:15 p.m.

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4. Move to approve, upon the recommendation of the Superintendent, use of a BME classroom TBD by Girl Scout/Daisy Troop #60085, Troop Leader Kathleen Schade, from 3:05 p.m. to 4:00 p.m. for the following dates (Certificate of Insurance on File).

October 17, 2023	March 5 & 12, 2024
December 5 & 12, 2023	April 9, 2024
January 9 & 16, 2024	May 7 & 14, 2024
February 6 & 13, 2024	June 4 & 11, 2024

5. 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):

September 28, 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.

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 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
October 2, 2023	Melissa Siino-Murphy	HIB Training	Toms River, NJ	\$145.00 (workshop) \$ 20.68 (mileage & tolls) \$165.68 (TOTAL) (account #20-488-200-500-00)
October 13, 2023	Colleen DeFilippis	NJ Association for the Young Child - Annual Conference	East Rutherford, NJ	\$165.00 (workshop) \$ 49.90 (mileage & tolls) \$214.90 (TOTAL) (account #20-218-200-511-080)
October 13, 2023	Clare Myles	NJ Association for the Young Child - Annual Conference	East Rutherford, NJ	\$165.00 (workshop) \$ 46.44 (mileage & tolls) \$211.44 (TOTAL) (account #20-218-200-511-080)
October 16, 2023	Susan Grimm	NJFLA & FMLA	Toms River, NJ	\$145.00 (workshop) \$ 23.78 (mileage & tolls) \$168.78 (TOTAL) (account #11-000-230-580-000)

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November 1, 2023	Corey Lowell	Introduction to Payroll	Virtual	\$225.00 (workshop) \$ 0.00 (mileage & tolls) \$225.00 (TOTAL) (account #11-000-251-592-000)
November 17, 2023	Megan Steel	Assess Based Learning Strengthening Inclusive Practices to Teach all Learners	Tinton Falls, NJ	\$199.00 (workshop) \$ 0.00 (mileage & tolls) \$199.00 (TOTAL) (account #20-488-200-500-00)

2. Move to approve, upon the recommendation of the Superintendent, the following class trip(s)/academic event(s) as per attached Appendix A.
3. Move to approve, upon the recommendation of the Superintendent, membership in the Monmouth University Special Services PD Academy, for the 2023-2024 school year, at a total of \$300.00 (account #20-271-200-300-050).
4. Move to approve, upon the recommendation of the Superintendent, onsite professional development with Amplify trainers for the October 23, 2023 and February 5, 2024 PD days, at \$9,600.00 (account #20-488-200-300-000).
5. Move to approve, upon the recommendation of the Superintendent, onsite Professional Development with the Math Viking for the October 23, 2023 PD Day at a cost of \$2,400.00 (account #20-488-200-300-000).
6. Move to approve, upon the recommendation of the Superintendent, the following mentorships for the 2023-2024 school year. All mentorship fees are paid directly by the novice teacher.

NOVICE TEACHER	ASSIGNED MENTOR
Marlaina Loushine	Amy Caruso

7. Move to approve, upon the recommendation of the Superintendent, the following professional development trainings/workshops:

STAFF	POSITION	EVENT	RATE	HOURS/TOTAL	ACCT#
Lisa Scuderi	Aide	Handle with Care Training 10/23/2023	\$17.00 per hour	7 hours/\$119.00	20-487-200-100-050
Linda Steel	Aide	Handle with Care Training 10/23/2023	\$18.50 per hour	7 hours/\$129.50	20-487-200-100-050

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8. Move to approve, upon the recommendation of the Superintendent, onsite Professional Development with Inspired Instruction for the October 23, 2023 PD Day at a cost of \$2,550.00 (accounts #20-488-200-300-00 \$1,275 and 20-491-200-300-00 \$1,275).

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 August 2023 and September 2023, be approved and

Bills & Claims Fund 10 (August 31)	\$ 84,462.25
Bills & Claims Fund 20 (August 31)	\$ 18,546.59
Bills & Claims Fund 10 (September 12)	\$395,453.15
Bills & Claims Fund 20 (September 12)	\$ 37,613.20
Bills & Claims Fund 10 (September 26)	\$201,278.65
Bills & Claims Fund 20 (September 26)	\$156,826.69

2. Move to approve, upon the recommendation of the Superintendent, (1) to approve the Sending-Receiving Agreement between the Board of Education of the Borough of Allenhurst in the County of Monmouth and the Board of Education of the Borough of West Long Branch in the County of Monmouth effective September 1, 2024 substantially in the form of Agreement previously provided to the West Long Branch Board of Education for review and comment; and (2) to authorize the President of the West Long Branch Board of Education to sign the Agreement on the West Long Branch Board’s behalf and the Business Administrator/Board Secretary, as the attesting witness, to sign the Agreement as well.
3. Move to amend, upon the recommendation of the Superintendent, an agreement with the Shore Regional High School District to transport non-remote resident students of West Long Branch who attend the Betty McElmon Elementary School and Frank Antonides Middle School for the 2023-2024 school year at an annual cost of \$234,740.00 as follows:

West Long Branch			
BME		FAS	
BME BLUE	\$ 26,410.00	FAS 01	\$ 18,990.00
BME YELLOW	\$ 26,410.00	FAS 03	\$ 18,330.00
BME GREEN	\$ 25,090.00	FAS 05	\$ 19,980.00
BME ORANGE	\$ 27,390.00	FAS 07	\$ 18,010.00
BME RED	\$ 25,420.00		
Shore Center	\$ 28,710.00		
WLB total			\$ 234,740.00

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 1-5

1. Move to retroactively accept, upon the recommendation of the Superintendent, the resignation of Ms. Kelly Shine, FAS Teacher, effective October 23, 2023 with regrets. Ms. Shine’s last day will be October 20, 2023.
2. Move to approve, upon the recommendation of the Superintendent, the employment of the following employee for Co-Curricular Activity Compensation for the 2023-2024 school year: (*rate subject to the completion of negotiations between the WLBOE and the WLBEA)

Academic Challenge Advisor	Amy Caruso	\$1,123*
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3. 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:

Michelle Mizrahi

4. BE IT RESOLVED that the Board of Education revise the attendance of the following Board members and the Superintendent at the NJSBA Workshop on October 23, 2023 through October 26, 2023 in Atlantic City Convention Center at the cost of \$98 per night lodging plus occupancy fee and resort tax, mileage at \$0.47 per mile plus tolls and parking, and meals at the GSA rate not to exceed \$206.50 for four days. The group registration fee is \$2,100 (up to 25 members or \$550 per individual). The total cost of the event will not exceed \$6,000.

Board of Education Members

Christine Skellinger, President
 Meaghan Cavanaugh, Vice President
 Michael Falgares
 Mary Gassman
 Ryan Pringle
 Rose Scullion
 Joanna Sisk
 Rachel Tabakman-Plancher
 Michael Waters

Administration

Dr. Christina Egan
 Corey Lowell

5. Move to retroactively approve, upon the recommendation of the Superintendent, a leave of absence for employee #4436 from September 8, 2023 through October 6, 2023, using 20 sick days with health benefits, with an anticipated return date of October 10, 2023.

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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 1-2

1. Move to accept, upon the recommendation of the Superintendent, the Paraprofessional Staff Statement of Assurance 2023-2024 pursuant to N.J.A.C. 6A:32-4.2.
2. Move to accept, upon the recommendation of the Superintendent, the following SSDS (Student Safety Data System) report for the period January 1, 2023 through June 30, 2023:

	<u>Total Reported Incidents</u>	<u>Total Confirmed Incidents</u>
Betty McElmon Elementary	5	0
Frank Antonides School	9	4
TOTALS	14	4

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: **School Security and 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: ()