

RESOLUTIONS OF THE WEST LONG BRANCH BOARD OF EDUCATION
Regular Public Meeting Minutes – 7:00 p.m.
Betty McElmon Elementary School Gymnasium
Tuesday, September 28, 2021

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.

Mrs. Skellinger 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:

Anna Bobik and Liam Campbell

The Following Members of the Board of Education were Present

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

The Following Members of the Board of Education were Present

Mr. Kramer Mrs. Sisk

Also on Attendance:

Christina Egan, Superintendent
Corey Lowell, School Business Administrator

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.

PUBLIC COMMENTS:

None

APPROVAL OF MINUTES

August 10, 2021	Retreat Meeting
August 24, 2021	Regular Public Meeting
August 24, 2021	Executive Session
August 30, 2021	Special Meeting
August 30, 2021	Executive Session

Motion offered by Mr. Waters and seconded by Mr. Pringle was approved by a roll call vote of 6/0/1 with Mr. Waters abstaining.

BUILDING AND GROUNDS RESOLUTIONS 1-2

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 the West Long Branch School District's Media Center by the WLB PTA, for the Scholastic Book Fair, October 21, 2021 through October 29, 2021 from 8:00 a.m. to 3:00 p.m. and additional times for the following dates:
October 21st 3:05 p.m. – 4:00 p.m. Set-Up
October 27th 5:00 p.m. – 7:30 p.m.
2. Move to approve, upon the recommendation of the Superintendent, use of the West Long Branch School's Cafeteria by the WLB PTA, for a monthly meeting on October 12, 2021 from 7:00 p.m. to 9:00 p.m.

Motion offered by Mr. Pringle and seconded by Mrs. Tabakman-Plancher was approved by a roll call vote of 7/0.

CURRICULUM AND INSTRUCTION RESOLUTIONS 1-6

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 retroactively approve, upon the recommendation of the Superintendent, for the following employee to conduct a Kindergarten Orientation on August 31st, for students and parents/guardians at the rate of \$48.00 per hour for two (2) hours (Account # 11-110-100-101-00-080):

Rebecca Ladin

2. BE IT RESOLVED that the Board of Education approve the fiscal year 2021-22 Memorandum of Understanding Between the Title III Consortium Fiscal Agent, Eatontown School District, and West Long Branch School District.
3. Move to approve, upon the recommendation of the Superintendent, the approval to file FY 2022 Individuals with Disabilities Education Act (IDEA) Consolidated Consortium American Rescue Plan Application with the New Jersey Department of Education as follows:

	<u>Basic</u>	<u>Nonpublic Share</u>	<u>Preschool</u>
West Long Branch	\$45,220	\$13,914	\$3,852
Interlaken	\$ 1,544	\$ 0	\$ 132
Allenhurst	\$ 464	\$ 0	\$ 39

4. BE IT RESOLVED that the Board of Education approve the group registration of \$900 for the NJSBA Virtual Workshop 2021 for the following Board of Education and Administration Members:

Christine Skellinger, President	Joanna Sisk
Meaghan Cavanaugh, Vice President	Rachel Tabakman-Plancher
Mary Gassman	Michael Waters
Brian Kramer	Christina Egan
Ryan Pringle	James Erhardt
Rose Scullion	Allyson Winter

5. 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
October 14-15, 2021 and November 18, 2021	Molly Fox-Cauterucci	Heinemann Leveled Literacy Intervention for Grades 3-8	Virtual	\$500.00 (workshop) (account #20-270-200-500-00-050)

6. Move to approve, upon the recommendation of the Superintendent, the following Monmouth University student to participate in a yearlong Student Teaching Experience program commencing from October 2021 to May 2022 as noted below:

<u>Student Name</u>	<u>Placement</u>	<u>Cooperating Teacher(s)</u>
Katherine Terracciano	4th Grade General Education 3rd Grade Special Education	Nicole Curran Christina Jannarone

Motion offered by Mrs. Scullion and seconded by Mrs. Tabakman-Plancher was approved by a roll call vote of 7/0.

FINANCE RESOLUTIONS 1-7

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 July 2021, August 2021 and September 2021 be approved and

Bills & Claims Fund 10 (July)	\$	423.90
Bills & Claims Fund 10 (August)	\$	631.16
Bills & Claims Fund 10 (September)	\$	574,441.08
Bills & Claims Fund 20 (September)	\$	92,016.32

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:

- July 31, 2021

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

- July 2021 (attached)

- Monthly Budgetary Line Item Status Certification:

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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:23A-16.10(c)(3), as of July 31, 2021, 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. BE IT RESOLVED, that the Board of Education approve to cancel all outstanding warrants in the general account as of July 1, 2021 for a total of \$1,069.37 for 2019-2020 checks.
4. WHEREAS, the West Long Branch Board of Education has funds set aside in a Maintenance Reserve account; and

WHEREAS, the West Long Branch Board of Education has determined that unbudgeted, unanticipated funds are needed to support the custodial and maintenance operations in the district;

NOW THEREFORE BE IT RESOLVED that the district's School Business Administrator is authorized to transfer \$41,374 into the 2021-2022 budget to support custodial and maintenance operations.

5. BE IT RESOLVED, that the Board of Education approve Strauss Esmay Associates, LLP to conduct a collaborative policy review and revision process during the 2021-2022 school year, at a total cost not to exceed \$13,000 (Account # 11-000-230-590-00).
6. Move to approve, upon the recommendation of the Superintendent, an addendum between the West Long Branch Public School District and ESS Northeast, LLC, to modify the substitute staff rates effective October 1, 2021.
7. Move to approve, upon the recommendation of the Superintendent, an addendum to the Interlaken tuition agreement for the 2021-2022 school year.

Motion offered by Mrs. Gassman and seconded by Mrs. Scullion was approved by a roll call vote of 7/0.

PERSONNEL RESOLUTIONS 1-6

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 retroactively approve, upon the recommendation of the Superintendent, the employment of Keri-Jane Byham, as a 3rd Grade Special Education Teacher, from September 1, 2021, through June 30, 2022 at the salary of \$53,645, BA, Step D. Ms. Byham possesses a Standard NJ Certificate as a Teacher of Students with Disabilities and Elementary School Teacher in Grades K-5.
2. Move to retroactively approve, upon the recommendation of the Superintendent, the employment of Nicole Shutman, as an FAS Part-Time Personal Aide as per the IEP, from September 1, 2021 through June 22, 2022 at the salary of \$14,630, no health benefits.
3. Move to approve, upon the recommendation of the Superintendent, the salary adjustment for the following shared Instructional Aides from part-time salary as previously approved on May 25, 2021, to full-time salary for the 2021-2022 school year at the following rates of pay:

Name	Part-time Salary	Full-time Salary
Kiernan, Michelle	\$16,996	\$20,000
Wolfson, Jeana	\$19,542	\$21,300

4. Move to amend, upon the recommendation of the Superintendent, the following lunch monitors at the adjusted rates of pay per shift as listed below:

<u>Name</u>	<u>Per Diem Amount Regular Shift</u>	<u>Per Diem Amount Extended Shift</u>
Caraballo, Patricia	\$37.50	\$50.00
Ciaglia, Rose Marie	\$37.50	\$50.00
Cosentino, Frances	\$37.50	\$50.00
Dangler, Odessa	\$37.50	\$50.00
DeSantis, Sherry	\$37.50	\$50.00
Fleischer, Peggy	\$37.50	\$50.00

Hindman, Kim	\$37.50	\$50.00
Huhn, Karen	\$37.50	\$50.00
Russo, Jeanette	\$37.50	\$50.00
Soya, Catherine	\$37.50	\$50.00

5. Move to amend, upon the recommendation of the Superintendent, the following substitute lunch monitors at the adjusted rate of pay per shift as listed below:

<u>Name</u>	<u>Per Diem Amount Regular Shift</u>	<u>Per Diem Amount Extended Shift</u>
Lindsay, Ann	\$29.25	\$39.00
Marino, Marilyn	\$29.25	\$39.00
Monte, Lisa	\$29.25	\$39.00
Pragosa, Lianne	\$29.25	\$39.00
Simmen, Jennifer	\$29.25	\$39.00

6. Move to approve, upon the recommendation of the Superintendent, the following Substitute Security Monitor for the 2021-2022 school year at a per diem rate of \$100.00 as follows, pending review of Criminal History and other applicable documents:

Jonathan Tucci

Motions 1-4, & 6 offered by Mrs. Cavanaugh and seconded by Mrs. Tabakman-Plancher was approved by a roll call vote of 7/0.

Motion 5 offered by Mrs. Cavanaugh and seconded by Mrs. Tabakman-Plancher was approved by a roll call vote of 6/0/1 with Mrs. Skellinger abstaining.

POLICY RESOLUTIONS 1-2

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 policies submitted for first reading:

Adopt

- | | |
|---------|--------------------------|
| 5141.10 | Face Coverings |
| 5141.11 | Vaccinations and Testing |

2. Move to approve, upon the recommendation of the Superintendent, the 2021-2022 WLB Road Forward School Reopening Plan.

Motion offered by Mrs. Cavanaugh and seconded by Mrs. Scullion was approved by a roll call vote of 7/0.

SUPERINTENDENT’S MONTHLY REPORTS 1-5

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 report of the Fire and Evacuation drills conducted during the Summer of 2021:

School:	Betty McElmon Elementary	Frank Antonides School
Date	1. 14th 10:10-10:12 AM	1. 14th 10:10-10:12 AM
	2. 15th 10:03-10:05 AM	2. 15th 10:03-10:05 AM
Type of Drill	1. FIRE DRILL	1. FIRE DRILL
	2. SCHOOL SECURITY DRILL	2. SCHOOL SECURITY DRILL

2. Move to accept, upon the recommendation of the Superintendent, the Paraprofessional Staff Statement of Assurance 2021-2022 pursuant to N.J.A.C. 6A:32-4.2.
3. Move to approve, upon the recommendation of the Superintendent, the School Nursing Services Plan for the 2021-2022 school year.
4. Move to approve, upon the recommendation of the Superintendent, the Uniform State Memorandum of Agreement for the 2021-2022 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 10, 2021.

5. Move to accept, upon the recommendation of the Superintendent, the following SSDS (Student Safety Data System) for Report Period 2 (January 1, 2021 through June 30, 2021):

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

Motion offered by Mrs. Cavanaugh and seconded by Mr. Pringle was approved by a roll call vote of 7/0.

DISCUSSION ITEMS:

NJSBA Legislative Delegate/ MCSBA **Mary Gassman**

- NJSBA is kicking off their strategic planning.

Foundation **Meaghan Cavanaugh**

- Combining with the PTA for a fundraising event on Thursday.

PTA **Christine Skellinger**

- No report

Borough of West Long Branch Liaison **Mary Gassman**

- No report

Business Administrator/Board Secretary **Corey Lowell**

- No report

Superintendent Comments **Christina Egan**

- School reopening is off to a great start. Much gratitude to the Board of Education, administration, staff and families.

MOTION TO ADJOURN

Motion offered by Mrs. Scullion and seconded by Mr. Waters was approved by a voice vote of 7/0 at 7:13 p.m.

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Respectfully Submitted,

Corey Lowell
School Business Administrator/Board Secretary