BOARD OF EDUCATION
CITY OF LONG BRANCH
NEW JERSEY

MINUTES **NOVEMBER 10, 2020**

The Regular Meeting of the Long Branch Board of Education was held in the Historic High School, 391 Westwood Avenue, Long Branch, New Jersey.

Mr. Covin called the meeting to order at 6:00 P.M.

ROLL CALL

Mr. Covin - President	Dr. Critelli	Ms. McCaskill
Mrs. Youngblood Brown – VP	Mr. Zambrano – call in	Mrs. Peters
Mr. Grant	Rev. Bennett.	Mrs. Perez

A-1. **STATEMENT OF THE MANNER OF NOTIFICATION OF THE MEETING**
Peter E. Genovese III, RSBO, QPA, School Business Administrator/Board Secretary stated adequate notice of the meeting of the Long Branch Board of Education has been provided by a Schedule of Public Meetings published in the Asbury Park Press. Mr. Genovese further stated a Schedule of Public Meetings has been posted in the Board of Education Office and the Office of the City Clerk, Long Branch, New Jersey.

Mr. Genovese made the following announcement: Fire exits are located in the direction indicated. In case of fire, you will be signaled by bell and/or public address system. If so alerted to fire, please move in a calm and orderly fashion to the nearest smoke-free exit.

A-2. **OBJECTIONS, IF ANY, TO THE VALIDITY OF THE MEETING**
Mr. Genovese stated that the objecting member must give supporting reasons.

B. **FLAG SALUTE AND PLEDGE OF ALLEGIANCE**
Mr. Covin, Board President, saluted the flag and led the Pledge of Allegiance.

C-1. **STATEMENT TO THE PUBLIC**
Mr. Covin made the following announcement: 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 by 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, it is then referred to the appropriate Board committee. The members of the Board committee work with the administration and Superintendent to assure that the members fully understand the matter. When the committee is satisfied with the matter, it is presented to the Board of Education for discussion before any final action is taken. Only then is it placed on the agenda for action at a public meeting. All agenda attachments are available for public review. In rare instances, matters are presented to the Board of Education for discussion at the same meeting that final action may be taken.

C-1. **STATEMENT TO THE PUBLIC (continued)**

Time may be allocated for public comment at this meeting. Each speaker may be allotted up to three (3) minutes and one (1) opportunity to address the Board when recognized by the presiding officer. Individuals wishing to address the Board shall be recognized by the presiding officer and shall give their names, addresses and the group, if any, that they represent. Although the Board encourages public participation, it reserves the right, through its presiding officer, to terminate remarks to and/or by any individual not in keeping with the conduct of a proper and efficient meeting. With the exception of those individuals whose names are on the agenda this evening, the Board will not respond to questions during the public participation portion of this meeting involving the employment, appointment, termination of employment, negotiations, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific, prospective or current employee.

C-2. **OPPORTUNITY TO ADDRESS THE BOARD RELATING TO AGENDA ITEMS**

No one addressed the Board.

Comments from the Finance Committee Chair - Mrs. Youngblood Brown

Mrs. Youngblood Brown briefed the Board regarding discussions held by members of the Finance Committee.

Motion was made by Rev. Bennett, seconded by Mrs. Peters and carried by roll call vote that the Board approve the following item (D).
Ayes (9), Nays (0), Absent (0)

D. **APPROVAL OF MINUTES**

That the Board approve the following minutes:

- Regular Meeting minutes of October 28, 2020

Motion was made by Mrs. Perez, seconded by Dr. Critelli and carried by roll call vote that the Board approve the following item (D1).
Ayes (8), Nays (0), Abstain (1) Mr. Zambrano, Absent (0)

D-1. **APPROVAL OF MINUTES**

That the Board approve the following minutes:

- Executive Session minutes of October 28, 2020

E. **SECRETARY'S REPORT**

Motion was made by Rev. Bennett, seconded by Ms. McCaskill and carried by roll call vote that the Board approve the following item (E1).
Ayes (7), Nays (0), Abstain (2) Dr. Critelli and Mrs. Peters, Absent (0)

1. **BILLS AND CLAIMS – SEPTEMBER 28 - 30, 2020, OCTOBER 2 - 31, 2020 AND NOVEMBER 1 - 10, 2020 FOR CHRIST THE KING AND CITY OF LONG BRANCH/FINANCE**

That the Board approve the bills and claims for September 28 - 30, 2020, October 2 - 31, 2020 and November 1 - 10, 2020 for Christ the King and City of Long Branch/Finance (which will be labeled **APPENDIX E-1** and made part of the permanent minutes upon Board approval).

E. **SECRETARY'S REPORT (continued)**

Motion was made by Mrs. Perez, seconded by Ms. McCaskill and carried by roll call vote that the Board approve the following items (E2 – E4).
Ayes (9), Nays (0), Absent (0)

2. **BILLS AND CLAIMS – SEPTEMBER 28 - 30, 2020, OCTOBER 2 - 31, 2020 AND AND NOVEMBER 1 - 10, 2020 EXCLUDING CHRIST THE KING AND CITY OF LONG BRANCH/FINANCE**
That the Board approve the bills and claims for September 28 - 30, 2020, October 2 - 31, 2020 and November 1 - 10, 2020 excluding Christ the King and City of Long Branch/Finance (which will be labeled **APPENDIX E-1** and made part of the permanent minutes upon Board approval).

3. **RECONCILIATION MONTHLY OPERATING REPORT – SODEXO – OCTOBER 31, 2020**
That the Board approve the monthly operating reports for the Sodexo Corporation, Food Service Management Company for the Long Branch School District for October 31, 2020 (which will be labeled **APPENDIX E-2** and made part of the permanent minutes upon Board approval).

4. **ATHLETIC FUND & ELEMENTARY SCHOOLS, MIDDLE SCHOOL & HIGH SCHOOL STUDENT FUNDS AS OF OCTOBER 31, 2020**
That the Board approve the monthly reports for the Athletic Fund, the Elementary Schools, Middle School, and High School Student Funds as of October 31, 2020 (which will be labeled **APPENDIX E-3** and made part of the permanent minutes upon Board approval).

LONG BRANCH PUBLIC SCHOOLS
Long Branch, New Jersey

STUDENT REGISTRATION
(as of October 31, 2020)

	AAA	GLC	GRE	MA	JMFECLC	LWC	TOTAL ELEM	MS	HS	TOTAL
PreK				176	200	157	533			533
Kdg		41		105	96	120	362			362
1st	100	134	117				351			351
2nd	123	140	114				377			377
3rd	89	148	116				353			353
4th	80	180	100				360			360
5th	88	175	82				345			345
6th							0	339		339
7th							0	304		304
8th							0	387		387
9th							0		369	369
10th							0		366	366
11th							0		341	341
12th							0		340	340
MCI	13						13	12	14	39
MID									1	1
MD							0		1	1
BD	6		1				7	8	19	34
LD	52		29				81	52	42	175
SLD								2		2
AUT	16		26				42	13	17	72
PD			4		1	15	20			20
OOD	4	1	3	1	1	0	10		18	28
Home Instruction							0			0
TOTAL	571	819	592	282	298	292	2854	1117	1528	5499

October 31, 2019										
School	AAA	GLC	GRE	MA	JMFECLC	LWC	Total Elem	MS	HS	Total
Totals	582	885	590	374	318	352	3101	1210	1529	5840

F. SUPERINTENDENT'S REPORT

1. RECOGNITION OF ACHIEVEMENT

Veterans Day Essay Contest

The following students were winners of the Veteran's Day Essay Contest for 2020 sponsored by the City of Long Branch. Each winner will receive a $100 bond.

School of Social Justice	-	**NIDIA JIMENEZ-BARRIOS**	- Grade 12
Middle School - VPA	-	**JOSEPH CORLEY**	- Grade 8
Amerigo A. Anastasia School	-	**MADELYN LUCILLE CARR**	- Grade 5

G. GENERAL ITEMS

Comments from the Operation and Management Committee Chair (APPENDIX G-1)

Mr. Zambrano briefed the Board regarding discussions held by members of the Operation and Management Committee. Those items are contained in the agenda under **Appendix G-1**.

Comments from the Instruction and Programs Committee Chair (APPENDIX G-2)

Mrs. Peters briefed the Board regarding discussions held by members of the Instruction and Programs Committee. Those items are contained in the agenda under **Appendix G-2**.

Motion was made by Rev. Bennett, seconded by Mrs. Perez and carried by roll call vote that the Board approve the following item (G1).
Ayes (9), Nays 0), Absent (0)

1. **APPROVAL TO INVOKE THE DOCTRINE OF NECESSITY - APPENDIX G-3**
   That the Board approve to invoke the Doctrine of Necessity for the purposes of voting on the Collective Bargaining Agreements as listed on **APPENDIX G-3**.

Motion was made by Dr. Critelli, seconded by Ms. McCaskill and carried by roll call vote that the Board approve the following items (G2 – H1).
Ayes (9), Nays (0), Absent (0)

2. **APPROVAL TO SUBMIT THE FORM M-1 AND COMPREHENSIVE MAINTENANCE PLAN REPORT TO THE COUNTY OFFICE**
   That the Board approve/ratify the submission of the Long Branch school district Form M-1 and "Comprehensive Maintenance Plan Report" to the New Jersey Department of Education, Monmouth County office.

3. **APPROVAL OF COOPERATIVE PURCHASING AGREEMENT WITH OMNIA PARTNERS**
   That the Board approve/ratify the Cooperative Purchasing Agreement with National Intergovernmental Purchasing Alliance Company, d.b.a. Omnia Partners to provide a variety of goods, products and services.

4. **APPROVAL OF COLLEGE BOARD READINESS AND SUCCESS PROGRAM FOR THE 2020 – 2021 SCHOOL YEAR**
   That the Board approve/ratify the PSAT/NMSQT College Board Readiness and Success Program for the High School for the 2020 – 2021 school year in an amount not to exceed $24,568.00.

5. **APPROVAL TO FILE 2020 - 2021 NJEA SUSTAINABLE JERSEY SCHOOLS LEARNING GRANT, ENVIRONMENT: OUTDOOR CLASSROOM - AUDREY W. CLARK SCHOOL**
   That the Board approve the filing of the 2020 - 2021 NJEA Sustainable Jersey Schools Learning Grant, Environment: Outdoor Classroom application on behalf of the Audrey W. Clark School in the amount of $2,000.

G. **GENERAL ITEMS (continued)**

5. **APPROVAL TO FILE 2020 - 2021 NJEA SUSTAINABLE JERSEY SCHOOLS LEARNING GRANT, ENVIRONMENT: OUTDOOR CLASSROOM - AUDREY W. CLARK SCHOOL (continued)**

That the Board authorize **Bridgette Burtt, Coordinator of Grants & Innovative Programs**, or her designee, to serve as the district's contact person for the above actions.

And that **Michael Salvatore, Ph.D., Superintendent of Schools**, be designated the Board's representative to implement the above actions.

6. **APPROVAL OF MILEAGE REIMBURSEMENT RATE**
That the Board approve the mileage reimbursement rate in the amount of $.35 per mile in accordance with the fiscal year 2020 Appropriations Act.

7. **APPROVAL OF THE NJSIG INDEMNITY AND TRUST AGREEMENT**
That the Board approve/ratify the New Jersey Schools Insurance Group Indemnity and Trust Agreement to join the Monmouth Ocean County Shared Services Insurance Fund - **APPENDIX G-4**.

8. **APPROVAL OF THE NEW JERSEY DEPARTMENT OF EDUCATION 2020 SELF ASSESSMENT FOR DETERMINING HIB**
That the Board approve/ratify the New Jersey Department of Education 2020 School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act (HIB Grade Reports) for July 1, 2019 through June 30, 2020.

H. **PERSONNEL ACTION**

1. **RETIREMENT**
That the Board accept with regret and best wishes the retirement of the following individuals:

LAURIE DALTON, Instructional Assistant, effective December 1, 2020. Mrs. Dalton has a total of 21 years and 3 months of service.
LINDA DOBEL, Teacher, effective December 1, 2020. Ms. Dobel has a total of 21 years and 11 months of service.

Motion was made by Mrs. Perez, seconded by Dr. Critelli and carried by roll vote that the Board approve the following items (H2 – H6).
Ayes (9), Nays (0), Absent (0)

2. **RESIGNATION - STIPEND POSITIONS**
That the Board accept the resignation of the following individuals:

COLLEEN ALCOTT, Middle School Yearbook Advisor, effective November 1, 2020.
MARIA MAISTO, George L. Catrambone School Improvement Leader, effective November 1, 2020.
DIANE MALINOWSKI, Middle School Breakfast Monitor, effective November 9, 2020.
MARY ANN MORIARTY, Middle School Breakfast Monitor, effective November 9, 2020.

H. **PERSONNEL ACTION (continued)**

3. **TRANSFER OF STAFF FOR THE 2020-2021 SCHOOL YEAR**
That the Board approve the transfer of the following individuals:

JOSE HIDALGO, from 540 Broadway Custodian to High School Custodian**, effective November 9, 2020.
This is a temporary transfer assignment

4. **APPOINTMENT OF HIGH SCHOOL SECRETARY**
That the Board approve the appointment of the following named individual as High School Secretary:

DAWN DOUGAN, 12 Month High School Secretary, at $48,173.00, effective Pending Pre Employment Physical & Fingerprints*. Replaces: Maria Chaves (transfer). (Acct. # 15-000-240-105-000-01-00) (UPC # 0193-01-HSACP-SEC123).

Mr. Zambrano asked for information regarding the candidates who applied for this position.

Dr. Salvatore gave an overview of all of the applications received and the interviews that took place.

5. **APPOINTMENT OF INSTRUCTIONAL ASSISTANTS**
That the Board approve the following named individuals as Instructional Assistants:

LUCAS AQUINO, Lenna W. Conrow ECLC at Step 1, Salary $16.00/hr., effective Pending Pre Employment Physical*. Replaces: Star Cleveland (retired). (Acct. # 20-218-100-106-000-08-00) (UPC # 0591-08-PRESC-PARAPF).

FIONA POTTER, Audrey W. Clark Alternative Academy at Step 1, Salary $16.00/hr., effective Pending Pre Employment Physical and Fingerprints*. Replaces: Allaire Jones (resigned). (Acct. # 15-190-100-106-000-06-00) (UPC # 1306-06-ELACH-PARAPF).

6. **APPOINTMENT OF INSTRUCTIONAL AIDE THAT ARE CLASSIFIED AS ONE-TO-ONE (1:1) ASSISTANT**
That the Board approve the Appointment of the following named individual as Instructional Aides that are classified as One-To-One (1:1) Assistants:

JA'KEIA GOFF, Lenna W. Conrow ECLC at Step 7, Salary $17.05/hr., effective Pending Pre Employment Physical & Fingerprints*. Replaces: New Creation. (Acct. # 11-216-100-106-000-08-00) (UPC # 1190-08-SEIEP-PARAPF).

Motion was made by Mrs. Peters, seconded by Ms. McCaskill and carried by roll call vote that the Board approve the following items (H7 – H8).
Ayes (9), Nays (0), Absent (0)

7. **APPOINTMENT OF GROUNDSPERSONS**
That the Board approve the following named individuals as Groundsmen:

OMAR CORTES-MORALES, Groundsman, at a Salary of $35,826.00, effective Pending Pre Employment Physical & Fingerprints*. Replaces: Samuel Brewer (resigned). (Acct. # 11-000-263-100-000-12-00) (UPC # 0947-12-OFB&G-GROUND).

H. **PERSONNEL ACTION (continued)**

7. **APPOINTMENT OF GROUNDSPERSONS (continued)**

PETER NERI, Groundsman, at a Salary of $35,526.00, effective Pending Pre Employment Physical & Fingerprints*. Replaces: Kyle Cattelona (resigned). (Acct. # 11-000-263-100-000-12-00) (UPC # 0894-12-OFB&G-GROUND).

8. **POLICIES AND REGULATIONS - SECOND AND FINAL READING - ALERT 220**
The new Policies and Regulations as listed on the attachment are being presented to the full Board for a second and final reading - **APPENDIX H-1**.

Motion was made by Rev. Bennett, seconded by Mrs. Peters and carried by roll call vote that the Board approve the following item (H9).
Ayes (8), Nays (1) Mr. Zambrano, Absent (0)

Mr. Zambrano commented that at the meeting of the Finance Committee last month it was discussed that the Board would recommend increasing the substitute rate to $105. Several Board members expressed their desire to become more competitive with a rate of $120 in order to help secure much needed substitutes during this crisis.

Dr. Salvatore reminded the members that this would be a temporary adjustment.

9. **APPROVAL OF INCREASE IN SUBSTITUTE RATE**
That the Board approve a temporary increase in the substitute teacher rate from $80 to $120 effective December 1, 2020. This increase will not impact the less substitute pay for employees.

Motion was made by Rev. Bennett, seconded by Mrs. Perez and carried by roll call vote that the Board approve the following items (H10 – H11).
Ayes (9), Nays (0), Absent (0)

10. **ANNUAL STIPEND POSITIONS - 2020 - 2021 SCHOOL YEAR**
That the Board approve/ratify the annual stipend positions listed below:

DISTRICT
Building Security $15.00/hr.
Marjorie Chulsky, Sue Harrison, Brenda Itzol, Terry Johnson, Cynthia Murphy, Donna Perreira, Jessica Rodriguez, Matilde Roman, Luis Santos

Building Site Supervisors $25.75/hr.
Brenda Itzol, Jessica Rodriguez

ELEMENTARY
Breakfast Monitors $13.08/session
(AAA) Marie Popo
(GLC) Caitlyn Cannito, Lyndsey Kremen, Lisa Roesch
(MOR) Wendy-Nicole Bland

Lunch Monitors $21.36/session
(AAA) Terry Johnson, Marie Popo

H. **PERSONNEL ACTION (continued)**

10. **ANNUAL STIPEND POSITIONS - 2020 - 2021 SCHOOL YEAR (continued)**

ELEMENTARY (continued)

Technology/Distance Learning Advisor (AWC) $2,425.00
Kristy Corcoran

MIDDLE SCHOOL
Breakfast Monitors $13.08/session
Dorothy Bowles, Hoyle Mozee, John Jasio, Rocio Tenhunen, Sonia Mendes

National Junior Honor Society Advisor $750.00
Louis DeAngelis

11. **COACHING/ATHLETIC STIPEND POSITIONS - FALL - 2020/2021**
That the Board approve/ratify the following coach/athletics stipend appointments:

Event Workers *paid Per Athletic Event Fee Schedule*
Marjorie Chulsky, Danisha Clayton, Elyse Wiliams

MIDDLE SCHOOL

CATEGORY 1	**STEP**	
Asst. Basketball Coach (B)		
John Severs	10	$4,200.00

Motion was made by Mrs. Perez, seconded by Ms. McCaskill and carried by roll call vote that the Board approve the following item (H12).
Ayes (7), Nays (0), Abstain (2) Mr. Covin and Mr. Zambrano, Absent (0)

12. **SHARED SERVICES AGREEMENT COMPENSATION - 2020/2021**
That the Board approve/ratify the following compensation through shared services agreements for 2020/2021 and listed on **APPENDIX H-2**:

Long Branch Housing Authority	$30,000
Monmouth Beach Board of Education	$19,665
Allenhurst Board of Education	$ 6,422

Motion was made by Rev. Bennett, seconded by Mrs. Youngblood Brown and carried by roll call vote that the Board approve the following items (H13 – I7).
Ayes (9), Nays (0), Absent (0)

13. **APPOINTMENT OF SUBSTITUTES FOR THE 2020-2021 SCHOOL YEAR**
That the Board approve the following substitutes for the 2020-2021 school year:

SUBSTITUTE BUS AIDE
Brenda Williams

SUBSTITUTE CORRIDOR AIDES
Brenda Williams

H. **PERSONNEL ACTION (continued)**

14. **FAMILY/MEDICAL LEAVE OF ABSENCE**
That the Board approve/ratify the family/medical leaves of absence as listed on **APPENDIX H-3.**

15. **ATTENDANCE AT CONFERENCES / MEETINGS**
That the Board approve the attendance of the staff member at the conference indicated below:

Meghan Amendola **$185.00**
School Psychologist, to attend Virtual New Jersey Association of School Psychologists Winter Conference, sponsored by New Jersey Association of School Psychologist, to be held **December 4, 2020** - Virtual Conference. Acct: 11-000-219-500-312-44.

I. **STUDENT ACTION**

1. **APPROVAL OF MONTHLY HIB REPORT P.L. 2010. C. 122 (A-3466)**
That the Board approve the monthly report as required by statute - **APPENDIX I-1.**

2. **PLACEMENT/TERMINATION OF STUDENT ON HOME INSTRUCTION - 2020 - 2021 SCHOOL YEAR**
That the Board approve/ratify the placement/termination of home instruction for the 2020 - 2021 school year for the student listed on **APPENDIX I-2**.

3. **RECOMMENDATION FOR ATYPICAL HOMELESS STUDENT FOR PLACEMENT AND TRANSPORTATION FOR THE 2020-2021 SCHOOL YEAR.**
That the Board approve the following homeless student for placement and transportation for the 2020-2021 school year.

NEPTUNE SCHOOL
NEPTUNE, NEW JERSEY
Tuition: $14,500.80
Transportation:
Effective Dates: 9/4/20-6/18/21

ID#: 20325274, general education student.

4. **RECOMMENDATION FOR ATYPICAL OUT OF DISTRICT STUDENTS FOR PLACEMENT AND TRANSPORTATION FOR EXTENDED SCHOOL YEAR 2020**
That the Board approve/ratify the following out of district students for placement and transportation for ESY 2020:

SHORE CENTER
TINTON FALLS, NEW JERSEY
Tuition: $11,800.00
Transportation:
Effective Dates: 7/6/20 - 8/1/20

ID#: 111200078, classified as Eligible for Special Education and Related Services

COASTAL SCHOOL
HOWELL, NEW JERSEY
Tuition: $9288.00
Transportation:
Effective Dates: 7/1/20 - 8/1/20

ID#: 90100067, classified as Eligible for Special Education and Related Services

I. **STUDENT ACTION (continued)**

5. **RECOMMENDATION FOR ATYPICAL OUT OF DISTRICT STUDENTS FOR THE 2020-2021 SCHOOL YEAR**
That the Board approve the placement of home instruction for the 2020-2021 School year.

HAWKSWOOD
EATONTOWN, NEW JERSEY
Tuition: $58,657.06
Transportation:
Effective Dates: 10/13/20-6/18/21
ID#: 20314388, classified as Eligible for Special Education and Related Services

COLLIER SCHOOL
WICKATUNK, NEW JERSEY
Tuition: $50,315.00
Transportation:
Effective Dates: 10/30/20-6/18/21
ID#: 20237494, classified as Eligible for Special Education and Related Services

SHORE CENTER
TINTON FALLS, NEW JERSEY
Tuition: $95,200.00
Transportation:
Effective Dates: 9/8/20 - 6/18/21
ID#: 111200078, classified as Eligible for Special Education and Related Services

6. **RECOMMENDATION FOR TERMINATION OF ATYPICAL OUT OF DISTRICT STUDENT FOR PLACEMENT AND TRANSPORTATION FOR THE 2020 - 2021 SCHOOL YEAR**
That the Board approve/ratify the termination of the following out of district student for placement and transportation for the 2020 - 2021 school year:

HAWKSWOOD SCHOOL
EATONTOWN, NEW JERSEY
Tuition: $79,986.90
Transportation:
Effective Date: 11/4/2020
ID#: 20184378, classified as Eligible for Special Education and Related Services

7. **CORRECTIONS / REVISIONS TO MINUTES**
That the Board approve the following corrections/revisions to minutes:

October 28, 2020

FAMILY/MEDICAL LEAVE OF ABSENCE
Stephanie Lippi, A.A. Anastasia School secretary, use of sick days from January 7, 2021. This should have read use of sick days from December 23, 2020.

Teresa Morrissey, Joseph M. Ferraina Early Childhood Learning Center teacher, use of sick days from October 15, 2020 to December 18, 2020, not October 15, 2020 to December 11, 2020; use of urgent business days for December 21, 2020 and December 22, 2020.

7. **CORRECTIONS / REVISIONS TO MINUTES (continued)**

October 28, 2020 (continued)

Dana Noon, Middle School teacher, use of less sub pay days from November 13, 2020 to November 27, 2020, not November 13, 2020 to November 19, 2020.

Samantha Covert-Pinca, High School teacher, using sick days October 26, 2020 to November 25, 2020, use of urgent business days November 30, 2020 to December 2, 2020, use of sick less sub pay days December 3, 2020 to December 11, 2020.

September 23, 2020

PART-TIME AND STIPEND POSITIONS 2020 - 2021 SCHOOL YEAR
6th Period Stipend, $4,500.00; Gina Crouch, Staci Pelman and Danielle Schneider should not have been listed.

DISCUSSION

Dr. Salvatore discussed with the Board that there was some inappropriate postings on social media by some of our staff members and stated that he believes it is time to renew some training to help re-enforce Board policies.

Mrs. Youngblood Brown stated that some staff members felt uncomfortable about supporting certain candidates and it would be beneficial to add this to the training.

Motion was made by Mrs. Perez, seconded by Dr. Critelli and carried by roll call vote that the Board approve the following item (8).
Ayes (9), Nays (0), Absent (0)

8. **RESOLUTION FOR CLOSED EXECUTIVE SESSION – 7:16 P.M.**
That the Board approve the following Resolution -

RESOLUTION

WHEREAS, the Open Public Meetings Act (Chapter 231, P.L. 1975) allows for the exclusion from discussion at the public portion of a meeting of certain matters which might endanger the public interest or risk the deprivation of individual rights, and

WHEREAS, the Long Branch Board of Education wishes to discuss **the filing of tenure charges against Kelly Longo and negotiations** with the resulting action being made public when a proper conclusion has been reached and there is no longer a need for confidentiality;

8. **RESOLUTION FOR CLOSED EXECUTIVE SESSION (continued)**

NOW, THEREFORE BE IT RESOLVED, the Long Branch Board of Education will hold a closed Executive Session immediately in the Historic High School, 391 Westwood Avenue, Long Branch, New Jersey. It is anticipated that the closed session will not last longer than 30 minutes. Action may be taken in the public portion of the meeting upon recessing of this Executive Session back into the open public meeting.

_____
Peter E. Genovese III, RSBO, QPA
School Business Administrator/Board Secretary

Ayes:	9
Nays:	0
Absent:	0
Date:	November 10, 2020

The Board returned to open session at 7:58 P.M.

ROLL CALL

Mr. Covin - President	Dr. Critelli	Ms. McCaskill
Mrs. Youngblood Brown – VP	Mr. Zambrano – call in	Mrs. Peters
Mr. Grant	Rev. Bennett.	Mrs. Perez

J. **PERSONNEL**

Motion was made by Mrs. Peters, seconded by Ms. McCaskill and carried by roll call vote that the Board approve the following item (J1).
Ayes (9), Nays (0), Absent (0)

1. **RESIGNATION – CONTRACTUAL POSITION**
That the Board accept/ratify the resignation of the following individual:

KELLY LONGO, Morris Avenue School teacher, effective November 6, 2020.

Motion was made by Mrs. Perez, seconded by Ms. McCaskill and carried by roll call vote that the Board approve the following item (J2).
Ayes (8), Nays (0), Abstain (1) Mr. Zambrano, Absent (0)

2. **APPROVAL AND RATIFICATION OF MEMORANDUM OF AGREEMENT**
That the Board approve/ratify the Memorandum of Agreement and salary guides with the Long Branch Federation of Teachers (LBFT). These agreements are subject to final review by the School Business Administrator and the negotiations chairperson and will be retroactive to July 1, 2020 and retroactive payments will be made as timely as possible.

K. **OPPORTUNITY TO ADDRESS THE BOARD ON NON-AGENDA ITEMS**
No one addressed the Board.

DISCUSSION

Mr. Zambrano asked what the protocol is for taking temperatures at the Joseph M. Ferraina Early Childhood Learning Center when children come to school on the bus.

Dr. Salvatore explained that as the students come off the bus their temperatures are taken. At some locations the students come into the building and go to a thermo reader and their temperature is taken that way.

Mr. Zambrano – I was told by a staff member that they had to go onto the bus to take the students temperatures.

Dr. Salvatore – I will look further into the procedures but it is possible that there was a student who experienced an issue exiting the bus.

L. **ADJOURNMENT – 8:04 P.M.**
There being no further discussion, motion was made by Mrs. Perez, seconded by Dr. Critelli and carried by roll call vote that the Board adjourn the meeting at 8:04 P.M.
Ayes (9), Nays (0), Absent (0)

_____
Peter E. Genovese III, RSBO, QPA
School Business Administrator/Board Secretary

MINUTES

APPENDIX G-1

OPERATION AND MANAGEMENT COMMITTEE

Wednesday, November 4, 2020 - 6:15 P.M.
540 Broadway - 3rd Floor Conference Room

COMMITTEE MEMBERS:
Armand Zambrano, Chairperson
Donald Covin
Lucille Perez
Lauren McCaskill

ADMINISTRATORS:
Michael Salvatore, Ph.D.
Alvin L. Freeman, Ed.D.
Peter E. Genovese III, RSBO, QPA
Ann C. Degnan
Christopher Dringus

FACILITIES

➢ PPE Distribution Update – 4,900 desk shields have been distributed to all schools and table shields to all pre-schools. We have distributed 150 hand held thermometers to the schools including security staff at the Middle School and High School. We have inventory of face shields for staff and students; gloves; hand sanitizer; face shields for adults and students both cloth and paper; KN95 masks and N95 masks for nurses; disinfectant. We installed air purifiers in all nurses offices and isolation rooms.

➢ Getting Ready for Winter – We are servicing all trucks, salt spreaders and plows. We installed a salt spreader on one of the trucks, the remaining will be installed in December. Two trucks were found to have soft spots on the beds. We are looking to replace the beds with new truck beds at a low cost. The trucks are 10 years old.

➢ Update on ESIP – still working on small punch list.

➢ Update on Alyssa's Law Grant Application

TECHNOLOGY

➢ Security - The district's card access system is now hosted for all buildings on the latest revision of the software.

➢ Web Gateways - With the increase in internet bandwidth to 5 gbps, the LAN links increased to 10 gbps and the firewalls are being increased to 10 gbps. We are in the process of designing and developing our next Web Gateway/Filtering solution to accommodate the increased network speeds.

****

GOALS

1. The committee members will actively participate in professional dialog pertaining to facility management and preventative maintenance.

2. The committee members will seek professional learning experiences pertaining to facility operations with specific focus towards: educational code, NJ statute, federal guidelines, technology advancements, policy revisions, and initiatives put forth by the Department of Education.

MINUTES

INSTRUCTION AND PROGRAMS COMMITTEE
Wednesday, November 4, 2020 - 5:30 PM
540 Broadway - 3rd Floor Conference Room

COMMITTEE MEMBERS:
Violeta Peters: Chair
Caroline Bennett
Michele Critelli, Ed.D.
Armand Zambrano

ADMINISTRATORS:
Michael Salvatore, Ph.D.
Alvin L. Freeman, Ed.D.
Roberta Freeman, Ed.D.

1. Instruction & Program in the Distance Learning Environment - Presented by Dr. Roberta Freeman, Chief Academic Officer
   a. Evaluating the First Marking Period

As the end of the first marking period approaches, the committee took a close look at reporting on student progress. Using the research on distance learning practices by Doug Fisher and Nancy Frey combined with the studies on grading by Rick Wormeli and Doug Reeves, the district has developed a new system for reporting student progress that fully incorporates the unique circumstances of providing grades during virtual and hybrid learning. As published in the district guidance titled, Grading During Virtual and Hybrid Learning, the following outlines student reporting:

Early Childhood & Elementary
As in the past, the standards based reporting system will be used. The guidance outlines specific standards in all content areas that were covered during the first marking period. The following scale will continue to be used:
4 - Exceeds standard
3 - Meets standard
2 - Approaching standard
1- Below standard
NE - Not Evaluated

Besides the standards based report card, during parent teacher conferences, parents will be given detailed information (extracted from district programs such as iReady) on student progress that will assist them in helping their child in specific standards.

Middle & High School

When evaluating the middle and high school virtual and hybrid learning environment, research supports a primary focus on providing students with meaningful feedback on work submitted. Using a point system, students will be evaluated by looking at the following areas:

- ***Student to Teacher Engagement**: Students will be awarded points toward their grade for activities assigned and worked through during live instruction. These activities allow all students to take part in lessons and receive credit for their interaction during this time.*
- ***Student to Student Engagement**: Students will be awarded points toward their grade for their responses/interactions in an online discussion board.*
- ***Student to Content Engagement**: Students will be awarded points toward their grade based on how they demonstrate proficiency on content mastery assignments.*

Students will receive points accordingly and the points equate to a letter grade. It is important to note that although this is a shift from traditional grading, at the high school level all measures are still in place to calculate GPA. Furthermore, the scale being implemented is aligned to measures used by the College Board and mirrors grading systems that are used at most colleges and universities.

2. Question & Discussion

The committee discussed reporting student progress for specialized populations. As always, teachers will continue to report the progress of specialized populations in the standards as well as in goals as outlined in their individualized education plans and/or 504 plans.

****

INSTRUCTION & PROGRAMS COMMITTEE GOALS

The committee members will actively participate in professional dialog pertaining to the state student learning standards, teacher evaluation, student growth objectives, student growth percentiles and NJSLA.

The committee members will seek professional learning experiences pertaining to curriculum and instruction with specific focus towards: state student learning standards, teacher evaluation, student growth objectives, student growth percentiles and NJSLA.

Long Branch Middle School
Grading Scale

Final marking period grades are calculated based on the number of points the student earned within the marking period. The chart below outlines the number of points earned along with the corresponding letter grade:

	Science/SS/PE/Electives Out of 200 possible points	**Math and ELA** Out of 400 possible points
Letter Grade	**Points Earned**	**Points Earned**
A+	194-200	388-400
A	186-193	372-387
A-	180-185	360-371
B+	174-179	348-359
B	166-173	332-347
B-	160-165	320-331
C+	154-159	308-319
C	146-153	292-307
C-	140-145	280-291
D+	134-139	268-279
D	129-133	260-267
Incomplete	120-128	240-259

Long Branch High School
Grading Scale

Final marking period grades are calculated based on the number of points the student earned within the marking period. The chart below outlines the number of points earned along with the corresponding letter grade:

	Out of 200 possible points
Letter Grade	**Points Earned**
A+	194-200
A	186-193
A-	180-185
B+	174-179
B	166-173
B-	160-165
C+	154-159
C	146-153
C-	140-145
D+	134-139
D	129-133
Incomplete	120-128

BOARD OF EDUCATION
COUNTY OF MONMOUTH
STATE OF NEW JERSEY

RESOLUTION

WHEREAS, the School Ethics Act, N.J.S.A. 18A:12-21 *et seq.* was enacted by the New Jersey State Legislature to ensure and preserve public confidence in school board members and school administrators, and to provide specific ethical standards to guide their conduct; and

WHEREAS, throughout the State, questions have arisen regarding how a Board should invoke the Doctrine of Necessity when a quorum of a Board of Education cannot be reached due to disqualifying conflicts of interest of Board Members on a matter required to be voted upon; and

WHEREAS, the School Ethics Commission ("Commission") provided guidance in Public Advisory Opinion A03-9 (April 1, 1998); and

WHEREAS, the opinion set forth that, when it is necessary for a Board to invoke the Doctrine of Necessity, the Board should state publicly that it is doing so, the reason that such action is necessary, and the specific nature of the conflicts of interest; and

WHEREAS, the Commission, by resolution dated February 25, 2003, further clarified this standard and required a Board of Education invoking the Doctrine of Necessity to adopt a resolution setting forth that they are invoking the Doctrine, the reason for doing so, and the specific nature of the conflicts of interest; and

WHEREAS, the Commission further directed Boards of Education that invoke the Doctrine to read the resolution at a regularly scheduled public meeting, post it where the Board posts regular public notices for a period of thirty (30) days after passage, and provide a copy of the executed resolution to the Commission; and

WHEREAS, the Board wishes to ratify the Memorandum of Agreement and establish salary adjustments for FY2021 through FY2023 for the following:

1. The Long Branch Federation of Teachers ("LBFT")

WHEREAS, the Board Attorney has reviewed the State regulations and the advisory decisions of the Commission and determined that existing conflicts prohibit six (6) members of the Board from voting on this matter; and

WHEREAS, those Board member conflicts are as follows:

- **Michele Critelli, Ed.D. -** Dr. Critelli has an immediate family member and/or relative employed by the Board and, therefore, is prohibited from participating in all issues relating to contract negotiations.
- **Armand R. Zambrano Jr. -** Mr. Zambrano has an immediate family member and/or relative employed by the Board and, therefore, is prohibited from participating in all issues relating to contract negotiations.
- **Caroline Bennett -** Ms. Bennett has an immediate family member and/or relative employed by the Board and, therefore, is prohibited from participating in all issues relating to contract negotiations.
- **Lauren McCaskill -** Ms. McCaskill has an immediate family member and/or relative employed by the Board and, therefore, is prohibited from participating in all issues relating to contract negotiations.
- **Violeta Peters** - Mrs. Peters has an immediate family member and/or relative employed by the Board and, therefore, is prohibited from participating in all issues relating to contract negotiations.
- **Lucille Perez -** Mrs. Perez has an immediate family member and/or relative employed by the Board and, therefore, is prohibited from participating in all issues relating to contract negotiations.

NOW, THEREFORE, BE IT RESOLVED, by the Long Branch Board of Education, County of Monmouth, State of New Jersey, as follows:

1. That the aforementioned members are prohibited from participating in contract negotiations because of the conflicts outlined above;

2. That the Board therefore invokes the Doctrine of Necessity in order to allow the full body of the Board to review, discuss and approve the Memorandum of Agreements and salary adjustments with the members as mentioned herein;

3. That this resolution shall be read at a regularly scheduled meeting of the Board and be posted on the Board's website; and

4. That a copy of this resolution shall be forwarded to the School Ethics Commission.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the action taken pursuant to this invocation shall be deemed valid notwithstanding the aforementioned conflicts, and the waiver of said conflicts shall not extend beyond the scope addressed within this Resolution.

_____
Peter E. Genovese III, RSBO, QPA
School Business Administrator/Board Secretary

Ayes:	9
Nays:	0
Absent:	0
Date:	November 10, 2020

NEW JERSEY SCHOOLS INSURANCE GROUP
MONMOUTH OCEAN COUNTY SHARED SERVICES INSURANCE FUND
INDEMNITY AND TRUST AGREEMENT
RESOLUTION TO JOIN/RENEW MEMBERSHIP

WHEREAS, N.J.S.A. 18A:18B-1, et seq. enables boards of education to join with other boards of education in school board insurance trusts for the purpose of forming self-insurance pools; and

WHEREAS, the New Jersey Schools Insurance Group ("NJSIG") is a joint insurance fund authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members; and

WHEREAS, the Long Branch Board of Education, herein referred to as the "Educational Institution", has resolved to apply for and/or renew its membership with NJSIG; and

WHEREAS, the Educational Institution certifies that it has not defaulted on a claim, and has not been cancelled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG; and

WHEREAS, the Educational Institution desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and

WHEREAS, the Educational Institution finds that the best and most efficient way of securing this protection and services is by cooperating with other boards of education in the State of New Jersey.

NOW THEREFORE BE IT RESOLVED THAT;

1. This agreement is made by and between NJSIG and the Educational Institution.

2. The Educational Institution joins with other boards of education in organizing and becoming members of NJSIG pursuant to N.J.S.A. 18A:18B-3(a), for a period of three (3) years, beginning July 1, 2020 and ending July 1, 2023 at 12:01 A.M.

3. In consideration of membership in NJSIG, the Educational Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liabilities of each and every member of NJSIG to such agreement arising from their participation in NJSIG. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, the plan of risk management, this Agreement and any applicable statute or regulation.

4. The Educational Institution and NJSIG agrees that NJSIG shall hold all monies paid by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations.

5. NJSIG shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1, et seq and such other statutes and regulations as may be applicable.

6. By adoption and signing of this resolution, the Educational Institution is hereby joining NJSIG in accordance with the terms of this Indemnity and Trust Agreement and Resolution to Join/Renew Membership, effective the date indicated below, for the types of insurance as indicated in the Insurance Binder issued by NJSIG.

7. The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG, and as from time to time amended by NJSIG and/or the State of New Jersey, Department of Banking and Insurance, in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith.

8. The Educational Institution agrees to be a participating member of NJSIG for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership, including, but not limited to the NJSIG's Plan of Risk Management

9. The Educational Institution under its obligations as a member of NJSIG agrees to allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of NJSIG including the plan of risk management.

10. If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the Educational Institution agrees to reimburse NJSIG for all such reasonable expenses, fees and costs on demand.

11. The Business Administrator is hereby authorized in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq., to execute such contracts and documentation with NJSIG as is necessary to effectuate this resolution; and

12. The Business Administrator is directed to send a certified copy of this Indemnity and Trust Agreement and Resolution to join/renew membership to NJSIG.

_____

Peter E. Genovese III, RSBO, QPA
School Business Administrator/Board Secretary

Ayes:	9
Nays:	0
Absent:	0
Date:	November 10, 2020

NEW POLICIES AND REVISED POLICIES AND REGULATIONS - SECOND READING - ALERT 220

P 2270	Religion in Schools (Revised)
P 2431.3	Heat Participation Policy for Student-Athlete Safety (M) (Revised)
P 2622	Student Assessment (M) (Revised)
P & R 5111	Eligibility of Resident/Nonresident Students (M) (Revised)
P & R 5200	Attendance (M) (Revised)
P & R 5320	Immunization (Revised)
P & R 5330.04	Administering an Opioid Antidote (M) (Revised)
P 5610	Suspension (M) (Revised)
R 5610	Suspension Procedures (M) (Revised)
P 5620	Expulsion (M) (Revised)
P & R 8320	Personnel Records (M) (Revised)

SHARED SERVICES AGREEMENT COMPENSATION - 2020/2021

Long Branch Housing Authority	
Chris Dringus	$15,000
Charles Pfeister	$ 5,000
David Booth	$ 5,000
Daryl Southwood	$ 5,000
Monmouth Beach Board of Education	
Nancy Valenti	$ 7,245
Rina Munson	$ 9,315
Susan Zambrano	$ 3,105
Allenhurst Board of Education	
Rina Munson	$ 3,105
Susan Zambrano	$ 3,317

INTENTION TO RETURN FROM FAMILY/MEDICAL LEAVE OF ABSENCE
RICHARD BUNCE, Transportation bus driver, effective October 26, 2020.
STEFANIE BURKE, High School teacher, effective November 11, 2020.
LINDSAY STEFAN, Audrey W. Clark School teacher, effective November 11, 2020.

FAMILY/MEDICAL LEAVE OF ABSENCE USING SICK DAYS
MEGHAN AMENDOLA, Pupil Personnel Services school psychologist, from March 8, 2021 to June 10, 2021.
LORRAINE GAAL, A. A. Anastasia School instructional assistant, from October 26, 2020 to November 23, 2020.
CHERYL STAVOLA, Middle School teacher, from November 11, 2020 to February 19, 2021.
BETHANY STEELE, High School guidance counselor, from January 19, 2021 to March 16, 2021.

FAMILY/MEDICAL LEAVE OF ABSENCE USING URGENT BUSINESS DAYS
LORRAINE GAAL, A. A. Anastasia School instructional assistant, from November 24, 2020 to November 26, 2020.
CHERYL STAVOLA, Middle School teacher, for February 22, 2021 and February 23, 2021.

FAMILY/MEDICAL LEAVE OF ABSENCE USING LESS SUB PAY DAYS
LORRAINE GAAL, A. A. Anastasia School instructional assistant, from November 30, 2020 to December 11, 2020.
ANTHONY MAGLIARO, JR., Middle School teacher, from November 11, 2020 to December 22, 2020.
CHERYL STAVOLA, Middle School teacher, from February 24, 2021 to February 26, 2021.

FAMILY/MEDICAL LEAVE OF ABSENCE USING UNPAID DAYS
MEGHAN AMENDOLA, Pupil Personnel Services school psychologist, from June 11, 2021 to June 18, 2021.
LORRAINE GAAL, A. A. Anastasia School instructional assistant, from December 14, 2020 to January 15, 2021.
BETHANY STEELE, High School guidance counselor, from March 17, 2021 to June 30, 2021.

REQUEST TO EXTEND FAMILY/MEDICAL LEAVE OF ABSENCE USING SICK DAYS
PATRICIA BRUCKNER, Gregory School teacher, from November 11, 2020 to January 3, 2021.
VIRGINIA FELDMAN, Gregory School instructional assistant, from January 1, 2021 to March 31, 2021.

LEAVE OF ABSENCE UNDER FAMILIES FIRST CORONAVIRUS ACT (FFCRA)
DIANA BALLESTEROS, Central Registration secretary, from November 11, 2020 to December 22, 2020.
DANISHA CLAYTON, Joseph M. Ferraina Early Childhood Learning Center instructional assistant from October 15, 2020 to December 22, 2020.
KASHONA DAVIS, District Supervisors, confidential secretary, from November 11, 2020 to December 23, 2020.

LEAVE OF ABSENCE UNDER FAMILIES FIRST CORONAVIRUS ACT (FFCRA) (continued)

DONNA OLIVADOTTI, District Transportation bus driver, from October 6, 2020 to November 20, 2020.
DIAMOND SINGLETARY, Audrey W. Clark School instructional assistant, from November 11, 2020 to December 22, 2020.
JAMIE TVRDIK, A.A. Anastasia School instructional assistant, from October 26, 2020 to December 22, 2020.

APPENDIX I-1

Monthly HIB Report

Reporting Period - October 28, 2020 - November 10, 2020

Summary

There are no HIB incidents reported

PLACEMENT OF STUDENT ON HOME INSTRUCTION (RESIDENTIAL) - 2020-2021

ID#: 90850242
Learn Well
PHP: 30 days at a rate of $55.50 per hour, 10 hours per week = $2,220.00

ID#: 01003667
New Hope
PHP: $550.00 per week

TERMINATION OF STUDENT ON HOME INSTRUCTION (RESIDENTIAL) - 2020-2021

ID#: 90850242
Learn Well