

**BOARD OF EDUCATION
CITY OF LONG BRANCH
NEW JERSEY**

MINUTES

NOVEMBER 17, 2021

The Regular Meeting of the Long Branch Board of Education was held in the Long Branch Middle School auditorium, 350 Indiana Avenue, Long Branch, New Jersey.

Mrs. Youngblood Brown called the meeting to order at 6:00 P.M.

ROLL CALL

Mrs. Youngblood Brown – President
Mrs. Perez - Vice President
Mr. Grant

Dr. Critelli
Mr. Zambrano
Mr. Covin - absent

Rev. Bennett
Ms. McCaskill – call in
Mrs. Peters

Board attorney – Lester E. Taylor, III, Esq. arrived at 6:08 P.M.

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

Mrs. Youngblood Brown, Board President, will salute the flag and lead the Pledge of Allegiance.

C-1. STATEMENT TO THE PUBLIC

Mrs. Youngblood Brown 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

Motion was made by Mrs. Perez, seconded by Ms. McCaskill and carried by roll call vote that the Board approve the following item (D).

Ayes (8), Nays (0), Absent (1) Mr. Covin

D. **APPROVAL OF MINUTES**

That the Board approve the following minutes:

- Agenda Meeting minutes of September 29, 2021
- Executive Session Meeting minutes of September 29, 2021
- Agenda Meeting minutes of October 13, 2021
- Executive Session Meeting minutes of October 13, 2021

E. **SECRETARY'S REPORT**

Motion was made by Dr. Critelli, seconded by Mr. Grant and carried by roll call vote that the Board approve the following items (E1 – E5).

Ayes (8), Nays (0), Absent (1) Mr. Covin

1. **BUDGET TRANSFER REPORTS – FY22 SEPTEMBER TRANSFERS**

That the Board approve the following Budget Transfer Resolution (which will be labeled **APPENDIX E-1** and made part of the permanent minutes upon Board approval).

RESOLUTION

WHEREAS N.J.A.C. 6A:23A-16.10 "Budgetary Controls and Over expenditure of Funds" states a "district Board of Education or Charter School Board of Trustees shall implement controls over budgeted revenues and appropriations and shall not approve any obligation or payment in excess of the amount appropriated by the district Board of Education in the line item pursuant to N.J.S.A. 18A:22-8.1.

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

1. **BUDGET TRANSFER REPORTS – FY22 SEPTEMBER TRANSFERS (continued)**

NOW, THEREFORE BE IT RESOLVED that the attached line item transfers FY22 September Transfers as listed be approved for the month ending September 30, 2021.

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

Ayes: 8
Nays: 0
Absent: 1 (Mr. Covin)
Date: November 17, 2021

2. **BOARD SECRETARY'S REPORT - JUNE 30, 2021 - Final**

That the Board approve the Board Secretary's Report for the month ending June 30, 2021 (which will be labeled **APPENDIX E-2** and made part of the permanent minutes upon Board approval).

3. **REPORT OF THE TREASURER - JUNE 30, 2021 - Final**

That the Board approve the Report of the Treasurer for the month ending June 30, 2021 (which will be labeled **APPENDIX E-3** and made part of the permanent minutes upon Board approval).

4. **MONTHLY CERTIFICATION OF SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY**

Pursuant to N.J.A.C. 6A:23A-16.10(c)(3), I certify that as of the June 30, 2021 Board Secretary's Report, no line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(a).

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

5. **MONTHLY CERTIFICATION OF BOARD OF EDUCATION**

That the Board approve the following Resolution:

RESOLUTION

BE IT RESOLVED, that pursuant to N.J.A.C. 6A:23A-16.10(c)(4), we, the Members of the Board of Education, after a review of the Board Secretary's and Treasurer's Monthly Financial Reports and upon consultation with the appropriate district officials, certify that to the best of our knowledge that as of June 30, 2021 no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

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

Ayes: 8
Nays: 0
Absent: 1 (Mr. Covin)
Date: November 17, 2021

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

Motion was made by Mrs. Perez, seconded by Mr. Grant and carried by roll call vote that the Board approve the following item (E6).

Ayes (5), Nays (0), Abstain (3) Dr. Critelli, Mr. Zambrano and Mrs. Peters, Absent (1) Mr. Covin

6. **BILLS AND CLAIMS - AUGUST 6 - 30, 2021, SEPTEMBER 8 - 30, 2021, OCTOBER 6 - 29, 2021 AND NOVEMBER 1 - 17, 2021 FOR CHRIST THE KING, THE CITY OF LONG BRANCH AND AMY'S YOGABILITIES**

That the Board approve the bills and claims for, August 6 - 30, 2021, September 8 - 30, 2021, October 6 - 29, 2021 and November 1 - 17, 2021 for Christ the King, The City of Long Branch and Amy's Yogabilities (which will be labeled **APPENDIX E-4** and made part of the permanent minutes upon Board approval).

Motion was made by Mrs. Peters, seconded by Mrs. Perez and carried by roll call vote that the Board approve the following items (E7 – E9).

Ayes (8), Nays (0), Absent (1) Mr. Covin

7. **BILLS AND CLAIMS - AUGUST 6 - 30, 2021, SEPTEMBER 8 - 30, 2021, OCTOBER 6 - 29, 2021 AND NOVEMBER 1 - 17, 2021 EXCLUDING CHRIST THE KING, THE CITY OF LONG BRANCH AND AMY'S YOGABILITIES**

That the Board approved the bills and claims for August 6 - 30, 2021, September 8 - 30, 2021, October 6 - 29, 2021 and November 1 - 17, 2021 excluding Christ the King, The City of Long Branch and Amy's Yogabilities (which will be labeled **APPENDIX E-4** and made part of the permanent minutes upon Board approval).

8. **RECONCILIATION MONTHLY OPERATING REPORT – SODEXO – OCTOBER 31, 2021**

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, 2021 (which will be labeled **APPENDIX E-5** and made part of the permanent minutes upon Board approval).

9. **ATHLETIC FUND & ELEMENTARY SCHOOLS, MIDDLE SCHOOL & HIGH SCHOOL STUDENT FUNDS AS OF OCTOBER 31, 2021**

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, 2021 (which will be labeled **APPENDIX E-6** and made part of the permanent minutes upon Board approval).

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

Motion was made by Mrs. Perez, seconded by Dr. Critelli and carried by roll call vote that the Board approve the following item (E10).

Ayes (8), Nays (0), Absent (1) Mr. Covin

10. **RESOLUTION FOR CLOSED EXECUTIVE SESSION – 6:18 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 a **student matter** with the resulting action being made public when a proper conclusion has been reached and there is no longer a need for confidentiality;

NOW, THEREFORE BE IT RESOLVED, the Long Branch Board of Education will hold a closed Executive Session immediately in the Middle School, 350 Indiana 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: 8
Nays: 0
Absent: 1 (Mr. Covin)
Date: November 17, 2021

The Board returned to open session at 7:23 P.M.

ROLL CALL

Mrs. Youngblood Brown – President
Mrs. Perez - Vice President
Mr. Grant

Dr. Critelli
Mr. Zambrano
Mr. Covin - absent

Rev. Bennett
Ms. McCaskill – call in
Mrs. Peters

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

Motion was made by Mrs. Perez, seconded by Mr. Grant and carried by roll call vote that the Board approve the following item (E11).

Ayes (8), Nays (0), Absent (1) Mr. Covin

11. **RESOLUTION TO CONTINUE HOME INSTRUCTION**

That the Board approve the following resolution:

RESOLUTION

BE IT RESOLVED, pursuant to *N.J.A.C. 6A:16-7.3*, the Board hereby approves/ratifies the continued placement of home instruction for the following student: ID# 06501155

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

Ayes: 8
Nays: 0
Absent: 1 (Mr. Covin)
Date: November 17, 2021

LONG BRANCH PUBLIC SCHOOLS
Long Branch, New Jersey

STUDENT REGISTRATION
(as of October 31, 2021)

	AAA	GLC	GRE	MA	JMFECLC	LWC	TOTAL ELEM	MS	HS	TOTAL
PreK				184	168	194	546			546
Kdg				123	96	110	329			329
1st	111	114	109				334			334
2nd	105	128	118				351			351
3rd	109	136	112				357			357
4th	86	162	112				360			360
5th	95	174	91				360			360
6th							0	332		332
7th							0	327		327
8th							0	303		303
9th							0		405	405
10th							0		357	357
11th							0		342	342
12th							0		327	327
MCI	15						15	6	20	41
MID										0
MD							0			0
BD			1				1	9	14	24
LD	49		31				80	46	52	178
SLD								3	1	4
AUT	23		30				53	7	21	81
PD						16	16			16
OOD	7	0	3	0	6	4	20	13	12	45
Home Instruction							0			0
TOTAL	600	714	607	307	270	324	2822	1046	1551	5419

October 31, 2020										
School	AAA	GLC	GRE	MA	JMFECLC	LWC	Total Elem	MS	HS	Total
Totals	571	819	592	282	298	292	2854	1117	1528	5499

F. **SUPERINTENDENT'S REPORT**

1. **STUDENTS OF THE MONTH - OCTOBER**

The following students have been selected as "Students of the Month" for October;

Amerigo A. Anastasia School	Kaydence Gallo - Grade 2
Audrey W. Clark School	Jhasyah E. Torres - Grade 12
George L. Catrambone School	Yesirette Rodriguez - Grade 4
Gregory School	Miguel Martins - Grade 3
High School	Brandon Capraun - Grade 10
Historic High School	Mariami Ramirez - Grade 12
Joseph M. Ferraina School	Isabella Castillo Aparicio - Grade Pre- K4
Lenna W. Conrow School	Marvin Alvarado Oseguera - Grade KF
Middle School	Aaron Gumbs - Grade 7
Morris Avenue School	Pujan Patel - Grade KF

2. **DISTRICT EMPLOYEES OF THE MONTH**

The following staff have been selected as "District Employees of the Month";

A. **EDUCATOR OF THE MONTH - SEPTEMBER**

Major Jan Burgess, ROTC Instructor, Long Branch High School

B. **SUPPORT STAFF OF THE MONTH - SEPTEMBER**

Charles Widdis, Administrative Assistant, Historic High School

3. **AWARDING OF TENURE CERTIFICATES**

The Board and I would like to extend our congratulations to the following staff members who have attained tenure in the Long Branch Public Schools:

DISTRICT

Presented by: Frank Riley, Assistant Superintendent for Leadership and Innovation

JESSICA ALONZO

- Principal

ERIN LAMBERSON

- Academy Administrator/Principal

PUPIL PERSONNEL SERVICES

Presented by: Dr. JanetLynn Dudick, Assistant Superintendent for Pupil Personnel Services

SARAH GRILL

- Speech/Language Specialist

MAUREEN DALTON

- Speech/Language Specialist

HIGH SCHOOL

Presented by: James Brown, Lead Principal

ANA MENINO

- Secretary

VYAS HARDIK

- Teacher

JAYCE MAXWELL

- Teacher

F. **SUPERINTENDENT'S REPORT (continued)**

3. **AWARDING OF TENURE CERTIFICATES (continued)**

AUDREY W. CLARK SCHOOL/ALTERNATIVE ACADEMY

Presented by: Kristine Villano, Academy Administrator/Principal

JANE HOUGH - Teacher

VICTORIA LEOTSAKAS - Teacher

GEORGE L. CATRAMBONE SCHOOL

Presented by: Jessica Alonzo, Principal

JASMINE GOMEZ - Teacher

GREGORY SCHOOL

Presented by: Beth McCarthy, Principal

STEPHANIE DIXON - Teacher

KIMBERLY WEINSTOCK - Teacher

LENNA W. CONROW SCHOOL

Presented by: Bonita Potter-Brown, Principal

LEAH OPPITO - Teacher

HEIDY CASTILLO - Teacher

4. **RECOGNITION OF ACHIEVEMENT**

Veterans Day Essay Contest

The following students were winners of the Veteran's Day Essay Contest for 2021 sponsored by the City of Long Branch. Each winner will receive a \$100 bond.

High School - School of Social Justice - **MANUEL MONTERROSA** - Grade 11

Middle School - **JESUS OREA** - Grade 7

Anastasia School - **ALLISON PLUMLEE** - Grade 5

NJ Sustainability Champion Award

Sustainability Champion Award recognizes the school certified in 2021 with the highest number of points in their category: elementary, middle or high school.

Long Branch High School -

Silver Certification

(435 Points) & Digital School Star

George L. Catrambone Elementary School -

Silver Certification

(880 Points, highest points ever achieved in the program) & Digital School Star

G. GENERAL ITEMS

Comments from the Instruction and Programs Committee Chair (APPENDIX G-1)

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-1**.

Comments from the Operation and Management Committee Chair (APPENDIX G-2)

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-2**.

Comments from the Communications/Security Committee Chair (APPENDIX G-3)

Mr. Grant briefed the Board regarding discussions held by members of the Communications/Security Committee. Those items are contained in the agenda under **APPENDIX G-3**.

Comments from the Governance Committee Chair (APPENDIX G-4)

Dr. Critelli briefed the Board regarding discussions held by members of the Governance Committee. Those items are contained in the agenda under **APPENDIX G-4**.

Motion was made by Mrs. Peters, seconded by Dr. Critelli and carried by roll call vote that the Board approve the following items (G1 – G10).

Ayes (8), Nays (0), Absent (1) Mr. Covin

1. GIFTS TO SCHOOL

That the Board accept the following gifts to schools indicated:

St. Benedict's School	50 Pencil Cases Jessica Sargent (Value: \$500.00)
Manalapan Soccer Club	100 Turkeys & Baskets Jessica Sargent (Value: \$4,000.00)
First Financial in conjunction with NJEA Member benefits and LBSEA Chantel Baptiste	1,300 Refillable Water Bottles Long Branch Middle School (Value: \$1,092.00)
California Casualty in conjunction With NJEA Member benefits and LBSEA Bonnie Harbor	200 Refillable Water Bottles Long Branch Middle School (Value: \$470.00)
Karen Hoy	75 Children Jackets Lenna W. Conrow, ECLC (Value: \$2,250.00)

G. **GENERAL ITEMS (continued)**

2. **APPROVAL TO APPROVE/RATIFY THE AUTHORIZATION TO FILE AND ACCEPT - 2021-2022 SUSTAINABLE JERSEY FOR SCHOOLS GRANT FUNDED BY PSEG FOUNDATION FOR MORRIS AVENUE SCHOOL IN THE AMOUNT OF \$10,000.00**

That the Board approve/ratify the authorization to file and accept - 2021-2022 Sustainable Jersey for Schools Grant funded by PSEG Foundation for Morris Avenue School in the amount of \$10,000.00.

3. **APPROVAL TO ACCEPT STATE AID ALLOCATIONS FOR SERVICES UNDER CHAPTER 192/193 IN THE 2021 - 2022 SCHOOL YEAR AS INDICATED BELOW:**

That the Board accept State Aid Allocations for services under Chapter 192/193 in the 2021 - 2022 school year as indicated below:

Chapter 192

Program:

Compensatory Education: \$1,792.00

ESL: _____ 0.00

Total: \$1,792.00

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

And that **Francisco E. Rodriguez, Superintendent of Schools**, be designated the Board's representative to implement the above actions.

4. **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. **(APPENDIX G-5)**

5. **APPROVAL FOR THE CORRECTIVE ACTION PLAN FOR SCHOOL NUTRITION PROGRAM PROCUREMENT REVIEW 18-19**

That the Board approve/ratify the Corrective Action Plan for school nutrition program procurement review 18-19 **(APPENDIX G-6)**.

6. **APPROVAL TO AWARD BID FOR MORRIS AVENUE EARLY CHILDHOOD LEARNING CENTER STOREFRONT REPLACEMENT**

That the Board approve the low bid to ZN Construction LLC in the amount of \$824,000.00.

Shorelands Construction, Inc.	\$853,905.00
ZN Construction, LLC	\$824,000.00

G. **GENERAL ITEMS (continued)**

7. **APPROVAL TO SUBMIT THE AMERICAN RESCUE PLAN GRANT**

That the Board approve the submission of the American Rescue Plan Grant in the following amounts

ESSER III	\$11,359,458
Accelerated Learning	\$ 603,365
Summer Learning	\$ 41,136
Evidence Based Comprehensive Beyond the school day	\$ 41,136
NJTSS Mental Health	\$ 445,613
	<u>\$12,490,708</u>

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

And that **Francisco E. Rodriguez, Superintendent of Schools**, be designated the Board's representative to implement the above actions.

8. **APPROVAL TO SUBMIT THE ANNUAL PRESCHOOL OPERATIONAL PLAN UPDATE**

That the Board approve and submit the Annual Preschool Operational Plan.

9. **APPROVAL TO EXECUTE THE MOU WITH MONMOUTH MEDICAL CENTER**

That the Board approve the MOU with Monmouth Medical Center for the integration and collaboration of services with the Behavioral Health Clinic.

10. **APPROVAL TO RENEWAL TELEPHONE MAINTENANCE CONTRACT**

That the Board approve the 56 month subscription contract for the district wide phone system in the amount of \$422,344.40.

H. **PERSONNEL ACTION**

Motion was made by Dr. Critelli, seconded by Mrs. Peters and carried by roll call vote that the Board approve the following items (H1 – H4).

Ayes (8), Nays (0), Absent (1) Mr. Covin

Mrs. Perez – What is the salary range for the Assistant Transportation Manager?

Mr. Genovese – Between \$55,000 and \$65,000.

1. **CREATION OF NEW POSITIONS - RESOLUTION**

That the Board approve the creation of two new positions and their job descriptions as listed on **APPENDIX H-1, APPENDIX H-2a and APPENDIX H-2b**.

2. **RETIREMENT**

That the Board accept with regret and best wishes the retirement of the following individual:

LENOR LANGAN, Secretary, effective January 1, 2022. Ms. Langan has a total of 20 years and 3 months.

H. **PERSONNEL ACTION (continued)**

3. **RESIGNATION - CONTRACTUAL POSITION**

That the Board accept the resignation of the following individuals:

BRUNO AQUINO, Instructional Assistant, effective November 7, 2021.

ISABELLE DE ABREU, Instructional Assistant, effective October 22, 2021.

DIEGO DE ASSIS, Social & Environmental Sustainability Officer, effective November 9, 2021.

DIOGO DE ASSIS, Confidential Secretary, effective November 17, 2021.

JAIME GATES, Instructional Assistant, effective November 15, 2021.

MEREDITH RIDDLE, Teacher, effective November 19, 2021.

CHELSEA SIRICO, Teacher, effective November 10, 2021.

4. **RESIGNATION - STIPEND POSITION**

That the Board accept the resignation of the following individual:

BENITA HOLT, STEAM Afterschool Program teacher, effective October 19, 2021.

Motion was made by Mrs. Perez, seconded by Dr. Critelli and carried by roll call vote that the Board approve the following item (H5).

Ayes (8), Nays (0), Absent (1) Mr. Covin

5. **APPOINTMENT OF CERTIFIED STAFF**

That the Board approve/ratify the appointment of the following named individual who constitutes a careful selection and screening of applicants and is hereby recommended for an employment contract contingent upon the successful completion of their degree program, New Jersey Department of Education certification requirements, and all other state and federal guidelines included but not limited to: a criminal history clearance and successful clearance of S-141/A-3381 (P.L.2018, c.5) This initial appointment may change as district needs develop:

ALYSSA ARCANGELO

ESL Teacher
Middle School
BA, Step 1
\$55,411.00

Certification: Teacher of English as a Second Language

Education: Georgian Court University

Replaces: Michael Hurley (Resignation)

(Acct. # 15-240-100-101-000-02-00) (UPC # 1505-02-BILNG-TEACHR)

Effective: *Pending Pre Employment Physical & Fingerprints**

H. **PERSONNEL ACTION (continued)**

5. **APPOINTMENT OF CERTIFIED STAFF (continued)**

LIRIZELL BELLO

ESL Kindergarten Teacher
Joseph M. Ferraina ECLC
MA, Step 1
\$69,661.00

Certification: Teacher of PreK - Gr. 3, Teacher of Bilingual/Bicultural Education
Education: Columbia University
Replaces: Janise Stout (Transfer)
(Acct. # 20-218-100-101-000-04-00) (UPC # 0477-04-PRESC-TEACHR)
Effective: *Pending Pre Employment Physical & Fingerprints**

CHRISTINA BHARDA

ELA Teacher
Audrey W. Clark
BA, Step 1
\$55,411.00

Certification: Teacher of English
Education: Rowan University
Replaces: Nyema Roddy (Transfer)
(Acct. # 15-209-100-101-000-06) (UPC # 1322-06-SEBDC-TEACHR).
Effective: November 18, 2021

ELENA BLEWITT

School Nurse
George L. Catrambone
BA, Step 8
\$61,061.00

Certification: School Nurse
Education: Rowan University
Replaces: Charlene Arcangelo (Retirement)
(Acct. # 1332-09-OFPPS-NURSE) (UPC # 15-000-213-100-000-09-00)
Effective: *Pending Certification, Pre Employment Physical & Fingerprints**

AMY BRANAGAN

Preschool Teacher
Lenna W. Conrow
BA, Step 1
\$55,411.00

Certification: Teacher of Preschool - Gr. 3
Education: Georgian Court University
Replaces: Kerry Brown (Resignation)
(Acct. # 20-218-100-101-000-08-00) UPC # 0718-08-PRESC-TEACHR)
Effective: *Pending Pre Employment Physical & Fingerprints**

H. **PERSONNEL ACTION (continued)**

5. **APPOINTMENT OF CERTIFIED STAFF (continued)**

ANA CRUZ

ESL Teacher
Amerigo A. Anastasia
BA +30, Step 11
\$68,661.00

Certification: Teacher of English as A Second Language
Education: Kean University
Replaces: Wallace Morales (Transfer)
(Acct. # 15-240-100-101-000-03-00) (UPC # 1453-03-BILNG-TEACHR).
Effective: *Pending Pre Employment Physical & Fingerprints**

SANDRA OLIVEIRA

ESL Teacher
Gregory School
BA, Step 5
\$59,111.00

Certification: Teacher of PreK - Gr. 3, Teacher of Bilingual/Bicultural Education
Education: Kean University
Replaces: New Position
(Acct. # 15-120-100-101-000-07-00) (UPC # 1608-07-ELACH-TEACHR).
Effective: *Pending Pre Employment Physical & Fingerprints**

ASHLEY POLGARDY

Preschool Teacher
Morris Avenue
BA, Step 8
\$61,061.00

Certification: Teacher of Preschool - Gr. 3
Education: Rowan University
Replaces: Carli Garlipp (Transfer)
(Acct. # 20-218-100-101-000-05-00) (UPC # 1267-05-PRESC-TEACHR)
Effective: *Pending Pre Employment Physical & Fingerprints**

AARON MCCUE

History Teacher
Middle School
BA, Step 1
\$55,411.00

Certification: Teacher of Social Studies
Education: Montclair State University
Replaces: Meredith Riddle (Resignation)
(Acct. # 15-130-100-101-000-02-00) (UPC # 0223-02-MSGR7-TEACHR)
Effective: *Pending Pre Employment Physical & Fingerprints**

H. **PERSONNEL ACTION (continued)**

Motion was made by Mrs. Perez, seconded by Dr. Critelli and carried by roll call vote that the Board approve the following items (H6 – H13).

Ayes (8), Nays (0), Absent (1) Mr. Covin

6. **APPOINTMENT OF MATH SUPERVISOR K-5**

That the Board approve the following named individual as Math Supervisor K-5:

LISA PANGBORN, Math Supervisor K-5 at \$95,000.00, effective December 1, 2021.
Replaces: Melanie Harding (Acct. # 11-000-221-102-000-12-00)
(UPC # 1172-12-MATHK5-SUPER).

7. **APPOINTMENT OF SOCIAL ENVIRONMENTAL SUSTAINABILITY OFFICER**

That the Board approve the following named individual as Social Environmental Sustainability Officer:

DIOGO DE ASSIS, Social Environmental Sustainability Officer, at \$65,000.00, effective December 1, 2021. Replaces: Diego De Assis (Resignation). (Acct. # 11-000-251-100-000-12-00) (UPC # 1465-12-ESSOF-OFFCER).

8. **APPOINTMENT OF MAINTENANCE WORKER**

That the Board approve the following named individual as Maintenance Worker:

SEAN MCMAHON, Maintenance Worker at District, Step 1 at \$51,195.00, effective Pending Pre Employment Physical and Fingerprints*. Replaces: Robert De Santis (Retirement). (Acct. # 11-000-262-100-000-12-01) (UPC # 0907-12-OFB&G-MAINTC).

9. **APPOINTMENT OF CONFIDENTIAL SECRETARY**

That the Board approve the following named individual as Confidential Secretary:

MANUEL ROSARIO, Office of Director of Diversity, Equity and Inclusion at \$53,000.00, effective Pending Pre Employment Physical*. Replaces: Diogo De Assis (Appointment of New Position). (Acct. # 11-000-221-105-000-12-00) (UPC # 1468-12-SUPVR-CONSEC).

10. **APPOINTMENT OF A/V TECHNICIAN**

That the Board approve the following named individual as A/V Technician:

RYAN SANTERO, A/V Technician at District, at \$46,822.00, effective Pending Pre Employment Physical*. Replaces: John Dietrich (Retirement) (Acct. # 11-000-252-100-000-12-00) (UPC # 0928-12-TCHNL-TECHLP).

11. **APPOINTMENT OF CORRIDOR AIDE**

That the Board approve the following named individual as Corridor Aide:

RODOLFO ITZOL JR., Corridor Aide at George L. Catrambone Corridor Aide, Step 1 at \$43,470.00, effective January 3, 2021. Replaces: Alberto Moreno (Retirement). (Acct. # 15-000-262-107-000-09-06) (UPC # 1365-09-SCRTY-CORAID).

H. **PERSONNEL ACTION (continued)**

12. **APPOINTMENT OF INSTRUCTIONAL ASSISTANTS**

That the Board approve the following named individuals as Instructional Assistants:

CIERA DAVIS, Long Branch High School at Step 1 \$20,384.00 + \$250 stipend for BA degree, effective Pending Pre Employment Physical and Fingerprints*. Replaces: New Position (Acct. # 15-213-100-106-000-01-00) (UPC # 1138-01-SEMCI-PARAPF).

MEAGAN FORNICOLA, Long Branch Middle School at Step 1 \$20,384.00 + \$250 stipend for BA degree, effective Pending Pre Employment Physical and Fingerprints*. Replaces: William George (Reassignment) (Acct. # 15-213-100-106-000-02-00) (UPC # 0337-02-SERSR-PARPF).

HAILEE GORDON, Lenna W. Conrow School at Step 1 \$20,384.00 + \$250 Stipend for BA degree, effective Pending Pre Employment Physical and Fingerprints*. Replaces: Ta'Tyana Snelling (Acct. # 11-216-100-106-000-08-00) (UPC # 0752-08-SEPRD-PARAPF).

REBECCA HERNANDEZ, Amerigo A. Anastasia School at Step 1 \$20,384.00, effective Pending Pre Employment Physical and Fingerprints*. Replaces: Isabella De Abreu (Resigned) (Acct. # 15-204-100-106-000-03-00) (UPC # 0453-03-SELDI-PARAPF).

MICAH MCKINNEY, Lenna W. Conrow at Step 1 \$20,384.00 + \$250 stipend for BA degree, effective Pending Pre Employment Physical and Fingerprints*. Replaces: New Position (Acct. # 11-190-100-106-000-08-00) (UPC # 1466-08-PREK3-PARAPF).

TYRA PRIESTER, Long Branch High School at Step 1 \$20,384.00 + \$250 stipend for BA degree, effective Pending Pre Employment Physical and Fingerprints*. Replaces: Dawnanda Dekle (Resignation) (Acct. # 15-213-100-106-000-01-00) (UPC # 1416-01-SCACH-PARAPF).

BARBARA SANTOS-ARAUJO, Long Branch High School at Step 1 \$20,384.00, effective Pending Para Pro Test Pre Employment Physical and Fingerprints*. Replaces: Bruno Aquino (Resignation) (Acct. # 15-240-100-106-000-01-00) (UPC # 1485-01-ESLAN-PARAPF).

JULIA SCHULTZ, Audrey W. Clark Alternative Academy at Step 1 \$20,384.00 + \$250 Stipend for BA degree, effective Pending Pre Employment Physical. Replaces: Christina Bharda (Reassignment) (Acct. # 15-209-100-106-000-06-00) (UPC # 1294-06-SEBDC-PARAPF).

13. **APPOINTMENT OF ONE-TO-ONE (1:1) INSTRUCTIONAL ASSISTANTS**

That the Board approve the following named individuals as One-To-One (1:1) Instructional Assistants:

FELICE PONGER, Amerigo A. Anastasia School at Step 6 \$19,885.00 + \$250 Stipend for BA degree, effective Pending Pre Employment Physical and Fingerprints*. Replaces: Emmanuel Itzol (Reassignment) (Acct. # 15-209-100-106-000-06-00) (UPC # 1594-06-SEBDC-PARAPF).

H. **PERSONNEL ACTION (continued)**

13. **APPOINTMENT OF ONE-TO-ONE (1:1) INSTRUCTIONAL ASSISTANTS (continued)**

DIAMOND SINGLETARY, Audrey W. Clark Alternative Academy at Step 6 \$19,885.00, effective Pre Employment Physical and Fingerprints*. Replaces: New Position (Acct. # 15-209-100-106-000-06-00) (UPC # 1416-06-SEBDC-PARAPF).

Motion was made by Dr. Critelli, seconded by Mrs. Perez and carried by roll call vote that the Board approve the following items (H14 – H16).

Ayes (8), Nays (0), Absent (1) Mr. Covin

14. **INCREASE OF NJ STATE MINIMUM WAGE LAW**

That that the Board approve/ratify an increase of the hourly wage for substitute custodians, instructional assistants, corridor aides and secretaries effective January 1, 2022. This is in accordance with the minimum wage law according to New Jersey State from \$12.00 to \$13.00 and \$1.00 each year thereafter until \$15.00 per hour has been reached.

15. **APPROVAL OF INTER-GOVERNMENTAL AGREEMENT WITH THE NEW JERSEY DEPARTMENT OF EDUCATION**

That the Board approve Melanie Harding to go on loan with the New Jersey Department of Education (NJDOE) under the terms and conditions set forth under the Inter-governmental agreement with the State of New Jersey for approximately 18 months of service. All salary and benefits will be reimbursed by the NJDOE for that period of time.

Mrs. Perez – What will Melanie Harding's salary be what she returns?

Mr. Rodriguez – Her salary will be based on what has been negotiated in the collection bargaining agreement for supervisors.

Mrs. Peters – What will she be doing?

Mr. Rodriguez – She will be working with guided math instruction and working with the early childhood department.

16. **ANNUAL STIPEND POSITIONS - 2021 - 2022 SCHOOL YEAR**

That the Board approve/ratify the following annual district stipend positions listed below:

DISTRICT

Before/Afterschool Bus Aides

\$12.00/hr.

Terry Hicks, Jacob Jones, Nancy Jones, Fiona Potter, Ana Silva, Kelli Shaughnessy, Carlos Villacres

Building Security

\$15.00/hr.

Raphael Silva

H. **PERSONNEL ACTION (continued)**

16. **ANNUAL STIPEND POSITIONS - 2021 - 2022 SCHOOL YEAR (continued)**

DISTRICT (continued)

Curriculum Writers (50 hours per writer) \$25.13/hr.

English Gr. 9:	Gina Crouch
Italian II Gr. 9-12:	Natalie Hernandez
English Gr. 11:	Tara Okun
Health & Physical Ed. Gr. 9-12:	Tracy Miller, Joe Simon
ELA Gr. 7:	Angeline Flores
Journalism Gr. 9-12:	Madison Hlavach, Rebecca Stone
Carpentry Gr. 9-12:	Jessica Sickler

Home Instruction \$28.84/hr.

Ryan Burgess, Adrian Castro, Jayce Maxwell, Hardik Vyas

Lead Childcare Provider (Little Waves) \$3,950.00

Marissa Rodriguez

PEG - Channel 97 - Presentation Scheduler \$24.21/hr.

Jessica Sickler

STEAM Substitute Site Coordinator \$27.80/hr.

Maria Herrera

STEAM Prog. Athletic Teachers (effective 11/01/21) \$24.21/hr.

Samantha Gallo, Kimberly Koller

STEAM Prog. Teachers \$24.21/hr.

Sarah Kaplan, Yvette Mayo (effective 11/01/21),
Dahemia Stewart (effective 10/25/21)

STEAM Prog. Substitute Teachers \$24.24/hr.

Marina Basile, Veronica Billy, Barbra Costello, Dawn DeMarco,
Carol Emick, Alexandra Ferretti, Maria Herrera, Tonianne Lisanti,
Amanda Siller, Raejeen Walker

STEAM Prog. Instructional Assistant \$12.44/hr.

Veronica Billy, Kaitlyn Gomez (effective 10/25/21),
Shatika Wallace (effective 11/01/21)

STEAM Prog. Substitute Instructional Assistants \$12.44/hr.

Tonianne Lisanti, Raejeen Walker, Elyse Williams

STEAM Prog. Safe School Environmental Person

Nicole Bland, Michael Dennis \$15.00/hr.

H. **PERSONNEL ACTION (continued)**

16. **ANNUAL STIPEND POSITIONS - 2021 - 2022 SCHOOL YEAR (continued)**

DISTRICT (continued)

STEAM Prog. Substitute Safe School Environmental Person \$15.00/hr.
Daniel Tracey, Patrick Tracey

TITLE 1 Extended Day Tutoring Program \$25.24/hr.
Tracy Cistaro, Elizabeth Lundberg, Kimberly Douglas

ELEMENTARY

Breakfast Monitors (AAA) \$13.08/session
Lorraine Gaal, Correne Rodas, Caitlyn Sorrentino, Elyse Williams

MIDDLE SCHOOL

Homework Club Advisors (effective 10/18/21) \$24.21/hr.
Ellyn Bissey, Benita Holt

HIGH SCHOOL

Academic Lab Instructor \$24.21/hr.
Joseph Siciliano

Motion was made by Mrs. Peters, seconded by Dr. Critelli and carried by roll call vote that the Board approve the following item (H17).

Ayes (7), Nays (0), Abstain (1) Mrs. Perez, Absent (1) Mr. Covin

17. **ANNUAL STIPEND POSITIONS - 2021 - 2022 SCHOOL YEAR**

MIDDLE SCHOOL

Lunch Monitor (effective 10/12/21) \$21.36/session
Eric Peters

DISTRICT

STEAM Prog. Substitute Teachers (effective 11/01/21) \$24.21/hr.
Elisa Perez

Motion was made by Mrs. Perez, seconded by Dr. Critelli and carried by roll call vote that the Board approve the following items (H18 – H20).

Ayes (7), Nays (0), Abstain (1) Mrs. Peters, Absent (1) Mr. Covin

18. **PROFESSIONAL DEVELOPMENT - SIOP TRAINING**

That the Board approve/ratify the attendance of the following staff members for the SIOP Training sessions:

October 18, 2021 (3:30 pm to 4:30 pm) \$29.87/hr.
William Andersen, Alexandra Casares, Carrie Cho, Melissa Cooper, Ashley Drew, Fabianne Flores Tirado, Jacob George, Natalie Hernandez, Cristina Medlin, Martha Mroz, Roy Palijaro, Diandra Reinfeld, Amanda Roa-Rosales, Alyson Stagich, Janise Stout

H. **PERSONNEL ACTION (continued)**

18. **PROFESSIONAL DEVELOPMENT - SIOP TRAINING (continued)**

October 25, 2021 (3:30 pm to 4:30 pm)

\$29.87/hr.

William Andersen, Alexandra Casares, Carrie Cho, Melissa Cooper, Margaret Dos Santos, Ashley Drew, Fabianne Flores Tirado, Jacob George, Jillian Haggard, Natalie Hernandez, Cristina Medlin, Martha Mroz, Roy Palijaro, Diandra Reinfeld, Amanda Rosa-Rosales, Alyson Stagich, Ana Warner

November 1st, 2021 (3:30 pm to 4:30 pm)

\$29.87/hr.

William Andersen, Alexandra Casares, Carrie Cho, Melissa Cooper, Margaret Dos Santos, Ashley Drew, Fabianne Flores Tirado, Jillian Haggard, Natalie Hernandez, Cristina Medlin, Martha Mroz, Roy Palijaro, Amanda Roa-Rosales, Alyson Stagich, Janise Stout, Diandra Reinfeld

19. **COACHING/ATHLETIC STIPEND POSITIONS - WINTER 2021**

That the Board approve/ratify the following coaching/athletic stipend appointments:

Event Workers

paid Per Athletic Fee Schedule

Gary Beddoe, Ryan Burgess, Gabriella Lapointe, Amy Rock, Nyema Roddy

HIGH SCHOOL

CATEGORY 1

STEP

Boys Varsity Basketball Asst. Coach

Terry Hicks

6

\$4,700.00

Freshman Cheerleading Head Coach

Gabriella LaPointe

6

\$3,900.00

MIDDLE SCHOOL

CATEGORY 1

STEP

Girls Basketball Asst. Coach

Kimberly Koller

6

\$2,800.00

VOLUNTEER COACHES

Nicholas Visicaro

Wrestling

Volunteer - no salary/stipend

Nyema Roddy

Cheerleading

Volunteer - no salary/stipend

20. **APPOINTMENT OF SUBSTITUTES FOR THE 2021-2022 SCHOOL YEAR**

That the Board approve the following substitutes for the 2021 – 2022 school year:

SUBSTITUTE CORRIDOR AIDES - PENDING FINGERPRINTS*

Taj Fisher*, Keisha Gaddis*, Sir Hayes*, Travis Patterson*, Jaime Ramos*, Daniel Rios*, Thomas Vincelli*

SUBSTITUTE CUSTODIANS - PENDING FINGERPRINTS*

Sir Hayes*, Daniel Gonzalez*, Rosa Mozo*, Eva Raimondi*, Jaime Ramos*, Daniel Rios*

H. **PERSONNEL ACTION (continued)**

20. **APPOINTMENT OF SUBSTITUTES FOR THE 2021-2022 SCHOOL YEAR (continued)**

SUBSTITUTE GROUNDSPERSON - PENDING FINGERPRINTS*

Jessica Dougherty*, Sir Hayes*, Jaime Ramos*

SUBSTITUTE INSTRUCTIONAL ASSISTANT - PENDING FINGERPRINTS*

Natasha Blueford-Middleton*, Thaissa Borges*, Lesley Castro*, Jessica Dougherty*, Jaime Gates, Sir Hayes*, Vanessa McAllister, Danamitzi Munoz*, Daniel Rios*, Eva Raimondi*, Ivette Sanabria*, Daniel Tracey

SUBSTITUTE NURSES - PENDING FINGERPRINTS*

Keisha Gaddis*, Amanda Goodwin*, Patricia Saitta*

SUBSTITUTE SECRETARIES - PENDING FINGERPRINTS*

Keisha Gaddis*, Jessica Dougherty*, Vanessa McAllister, Micah McKinney*

SUBSTITUTE TEACHERS - PENDING FINGERPRINTS*

Henry Arlequin*, Natasha Blueford-Middleton*, Lisa Cardinali*, Jessica Dougherty*, Mekai Gandy*, Justin Navarro*, Matt Nichay*, Patrick Meagher*, Dalaney Mestey-Jones*, Danamitzi Munoz*, Travis Patterson*, Jaime Ramos*, Kelly Roma*, Brian Salcedo*, Christian Sparacio*

Motion was made by Mrs. Perez, seconded by Mrs. Peters and carried by roll call vote that the Board approve the following items (H21 – H26).

Ayes (8), Nays (0), Absent (1) Mr. Covin

21. **FAMILY/MEDICAL LEAVE OF ABSENCE**

That the Board approve/ratify the family/medical leaves of absence as listed on **APPENDIX H-3**.

22. **POLICIES AND REGULATION - FINAL READING - ALERTS 224 AND 225**

The new Policies and revised Policies and Regulations as listed on the attachment are being presented to the full Board for a Final Reading. - **APPENDIX H-4**

23. **ATTENDANCE AT CONFERENCES/MEETINGS**

That the Board approve the attendance of the staff members at the conferences. **APPENDIX H-5**

H. **PERSONNEL ACTION (continued)**

24. **STUDENT TEACHER/INTERN PLACEMENT**

That the individuals listed be authorized to conduct their student teaching in the Long Branch Public Schools as indicated during the 2021 - 2022 school year. Long Branch Public School employees must complete their student teaching and/or internship outside of their contractual hours.

Capella University

Deirdre Howard

Middle School

Anastasia School

Sept. 2021 - December 2022

Christopher Volpe

Michelle Merckx

Kean University

Matthew Nichay

George L. Cambrone

High School

Twana Richardson

Anastasia School

January 2022 - June 2022

Richard Ricigliano

Jeremy Julio

Michelle Merckx

Monmouth University

Kassandra Ketcho

George L. Catrambone

Morgan Kotropoulos

Middle School

November 2021 - May 2022

Laura Tracey

Megan Renzo-Mazza

25. **TEACHER/MENTOR PROGRAM 2021 - 2022 SCHOOL YEAR**

That the Board approve the following individuals to assume the position of Mentor provided by the Board of Education at a rate of \$550 annually for a 1 year term:

LOCATION

Pupil Personnel Services

TEACHER

Lauren Ruggiero

MENTOR

Kimberly Mancini-Parisi

That the Board approve the following individuals to assume the position of Mentor as detailed in the State Department of Education Teacher/Mentor program:

LOCATION

Audrey W. Clark

TEACHER

Shirley Sagarese

MENTOR

Jane Hough

26. **APPROVAL TO INCREASE NURSE SUB RATES**

That the Board approve increasing the sub rate for nurses from \$90.00 a day to \$175.00 a day.

I. **STUDENT ACTION**

Motion was made by Mrs. Peters, seconded by Dr. Critelli and carried by roll call vote that the Board approve the following items (I1 – I6).

Ayes (8), Nays (0), Absent (1) Mr. Covin

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. **FIELD TRIP APPROVALS - In District**

That the Board approve In-District Field Trip - **APPENDIX I-2.**

1. **STUDENT ACTION (continued)**

3. **PLACEMENT/TERMINATION OF STUDENTS ON HOME INSTRUCTION -
2021 - 2022 SCHOOL YEAR**

That the Board approve/ratify the placement/termination of home instruction for the 2021 - 2022 school year for the students listed on **APPENDIX I-3**.

4. **RECOMMENDATION FOR ATYPICAL OUT OF DISTRICT STUDENTS FOR
PLACEMENT AND TRANSPORTATION FOR EXTENDED SCHOOL YEAR AND
2021 - 2022 SCHOOL YEAR**

That the Board approve the following atypical out of district students for placement and transportation for Extended School Year and 2021 - 2022 school year:

FEDCAP SCHOOL

WEST ORANGE, N.J.

Tuition: \$88,564.95

Transportation:

Effective Date: 9/29/21 to 6/16/22

ID#: 20226795, classified as eligible for Special Education & related services

HIGH POINT

LODI, N.J.

Tuition: \$65,087.36

Transportation:

Effective Dates: 10/25/21 to 6/16/22

ID#: 90850078, classified as eligible for Special Education & related services

SHORE CENTER

TINTON FALLS, N.J.

Tuition: \$45,900.00

Ex. Aide: \$37,800.00

Transportation:

Effective Dates: 9/8/21 to 6/16/22

ID#: 111200078, classified as eligible for Special Education & related services

TINTON FALLS MIDDLE SCHOOL

TINTON FALLS, N.J.

Tuition: \$47,837.00

Ex. Aide: \$52,283.75

ESY: \$7,622.16

Transportation:

Effective Dates: 7/6/21 to 6/16/22

ID#: 120800010, classified as eligible for Special Education & related services

5. **PLACEMENT OF TUITION-IN STUDENTS FOR THE 2021-2022 SCHOOL YEAR.**

That the Board approve the following placement of tuition-in students for the 2021 - 2022 school year.

OCEANPORT PUBLIC SCHOOL DISTRICT

Student ID#: 20298170

Placement: Audrey W. Clark

Tuition: \$46,882.73

Effective Date: 10/13/21

6. **CORRECTIONS / REVISIONS TO MINUTES**

That the Board approve the following corrections/revisions to minutes:

October 13, 2021

APPOINTMENT OF SUBSTITUTES FOR THE 2021-2022 SCHOOL YEAR

Kristen Cosentino: Substitute Corridor Aide Pending Fingerprints*. This should have read Substitute Instructional Assistant Pending Fingerprints*.

ANNUAL STIPEND POSITIONS - 2021 - 2022 SCHOOL YEAR

Roszita Tatum: STEAM Prog. Instructional Assistant at \$12.44/hr. This should have read STEAM Prog. Safe School Environmental Person at \$15.00/hr.

September 29, 2021

ANNUAL STIPEND POSITIONS - 2021 - 2022 SCHOOL YEAR

Curriculum Writers (50 hours per writer). Health & Physical Education: Jolie Dynak, Joe Simon. This should have read Jolie Dynak (K-5), Joe Simon (Gr. 6-8).

FAMILY/MEDICAL LEAVE OF ABSENCE

Rochelle Langley Edwards, JMF Early Childhood Learning Center instructional Assistant. This should have read use of sick days October 7, 2021 to November 3, 2021.

Ana Saner, High School instructional assistant. This should have read use of sick days from September 9, 2021 to September 24, 2021.

Howard Whitmore, Middle School teacher should have read use of sick days from October 25, 2021 to November 24, 2021.

August 31, 2021

ANNUAL STIPEND POSITIONS - 2021 - 2022 SCHOOL YEAR

Curriculum Writers (50 hours per writer). Alison Cassidy, Reading K (ESL), and Reading Interventions: Alison Munoz-Cassidy. This should have read Alison Cassidy for Reading (Intervention for EL Learners).

Curriculum Writers (50 hours per writer). Reading K: Francine Maruccci, Alison Cassidy (ESL). This should have read Reading K, Francine Marucci.

FAMILY MEDICAL LEAVE

Desirea Medina, Lenna W. Conrow School instructional assistant should have read use of sick days November 1, 2021 to January 11, 2022, use of urgent business days from January 12, 2022 to January 14, 2022, use of unpaid days from January 18, 2022 to April 14, 2022.

TEACHER MENTOR-PROGRAM 2021 - 2022 SCHOOL YEAR

Maureen Hague will assume the position of mentor as detailed in the State Department of Education for Christina Bharda at Audrey W. Clark.

June 30, 2021

Children's Center, ID#: 20347519, added extraordinary aid in the amount \$34,880.00.

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

1. **DISCUSSION**

December Board of Education meeting

The Board discussed the need for the December Board meeting. It was the consensus of the Board to leave the meeting scheduled for the now in the event there may be any emergent situations that require Board action. If not, then the meeting may be cancelled closer to the date

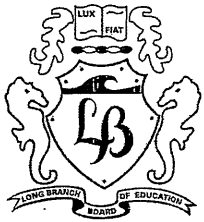
Mr. Rodriguez and Mrs. Youngblood Brown, on behalf of the Board, presented Rev. Bennett and Ms. McCaskill with plaques for their dedicated services to the children of Long Branch.

Rev. Bennett thanked the Board as did Ms. McCaskill.

K. **ADJOURNMENT – 8:14 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 8:14 P.M.
Ayes (8), Nays (0), Absent (1) Mr. Covin

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



MINUTES

INSTRUCTION AND PROGRAMS COMMITTEE

Monday, November 1, 2021 - 5:00 PM

540 Broadway - 3rd Floor Conference Room or via Zoom

COMMITTEE MEMBERS:

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

ADMINISTRATORS:

Francisco E. Rodriguez
JanetLynn Dudick, Ph.D.
Frank Riley
Nicole Esposito
Tara Puleio

1. Diversity, Equity, and Inclusion : DEI Recap

- a. Since its inception in March of 2021, the Long Branch Public Schools office of DEI is in the process of meeting all state mandates for student and educator preparation with an inclusion and diversity lens.
- b. The DEI Office has secured free and innovative educational programming for students that range in scope from intervention to subject area innovation and development.
- c. The DEI Office actively leverages partnerships with industry professionals across various fields and disciplines from medicine to entertainment to serve our students and community.
- d. Even as we manage a pandemic, the Office of DEI has increased community partnerships and district level collaborations with neighboring colleges and universities, increased community awareness about inclusion and diversity with a unique media approach, and above all has maintained a persistent presence in city and school district events providing student access, opportunities and experiences that impact their present and their future.

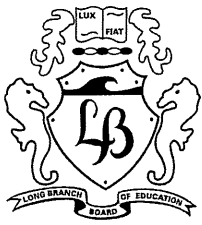
2. Pupil Personnel Services : PPS Recap

- a. The special education department currently runs 24 specialized classes for students with Autism and Intellectual Disabilities; these programs educate approximately 160 students.
- b. Staff undergo ongoing professional development to ensure that the programs are meeting the unique needs of the students.
- c. Academics, functional living skills, job readiness skills, occupational therapy, physical therapy, and speech are all embedded into the daily routines of students program wide.
- d. From the youngest preschool learners to our adults in the community the team of staff assigned to work with each class ensures that each student's program is individualized.

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.



AGENDA

APPENDIX G-2

OPERATION AND MANAGEMENT COMMITTEE

Wednesday, November 10, 2021 - 6:00 PM

<https://us06web.zoom.us/j/83914098050>

Dial by Phone: 646-876-9923

Meeting ID: 839 1409 8050

COMMITTEE MEMBERS:

Armand Zambrano, Chairperson
Donald Covin
Lucille Perez
Lauren McCaskill

ADMINISTRATORS:

Francisco E. Rodriguez
Peter E. Genovese III, RSBO, QPA
Ann C. Degnan
Christopher A. Dringus

Facilities

Updates:

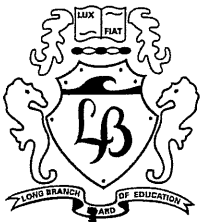
- Canopy at GLC – The canopy project should be completed by early next week.
- Relocatable at Clark – The relocatable is scheduled to be delivered the week of December 6. On-site installation including utilities will take place in the weeks following and we expect the relocatable to be ready for use in early January.
- Trucks on order from June still do not have a production date. As we continue to replace some items from the fleet each year we also ordered this month two replacement vehicles for vans that are 12 years old.
- Season Heating Conversion – Heating season started two weeks later this year due to warmer temperatures. Heat is on in all locations.
- Playgrounds – The Clark playground is complete. The Anastasia playground is waiting on a net that is still in customs. Gregory playground will be done in the spring. We are also reviewing the conditions on the playground at 540 and a small section of the Morris Ave playground.

Technology

- Radios - the district is evaluating the best course of action for a full infrastructure and radio replacement
- Interactive War Memorial - replacement equipment has been proposed as we work with a vendor on the software and costs
- TV Channel - the PO has been completed for the replacement of the equipment and a statement of work has been issued - installation is being scheduled around the arrival of the equipment and the availability of the vendor
- Morris Avenue – we are scheduling a replacement for teachers PCs
- Gregory School – all classroom technology cabinets have been installed

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

COMMUNICATIONS/SECURITY COMMITTEE

Wednesday, November 10, 2021 - 5:00 PM

540 Broadway - 3rd Floor Conference Room or via Zoom

COMMITTEE MEMBERS:

Avery Grant: Chair
Tasha Youngblood Brown
Caroline Bennett
Lauren McCaskill

ADMINISTRATORS:

Francisco E. Rodriguez
Walter O'Neill

1. Channel 97

2. Studio 540

- The Studio at 540 has been actively engaged in the production of media that tells the district story of student, staff and community achievements. As a division of the Office of Diversity, Equity and Inclusion the mission of the 540 Studio is to provide a platform for community engagement, staff and student development and voice with a lens on equity, diversity and inclusion. Here is a sample
- Additionally, current projects include:
 - i. Collaboration on PD development /media recording for:
 - 1. Office of DEI
 - 2. Office of Bilingual/ESL
 - 3. Office of PPS
- The Studio at 540 has been equipped with media recording /editing and production capability that is scaled to meet a variety of district media composition needs. It is dedicated to communicating the services and initiatives for every operational office of the district and its leadership. Here is a sample of our recruitment day initiative The access of the 540 Studio allows an unprecedented level of community involvement and opportunities for partnerships and media developments which enhance student and staff opportunities without compromising any resources committed to student and educator growth and education. Long Branch Public Schools has, in effect, created a space dedicated to twenty-first century media engagement that encourages community involvement, celebrates equity of technological access and highlights the work of diversity education.
- Studio 540 highlight video

Committee Goals:

The committee members will actively participate in professional dialogue pertaining to school safety and district public relations. The committee members will seek professional learning experiences pertaining to school safety and communications, with specific focus towards homeland security standards, NJ statute, federal guidelines, best practices and policy revisions.

MINUTES

LONG BRANCH PUBLIC SCHOOLS

Long Branch, New Jersey

GOVERNANCE COMMITTEE MEETING MINUTES

October 20, 2021 at 6:30 p.m.

COMMITTEE MEMBERS PRESENT:

Michele Critelli, Ed.D. - Chair
Donald C. Covin
Avery W. Grant
Lucille Perez

ADMINISTRATORS PRESENT:

Francisco E. Rodriguez
Frank Riley
Jena Valdiviezo, Ed.D.

The Committee and Administrators reviewed and discussed the Policies and Regulations as listed. They will be adopted by the Board at the November 17, 2021 Board Agenda Meeting.

P 2422	Comprehensive Health and Physical Education (M) (Revised)
P 2467	Surrogate Parents and Resource Family Parents (M) (Revised)
P 5111	Eligibility of Resident/Nonresident Students (M) (Revised)
P 5114	Children Displaced by Domestic Violence (Abolished)
P 5116	Education of Homeless Children (Revised)
P & R 7432	Eye Protection (M) (Revised)
P 8420	Emergency and Crisis Situations (M) (Revised)
R 8420.1	Fire and Fire Drills (M) (Revised)
P 8540	School Nutrition Programs (M) (Revised)
P 8550	Meal Charges/Outstanding Food Service Bill (M) (Revised)
P 8600	Student Transportation (M) (Revised)
P 8810	Religious Holidays (Abolished)

New Jersey Department of Education – Office of Fiscal Accountability and Compliance Audit – New and Revised Policy Guides

P 6115.01	Federal Awards/Funds Internal Controls – Allowability of Costs (M) (New)
P 6115.02	Federal Awards/Funds Internal Controls – Mandatory Disclosures (M) (New)
P 6115.03	Federal Awards/Funds Internal Controls – Conflict of Interest (M) (New)
P 6311	Contracts for Goods or Services Funded by Federal Grants (M) (Revised)
P 1648.13	School Employee Vaccination Requirements (M) (New)
P 1648.14	Safety Plan for Healthcare Settings in School Buildings – COVID-19 (M) (New)
P 2425	Emergency Virtual or Remote Instruction Program (M) (New)
P & R 5751	Sexual Harassment of Students (M) (Revised)
P 7250	School and Facility Names

P 2422 – Comprehensive Health and Physical Education (M) (Revised)
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Six new statutes were recently approved and codified at:

1. N.J.S.A. 18A:35-4.5a – Sexual Abuse and Assault Awareness and Prevention Education
2. N.J.S.A. 18A:35-4.36a – Curriculum to Include Instruction on Diversity and Inclusion
3. N.J.S.A. 18A:35-4.38 – Incorporation of Age-Appropriate Instruction Relative to Consent for Physical Contact and Sexual Activity
4. N.J.S.A. 18A:35-4.39 – Health Curriculum to Include Instruction on Mental Health
5. N.J.S.A. 18A:35-4.40 – Information About “New Jersey Safe Haven Infant Protection Act” Included in Public School Curriculum
6. N.J.S.A. 18A:35-4.43 – Infusion of African American Accomplishments into School Curricula

These new statutes address issues that must be included in the school district’s curriculum as required by the New Jersey Student Learning Standards (NJSLS). Strauss Esmay’s Policy and Regulation Guides do not typically list specific curriculum or NJSLS requirements, which are mostly included in the administrative code and are incorporated by reference within several Strauss Esmay Policy and Regulation Guides. However, these new statutes are included in the section of the statutes that address curriculum requirements related to the health and well-being of students and are listed in the New Jersey Department of Education’s “2020 New Jersey Student Learning Standards – Comprehensive Health and Physical Education Introduction”. The provisions of these new statutes may eventually be a QSAC or other monitoring requirement as the original provisions listed in Policy Guide 2422 are QSAC monitoring requirements. The title of the revised Policy Guide 2422 has been updated from “Health and Physical Education” to “Comprehensive Health and Physical Education” to reflect the change in the updated statutes. Therefore, Policy Guide 2422 has been revised to include the requirements of these six new statutes. Policy Guide 2422 is mandated.

Policy Guide 2422 is MANDATED

P 2467 – Surrogate Parents and Resource Family Parents (M) (Revised)
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N.J.A.C. 6A:14-2.2 was recently revised. The revisions mainly focus on terminology updates, including the replacement of “foster parent” with “resource family parent”. Those revisions and several other minor language changes in the Administrative Code section have been incorporated into Policy Guide 2467. Policy Guide 2467 is mandated.

Policy Guide 2467 is MANDATED

P 5111 – Eligibility of Resident/Nonresident Students (M) (Revised)

Strauss Esmay conducted a review of Policy Guide 5111 and determined N.J.S.A. 18A:7B-12 should be added to the Policy Guide 5111. The statutory language added to Policy Guide 5111 addresses residency criteria for a student residing outside the district to be allowed to continue

attending school in the district. The law also provides that if the student continues to attend school in the district while living outside the district for more than one year, the State will assume fiscal responsibility for the tuition costs associated with the student's attendance. Policy Guide 5111 is mandated.

Policy Guide 5111 is MANDATED

P 5114 – Children Displaced by Domestic Violence (Abolished)
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After review, Strauss Esmay has determined after the most recent revision to Policy Guide 5111 in this Policy Alert 224, Policy Guide 5114 is no longer necessary. The information contained in Policy Guide 5114 is now thoroughly addressed in Policy and Regulation Guides 5111. Policy Guide 5114 should be abolished.

Policy Guide 5114 is ABOLISHED

P 5116 – Education of Homeless Children (Revised)

N.J.S.A. 18A:38-1 was recently revised and now requires districts to annually report to the Office of Homelessness Prevention in the Department of Community Affairs an accounting of each instance in which the district is made aware that a student enrolled in the district because the student's parent moved from one district to another district as a result of being homeless. Strauss Esmay added the required language to the end of Policy Guide 5116 to reflect the recent changes in the law. Although the law does not require a district have a Board adopted policy on this subject, Strauss Esmay strongly recommends a Board adopt Policy Guide 5116 to ensure compliance with applicable code and statute.

Policy Guide 5116 is RECOMMENDED

P & R 7432 – Eye Protection (M) (Revised)

Policy and Regulation Guides 7432 were updated to address a revision to N.J.A.C. 6A:26-12.5. Several subsections of N.J.A.C. 6A:26-12.5 were rewritten and there were also several small grammatical changes. Policy and Regulation Guides 7432 do not change any substantive requirements in the existing Policy and Regulation Guides 7432, but provide more detail as to a school district's requirements to provide appropriate eye protective devices pursuant to N.J.A.C. 6A:26-12.5.

Policy and Regulation Guides 7432 are mandated and both must be adopted by the Board.
Policy Guide 7432 is MANDATED
Regulation Guide 7432 is MANDATED

P 8420 – Emergency and Crisis Situations (M) (Revised)
R 8420.1 – Fire and Fire Drills (M) (Revised)

Policy Guide 8420 was revised to align with the updated statutes by inserting language provided by N.J.S.A. 18A:41-1 regarding fire and school security drills. The reference to the New Jersey Office of Homeland Security and Preparedness has been removed from Policy Guide 8420 as school districts utilize many different sources when educating school employees on proper evacuation and lockdown procedures. Regulation Guide 8420.1 also includes added language from N.J.S.A. 18A:41-2 and N.J.S.A. 18A:41-5 to directly align with a school district's responsibilities regarding fire safety as mandated by law.

Policy Guide 8420 and Regulation Guide 8420.1 are mandated and both must be adopted by the Board.

Policy Guide 8420 is MANDATED
Regulation Guide 8420.1 is MANDATED

P 8540 – School Nutrition Programs (M) (Revised)

P.L. 2018, c. 25 was recently passed and requires school districts to provide eligible students with a "Breakfast After the Bell" program. The new statute, N.J.S.A. 18A:33-11.1 et seq., states districts that satisfy the requirements of the statute must implement a program in which students who do not arrive at school in time for the School Breakfast Program are offered an opportunity to be served breakfast after the beginning of the school day.

Policy Guide 8540 addresses requirements for all School Nutrition Programs of the New Jersey Department of Agriculture including the National School Lunch Program, the School Breakfast Program, the After-School Snack Program, and the Special Milk Program. The "Breakfast After the Bell" program is a new subset of the School Breakfast Program. Strauss Esmay has revised Policy Guide 8540 to require the "Breakfast After the Bell" program as part of the district's school nutrition programs if the school district meets certain eligibility requirements in N.J.S.A. 18A:33-11.1 et seq.

Revised Policy Guide 8540 is mandated for any school district that operates any school nutrition program.

Policy Guide 8540 is MANDATED

P 8550 – Meal Charges/Outstanding Food Service Bill (M) (Revised)

N.J.S.A. 18A:33-21 et seq. was recently amended requiring several major revisions to Policy Guide 8550. Below please find an explanation of the major revisions:

1. The amended statute prohibits a school district from taking certain actions in response to a student's school meal bill being in arrears. These prohibited actions include, but are not limited to: the student not being publicly identified; requiring the student to sit at a separate table, wear a wristband, or do chores or other work to pay for the school meal; requiring a student

to discard a meal after it has been served because of the student's inability to pay for the meal if the student's meal bill is in arrears; and serving the student an alternate meal;

2. The amended statute requires a school district to take certain actions if a student owes money for the equivalent of five or more school meals. These required actions include but are not limited to: a determination by the school district to assess if the student is eligible for a free or reduced school meal; school district assistance to the parent in completing the school lunch application; and a school district determination if there are household issues causing the situation; and

3. The amended statute removed language that indicated the school district would provide a final notice to a parent who has not paid their child's outstanding meal bill, after being provided multiple previous notices, that "school breakfast or lunch shall not be served to the student beginning one week from the date of a second notice." The amended statute replaced the "school breakfast or lunch shall not be served to the student beginning one week from the date of a second notice" with the final notice to inform the parent "of any action to be taken by the school district in response to a student's breakfast or lunch bill being in arrears." In summary, a school district may, but is no longer required to, withhold a child's breakfast or lunch if their school lunch bill is in arrears.

The United States Department of Agriculture requires Boards of Education to develop and implement a meal charge program pursuant to NJDOE guidance. Boards have discretion in developing a meal charge program which includes, but is not limited to:

- a. Permitting students to charge all or a limited number of available reimbursable meals; or
- b. Not permitting students to charge any meal.

This updated Policy Guide 8550 includes an option for a district to permit or prohibit students from charging meals. A district that permits charging of meals must address in its program how it will collect routine payment of meal(s) consistent with the provisions of N.J.S.A. 18A:33-21. Policy Guide 8550 is now aligned with the provisions outlined in N.J.S.A. 18A:33-21, which addresses the statutory requirements for the collection of an outstanding meal bill.

Revised Policy Guide 8550 incorporates the new requirements in the revised statute (1. and 2. above) and no longer requires a school district to withhold a breakfast or lunch after the parent receives multiple notes that the student has an arrearage in their school lunch bill (3. above). However, the revised Policy Guide indicates a school district *may* deny the student a meal. School districts will not typically deny a student a meal if their lunch bill is in arrears, but the revised Policy Guide provides the school district the option should the district determine circumstances require denying a meal to a student. This provision will not impact students eligible for free and reduced meals. The revised statute expressly prohibits serving an alternative meal to a student whose lunch bill is in arrears, which was not expressly prohibited in the past.

This updated Policy Guide 8550 shall replace a district's current Policy Guide 8550 as it is mandated for school districts that participate in the National School Lunch Program and the School Breakfast Program. Policy Guide 8550 is mandated.

Policy Guide 8550 is MANDATED

P 8600 – Student Transportation (M) (Revised)

Policy Guide 8600 has been revised to address a new subsection in the Administrative Code located at N.J.A.C. 6A:27-11.5. The new Code section provides a Board of Education the option to adopt a provision in a policy that requires the compilation of a list of students transported by a school bus to school sponsored activities. Strauss Esmay has added the language from

N.J.A.C. 6A:27-11.5 as an option in Policy Guide 8600. However, a Board should be aware that if they choose to adopt the new option in Policy Guide 8600, they must follow all the requirements outlined in N.J.A.C. 6A:27-11.5 which are included in the option of the Policy Guide. Policy Guide 8600 is mandated.

Policy Guide 8600 is MANDATED

P 8810 – Religious Holidays (Abolished)

Policy Guide 8810 – Religious Holidays is no longer required as the legal requirements in Policy Guide 8810 are addressed in Policy Guide 2270 – Religion in Schools. The United States Department of Education (USDOE) updated its Guidance on Constitutionally Protected Prayer and Religious Expression in Public Elementary and Secondary Schools on January 16, 2020. Policy Guide 2270 was revised to address the USDOE's updated guidance in Alert 220 in June 2020 rendering Policy Guide 8810 no longer necessary.

Policy Guide 8810 should be abolished.
Policy Guide 8810 is ABOLISHED

B. New Jersey Department of Education – Office of Fiscal Accountability and Compliance Audit
– New and Revised Policy Guides

The New Jersey Department of Education (NJDOE) – Office of Fiscal Accountability and Compliance (OFAC) has conducted audits in several school districts. As a result of these audits, OFAC now requires two areas of revisions to the school district's policies and regulations. The first area requires school districts to change all references of the No Child Left Behind Act (NCLB) to Every Student Succeeds Act (ESSA). The second area requires three new Policy Guides and one revised Policy Guide that address internal controls for Federal Awards/Funds received by a school district.

1. NCLB to ESSA

Strauss Esmay revised all Strauss Esmay Policy and Regulation Guides that referenced NCLB to address the new ESSA's requirements in Policy Alert 222 provided to school districts in January 2021. School districts should ensure those revised Policy Guides in Policy Alert 222 have been adopted by the Board.

2. Internal Controls for Federal Awards/Funds Received by a School District

The following three new Policy Guides (6115.01, 6115.02 and 6115.03) have been developed and one Policy Guide (6311) has been revised in response to the OFAC audits requiring school districts to develop and adopt policies to address internal controls for Federal Awards/Funds received by school districts.

P 6115.01 – Federal Awards/Funds Internal Controls – Allowability of Costs (M) (New)

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.302(b)(7) requires written procedures for determining the allowability of costs in order to be eligible under Federal awards. Policy Guide 6115.01 requires the School Business Administrator/Board Secretary or designee to be responsible to determine the allowability of costs under Federal regulations. Based on the OFAC audit, Policy Guide 6115.01 is mandated for school districts that receive Federal funds.

Policy Guide 6115.01 is MANDATED

P 6115.02 – Federal Awards/Funds Internal Controls – Mandatory Disclosures (M) (New)

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.113 requires a Board of Education to disclose, in a timely manner, in writing, to the Federal awarding agency or pass through entity, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. This general reporting requirement is for a Board of Education that has current active grants, cooperative agreements, and procurement contracts from Federal agencies that exceed \$10,000,000 for any period of time during the period of performance of a Federal award. Based on the OFAC audit, Policy Guide 6115.02 is mandated for school districts that receive Federal funds.

Policy Guide 6115.02 is MANDATED

P 6115.03 – Federal Awards/Funds Internal Controls – Conflict of Interest (M) (New)

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.318 addresses standards of conduct covering conflict of interest and governs the actions of school district employees, officers, and agents in the selection, award, and administration of contracts supported by a Federal award. These requirements are required in addition to the New Jersey conflict of interest laws and the School Ethics Act. Based on the OFAC audit, Policy Guide 6115.03 is mandated for school districts that receive Federal funds.

Policy Guide 6115.03 is MANDATED

P 6311 – Contracts for Goods or Services Funded by Federal Grants (M) (Revised)

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.213 requires the Board of Education to refer to the Federal System for Award Management (SAM) to search for debarred/suspended vendors for contracts providing goods or services to the school district to be funded by a Federal grant. Policy Guide 6311 has been updated to refer to the updated CFR section and the new SAM technology to replace the

Excluded Parties Lists System (EPLS). Based on the OFAC audit, Policy Guide 6311 is now mandated for school districts that receive Federal funds.

Policy Guide 6311 is MANDATED

P 1648.13 – School Employee Vaccination Requirements (M) (New)

On August 23, 2021, Governor Murphy signed Executive Order 253 requiring all public school districts, charter schools, parochial schools, and private school employees to be fully vaccinated or submit to COVID-19 testing at a minimum of one or two times per week. Executive Order 253 shall be effective

October 18, 2021. Strauss Esmay has developed Policy Guide 1648.13 to address the vaccination and testing requirements of Executive Order 253. School districts were recently surveyed regarding their preference for their employees to be tested by a State's contractor or to be reimbursed by the State for the expense of testing of district employees provided by other means.

Policy Guide 1648.13 satisfies the vaccination and testing policy requirement in Executive Order 253. However, Policy Guide 1648.13 must be supplemented by protocols to be developed by the school district that should be included in Appendix A of Policy Guide 1648.11 – The Road Forward Covid-19 – Health and Safety that was provided to school districts in Policy Alert 224 in August 2021. These protocols should include, but not be limited to, the vaccination verification process, testing intervals, the testing confirmation process, and other protocols the district needs to include in Appendix A of Policy Guide 1648.11. The Policy Guide 1648.11 Appendices can be found on Strauss Esmay's website under the Policy Alerts tab – "Download Alert" section.

The State may provide additional guidance on the vaccination and testing requirements of Executive Order 253 and Strauss Esmay will revise Policy Guide 1648.13 if needed. Our office did not want to wait for any additional guidance to provide Policy Guide 1648.13 to districts to begin the planning process for an October 18, 2021 implementation date. This is the same Policy Guide that has been available for download on our website since August 30, 2021.

A school district is required to comply with the provisions of Executive Order 253 and based on the importance of this issue during this pandemic, Policy Guide 1648.13 is mandated.

Policy Guide 1648.13 is MANDATED

P 1648.14 – Safety Plan for Healthcare Settings in School Buildings – COVID-19 (M) (New)

New Jersey's Public Employees Occupational Safety and Health (PEOSH) adopted Emergency Temporary Standard (ETS) issued by the Federal Occupational Safety and Health Administration (OSHA) aimed at protecting workers facing the highest COVID-19 hazards – those working in healthcare settings where suspected or confirmed COVID-19 patients are treated. The ETS are not written with any consideration to schools as nowhere in the ETS does it mention schools or school nurses' offices. However, school districts have been informed by the New Jersey Department of Labor and Department of Education that the ETS applies to healthcare settings in schools, specifically a school nurse's office and any adjoining clinical areas in a school district building.

The ETS requirements included in 29 CFR §1910.502 Subpart U are very detailed and will require a school district to establish unique protocols to protect healthcare workers that work in healthcare settings in schools.

Policy Guide 1648.14 has been developed to be in compliance with the ETS. Like most of the COVID-19 related Policy Guides this past year, Policy Guide 1648.14 requires appendices where a school district will include their locally developed protocols for healthcare settings and employees working in a

healthcare setting in a school. These appendices are noted within the content of Policy Guide 1648.14 and there is an appendix page for each appendix attached to Policy Guide 1648.14 that provides a description of the information the district must include in the appendix. The Superintendent is required to appoint a COVID-19 Safety Coordinator who will have responsibilities outlined in the ETS and Policy Guide 1648.14.

Strauss Esmay developed Policy Guide 1648.14 in accordance with the provisions of 29 CFR §1910.502 Subpart U and OSHA's Model Policy. Policy Guide 1648.14 includes Federal regulatory language relevant to school districts. Strauss Esmay also included language from the OSHA Model Policy in each appendix that is attached to Policy Guide 1648.14 to provide districts guidance for developing their local protocols. Strauss Esmay recommends school districts use information from their locally developed protocols included in their appendices developed for the Restart and Recovery Plan (Summer 2020) and 1648.11 (Summer 2021) to assist in developing appendices for Policy Guide 1648.14 as many of the protocols for Policy Guide 1648.14 have been previously developed by a school district to address the New Jersey Department of Education's mandates and recommendations for the safe operation of the school district during the pandemic.

The provisions of these ETS are required for all school districts that have a healthcare setting – school nurses' office. Therefore, Policy Guide 1648.14 is mandated.

Policy Guide 1648.14 is MANDATED

P 2425 – Emergency Virtual or Remote Instruction Program (M) (New)
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P.L. 2020, c. 57 was approved on July 2, 2020 and codified under the already existing statute section, N.J.S.A. 18A:7F-9. The revised statute permits a school district to implement a Commissioner-approved program of virtual or remote instruction in the event the school district is required to close a school or the schools of the district for more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure. These days of virtual or remote instruction will count toward the 180-day requirement. Strauss Esmay developed Policy Guide 2425 to address the new provisions of the statute.

Policy Guide 2425 includes the statutory language stating the Commissioner shall allow a district to apply to the 180-day requirement established pursuant to N.J.S.A. 18A:7F-9, one or more days of a program of virtual or remote instruction provided to students on the day or days a school or schools of the district are closed. The program of virtual or remote instruction shall meet such criteria that may be established by the Commissioner of Education, is approved by the Board of Education, and is approved by the Commissioner of Education. A school district is required to submit their program of virtual or remote learning instruction to the New Jersey Department of Education (NJDOE) by October 29, 2021 for approval. Strauss Esmay recommends a school district submit a program of virtual or remote instruction to the NJDOE for approval in the event the school district needs to close a school or the schools of the district for more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure.

Policy Guide 2425 also addresses payment of compensation, benefits, and emoluments to district employees, contracted service providers, educational services commission, county special services school district, and a jointure commission, and under any shared services agreement and cooperative contract entered into with any other public entity during a school or school district closing as outlined in N.J.S.A. 18A:7F-9e.(1) through (4).

Policy Guide 2425 is mandated for a school district that wants the option of implementing a virtual or remote program of instruction and having such a program count toward the 180-day requirement in accordance with the new provisions of N.J.S.A. 18A:7F-9.

This is the same Policy Guide that has been available for download on our website since September 29, 2021.

Policy Guide 2425 is MANDATED

P 5751 – Sexual Harassment of Students (M) (Revised) R 5751 – Sexual Harassment of Students (M) (Revised)
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The United States Department of Education (USDOE) recently published a Final Rule amending the Federal Title IX regulations regarding sexual harassment of students by school employees, other students, or third parties. These new Federal regulations revise the definition of sexual harassment and include a detailed procedure on how public school districts must respond to allegations of sexual harassment. The Final Rule defines sexual harassment; requires the school district to designate a Title IX Coordinator; outlines notice requirements; and establishes reporting, investigation, hearing, and appeal process requirements. It is apparent there was little consideration given to the operations of a public elementary and secondary school district when these Federal regulations were developed as there is no reference to minor students; parents of minor students; Superintendent of Schools; a Board of Education; State laws; or other matters typically relevant in an elementary or secondary public school. These new regulations will be procedurally difficult; legally complex; labor intensive; and time-consuming to implement.

In addition, these new Federal regulations do not align with provisions of the New Jersey Anti-Bullying Bill of Rights Act (ABR) and do not relieve a school district from investigating allegations of sexual harassment under the Federal law even if there is a similar State law such as the ABR or New Jersey's Law Against Discrimination.

The USDOE – Office of Civil Rights recently released a fifty-six page document – Questions and Answers (Q & A) on the Title IX Regulations on Sexual Harassment (July 2021) to describe the Federal Office of Civil Rights (OCR) interpretation of a school district's responsibility under Title IX related to sexual harassment. This Q & A provides some model policy language that could be used in a public elementary or secondary school district policy and procedure and addresses important questions that are helpful in developing updated Policy and Regulation Guides 5751. In summary, these Federal regulations require:

1. Designation of a "Title IX Coordinator" to coordinate the school district's efforts to comply with its responsibilities under the Federal regulations;
2. An "investigator," who may be the Title IX Coordinator, to investigate alleged sexual harassment of a student;
3. A "decision-maker," who may not be the Title IX Coordinator or investigator, to objectively evaluate the evidence and reach a conclusion about whether the respondent is responsible for the alleged sexual harassment; and
4. An "appeal officer," who may not be the same person as the Title IX Coordinator, investigator, or decision-maker, to hear any appeals from the parties.

The new Federal regulations also include a complex grievance process that will require, at a minimum, consultation with the Board Attorney to ensure the process is being completed in accordance with the Federal regulations. In addition, the new Federal regulations do not address how the requirements of these regulations shall be implemented when a State has a similar statute, such as the ABR. Therefore, the revised Policy and Regulation Guides 5751 require all sexual harassment reports also be investigated in accordance with the requirements of the ABR and Policy Guide 5512.

Policy and Regulation Guides 5751 have been re-written and school districts should replace their existing Policy and Regulation Guides 5751 with these updated versions. Policy and Regulation Guides 5751 are mandated and both should be adopted by the Board.

Policy Guide 5751 is MANDATED

Regulation Guide 5751 is MANDATED

NEW POLICIES AND REVISED POLICIES AND REGULATIONS - ALERTS 224 AND 225

ALERT 224

P 2422	Comprehensive Health and Physical Education (M) (Revised)
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New Jersey Department of Education – Office of Fiscal Accountability and Compliance Audit – New and Revised Policy Guides

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P 6115.02	Federal Awards/Funds Internal Controls – Mandatory Disclosures (M) (New)
P 6115.03	Federal Awards/Funds Internal Controls – Conflict of Interest (M) (New)
P 6311	Contracts for Goods or Services Funded by Federal Grants (M) (Revised)

ALERT 225

P 1648.13	School Employee Vaccination Requirements (M) (New)
P 1648.14	Safety Plan for Healthcare Settings in School Buildings – COVID-19 (M) (New)
P 2425	Emergency Virtual or Remote Instruction Program (M) (New)
P & R 5751	Sexual Harassment of Students (M) (Revised)

NJ DEPARTMENT OF EDUCATION
SCHOOL FACILITIES

Form M-1

**Annual Maintenance
Budget Amount Worksheet
Per N.J.A.C. 6A:26A**

County
District Name
District Number
Filing Date

Monmouth
Long Branch
2770
29-Oct-21

Current Area Cost Allowance per SF

\$	143.00
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District contact name

Ann C Degnan

District contact phone

(732) 571-2868 ext. 40710

District contact e-mail

adegnan@longbranch.k12.nj.us

[illegible]

Prepared by:

District School Business Administrator

Max. Maintenance Reserve Amount (4% of column D)

Current District Maintenance Reserve Amount

Date -10/29/2021

Print

Peter E. Genovese III

Sign

Long Branch Public Schools

25/2770

Comprehensive Maintenance Plan Report

Actual FY 21 -- Current FY 22 -- Planned FY 23

School Name	20-21 Actual	21-22 Budgeted	22-23 Planned
Long Branch High School 050	<p>Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler, fire pump, etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. Roof inspections and localized reprs.</p>	<p>Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler, fire pump, etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. Roof inspections and localized reprs</p>	<p>Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler, fire pump, etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. Roof inspections and localized reprs</p>
Long Branch Middle School 060	<p>Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler, fire pump, etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of HVAC for the Gymnasium. Roof inspections and localized reprs.</p>	<p>Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler, fire pump, etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. Roof inspections and localized reprs</p>	<p>Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler, fire pump, etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. Roof inspections and localized reprs. Insp for Lead in Water</p>
Morris Avenue 080	<p>Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. All sys yrly inspect. Review of all roof and skylight issues. Replaced two way valves for heating system.</p>	<p>Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. All sys yrly inspect. Review of all roof and skylight issues.</p>	<p>Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. All sys yrly inspect. Review of all roof and skylight issues. Insp for Lead in Water</p>

Long Branch Public Schools

25/2770

Comprehensive Maintenance Plan Report

Actual FY 21 -- Current FY 22 -- Planned FY 23

School Name	20-21 Actual	21-22 Budgeted	22-23 Planned
Joseph M Ferraina ECLC 085	\$116,166 Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler, fire pump, etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. Roof inspections and localized reprs. Repair water boiler, replace one HVAC unit in classrm. Boiler Replacements	\$60,000 Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler, fire pump, etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. Roof inspections and localized reprs. Insp for Lead in Water	\$60,000 Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler, fire pump, etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. Roof inspections and localized reprs. Insp for Lead in Water
Audrey W. Clark 090	\$20,847 Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. All sys yrly inspect. Repair to backup boiler.	\$21,000 Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. All sys yrly inspect	\$21,000 Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. All sys yrly inspect. Insp for Lead in Water
Gregory Elementary 110	\$55,010 Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler, fire pump, etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. Roof inspections and localized reprs. Replace Fire pump Controls	\$40,000 Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler, fire pump, etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. Roof inspections and localized reprs. Insp for Lead in Water	\$40,000 Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler, fire pump, etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. Roof inspections and localized reprs. Insp for Lead in Water

Long Branch Public Schools

25/2770

Comprehensive Maintenance Plan Report

Actual FY 21 -- Current FY 22 -- Planned FY 23

School Name	20-21 Actual	21-22 Budgeted	22-23 Planned
Lenna W. Conrow 120	\$15,066	\$20,000	\$20,000
	Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. All sys yrly inspect.	Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. All sys yrly inspect.	Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. All sys yrly inspect. Review of stucco of outside building including all necessary localized repairs. Insp for Lead in Water
540 Broadway 000	\$59,462	\$32,000	\$32,000
	Localized pointing reprs and window glazing. Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler, fire pump, etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. Roof inspections and localized reprs	Localized pointing reprs and window glazing. Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler, fire pump, etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. Roof inspections and localized reprs	Localized pointing reprs and window glazing. Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler, fire pump, etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. Roof inspections and localized reprs. Insp for Lead in Water

Long Branch Public Schools

25/2770

Comprehensive Maintenance Plan Report

Actual FY 21 -- Current FY 22 -- Planned FY 23

School Name	20-21 Actual	21-22 Budgeted	22-23 Planned
Maintenance Shop			
000	\$7,340	\$8,000	\$8,000
	All yrly system inspections, built offices for staff.	All yrly system inspections.	All yrly system inspections.
422 Westwood			
000	\$4,446	\$6,000	\$6,000
	All yrly system inspections.	All yrly system inspections, replace boiler	All yrly system inspections.
Amerigo A. Anastasia			
065	\$56,907	\$41,077	\$41,077
	Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler, fire pump, etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. Roof inspections and localized reprs. Did some localized repairs of sidewalk and curbing. Replace Fire pump controls	Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler, fire pump, etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. Roof inspections and localized reprs. INpsetino fo 5 yr standpipes and fire hose.	Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler, fire pump, etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. Roof inspections and localized reprs. Insp for Lead in Water
127 Myrtle Avenue			
000	\$4,323	\$8,000	\$8,000
	Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. All sys yrly inspect	Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. All sys yrly inspect	Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. All sys yrly inspect Insp for Lead in Water
Long Branch High School (1927)			
000	\$45,013	\$45,000	\$45,000
	Bond Referendum for full construction of the school Inspect , repair, service valves, seals etc in water systems. All main systems in warranty for a year.	Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. All sys yrly inspect	Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. All sys yrly inspect Insp for Lead in Water.

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Long Branch Public Schools

25/2770

Comprehensive Maintenance Plan Report

Actual FY 21 -- Current FY 22 -- Planned FY 23

School Name	20-21 Actual	21-22 Budgeted	22-23 Planned
GLC Elementary			
	\$22,290	\$35,000	\$35,000
Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. All sys yrly inspect	Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. All sys yrly inspect replacement of 17 thermostats in school.	Inspect , repair, service valves, seals in water systems. Inspect all fire, sprinkler etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. All sys yrly inspect	Inspect , repair, service valves, seals etc in water systems. Inspect all fire, sprinkler etc for current year. Yrly service and testing for generator. Yrly service for HVAC system incl. control. Localized repairs of plumbing. All sys yrly inspect Insp for Lead in Water.
Holy Trinity (Rented Space for Morris Ave Preschool)	\$7,349	\$3,900	\$3,900
000			
Inspection of fire alarm and repair for all code issues.	Inspection of fire alarm and repair for all code issues.	Inspection of fire alarm and repair for all code issues.	Inspection of fire alarm and repair for all code issues.
Total All Schools	\$623,887	\$580,977	\$580,977

CORRECTIVE ACTION PLAN		PERSON RESPONSIBLE FOR THE IMPLEMENTATION OF THE CORRECTIVE ACTION		EFFECTIVE DATE OF IMPLEMENTATION	
DISTRICT/SCHOOL/AGENCY NAME: LONGBRANCH BOARD OF EDUCATION					
REPORT NAME: SCHOOL NUTRITION PROGRAM PROCUREMENT REVIEW					
CONTACT PERSON: Rina Munson		POSITION/TITLE: Fiscal Analyst			
PHONE NUMBER: 732-571-2868 extension 40166					
RECOMMENDATION NUMBER	RECOMMENDATION	APPROVED CORRECTIVE ACTION	PERSON RESPONSIBLE FOR THE IMPLEMENTATION OF THE CORRECTIVE ACTION	EFFECTIVE DATE OF IMPLEMENTATION	
	<ul style="list-style-type: none"> The FSMC should provide a certification on their monthly invoices that all costs included on the Operating Statement are allowable costs. 	The District will work with the FSMC to provide proper certification	BA - Food service Director	2/1/22	
	<ul style="list-style-type: none"> The FSMC should provide certification for any applicable discounts, rebates, and credits to the SFA on its monthly operating statement. 	The District will work with the FSMC to provide proper certification	BA - Food service Director	2/1/22	
<p>CERTIFICATION: I/we certify that the corrective actions noted above have been approved and the person(s) responsible for the implementation of the corrective actions have been properly notified of their responsibilities for the implementation of the corrective actions</p> <p><i>[Signature]</i> Date: 11/11/21</p> <p>Agency Representative</p> <p><i>[Signature]</i> Date: _____</p> <p>Agency Representative</p>					

RESOLUTION**BOARD OF EDUCATION OF THE CITY OF LONG BRANCH****IN THE COUNTY OF MONMOUTH**

BE IT RESOLVED, that the Board of Education of the City of Long Branch, in the County of Monmouth ("Board of Education"), based on the recommendation of the Superintendent of Schools, hereby creates the positions of (1) Technical Support Security Specialist (UPC# 1613-12-TCHNL-SECSP, ACCT# 11-000-252-100-000-12-00) and (1) Assistant Transportation Manager (UPC # 1612-12-TRNSP-ASTMGR, ACCT# 11-000-270-160-000-12-00).

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

Ayes: 8
Nays: 0
Absent: 1 (Mr. Covin)
Date: November 17, 2021

LONG BRANCH PUBLIC SCHOOLS
Long Branch, New Jersey

POSITION DESCRIPTION

TITLE: Assistant Transportation Manager

QUALIFICATIONS:

1. Valid New Jersey Commercial Driver License* with "S" endorsement.
2. Required criminal background check.
3. Proof of U.S. Citizenship or legal resident alien status.
4. Excellent driving record.
5. Minimum of three (3) years school transportation experience.
6. Knowledge of state laws and regulations governing school bus construction and maintenance, and student transportation
7. Demonstrated skills in personnel management, route scheduling, fleet maintenance and cost containment.
8. Capable of analyzing problems and recommending solutions.
9. Such alternatives to the above qualifications as the Superintendent may find appropriate and acceptable.

** Under federal regulations effective October 1, 2006 school bus drivers will be required to have an "S" endorsement on their Commercial Driver License.*

REPORTS TO: Transportation Manager

ESSENTIAL FUNCTION:

The Assistant Transportation Manager shall be responsible for assisting in the daily operation of the School Transportation Program, supervision of the bus drivers, substitute drivers, and bus aides, help to prepare all associated information and mandatory reports for approval. Schedule all maintenance and inspections for the fleet.

TERMS OF EMPLOYMENT: 12-month position

EVALUATION: Evaluated annually in writing by Transportation Manager

SUPERVISES: In the absence of the Transportation Manager this member will supervise Bus Drivers, bus aides, substitute drivers and aides for transportation.

PERFORMANCE RESPONSIBILITIES:

1. Knowledgeable of all laws, regulations and Board Policy related to school transportation.
2. Assists in the preparation of all bus routes, bus stops, pick-up times and compliance with bus capacity limitations for public and non-public schools in-district.
3. Assists in the Recruiting, training and performance of all transportation personnel.
4. Assists in developing a transportation program to meet the needs of the daily instructional program, field trips and extra-curricular activities.
5. Assists in arranging for the transportation of students with disabilities as determined by the child study team.
6. Maintains all district-owned vehicles, as required by the Division of Motor Vehicles' regulations.
7. Periodically inspects all Board operated buses for cleanliness and proper maintenance.
8. Ensures the timely state inspection of all Board operated buses.
9. Maintains an individual and permanent file on each Board owned vehicle as required under law and makes them available for inspection upon request.
10. Assists with reporting bus drivers' time and overtime to the payroll department.
11. Perform other duties as assigned by the immediate supervisor, the School Business Administrator, or the Superintendent of Schools or his designee

Board approved: November 17, 2021

LONG BRANCH PUBLIC SCHOOLS
Long Branch, New Jersey

POSITION DESCRIPTION

TITLE: Technical Support Security Specialist

QUALIFICATIONS:

1. Ability to maintain and repair all district security hardware/software.
2. Two years experience in security related installation and/or maintenance of both hardware and software.
3. Ability to respond to outages quickly and effectively.
4. Ability to work with vendors to obtain district needs.
5. Ability to establish and maintain effective working relationships with district staff.
6. Ability to train and communicate with technical and non- technical personnel on use of software.
7. Ability to keep basic records.
8. Ability to run/troubleshoot low voltage security wiring.
9. Such alternatives to the above qualifications as the Superintendent may find appropriate and acceptable.

REPORTS TO: Head of Technical Services

ESSENTIAL FUNCTION:

The security specialist, under the guidance of the district's Head of Technical Services, maintains, repairs and troubleshoots all security related hardware and software. The security specialist must be able to move about the buildings, up/down stairs/ladders, drive district vehicles and carry necessary equipment.

TERMS OF EMPLOYMENT: 12-month position

EVALUATION: Evaluated annually in writing by Head of Technical Services

PERFORMANCE RESPONSIBILITIES:

1. Installs, maintains and repairs all district security hardware/software including, but not limited to, cameras, access control panels, encoders, servers, and viewing/playback software.
2. Ensures that repairs to all equipment are handled in a timely manner.
3. Assists staff in the use of security software.
4. Assigns building access as instructed by district administration.
5. Develops and maintains checklists for equipment troubleshooting and operations to assure cameras are functional, viewable and have playback capabilities.
6. Assures cleanliness and functionality/life span of security equipment.
7. Participates in district mandated training and retraining programs.
8. Performs other duties as assigned by the immediate supervisor, the Superintendent of Schools or his designee.

Board approved: November 17, 2021

INTENTION TO RETURN FROM FAMILY/MEDICAL LEAVE OF ABSENCE

JENNA CAMACHO, High School Student Services Supervisor effective November 1, 2021.
TIRIQ CALLAWAY, High School teacher effective November 15, 2021.
MAUREEN FRAGALE, Morris Avenue School instructional assistant effective November 1, 2021.
CARI GREENWOOD, Gregory School teacher effective November 15, 2021.
ANTHONY MIGLIACCIO, Morris Avenue School teacher effective November 8, 2021.
JENNIFER MARLIN, Middle School teacher effective November 15, 2021.
KATIE MARX, George L. Catrambone school teacher effective November 15, 2021.
DANA NOON, Middle School teacher effective January 10, 2022.
NANCY O'TOOLE, Middle School teacher effective November 1, 2021.
COLLEEN PARTENOPE, Middle School teacher effective November 15, 2021.
TIFFANY RAWLS-DILL, Central Registration secretary, effective November 1, 2021.
STEPHANIE SMALL, A.A. Anastasia School teacher effective November 15, 2021.
LUCKY WIGGINS, Morris Avenue School instructional assistant effective November 1, 2021.

FAMILY/MEDICAL LEAVE OF ABSENCE USING SICK DAYS

STEFANIE BURKE, Long Branch High School teacher from April 12, 2022 to June 16, 2022.
MEGHAN CAMPBELL, Middle School teacher from December 20, 2021 to February 23, 2022.
DEAN CHAVEZ, District Maintenance person from September 29, 2021 to January 10, 2022.
MAUREEN FRAGALE, Morris Avenue School instructional assistant from October 14, 2021 to October 29, 2021.
MEGAN FUENTES, Lenna W. Conrow School teacher from March 21, 2021 to March 23, 2021.
ELLEN MARX, A.A. Anastasia School teacher from October 21, 2021 to December 2, 2021.
MICHELE MAURIELLO-FIORE, Lenna W. Conrow School teacher from October 5, 2021 to December 22, 2021.
ANTHONY MIGLIACCIO, Morris Avenue School teacher from October 25, 2021 to November 5, 2021.
LUCKY WIGGINS, Morris Avenue School instructional assistant from October 1, 2021 to October 29, 2021.

FAMILY/MEDICAL LEAVE OF ABSENCE USING URGENT BUSINESS DAYS

STEFANIE BURKE, Long Branch High School teacher for April 11, 2022.
MEGHAN CAMPBELL, Middle School teacher from February 24, 2022 to February 28, 2022.
MEGAN FUENTES, Lenna W. Conrow School teacher from March 24, 2021 to March 25, 2021.

FAMILY/MEDICAL LEAVE OF ABSENCE USING MINUS SUB PAY DAYS

SEAN KELLY, Joseph M. Ferraina Early Childhood Learning Center teacher from November 3, 2021 to November 11, 2021.

FAMILY/MEDICAL LEAVE OF ABSENCE USING UNPAID DAYS

MEGHAN CAMPBELL, Middle School teacher from March 1, 2022 to June 16, 2021.
MEGAN FUENTES, Lenna W. Conrow School teacher from March 26, 2021 to June 16, 2021.
SEAN KELLY, Joseph M. Ferraina Early Childhood Learning Center teacher from November 12, 2021 to December 22, 2021.

MILITARY LEAVE OF ABSENCE USING PAID DAYS

JACOB JONES, Audrey W. Clark School instructional assistant from January 10, 2022 to February 23, 2022.

MILITARY LEAVE OF ABSENCE USING UNPAID DAYS

RANGEL SOLANO CAMACHO, Middle School instructional assistant from October 23, 2021 to June 17, 2022.

JACOB JONES, Audrey W. Clark School instructional assistant from February 24, 2022 to May 19, 2022.

REQUEST TO EXTEND FAMILY/MEDICAL LEAVE OF ABSENCE USING SICK DAY(S)

LENOR LANGAN, Morris Avenue School secretary from November 12, 2021 to December 31, 2021.

REQUEST TO EXTEND FAMILY/MEDICAL LEAVE OF ABSENCE USING UNPAID DAYS

DANA NOON, Middle School teacher from October 30, 2021 to January 9, 2022.

NEW POLICIES AND REVISED POLICIES AND REGULATIONS - ALERTS 224 AND 225**ALERT 224**

P 2422	Comprehensive Health and Physical Education (M) (Revised)
P 2467	Surrogate Parents and Resource Family Parents (M) (Revised)
P 5111	Eligibility of Resident/Nonresident Students (M) (Revised)
P 5114	Children Displaced by Domestic Violence (Abolished)
P 5116	Education of Homeless Children (Revised)
P & R 7432	Eye Protection (M) (Revised)
P 8420	Emergency and Crisis Situations (M) (Revised)
R 8420.1	Fire and Fire Drills (M) (Revised)
P 8540	School Nutrition Programs (M) (Revised)
P 8550	Meal Charges/Outstanding Food Service Bill (M) (Revised)
P 8600	Student Transportation (M) (Revised)
P 8810	Religious Holidays (Abolished)

New Jersey Department of Education – Office of Fiscal Accountability and Compliance Audit – New and Revised Policy Guides

P 6115.01	Federal Awards/Funds Internal Controls – Allowability of Costs (M) (New)
P 6115.02	Federal Awards/Funds Internal Controls – Mandatory Disclosures (M) (New)
P 6115.03	Federal Awards/Funds Internal Controls – Conflict of Interest (M) (New)
P 6311	Contracts for Goods or Services Funded by Federal Grants (M) (Revised)

ALERT 225

P 1648.13	School Employee Vaccination Requirements (M) (New)
P 1648.14	Safety Plan for Healthcare Settings in School Buildings – COVID-19 (M) (New)
P 2425	Emergency Virtual or Remote Instruction Program (M) (New)
P & R 5751	Sexual Harassment of Students (M) (Revised)

CONFERENCES**Meghan Amendola****\$195.00**

School Psychologist, to participate in the New Jersey Association of School Psychologists Winter Conference (NJASP), sponsored by New Jersey Association of School Psychologists, to be held **December 10, 2021** - Virtual Conference (ACCT: 11-000-219-500-312-11-44).

Robert Clark**\$275.00**

HS Band Teacher, to participate in Culturally Responsive Arts Education, sponsored by New Jersey Principals and Supervisors Association (NJPSA), Foundation for Educational Administration (FEA) and Arts ED New Jersey to be held on **November 18, 2021, January 13, 2022, March 17, 2022, May 19, 2022**. Virtual Conference (Acct: 15-000-223-500-169-01-44)

Joy Daniels**\$300.00**

Director of Early Childhood, to participate in Early Childhood Leadership Seminar, sponsored by William Paterson University, Heller Institute, to be held on **January 19, 2022, February 16, 2022, March 23, 2022, April 20, 2022, May 18, 2022, June 15, 2022** Virtual Sessions. (Acct: 11-000-230-585-390-12-44).

Christopher Dringus**\$490.00**

Technology Director, to attend New Jersey Association of School Administrators (NJASA) Techspo 22, sponsored by New Jersey Association School Administrators, to be held on **January 26, 27, 28, 2022** at Harrah's Resort, Atlantic City, NJ (Acct: 11-000-230-500-390-12-44).

Nicole Esposito**\$850.00**

Director of Curriculum, Planning & Teacher Development, to attend the NJASA Residency Program (Leaders to Leaders) as per her employment contract.

Edward Hanks**\$319.00**

HS Librarian, to attend the New Jersey Association of School Librarians Fall Conference, sponsored by New Jersey Association of School Librarians, to be held on **December 6, 2021** at Hard Rock Hotel, Atlantic City, NJ (Acct: 15-000-223-500-167-01-44).

Jeremy Martin**\$275.00**

Supervisor of Visual & Performing Arts (K-12), to participate in Culturally Responsive Arts Education, sponsored by New Jersey Principals and Supervisors Association (NJPSA), Foundation for Educational Administration (FEA) and Arts ED New Jersey to be held on **November 18, 2021, January 13, 2022, March 17, 2022, May 19, 2022**. Virtual Conference (Acct: 11-000-230-500-390-12-44).

Frank Riley**\$2600.00**

Assistant Superintendent for Leadership Innovation PreK-12, to attend National Conference on Education, sponsored by American Association of School Administration (AASA), to be held on **February 16, 17, 18, 19, 2022** at Music City Center, Nashville, TN (Acct: 11-000-230-500-390-12-44).

CONFERENCES (continued)

Frank Riley

\$960.00

Assistant Superintendent for Leadership Innovation PreK-12, to attend New Jersey Association of School Administrators (NJASA) Techspo 22, sponsored by New Jersey Association School Administrators, to be held on **January 26, 27, 28, 2022** at Harrah's Resort, Atlantic City, NJ (Acct: 11-000-230-500-390-12-44).

Francisco E. Rodriguez

\$965.00

Superintendent of Schools, to attend New Jersey Association of School Administrators (NJASA) Techspo 22, sponsored by New Jersey Association School Administrators, to be held on **January 26, 27, 28, 2022** at Harrah's Resort, Atlantic City, NJ (Acct: 11-000-230-500-390-12-44).

Francisco E. Rodriguez

\$2,300.00

Superintendent of Schools, to attend National Conference on Education, sponsored by American Association of School Administration (AASA), to be held on **February 16, 17, 18, 19, 2022** at Music City Center, Nashville, TN (Acct: 11-000-230-500-390-12-44).

Amy Skalecki

\$275.00

MS Drama Teacher, to participate in Culturally Responsive Arts Education, sponsored by New Jersey Principals and Supervisors Association (NJPSA), Foundation for Educational Administration (FEA) and Arts ED New Jersey to be held on **November 18, 2021, January 13, 2022, March 17, 2022, May 19, 2022**. Virtual Conference (Acct: 15-000-223-500-100-02-44).

Katie Wachter

\$250.00

HS Librarian, to attend the New Jersey Association of School Librarians Fall Conference, sponsored by New Jersey Association of School Librarians, to be held on **December 6, 2021** at Hard Rock Hotel, Atlantic City, NJ (Acct: 15-000-223-500-167-01-44).

Monthly HIB Report

Reporting Period - October 14, 2021 -November 16, 2021

Summary:

Total: Six (6) HIB investigations, four (4) confirmed

AAA School

One (1) investigation, one (1) incident confirmed as HIB

Gregory School

Four (4) investigations, two (2) incidents confirmed as HIB

High School

One (1) investigation, one (1) incident confirmed as HIB

FIELD TRIP APPROVALS

In District - Approximately 16 students from George L. Catrambone School to Elberon Public Library on November 19, 2021 at no cost to the district. Students will be learning and expanding their reading opportunities. The students will be chaperoned by Elizabeth Gannon and one additional chaperone(s).

In District - Approximately 135 students from George L. Catrambone School to Elberon Public Library on November 24, 2021 at no cost to the district. Students will be learning and expanding their reading opportunities. The students will be chaperoned by Elizabeth Gannon and one additional chaperone(s).

In District - Approximately 95 students from Amerigo A. Anastasia School to Long Branch Middle School at no cost to the district. Students will be practicing for the Winter Concert, grades 3-5. Performance is an integral part of the Talented Theme Curriculum. The students will be chaperoned by John Luckenbill, Lisa Zwerin and Melissa Heggie.

PLACEMENT OF STUDENT ON HOME INSTRUCTION (RESIDENTIAL) - 2021-2022

ID#: 110800051

Learn Well

PHP: 30 days at a rate of \$570.00 per week = \$2280.00 a month.

ID#: 20264298

Learn Well

PHP: 30 days at a rate of \$570.00 per week = \$2280.00 a month.

ID#: 20253773

Learn Well

PHP: 30 days at a rate of \$570.00 per week = \$2280.00 a month.

ID#: 20270252

Learn Well

PHP: 30 days at a rate of \$570.00 per week = \$2280.00 a month.

ID#: 20237494

Learn Well

PHP: 30 days at a rate of \$570.00 per week = \$2280.00 a month.

TERMINATION OF STUDENT ON HOME INSTRUCTION (RESIDENTIAL) - 2021-2022

ID#: 111200120

ID#: 20264298

ID#: 101200046

ID#: 20270252

ID#: 110800051

PLACEMENT OF STUDENTS ON HOME INSTRUCTION - 2021-2022

ID#: 20237494

ID#: 101500032

ID#: 20281042