

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

**MINUTES**

**NOVEMBER 28, 2017**

The Agenda Meeting of the Long Branch Board of Education was held at 540 Broadway, Long Branch, New Jersey.

The meeting was called to order by Dr. Critelli, Board President, at 7:00 P.M.

**A. ROLL CALL**

Dr. Critelli - President  
Mr. Covin - Vice President  
Mrs. George

Mr. Grant – 7:05 P.M.  
Mr. Dangler  
Mr. Zambrano

Mr. Parnell  
Mrs. Widdis  
Rev. Bennett – 7:01 P.M.

**Administrator's Present**

Dr. Salvatore  
Dr. Dudick

Dr. Freeman

Mr. Genovese

**Also Present**

Richard D. McOmber, Esq., Board attorney

David Kaplan and Darin Valentine, Wiss and Company, Board auditors

**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 Atlanticville and the Asbury Park Press. 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**

Dr. Critelli, Board President, saluted the flag and led the Pledge of Allegiance.

**C-1. STATEMENT TO THE PUBLIC**

Dr. Critelli 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

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

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.

Time may be allocated for public comment at this meeting. Each speaker may be allotted a limited time 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**

Dave Kaplan and Darrin Valentine, of Wiss and Company, reported to the Board the results of the June 30, 2017 audit. They were happy to report that all opinions were unqualified which is the highest level of assurance a Board can receive. Additionally there were no recommendations or findings this year. With respect to fund balance, they reported that the Board spent less than they had anticipated, as a result generating a modest amount of excess surplus to be appropriated in the FY2019 budget. With respect to the internal services fund which governs the Health Center, the auditors reported that there was an approximate \$670,000 reduction in the prior year loss, and felt that the Board is on the right track if claims continue to perform the way they have been in the past year. Regarding Food Service, retained earnings remain healthy however the Board is tapping into some of the guaranteed profits from Sodexo Management Company. The auditors congratulated Mr. Genovese, Mrs. Valenti and Ms. Munson for a great job as did the Board of Education members.

D. **APPROVAL OF MINUTES**

I entertain a motion that the Board approve the following minutes:

- Agenda Meeting minutes of October 17, 2017
- Executive Session minutes of October 17, 2017
- Regular Meeting minutes of October 18, 2017

E. **SECRETARY'S REPORT**

1. **BUDGET TRANSFER REPORTS – FY18 OCTOBER TRANSFERS**

I recommend 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 – FY18 OCTOBER TRANSFERS (continued)**

**NOW, THEREFORE BE IT RESOLVED** that the attached line item transfer FY18 October Transfers as listed be approved for the month ending October 31, 2017.

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

Ayes:  
Nays:  
Absent:  
Date: November 29, 2017

2. **BOARD SECRETARY'S REPORTS - OCTOBER 31, 2017**

I recommend the Board approve the Board Secretary's Report for the month ending October 31, 2017 (which will be labeled **APPENDIX E-2** and made part of the permanent minutes upon Board approval).

3. **REPORT OF THE TREASURER - OCTOBER 31, 2017**

I recommend the Board approve the Report of the Treasurer for the month ending October 31, 2017 (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 October 31, 2017 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).

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

- E. **SECRETARY'S REPORT (continued)**
5. **MONTHLY CERTIFICATION OF BOARD OF EDUCATION**  
I recommend 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 October 31, 2017 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:  
Nays:  
Absent:  
Date: November 29, 2017

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

Ayes (7), Nays (0), Abstain (2) Dr. Critelli and Mr. Zambrano, Absent (0)

6. **BILLS AND CLAIMS – OCTOBER 4 - 31, 2017 AND NOVEMBER 1 - 29, 2017 FOR CHRIST THE KING, MICHELE CRITELLI, Ed.D. AND ARMAND ZAMBRANO**

That the Board approve the October 4 - 31, 2017 and November 1 - 29, 2017 for Christ the King, Michele Critelli, Ed.D. and Armand Zambrano (which will be labeled **APPENDIX E-4** and made part of the permanent minutes upon Board approval).

Motion was made by Mr. Dangler, seconded by Dr. Critelli and carried by roll call vote that the Board approve the following item (E7).

Ayes (6), Nays (0), Abstain (3) Mr. Grant, Mr. Parnell and Mr. Covin, Absent (0)

7. **BILLS AND CLAIMS – OCTOBER 4 - 31, 2017 AND NOVEMBER 1 - 29, 2017 FOR AVERY GRANT, JIM PARNELL AND DONALD COVIN**

That the Board approve the October 4 - 31, 2017 and November 1 - 29, 2017 for Avery Grant, Jim Parnell and Donald Covin (which will be labeled **APPENDIX E-4** and made part of the permanent minutes upon Board approval).

Motion was made by Mr. Parnell, seconded by Mr. Dangler and carried by roll call vote that the Board approve the following item (E8).

Ayes (9), Nays (0), Absent (0)

8. **BILLS AND CLAIMS – OCTOBER 1 - 31, 2017 AND NOVEMBER 1 - 29, 2017 EXCLUDING CHRIST THE KING, MICHELE CRITELLI, Ed.D., ARMAND ZAMBRANO, AVERY GRANT, JIM PARNELL AND DONALD COVIN**

That the Board approve the October 4 - 31, 2017 and November 1 - 29, 2017 excluding Christ the King, Michele Critelli, Ed.D., Armand Zambrano, Avery Grant, Jim Parnell and Donald Covin (which will be labeled **APPENDIX E-4** and made part of the permanent minutes upon Board approval).

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

9. **RECONCILIATION MONTHLY OPERATING REPORT – SODEXO – OCTOBER 31, 2017**

I entertain a motion that the Board approve the monthly operating report for the Sodexo Corporation, Food Service Management Company for the Long Branch School District for October 31, 2017 (which will be labeled **APPENDIX E-5** and made part of the permanent minutes upon Board approval).

10. **ATHLETIC FUND & ELEMENTARY SCHOOLS, MIDDLE SCHOOL & HIGH SCHOOL STUDENT FUNDS AS OF OCTOBER 31, 2017**

I entertain a motion 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, 2017 (which will be labeled **APPENDIX E-6** and made part of the permanent minutes upon Board approval).

F. **SUPERINTENDENT'S REPORT**

1. **RECOGNITION OF ACHIEVEMENT**

The Board wishes to recognize Jeremy Julio, district physical education teacher, for his valiant effort in saving the life of a beachgoer who went into cardiac arrest while swimming in the ocean at Monmouth Beach Bathing Pavilion.

**Veterans Day Essay Contest**

The following students were winners of the Veteran's Day Essay Contest for 2017 sponsored by the City of Long Branch. Each winner will receive a \$100 bond.

|                          |   |                        |   |          |
|--------------------------|---|------------------------|---|----------|
| High School - Leadership | - | <b>ALANNA LYNCH</b>    | - | Grade 10 |
| Middle School - SCT      | - | <b>ALEXIS SHANKER</b>  | - | Grade 7  |
| Gregory School           | - | <b>HAYDEN KRETZMER</b> | - | Grade 3  |

2. **PRESENTATION OF AWARDS**

A) **DISTRICT VOLUNTEERS**

|                   |                   |
|-------------------|-------------------|
| Jessica Alomar    | Michelle Gonzales |
| Maria McClelland  | Jean Hill-Fields  |
| Denise Borenstein | Daniele Carmargos |

B) **EMPLOYEE RECOGNITION - 25 YEARS OF SERVICE**

The Board and I would like to recognize the following employees who have attained (25) twenty-five years of service in the Long Branch Public Schools and present each of them with a watch:

|                          |                          |
|--------------------------|--------------------------|
| <b>MARIA CHAVES</b>      | <b>JONATHAN FRIEDMAN</b> |
| <b>MATILDE ROMAN</b>     | <b>JANICE MARTIN</b>     |
| <b>ANNA NEWMAN</b>       | <b>CHERYL SMITH</b>      |
| <b>JUDITH ACER</b>       | <b>JILL CREVELING</b>    |
| <b>ROBERT MACPHERSON</b> |                          |

C) **TEACHER OF THE MONTH - OCTOBER**

**VANESSA GIAMMANCO**, High School Teacher, LBHS - Stem Academy, presented by Dr. Critelli

D) **SUPPORT STAFF OF THE MONTH - OCTOBER**

**DALWASIA JONES**, Instructional Assistant, Alt. Academy @ AWC, presented By Dr. Critelli

3. **STUDENT COUNCIL LIAISON'S REPORT** - Maria Monzon - Student Advisor

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

4. **SCHOOL PRESENTATION**

The Anastasia Talented Theme would like to salute Long Branch Public Schools new program "Future Ready Schools" focusing on a journey to the wonderful world of Anastasia School. Follow us on the way to "Awesome At Anastasia School " which will emphasize our gratitude and appreciation for our awesome place of kindness, courage, compassion, honesty, generosity, respect, and gratefulness. Our video will highlight some of the many great things that are happening with members of the Anastasia family. We will end our presentation with the song representing our theme, "On the Way to Awesomeness".

5. **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**

**Pupil Personnel Services**

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

|                       |                              |
|-----------------------|------------------------------|
| <b>AMANDA RUSSO</b>   | - Speech/Language Specialist |
| <b>MAUREEN DALTON</b> | - Speech/Language Specialist |

**HIGH SCHOOL**

**School of Science, Technology, Engineering and Mathematics**

Presented by: Evelyn Cruz, Principal/Academy Administrator

|                         |           |
|-------------------------|-----------|
| <b>NORA O'NEILL</b>     | - Teacher |
| <b>MARISYA ETOLL</b>    | - Teacher |
| <b>DANIELLE TARALLO</b> | - Teacher |

**MIDDLE SCHOOL**

**Science and Computer Technology Academy**

Presented by: Laura Widdis, Principal/Academy Administrator

|                          |           |
|--------------------------|-----------|
| <b>VADEWATTIE HANLON</b> | - Teacher |
| <b>ANGELA NAPOLI</b>     | - Teacher |

**AMERIGO A. ANASTASIA SCHOOL**

**Presented by:** Francisco Rodriguez, Principal/Academy Administrator

|                         |           |
|-------------------------|-----------|
| <b>BENJAMIN WOOLLEY</b> | - Teacher |
|-------------------------|-----------|

**AUDREY W. CLARK SCHOOL/ALTERNATIVE ACADEMY**

**Presented by:** Kristine Villano, Principal/Academy Administrator

|                        |           |
|------------------------|-----------|
| <b>KIRSTY CORCORAN</b> | - Teacher |
|------------------------|-----------|

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

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

**GEORGE L. CATRAMBONE SCHOOL**

Presented by: Christopher Volpe, Principal

**ROBERT LUEHMAN** - Teacher  
**CARLOS VILLACRES** - Teacher

**GREGORY SCHOOL**

Presented by: Linda Alston-Morgan, Vice Principal

**MICHELLE ESTEN** - Teacher  
**MEGAN FARRELL** - Teacher  
**MEREDITH FLEMING** - Teacher  
**MICHAEL McLAUGHLIN** - Teacher

**JOSEPH M. FERRAINA EARLY CHILDHOOD LEARNING CENTER**

Presented by: Loretta Johnson, Principal

**LAUREN PROSSER** - Teacher  
**LEAH ROBERTS** - Teacher

**LENNA W. CONROW SCHOOL**

Presented by: Bonita Potter-Brown, Principal

**KRISTIN BERNARD** - Teacher



## G. GENERAL ITEMS

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

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

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

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

### Comments from the Finance Committee Chair (APPENDIX G-3)

Mrs. George briefed the Board regarding discussions held by members of the Finance Committee. Those items are contained in the agenda under **APPENDIX G-3**.

Dr. Salvatore discussed with the Board the changes to the sick bank policy.

#### 1. MONMOUTH UNIVERSITY POOL RENTAL

I recommend the Board approve/ratify the agreement with Monmouth University for the use of its pool for the Long Branch High School swim team for the 2017-2018 season at a cost not to exceed \$8,330.00 plus a \$1,000.00 security deposit.

#### 2. ACCEPTANCE OF THE 2017 AUDIT

I recommend the Board accept the audit as presented by David Kaplan of Wiss and Company

#### 3. MEMORANDUM OF AGREEMENT BETWEEN EDUCATION AND LAW ENFORCEMENT FOR THE 2017 - 2018 SCHOOL YEAR

I recommend that the Board approve/ratify the renewal of the existing Memorandum of Agreement between Education and Law Enforcement for the 2017-2018 school year.

#### 4. APPROVAL OF MAJOR MEDICAL /PRESCRIPTION BENEFIT RATES

I recommend the Board approve the major medical and prescription rates as listed on **APPENDIX G-4** for January 1, 2018 through December 31, 2018.

#### 5. APPROVAL TO RENEW PRESCRIPTION BENEFITS WITH BENECARD

I recommend the Board approve the renewal of prescription benefits with Benecard for January 1, 2018 through December 31, 2018 as listed on **APPENDIX G-5**. This represents a 6% increase over last year.

#### 6. APPROVAL TO ACCEPT THE PERKINS SECONDARY CONSOLIDATED FORMULA GRANT FOR FY2018

I recommend the Board accept the Perkins Secondary Consolidated Formula Grant for FY2018 in the amount of \$41,823.

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

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

G. **GENERAL ITEMS (continued)**

7. **APPROVAL OF AGREEMENT WITH THE LATINO FAMILY LITERACY PROJECT**

I recommend the Board approve the agreement with The Latino Family Literacy Project to provide professional development for 6 teachers/staff members for cultural competency and working effectively with Latino parents at a cost not to exceed \$6,020.

8. **APPROVAL OF MEMORANDUM OF UNDERSTANDING WITH BIG BROTHERS BIG SISTERS OF MONMOUTH AND MIDDLESEX COUNTIES - HIGH SCHOOL BIGS MENTORING PROGRAM**

I recommend the Board approve/ratify the Memorandum of Understanding (MOU) between Big Brothers Big Sisters of Monmouth & Middlesex Counties (BBBSMMC), Biotechnology High School (BTHS) and Long Branch Middle School (LBMS) for the program period of September 2017 through June, 2018 at a cost not to exceed \$10,000. This is a "High School Bigs" mentoring program matching High School students with Middle School children who need mentors. The program will create a one-to-one match to enrich the lives of at risk students by assisting them in achieving their highest potential, build self-esteem and help them make positive life choices.

9. **APPROVAL OF MEMORANDUM OF UNDERSTANDING WITH BIG BROTHERS/BIG SISTERS - BEYOND SCHOOL WALLS PROGRAM**

I recommend the Board approve/ratify the Memorandum of Understanding (MOU) between Big Brothers Big Sisters of Monmouth and Middlesex Counties (BBBSMMC), Monmouth Medical Center (MMC), and Long Branch High School (LBHS) for a Site Based Mentoring Program for the 2017-2018 school year, of which the school district will provide \$7,000 to partially fund this program. The objective is to provide one-to-one mentoring to at-risk youth to gain the confidence, skills and tools needed to graduate high school, enroll in college and enter the workforce.

10. **APPROVAL TO FILE NCLB FY2017 CARRYOVER**

I recommend the Board approve the filing of the FY2017 No Child Left Behind (NCLB) Act Grant Carryover application in the amount of \$501,088. The breakdown of the FY 2016/2017 carry over amounts are as follows:

|                 |           |
|-----------------|-----------|
| Title I Part A  | \$125,080 |
| Title II Part A | \$175,442 |
| Title III       | \$176,074 |
| Title III Imm.  | \$ 24,492 |

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

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

11. **APPROVAL OF TRANSPORTATION JOINTURE WITH EATONTOWN BOARD OF EDUCATION**

I recommend the Board approve the transportation jointure with Eatontown Board of Education to transport a tuition-in student (ID# 20260797) to/from the Audrey W. Clark School, Alternative Program, at a cost of \$18.23 per diem for a possible 180 days not to exceed \$3,281.40.

G. **GENERAL ITEMS (continued)**

12. **APPROVAL OF TRANSPORTATION JOINTURE WITH MOESC**

I recommend the Board approve transportation routes with Monmouth Ocean Educational Services Commission for the 2017 - 2018 school year as follows:

|                                |                 |
|--------------------------------|-----------------|
| Special Ed/Vocational/Homeless | \$ 1,042,368.51 |
| Non Public                     | \$ 211,755.43   |
| ESC Management fees (5%)       | \$ 62,706.21    |
|                                | \$ 1,316,830.15 |

13. **APPROVAL OF TRANSPORTATION SERVICES WITH SOMERSET COUNTY EDUCATIONAL SERVICES COMMISSION - 2016-2017 EXTENDED SCHOOL YEAR**

I recommend the Board approve/ratify the transportation to/from Franklin Park, New Jersey for Audrey W. Clark School student (ID# 20274297) residing in a Resource Family Parent Home through The Division of Child Protection & Permanency for 33 days from July 15, 2017 to August 18, 2017, per diem cost of \$219.44 at an amount not to exceed \$7,241.52.

14. **APPROVAL OF TRANSPORTATION SERVICES WITH SOMERSET COUNTY EDUCATIONAL SERVICES COMMISSION - 2017 - 2018 SCHOOL YEAR**

I recommend the Board approve/ratify the transportation to/from Franklin Park, New Jersey for Audrey W. Clark School student (ID# 20274297) residing in a resource family parent home through the Division of Child Protection & Permanency for a possible 180 days from September 6, 2017 to June 15, 2018, per diem cost of \$213.20 at an amount not to exceed \$38,376.

15. **APPROVAL OF TRANSPORTATION SERVICES WITH ESSEX REGIONAL EDUCATIONAL SERVICES COMMISSION**

I recommend the Board approve/ratify transportation to/from West Orange, New Jersey for Middle School student (ID# 01004548) residing in a resource family parent home through the Division of Child Protection & Permanency for 17 days from October 2, 2017 through October 24, 2017, per diem cost of \$294.00 at an amount not to exceed \$4,998.00.

16. **APPROVAL OF MEDICAL INSURANCE STOP LOSS CARRIER**

I recommend the Board approve the renewal of the current stop loss carrier, HCC Life Insurance Company, at an amount not to exceed \$501,135, which represents an increase of 4.3% over last year. Included in the proposal is a reduction in the maximum liability expense of \$1 million over 2017.

17. **APPROVAL TO SUBMIT FY2019 PRE-SCHOOL BUDGET**

I recommend the Board approve the submission of the FY2019 Pre-School budget to the New Jersey Department of Education.

G. **GENERAL ITEMS (continued)**

18. **GIFTS TO SCHOOLS**

I recommend the Board accept the following gifts to schools indicated:

**Donated by:**

|                                  |   |
|----------------------------------|---|
| Atlantic Realty Development Corp | 20 iPad 2's 16GB-Refurbished<br>(Valued at \$2915.02)   |
| Amy Keith                        | 1 Schwinn Recumbent Bike (Value at \$100.00)  |
| Pauline Cieri                    | Used Student Model Clarinet<br>(Value at \$150.00)  |
| Wilson Center                    | 1 Nordic Track Ski Machine<br>(Valued at \$75.00)<br>1 SCIFIT Pro 1 Upper body Ergometer<br>(Value at \$2700)<br>2 Yoga Mats (Value at \$40.00) |
| Costco Wholesale                 | 420 Backpacks (Value at \$4200.00)  |
| Innovative Green Technologies    | 12 iPads (Value at \$1774.40)   |
| James Falco                      | 1 iPad (Value at \$148.00)  |

H. **PERSONNEL ACTION**

1. **RESOLUTION - EMPLOYEE ON ADMINISTRATIVE LEAVE WITH PAY**

I recommend the Board approve the Resolution to place Kelly Longo on an Administrative Leave as listed on **APPENDIX H-1**.

2. **RESOLUTION - SETTLEMENT AGREEMENT WITH ROBIN MARTIN**

I recommend the Board approve the settlement agreement with Robin Martin - **APPENDIX H-2**.

3. **RESIGNATION - STIPEND POSITION**

I recommend the Board accept the resignation of the following individual:

**COLLEEN ALCOTT**, Freshman Class Advisor, effective November 15, 2017.

**LINDSAY BICKLEY**, Audrey W. Clark School Step Advisor, effective October 30, 2017.

**MATTHEW McDERMOTT**, 21st Century Bus Aide, effective November 15, 2017.

**CHRISTIAN MATTHEWS**, Middle School Girls Basketball Assistant Coach, effective November 15, 2017.

**NEMEIL NAVARRO**, Middle School Boys Basketball Head Coach, effective October 30, 2017.

**KERIN OLIVERI**, Morris Avenue School TDLA, effective December 30, 2017.

**SARA ORTIZ**, ESL Evening Class parent assistant, effective October 30, 2017.

**JESSICA RODRIGUEZ**, Freshmen Cheerleading Head Coach, effective October 30, 2017.

**NICHOLAS TRANCHINA**, High School Varsity Golf Coach, effective November 22, 2017.

H. **PERSONNEL ACTION (continued)**

4. **RESIGNATION - CONTRACTUAL POSITION**

I recommend the Board accept the resignation of the following individual:

**SHANE BAKER**, instructional assistant, effective November 29, 2017.

**MARIBEL FERNANDEZ**, secretary, effective December 3, 2017

5. **STIPEND POSITION – 2017-2018 SCHOOL YEAR**

I recommend the Board approve/ratify the pensionable stipend position as listed:

**HIGH SCHOOL**

**6th Period Stipend**

Desmond Dunkley, Sandra Eagle,  
Sean Fitzgerald, Jennifer Santana

\$4,500\*  
(\*prorated)

6. **ANNUAL STIPEND POSITIONS – 2017-2018 SCHOOL YEAR**

I recommend the Board approve/ratify the annual stipend positions as listed:

**DISTRICT**

**Adult ESL Evening Class**

|                  |                 |             |
|------------------|-----------------|-------------|
| Teacher          | Wallace Morales | \$24.21/hr. |
| Parent Assistant | Ana Silva       | \$11.33/hr. |

**After School ESL Tutorial Program**

|         |             |             |
|---------|-------------|-------------|
| Teacher | Emily Elias | \$24.21/hr. |
|---------|-------------|-------------|

**Building Security Person**

|              |             |
|--------------|-------------|
| Cesare Iengo | \$15.00/hr. |
|--------------|-------------|

**HVAC (Licensed)**

|                            |            |
|----------------------------|------------|
| Dean Chavez, Kenneth Jelks | \$4,200.00 |
|----------------------------|------------|

**HIGH SCHOOL**

**Band Front Advisor**

|                     |            |
|---------------------|------------|
| Jennifer Weingarten | \$2,749.00 |
|---------------------|------------|

**Night Crew Chief**

|             |            |
|-------------|------------|
| Dane Martin | \$1,450.00 |
|-------------|------------|

**MIDDLE SCHOOL**

**Homework Club Advisor**

|             |             |
|-------------|-------------|
| Sean Mallon | \$24.21/hr. |
|-------------|-------------|

**MORRIS AVE. SCHOOL**

**TDLA**

|              |                            |
|--------------|----------------------------|
| Janise Stout | \$2,425.00*<br>(*prorated) |
|--------------|----------------------------|

**Before/After School Activities Advisor**

|                           |             |
|---------------------------|-------------|
| Ron Bennett, Lianne Kulik | \$24.21/hr. |
|---------------------------|-------------|

H. **PERSONNEL ACTION (continued)**

7. **FUNDED STIPEND POSITIONS - 2017-2018 SCHOOL YEAR**

I recommend the Board approve/ratify the funded stipend positions as listed:

**BEFORE/AFTER SCHOOL EXTENDED LEARNING PROGRAMS (Title 1 funded)  
(December 4, 2017- June 1, 2018)**

**Kindergarten Extended Day Tutoring Program Teachers** \$25.24/hr.

JMFECCLC: Linda Bennett, Wallace Morales, Kimberly Walker  
MOR: Tracey Cistaro, Kimberly Douglas, Kelly McOmber  
LWC: Tanisha Allbright, Elaine Atkinson, Nichelle Douglas

**Elementary Extended Day Tutoring Program Teachers** \$25.24/hr.

GRE: Christina Marra, Caitlyn Mielcarek, Jennifer Noone, Laura Parker,  
Erika Tornquist, Stephanie Tornquist  
GLC: Noelle Brown, Allison Munoz-Cassidy, Tracey Cummings, Jennifer  
Gonzalez, Lupe Kiy, Jussara Lins, Robert Luehman, Linda Manzo,  
Lisa Roesch

**High School Extended Day Program - Language Arts** \$25.24/hr.  
Kimberly Pagan

**Buddy & Me Mentorship and Intervention Tutoring Program Teachers** \$25.24/hr.

AAA: Melissa Christopher, Erin Hennelly, Nikita Grinnell, Lyn-Ann Klinga,  
Jamil Pitts, Stephanie Sniffen, Diane Wartmann, Melinda Rodriguez

**ENRICHMENT EXTENDED LEARNING PROGRAM ADVISORS (AAA)**

|                         |                               |             |
|-------------------------|-------------------------------|-------------|
| Genius Hour             | Marina Basile, Brenda Itzol   | \$25.24/hr. |
| Instrumental Music      | John Luckenbill               | \$25.24/hr. |
| Fine Art/Graphic Design | Irina Kinley                  | \$25.24/hr. |
| Dance                   | Melissa Heggie                | \$25.24/hr. |
| Parliamentary Debate    | Terrence King, Diane Wartmann | \$25.24/hr. |
| Vocal Music             | Lisa Zwerin                   | \$25.24/hr. |

**LEAD TO SUCCEED PROGRAM - 2017-2018 SCHOOL YEAR (AWC)**

|                  |                                       |             |
|------------------|---------------------------------------|-------------|
| Tutors           | Daniel Brownridge, Victoria Leotsakas | \$24.21/hr. |
| Substitute Tutor | Sarah Hansen                          | \$24.21/hr. |

8. **ATHLETIC/COACHING STIPEND POSITIONS - 2017-2018 SCHOOL YEAR**

I recommend the Board approve/ratify the athletic/coaching positions as listed:

**ATHLETIC EVENT WORKERS - 2018** *(per Athletic Event Fee Schedule)*

Anissa Berry, Veronica Billy, Angel Borrero, Kyle Cattelona, Devron Clark,  
Ralph DeFillipo, Jasmine Gomez, Blair Kiss, Esther Morales, Scott Rothberg,  
Joe Simon, John Sneddon

**CATEGORY I**

**BASKETBALL**

|                              |                    |        |            |
|------------------------------|--------------------|--------|------------|
| Boys Varsity Assistant Coach | Devron Clark       | Step 6 | \$4,700.00 |
| Freshman Boys Head Coach     | Nemeill Navarro    | Step 7 | \$4,200.00 |
| MS Boys Head Coach           | Christian Matthews | Step 6 | \$3,300.00 |

H. **PERSONNEL ACTION (continued)**

8. **ATHLETIC/COACHING STIPEND POSITIONS - 2017-2018 SCHOOL YEAR (continued)**

**CATEGORY I (continued)**

**CHEERLEADING**

|                     |               |        |            |
|---------------------|---------------|--------|------------|
| Freshman Head Coach | Erica Krumich | Step 6 | \$4,200.00 |
|---------------------|---------------|--------|------------|

**VOLUNTEER COACHES**

|            |               |                               |
|------------|---------------|-------------------------------|
| Basketball | Jacob Jones   | volunteer - no salary/stipend |
| Wrestling  | Nick Visicaro | volunteer - no salary/stipend |

Mr. Dangler – Is Devron Clark certified?

Dr. Salvatore – I will check with Mr. Corley.

Mr. Dangler – Do volunteers also need to be certified?

Dr. Salvatore – Yes, they need 60 credits.

9. **CHANGE IN TRAINING LEVEL**

I recommend the Board approve a change in training level for the following individual, effective December 1, 2017.

**MICHAEL GREEN**, High School Social Studies teacher from a BA to a BA+30 on teacher's Salary Guide.

10. **APPOINTMENT OF SUBSTITUTES FOR 2017-2018 SCHOOL YEAR**

I recommend the Board approve the following substitutes as listed:

A. **SUBSTITUTE CORRIDOR AIDES**

|             |                |
|-------------|----------------|
| Shane Baker | Elyse Williams |
|-------------|----------------|

B. **SUBSTITUTE CORRIDOR AIDES: PENDING FINGERPRINTS**

James Ianicelli

C. **SUBSTITUTE CUSTODIANS**

|                |                |
|----------------|----------------|
| Arturo Barrios | Elyse Williams |
|----------------|----------------|

E. **SUBSTITUTE SECRETARIES**

|             |                |
|-------------|----------------|
| Kera Crosby | Squeerah Henry |
|-------------|----------------|

F. **SUBSTITUTE TEACHERS**

|                   |                |
|-------------------|----------------|
| Frederick Cesareo | Christine Lowe |
| Samantha Genise   | Hunter Willie  |

G. **SUBSTITUTE TEACHERS: PENDING FINGERPRINTS**

|                      |                |
|----------------------|----------------|
| Shane Baker          | Victoria Lewis |
| Sheila Gibson        | Kelly Wolff    |
| Valeryia Krumkachova |                |

H. **PERSONNEL ACTION (continued)**

10. **APPOINTMENT OF SUBSTITUTES FOR 2017-2018 SCHOOL YEAR (continued)**

H. **SUBSTITUTE INSTRUCTIONAL ASSISTANTS**  
Squeerah Henry Christine Lowe

I. **SUBSTITUTE INSTRUCTIONAL ASSISTANTS: PENDING FINGERPRINTS**  
Carlos Gomez Maria Grandinetti  
Shane Baker Kelly Wolff

Mr. Dangler – What is the difference between the requirements for a substitute teacher and a substitute instructional assistant?

Dr. Salvatore – The minimum number of credits for each.

11. **FAMILY/MEDICAL LEAVE OF ABSENCES**

I recommend the Board approve/ratify the family/medical leave of absences as listed on - **APPENDIX H-3.**

12. **ATTENDANCE AT CONFERENCES / MEETINGS**

I recommend the Board approve the attendance of the staff members indicated on the attached list at the conferences indicated - **APPENDIX H-4.**

13. **STUDENT TEACHER/INTERN PLACEMENT**

I recommend the individuals listed to be authorized to conduct their student teaching in the Long Branch Public Schools as indicated during the 2017-2018 school year. Long Branch Public School employees must complete their student teaching and/or internship outside of their contractual hours.

**Spring 2018 Semester**

**January 2018 - December 2018**

**Monmouth University**

Julia Alcott  
Dean McDonald

Morris Ave  
High School

Elizabeth Lundberg  
Alex Smiga

**Kean University**

Debra Razzino

High School

**January 2018 - June 2018**

Jeremy Julio

**University of Scranton**

Nicholas Tranchina

High School

Vincent Muscillo

**Monmouth University**

Mary Vogt  
Alyssa Gambuzza

Middle School  
Middle School

Megan Renzo-Mazza/Amy Rock  
Jeremy Martin/Amy Rock

**William Patterson University**

Brielle Minaya

Gregory School

Amanda MacDonald



I. **STUDENT ACTION**

1. **APPROVAL OF MONTHLY HIB REPORT P.L. 2010. c. 122 (A-3466)**

I recommend the Board approve the monthly report as required by statute - **APPENDIX I-1**.

2. **FIELD TRIP APPROVALS**

I recommend the Board approve/ratify the field trips indicated (which will be labeled **APPENDIX I-2** and made part of the permanent minutes upon Board approval).

3. **PLACEMENT/TERMINATION OF STUDENTS ON HOME INSTRUCTION**

I recommend the Board approve/ratify the placement/termination of home instruction for the students listed on **APPENDIX I-3**.

4. **RECOMMENDATION FOR STUDENT PLACEMENT OUT OF DISTRICT AND TRANSPORTATION FOR THE 2017-2018 SCHOOL YEAR**

I recommend the Board approve the following students for out of district placement and transportation for the 2017 - 2018 school year:

**COASTAL LEARNING CENTER/SOUTH**

**HOWELL, NEW JERSEY**

Tuition: \$38,690.40/Student

Transportation

Effective Dates: 11-14-2017 to 6-21-2018

ID#: 5539663745, non- classified student.

**CHILDREN'S CENTER OF MONMOUTH**

**NEPTUNE, NEW JERSEY**

Tuition: \$44,714.12/Student full-time

Transportation

Effective Dates: 10-18-2017 to 6-15-2018

ID#: 9278728739, classified as Eligible for Special Education and Related Services

**HARBOR SCHOOL**

**EATONTOWN, NEW JERSEY**

Tuition: \$48,110.40/Student

Transportation

Effective Dates: 10-17-2017 to 6-22-2018

ID#: 1468743304, classified as Eligible for Special Education and Related Services

**NEPTUNE BOARD OF EDUCATION**

**NEPTUNE, NEW JERSEY**

Tuition: \$37,867.14/Student

Transportation

Effective Dates: 11-1-2017 to 6-19-2018

ID#: 5495742246, classified as Eligible for Special Education and Related Services

**DELSEA REGIONAL HIGH SCHOOL DISTRICT/PINELAND LEARNING CENTER**

**FRANKLINVILLE, NEW JERSEY**

Tuition: \$53,193.60/Student

Transportation

Effective Dates: 9-7-2017 to 6-30-2018

ID#: 7034927424, classified as Eligible for Special Education and Related Services

I. **STUDENT ACTION (continued)**

5. **RECOMMENDATION FOR FOSTER STUDENT PLACEMENT OUT OF DISTRICT AND TRANSPORTATION FOR THE 2017-2018 SCHOOL YEAR**

I recommend the Board approve the following foster students for placement and transportation for the 2017-2018 school year:

**CHERRY HILL PUBLIC SCHOOLS**

**CHERRY HILL, NEW JERSEY**

Tuition: \$13,222.00/Student

Effective Dates: 9-5-2017 to 6-19-2018

ID#: 1319019052, non-classified student

**HACKENSACK BOARD OF EDUCATION**

**HACKENSACK, NEW JERSEY**

Tuition: \$14,724.00/Student

Effective Dates: 9-6-2017 to 6-25-2018

ID#: 2813267120, non-classified student

**NEPTUNE BOARD OF EDUCATION**

**NEPTUNE, NEW JERSEY**

Tuition: \$12,728.00/Student

Effective Dates: 9-14-2017 to 6-19-2018

ID#: 2925668950, non-classified student.

**NEPTUNE BOARD OF EDUCATION**

**NEPTUNE, NEW JERSEY**

Tuition: \$11,000.00/Student

Effective Dates: 9-8-2017 to 6-19-2018

ID#: 4268141636, non-classified student.

**NEPTUNE BOARD OF EDUCATION**

**NEPTUNE, NEW JERSEY**

Tuition: \$12,500.00/Student

Effective Dates: 9-8-2017 to 6-19-2018

ID#: 7087463911, non-classified student.

**NEPTUNE BOARD OF EDUCATION**

**NEPTUNE, NEW JERSEY**

Tuition: \$987.84/Student

Effective Dates: 9-25-2017 to 10-16-2018

ID#: 5495742246, non-classified student.

6. **RECOMMENDATION FOR ATYPICAL HOMELESS STUDENTS FOR PLACEMENT AND TRANSPORTATION FOR 2017-2018 SCHOOL YEAR.**

I recommend the Board approve the following homeless students for placement and transportation for the 2017-2018 school year.

**EATONTOWN BOARD OF EDUCATION**

**EATONTOWN, NEW JERSEY**

Tuition: \$16,644.00/Student

Effective Dates: 9-7-2017 to 6-30-2018

ID#: 9608814732, non-classified student.

**ELK TOWNSHIP BOARD OF EDUCATION**

**ELK, NEW JERSEY**

Tuition: \$2,000.00/Student

Effective Dates: 9-6-2017 to 10-5-2017

ID#: 8184972949, non-classified student.

I. **STUDENT ACTION (continued)**

7. **RECOMMENDATION FOR PLACEMENT OF ATYPICAL HOMELESS TUITION-IN STUDENTS FOR THE 2017-2018 SCHOOL YEAR**

I recommend the Board approve/ratify the following homeless tuition-in students for the 2017-2018 school year:

**ASBURY PARK BOARD OF EDUCATION**

Student ID#: 5207715973

Placement: Gregory School

Tuition: \$13,294.00/Year

Effective: 9-6-2017 to 6-15-2018

Student ID#: 5092817838

Placement: Middle School

Tuition: \$14,128.00/Year

Effective: 9-6-2017 to 6-15-2018

Student ID#: 2589369183

Placement: Middle School

Tuition: \$14,128.00/Year

Effective: 9-6-2017 to 6-15-2018

Student ID#: 4203929044

Placement: Audrey W. Clark School  
(Special Class/BD)

Tuition: \$34,713.00/Year

Effective: 9-6-2017 to 6-15-2018

**EATONTOWN PUBLIC SCHOOLS**

Student ID#: 6123427295

Placement: Morris Avenue School

Tuition: \$10,630.00/Year

Effective: 9-6-2017 to 6-15-2018

Student ID#: 1070879472

Placement: Gregory School

Tuition: \$13,294.00/Year

Effective: 9-6-2017 to 6-15-2018

Student ID#: 5883731108

Placement: Gregory School

Tuition: \$13,294.00/Year

Effective: 9-6-2017 to 6-15-2018

Student ID#: 7615163483

Placement: Anastasia School

Tuition: \$13,294.00/Year

Effective: 9-6-2017 to 6-15-2018

J. **STUDENT ACTION (continued)**

7. **RECOMMENDATION FOR PLACEMENT OF ATYPICAL HOMELESS TUITION-IN STUDENTS FOR THE 2017-2018 SCHOOL YEAR (continued)**

**EATONTOWN PUBLIC SCHOOLS (continued)**

Student ID#: 7637495573  
Placement: Audrey W. Clark School  
Tuition: \$14,128.00/Year  
Effective: 9-6-2017 to 6-15-2018

**MONMOUTH REGIONAL BOARD OF EDUCATION**

Student ID#: 4937551494  
Placement: High School  
Tuition: \$12,631.00/Year  
Effective: 9-6-2017 to 6-15-2018

8. **RECOMMENDATION FOR ATYPICAL HOMELESS STUDENTS FOR PLACEMENT AND TRANSPORTATION FOR 2016-2017 SCHOOL YEAR**

I recommend the Board approve the following student for placement and transportation for the 2016-2017 school year.

**NEWARK PUBLIC SCHOOL  
NEWARK, NEW JERSEY**

Tuition: \$3,336.07/Student  
Effective Dates: 4-28-2017 to 6-27-2017

ID#: 8787363005, classified as Eligible for Special Education and Related Services

9. **CORRECTIONS/REVISIONS TO MINUTES**

I recommend the Board approve the following corrections/revisions to minutes:

September 27, 2017

**APPOINTMENT OF CERTIFIED STAFF**

Chelsea Sirico, High School English Teacher, BA, Step 1, \$51,325. This should have read: BA, Step 3, \$55,225.

August 23, 2017

**RECOMMENDATION FOR OUT OF DISTRICT STUDENT PLACEMENT**

Children's Center of Monmouth County, New Jersey, student ID#: 3723805483, classified as Eligible for Special Education and Related Services, Tuition \$26,650.80/Student part-time. This should have read \$49.53/hour for four hours a day.

July 26, 2017

**FAMILY/MEDICAL LEAVE OF ABSENCE USING SICK DAYS**

Jennifer Rettino, Morris Avenue School teacher, from September 18, 2017 to October 5, 2017. This should have read September 1, 2017 to September 18, 2017.

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

July 26, 2017 (continued)

**FAMILY/MEDICAL LEAVE OF ABSENCE WITHOUT PAY**

Jennifer Rettino, Morris Avenue School teacher from October 6, 2017 to January 1, 2018.  
This should have read September 19, 2017 to January 1, 2018.

**DISCUSSION**

1. **National School Board convention**

Dr. Salvatore asked if anyone is interested in attending the National School Board convention in San Antonio, Texas, April 7 – 9, 2018, to please contact his office.

2. **Moving the Dr. Chattle monument**

There was a very lengthy discussion regarding the movement of the Dr. Chattle monument from City Hall to the Long Branch Board of Education property. After listening to both the pro's and con's of the move, Dr. Critelli decided to form an ad hoc committee to review what would be involved in the process and make a recommendation to the full Board. Members of the committee are Mr. Zambrano, Rev. Bennett, Mrs. George and Dr. Critelli.

**ADDITIONAL DISCUSSION ITEMS**

Dr. Salvatore stated that at the last meeting, Mrs. Widdis brought up the possibility of an opportunity to discuss with the City the re-development plan for the City in order to get an understanding of the PILOT programs. Dr. Salvatore reached out to the Mayor who is willing to come to a Finance Committee meeting and invite the necessary professionals in order to have that conversation.

Mr. Dangler brought up a safety concern he had with regard to security at some of our events and asked that security people utilize their authority in asking people to back away from the railing and sit down during games. He stated that if attendees do not adhere to their requests, then they should be escorted out.

Mr. Parnell congratulated Mrs. Widdis and Mr. Zambrano on their re-election to the Board and thanked the Board for all of their support over the past 6 years that he has been a member.

Motion was made by Mrs. George, seconded by Mrs. Widdis and carried by roll call vote that the Board approve the following item (I10).

Ayes (9). Nays (0), Absent (0)

10. **RESOLUTION FOR CLOSED EXECUTIVE SESSION – 8:44 P.M.**

That the Board approve the following 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

10. **RESOLUTION FOR CLOSED EXECUTIVE SESSION – 8:44 P.M. (continued)**

**WHEREAS**, the Long Branch Board of Education wishes to discuss the **attorney/client privilege** 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 Board Conference Room, 540 Broadway, 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.

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

Ayes: 9  
Nays: 0  
Absent: 0  
Date: November 29, 2017

The Board returned to open session at 9:13 P.M.

**ROLL CALL**

|                            |              |                       |
|----------------------------|--------------|-----------------------|
| Dr. Critelli - President   | Mr. Grant    | Mr. Parnell           |
| Mr. Covin - Vice President | Mr. Dangler  | Mrs. Widdis           |
| Mrs. George                | Mr. Zambrano | Rev. Bennett - absent |

Mrs. George – Are we going to have a holiday party?

Dr. Salvatore – Yes, I will include additional information in the Friday packet.

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

K. **ADJOURNMENT – 9:15 P.M.**  
There being no further discussion, motion was made by Mr. Dangler, seconded by Mr. Parnell and carried by roll call vote that the Board adjourn the meeting at 9:15 P.M.  
Ayes (8), Nays (0), Absent (1) Rev. Bennett

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